



**Shire of Cunderdin**

**Minutes of an Ordinary Council Meeting**

Dear Council Member,

The next Ordinary Meeting of the Cunderdin Shire Council was held on **Thursday 19<sup>th</sup> April 2012** in the Council Chambers, Lundy Avenue Cunderdin commencing at 5:13 pm.

Peter Naylor  
**Chief Executive Officer**

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## MINUTES

### 1. Declaration of opening

**The President will declare the meeting open at 5:13pm**

**The Shire of Cunderdin disclaimer will be read aloud.**

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

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

### 2. Suspension of Clause 3.2 - Standing Orders

Location:	Cunderdin
Applicant:	Not applicable
Date:	12 <sup>th</sup> April 2012
Author:	P Naylor
Item Approved by:	Chief Executive Officer

#### **Resolution:**

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

Moved: Cr Todd Harris

Seconded: Cr Di Kelly

Vote – Simple majority

Carried: 8/0

### 3. Public Question Time

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

**Declaration of public question time opened at 5:14pm**

**Declaration of public question time closed at 5:14pm**

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

##### **Record of attendances**

###### **Councillors**

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

##### **Apologies**

Loren Hempel	Manager of Finance & Administration
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##### **On Leave of Absence**

Nil

##### **Staff**

PT (Peter) Naylor	Chief Executive Officer
M (Mark) Burgess	Manager of Works & Services

##### **Guests of Council**

##### **Members of the Public**

##### **Applications for leave of absence**

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

#### **5. Petitions, Deputations, Presentations**

##### **Deputations**

##### **Presentations**

#### **6. Announcements by President without discussion**

## 7. Confirmation of the Minutes of Previous Meetings

### 7.1 Confirmation of Minutes of Previous Meetings

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Administration
<b>Date:</b>	12 <sup>th</sup> April 2012
<b>Author:</b>	P Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	N/A
<b>File Reference:</b>	

#### **Proposal/Summary**

Council to confirm the minutes of the Ordinary Council meeting held on 15<sup>th</sup> March 2012.

#### **Background**

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

#### **Comment**

No business arising.

#### **Statutory Environment**

*Local Government Act 1995 Part 5 Division 2 Subdivision 3 - Section 5.22 (2) 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 15<sup>th</sup> March 2012, be confirmed as a true and correct record.

Moved: Cr Doug Kelly

Seconded: Cr Clive Gibsone

Vote – Simple majority

Carried: 8/0

#### **Note to this item:**

The President will sign the minute declaration.

## 8. Finance

### 8.1. Financial Report for March 2012

Location:	Cunderdin
Applicant:	Manager of Finance & Administration
Date:	11 <sup>th</sup> April 2012
Author:	Loren Hempel
Item Approved by:	Chief Executive Officer
File Reference:	

#### **Proposal/Summary**

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

#### **Appendices – 31<sup>st</sup> March 2012 - Financial Statements**

- Statement of Financial Activity
- Councillor EOY Estimate
- Operating Statement
- Statement of Surplus or Deficit
- Statement of Financial Position
- Statement of Cash Flows
- Details by Function & Activity
- Reserves Account Summary
- Loan Repayment Schedule
- Financial Activity Statement projected to 31<sup>st</sup> March 2012
- 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 31<sup>st</sup> March 2012.

Moved: Cr David Beard

Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 8/0

## 8.2. Accounts Paid – March 2012

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	N/A
<b>Author:</b>	Manager of Finance & Administration
<b>Report Date:</b>	11 <sup>th</sup> April 2012
<b>Item Approved By:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	

### **Proposal/Summary**

Council is requested to confirm the payment of Accounts totalling \$ 638,124.74 listed in the Warrant of Payments for the period 1<sup>st</sup> March 2012 – 31<sup>st</sup> March 2012.

### **Attachments**

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

### **Statutory Environment**

Financial Management Regulations 12 & 13

### **Commentary on Statutory Environment**

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

### **Policy Implications**

Nil

### **Financial Implications**

All financial implications are contained within the reports

### **Strategic Implications**

Nil



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

**Payments List -March 2012**

1.0 Accounts Already Paid

1.1 Municipal Fund –

CHEQUE NUMBERS	AMOUNT
009500-009570	\$ 220,142.36
Electronic Payments - Various	\$ 417,982.38

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

CHEQUE NUMBERS	AMOUNT \$
2.0 Accounts to be passed for payment	
2.1 Municipal Fund -	
Nil	
<b>TOTAL MUNICIPAL FUNDS</b>	<b>\$ 638,124.74</b>

3. Trust Fund – Accounts Already Paid

DATE	CHEQUE NUMBER	DETAILS	AMOUNT \$
Nil			0.00

**Resolution 8.2**

(a) That Council’s payment of accounts amounting to \$ 638,124.74 for the period of 1<sup>st</sup> March 2012 – 31<sup>st</sup> March 2012 from the Municipal Fund be confirmed and noted.

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

Moved: Cr Graham Cooper

Seconded: Cr Dennis Whisson

Vote – simple majority

Carried: 8/0

Date	Reference	Creditor	Amount
1/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 130.90
1/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 90.78
1/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 63.98
1/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 38.60
1/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 22.00
1/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 21.20
1/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 13.00
1/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 13.00
1/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 22.00
1/03/2012	9500	Cunderdin Co-Op Fuel	-\$ 11,750.00
2/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 14.75
2/03/2012	Bank Charges	Westpac Banking Corporation	-\$ 5.50
2/03/2012	9501	Suncorp WealthSmart	-\$ 313.28
2/03/2012	9502	Cunderdin Co-Op Fuel	-\$ 90.27
2/03/2012	9503	Shire of Jerramungup	-\$ 120.00
2/03/2012	9504	Cunderdin Newsagency	-\$ 156.95
2/03/2012	9505	LG System Incorporated	-\$ 5,945.77
2/03/2012	9506	Telstra (Bigpond)	-\$ 29.95
2/03/2012	9507	Australia Post	-\$ 150.96
2/03/2012	9508	Harris, Cr Todd	-\$ 140.00
2/03/2012	9509	Country Ford	-\$ 325.05
2/03/2012	9510	Avdata Australia	-\$ 636.97
2/03/2012	9511	Rural Press Regional Media WA	-\$ 127.05
2/03/2012	9512	Avon Waste	-\$ 6,044.73
2/03/2012	9513	Kelly, Cr. Dianne	-\$ 140.00
2/03/2012	9514	Goodfield's Quality Meats	-\$ 417.81
2/03/2012	9515	Dunlop, Graham	-\$ 393.80
2/03/2012	9516	Synergy	-\$ 698.25
2/03/2012	9517	Roulston, Garry William	-\$ 71.10
2/03/2012	9518	Combined Tyrepower	-\$ 361.65
2/03/2012	9519	Rylan Pty Ltd	-\$ 8,800.00
2/03/2012	9520	LGIS Workcare	-\$ 3,817.00
2/03/2012	9521	Wayne Davies	-\$ 7,500.00
2/03/2012	9522	Department of Premier and Cabinet	-\$ 1,001.00
2/03/2012	9523	Horsfield, Garry	-\$ 150.00
2/03/2012	9524	Department of Commerce	-\$ 2,996.40
2/03/2012	9525	Westnet	-\$ 44.95
2/03/2012	9526	Craig Buegge Carpet Cleaning	-\$ 420.00
2/03/2012	9527	Westscheme Superannuation	-\$ 925.36
2/03/2012	9528	Fire & Emergency Services Authority	-\$ 18,242.08
<b>Payments List -March 2012</b>			
Date	Reference	Creditor	Amount
2/03/2012	9529	Telstra Corporation Limited	-\$ 170.76
2/03/2012	9530	Gibson, Cr Clive	-\$ 140.00
2/03/2012	9531	Cunderdin Co-op	-\$ 2,338.59

2/03/2012	9532	WA Country Builders	-\$ 100.00
2/03/2012	9533	BT Super for Life	-\$ 81.00
2/03/2012	EFT-375	Landgate	-\$ 24.00
2/03/2012	EFT-376	Australian Men's Shed Association	-\$ 487.50
2/03/2012	EFT-377	WA Local Government Association	-\$ 207.04
2/03/2012	EFT-378	Dallimore Nominees Pty Ltd	-\$ 3,498.00
2/03/2012	EFT-379	Jasol Australia	-\$ 514.83
2/03/2012	EFT-380	Austral Mercantile Collections Pty Ltd	-\$ 54.34
2/03/2012	EFT-381	Coromup Contracting	-\$ 13,629.00
2/03/2012	EFT-382	The Wheeler Superannuation Fund	-\$ 37.76
2/03/2012	EFT-383	Shire of York	-\$ 5,787.32
2/03/2012	EFT-384	Evergreen Synthetic Grass	-\$ 5,843.00
2/03/2012	EFT-385	Claw Environmental	-\$ 3,879.04
2/03/2012	EFT-386	Rural Traffic Services	-\$ 6,971.22
2/03/2012	EFT-387	Cooper, Cr Graham	-\$ 140.00
2/03/2012	EFT-388	The Cunderdin Mob	-\$ 3,932.25
2/03/2012	EFT-389	Kings Services	-\$ 50.00
2/03/2012	EFT-390	Delavale Contracting Pty Ltd	-\$ 31,900.00
2/03/2012	EFT-391	Bandicoot Express	-\$ 40.00
2/03/2012	EFT-392	Hutton & Northey Sales	-\$ 946.44
2/03/2012	EFT-393	Snap Printing	-\$ 120.00
2/03/2012	EFT-394	Hitachi	-\$ 4,310.49
2/03/2012	EFT-395	RBE Internet Services	-\$ 20.00
2/03/2012	EFT-396	Water Dynamics	-\$ 913.00
2/03/2012	EFT-397	Courier Australia	-\$ 390.07
2/03/2012	EFT-398	Yakka Pty Ltd	-\$ 112.57
2/03/2012	EFT-399	Donovans Engineering	-\$ 368.50
2/03/2012	EFT-400	WA Local Government Superannuation Plan	-\$ 7,839.40
2/03/2012	EFT-401	Cunderdin Community Resource Centre	-\$ 6,009.60
2/03/2012	EFT-402	Air Liquid Pty Ltd	-\$ 123.79
2/03/2012	EFT-403	Airport Alliance	-\$ 3,190.00
2/03/2012	EFT-404	Startrack Express	-\$ 53.93
2/03/2012	EFT-405	Bitumen Surfacing	-\$ 3,344.00
2/03/2012	EFT-406	Sigma Chemicals	-\$ 847.90
2/03/2012	EFT-407	Takacs, Adam	-\$ 63.00
2/03/2012	EFT-408	Whisson, Cr Dennis	-\$ 140.00
2/03/2012	EFT-409	Argent Electrical	-\$ 775.50
<b>Payments List -March 2012</b>			
<b>Date</b>	<b>Reference</b>	<b>Creditor</b>	<b>Amount</b>
2/03/2012	EFT-410	Museums Australia Inc (WA)	-\$ 121.00
2/03/2012	EFT-411	Cody Express Transport	-\$ 18.58
2/03/2012	EFT-412	Orica Australia Pty Ltd	-\$ 794.95
2/03/2012	EFT-413	Sunny Sign Company Pty Ltd	-\$ 308.22
2/03/2012	EFT-414	Flys R Gone	-\$ 295.00
2/03/2012	EFT-415	Beard, cr. David	-\$ 140.00
2/03/2012	EFT-416	Brickmart Northam	-\$ 30,791.27

14/03/2012	Staff Pays	Staff Salaries & Wages	-\$ 34,665.25
15/03/2012	EFT-417	SG Fleet	-\$ 1,847.54
15/03/2012	EFT-418	West Australian Treasury Corporation	-\$ 41,538.54
15/03/2012	EFT-419	West Australian Treasury Corporation	-\$ 20,632.57
15/03/2012	GJNL-438	Duplicate Deposit Book	-\$ 5.00
15/03/2012	GJNL-439	BPOINT Transaction Fees	-\$ 29.66
16/03/2012	Staff Pays	Staff Salaries & Wages	-\$ 246.53
23/03/2012	Credit Card	Westpac Banking Corporation	-\$ 121.62
23/03/2012	Credit Card	Westpac Banking Corporation	-\$ 32.00
23/03/2012	9534	Suncorp WealthSmart	-\$ 156.64
23/03/2012	9535	Cunderdin Co-Op Fuel	-\$ 8,948.00
23/03/2012	9536	Cunderdin Co-op Museum	-\$ 154.65
23/03/2012	9537	Dominic Carbone & Associates	-\$ 2,227.50
23/03/2012	9538	Cunderdin Newsagency	-\$ 117.65
23/03/2012	9539	Telstra (Bigpond)	-\$ 29.95
23/03/2012	9540	Australia Post	-\$ 538.22
23/03/2012	9541	Carter, Cr Rod	-\$ 280.00
23/03/2012	9542	Gray, Dr. Ken	-\$ 88.00
23/03/2012	9543	Harris, Cr Todd	-\$ 140.00
23/03/2012	9544	Tom Fullerton Trucking	-\$ 5,346.00
23/03/2012	9545	Country Ford	-\$ 973.50
23/03/2012	9546	ALGA Conference Account	-\$ 1,295.00
23/03/2012	9547	Avdata Australia	-\$ 659.11
23/03/2012	9548	C.Y. O'Connor Institute	-\$ 148.40
23/03/2012	9549	Meckering Action Group	-\$ 85.00
23/03/2012	9550	Avon Waste	-\$ 4,936.92
23/03/2012	9551	Mick Walker Transport	-\$ 1,144.00
23/03/2012	9552	Martion, James	-\$ 1,350.00
23/03/2012	9553	Roads 2000	-\$ 77,626.67
23/03/2012	9554	Kelly, cr. Dianne	-\$ 140.00
23/03/2012	9555	Goodfield's Quality Meats	-\$ 110.50
23/03/2012	9556	Synergy	-\$ 4,076.20
23/03/2012	9557	Water Corporation	-\$ 5,930.20
<b>Payments List -March 2012</b>			
<b>Date</b>	<b>Reference</b>	<b>Creditor</b>	<b>Amount</b>
23/03/2012	9558	Hostplus	-\$ 36.51
23/03/2012	9559	Combined Tyrepower	-\$ 1,491.10
23/03/2012	9560	Australian Taxation Office (BAS)	-\$ 10,883.00
23/03/2012	9561	Baxters Rural Centre	-\$ 9,065.57
23/03/2012	9562	Horsfield, Garry	-\$ 300.00
23/03/2012	9563	Westnet	-\$ 44.95
23/03/2012	9564	Novus Auto Glass	-\$ 480.00
23/03/2012	9565	Westscheme Superannuation	-\$ 479.10
23/03/2012	9566	Telstra Corporation Limited	-\$ 1,699.61
23/03/2012	9567	Gibson, Cr Clive	-\$ 140.00
23/03/2012	9568	Cunderdin Co-op	-\$ 4,172.33

23/03/2012	9569	BT Super for Life	-\$ 40.50
23/03/2012	9570	Fulwood, Christine	-\$ 166.85
23/03/2012	EFT-420	Sandco Hire & Contracting	-\$ 13,406.25
23/03/2012	EFT-421	Landgate	-\$ 82.00
23/03/2012	EFT-422	The Wheeler Superannuation Fund	-\$ 18.88
23/03/2012	EFT-423	Contract Aquatic Services	-\$ 11,396.00
23/03/2012	EFT-424	Darren Long Consulting	-\$ 2,090.00
23/03/2012	EFT-425	Rural Traffic Services	-\$ 26,356.63
23/03/2012	EFT-426	McLeods Barristers & Solicitors	-\$ 228.00
23/03/2012	EFT-427	Cooper, Cr Graham	-\$ 140.00
23/03/2012	EFT-428	The Cunderdin Mob	-\$ 1,791.80
23/03/2012	EFT-429	Western Stabilisers Pty Ltd	-\$ 3,443.44
23/03/2012	EFT-430	JR & A Hersey	-\$ 360.30
23/03/2012	EFT-431	Hutton & Northey Sales	-\$ 11,018.80
23/03/2012	EFT-432	A P Concreting Pty Ltd	-\$ 3,984.20
23/03/2012	EFT-433	Courier Australia	-\$ 16.63
23/03/2012	EFT-434	Corporate Express	-\$ 1,044.25
23/03/2012	EFT-435	Allied Sheds	-\$ 19,605.00
23/03/2012	EFT-436	Jumbo Vision Internation Pty Ltd	-\$ 203.50
23/03/2012	EFT-437	WA Local Government Superannuation Plan	-\$ 3,813.12
23/03/2012	EFT-438	Air Liquid Pty Ltd	-\$ 123.79
23/03/2012	EFT-439	Peak Transport	-\$ 185.13
23/03/2012	EFT-440	Kelly, cr. Doug	-\$ 140.00
23/03/2012	EFT-441	Reinforced Concrete Pipes Australia (WA)	-\$ 1,621.40
23/03/2012	EFT-442	Startrack Express	-\$ 176.00
23/03/2012	EFT-443	Pallinup Contracting Pty Ltd	-\$ 5,967.50
23/03/2012	EFT-444	Whisson, Cr Dennis	-\$ 140.00
23/03/2012	EFT-445	Woodlands Distributors & Agencies	-\$ 476.65
23/03/2012	EFT-446	Meckering Roadhouse	-\$ 140.73
23/03/2012	EFT-447	Orica Australia Pty Ltd	-\$ 87.78
23/03/2012	EFT-448	Shire of Tammin	-\$ 3,197.60
23/03/2012	EFT-449	Beard, cr. David	-\$ 140.00
23/03/2012	EFT-450	Naylor, Mr. Peter	-\$ 614.00
23/03/2012	EFT-451	Brickmart Northam	-\$ 32,496.91
28/03/2012	Staff Pays	Staff Salaries & Wages	-\$ 34,889.16
<b>TOTAL</b>			<b>-\$ 638,124.74</b>

### 8.3. Council Investments – March 2012

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	N/A
<b>Author:</b>	Manager of Finance & Administration
<b>Report Date:</b>	11 <sup>th</sup> April 2012
<b>Item Approved By:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	

#### Proposal/Summary

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

#### Background

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

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

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

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

#### Commentary

<b>COUNCIL INVESTMENTS AS AT 31<sup>st</sup> MARCH 2012</b>				
<b>Institution</b>	<b>Amount Invested</b>	<b>Investment type</b>	<b>Municipal Funds</b>	<b>Reserve Funds</b>
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	\$312,784.93	Term Deposit 21-7618 5.60% (Maturity Date: 10/04/12)	\$312,784.93	\$0.00
Westpac Banking Corporation	\$557,910.01	Term Deposit 21-7597 5.60% (Maturity Date: 10/04/12)	\$0.00	\$557,910.01
Westpac Banking Corporation	\$257,254.27	Term Deposit 14-7310 5.50% (Maturity Date: 31/05/12)	\$0.00	\$257,254.27
<b>TOTAL INVESTMENTS</b>	<b>\$1,129,351.44</b>		<b>\$313,068.62</b>	<b>\$816,282.82</b>

**Statutory Implications**

Financial Management Regulation 19.

**Policy Implications**

Delegation #18 – Investments.

**Financial Implications**

There are no financial implications in considering this item.

**Strategic Implications**

There are no strategic implications in considering this item.

**Resolution 8.3**

That the report on Council investments as at 31<sup>st</sup> March 2012 be received and noted.

Moved: Cr Todd Harris

Seconded: Cr Di Kelly

Vote – Simple Majority

Carried: 8/0

## 9. Chief Executive Officer

### 9.1. Cunderdin Airfield Safety Improvements

<b>Location:</b>	Cunderdin Airfield
<b>Applicant:</b>	Administration
<b>Date:</b>	3 <sup>rd</sup> April 2012
<b>Author:</b>	P Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	

#### **Proposal/Summary**

Council has been successful in obtaining funding through the Wheatbelt Development Commission, Wheatbelt Regional Grants Scheme, to carry out Cunderdin Airfield Safety Improvements in the form of upgrading the fire fighting capacity at the Airfield.

This report recommends that Council proceed with Option A as proposed by Lowes Churchill & Associates.

#### **Background**

Council has for a period of time been working with Engineering Consultants, Lowes Churchill & Associates, to prepare a proposal for improved water service and fire fighting facilities to the Cunderdin Airfield.

At the Ordinary Meeting of Council on 17 November 2011, Council resolved:

*That:*

- a. The President and Acting Chief Executive officer be authorised to sign the grant agreement for the approved grant totalling \$75,000.*
- b. The Acting Chief Executive Officer be authorised to pursue the additional grant funding of \$75,000 with the Wheatbelt Development Commission (WDC).*
- c. The President and Acting Chief Executive Officer be authorised to meet with the Water Corporation in relation to the Cunderdin Airport Fire Service and subject to the discussions request Lowes Churchill and Associate Pty Ltd to provide an alternative quotation.*

With reference to the above Council resolution, additional amount of \$75,000 has been authorised by the Wheatbelt Development Commission and the Chief Executive Officer has duly executed the Grant Agreement on behalf of the Shire of Cunderdin for total amount of \$150,000.

The Chief Executive Officer has also had follow up discussions with the Water Corporation and Mr Jeffrey Marr, Lowes Churchill & Associates, on the proposed water service upgrade.

Whilst the Water Corporation have been able to provide some background information on the size of existing meter (20mm) and existing water main (58mm AC Pipe) at the airfield they do not provide much further guidance and Council is required to engage the services of a consulting engineer to work through the process.



## **Comments**

Mr Marr has provided updated quotations (2) for Council consideration.

### ***Option A***

Fire Service Design \$15,000 (GST Incl).  
Project Management \$12,000 (GST Incl).

Lowes Churchill proposes to design and manage the construction of the fire service as described below. This option is intended to provide for a new fire suppression system trickle-fed from existing water service and connecting to the Soarability hangar only, with provisions for future expansion.

- Determine the location and configuration of the tanks, pumps, pipes and other items related to the aforementioned elements.
- Design the sizes, layout and interconnections between the required items.
- Determine the location and method of connection to existing utilities at the site.
- Determine the location and routing of piping.
- Provide project management services during construction.
- Dial Before You Dig survey of the work area.

The Shire of Cunderdin must provide the following to accomplish the work:

- Utility connection and any other relevant charges.
- Any required surveys and soils testing.

Deliverables:

- Detail design drawings to be used in construction.
- Specifications of tanks and equipment.
- Estimate of probable cost.

Exclusions:

- Lowes Churchill will not provide structural detail design or calculations as part of the work covered by the proposal owing to obligations of potential construction contractor. Lowes Churchill will review and approve the detail design of tanks and other equipment proposed by contractors bidding on the work.
- Lowes Churchill will not provide procedures for containment and/or remediation of pollutants, or dewatering that may be required by the work.

Lowes Churchill will complete the work under this proposal within six (6) weeks after receipt of the survey and notice to proceed. Jeffrey Marr will be the project manager.

### ***Option B***

Fire Service Design \$30,000 (GST Incl).  
Project Management \$25,000 (GST Incl).

Lowes Churchill proposes to design and manage the construction of the fire service as described below. This option is intended to provide for a tie-in to the Water Corporation main and a new 100mm water

service to the fire suppression system with fire suppression lines to the hangar row along the utility service backbone on the south side of the hangars.

- Determine the location and configuration of the tanks, pumps, pipes and other items related to the aforementioned elements.
- Design the sizes, layout and interconnections between the required items.
- Determine the location and method of connection to utility mains.
- Determine the location and routing of piping and hydrants.
- Dial Before You Dig survey of the work area.
- Provide survey work and soils testing of work areas.
- Provide project management services during construction.

The Shire of Cunderdin must provide the following to accomplish the work:

- Utility connection and any other relevant charges.

Deliverables:

- Detail design drawings to be used in construction.
- Specifications of tanks and equipment.
- Estimate of probable cost.

Exclusions:

- Lowes Churchill will not provide structural detail design or calculations as part of the work covered by the proposal owing to obligations of potential construction contractor. Lowes Churchill will review and approve the detail design of tanks and other equipment proposed by contractors bidding on the work.
- Lowes Churchill will not provide procedures for containment and/or remediation of pollutants, or dewatering that may be required by the work.

Lowes Churchill will complete the work under this proposal within 12 weeks after receipt of the survey and notice to proceed. Jeffrey Marr will be the project manager.

Jeffrey Marr has indicated that it should be possible to complete the works contained within Option A within the allocated budget of \$150,000, whilst it is anticipated that Option B would be considerably more expensive.

It is considered that Option A would meet the requirements of Council in the short term and could be upgraded in the future as additional funding becomes available.

#### ***Additional informational and revised Recommendation***

Grant Agreement Milestone 1: requires Council to provide matching funding of \$150,000

Current Budget allocation of \$77,074 (acct 882151) Cunderdin Airfield Reseal could be utilised for the required purpose

Balance of funds could be allocated from the Airfield Reserve Account \$72,926

The total project allocation of \$300,000 would possibly allow for Council to proceed with Option B should it be desirable, however I have not been able to get in contact with the proposed project manager, Jeffrey Marr to confirm this.

**Consultation**

Lowe's Churchill & Associates  
Water Corporation

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Grant funding received through the Wheatbelt Development Commission.

**Strategic Implications**

To provide safety improvements (fire fighting capacity) at the Cunderdin Airfield to meet the requirements of the Fire and Emergency Services Authority of WA.

To cater for economic growth and additional services at the Airfield to service the needs of the Cunderdin Shire and wider regional community.

**Recommendation 9.1**

That Council:

- a) Accepts the quotation provided by Lowe's Churchill & Associates, Option A for amount of \$15,000 (GST Incl), for the fire service design.
- b) Accepts the quotation provided by Lowe's Churchill & Associates, Option A for amount of \$12,000 (GST Incl,) for the project management of the construction work.
- c) Authorises the Chief Executive Officer to liaise with Lowe's Churchill & Associates and proceed with Shire of Cunderdin related responsibilities to progress the project.

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

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

Vote - Simple majority

Carried/lost \_\_\_/\_\_\_

**Resolution 9.1**

That Council:

- a) Reallocates funding of \$77,074 from account 882151 to account 881926 Airfield Upgrades for purpose of Airfield Safety (Fire Fighting) Project.
- b) Allocates funding of \$72,926 from the Airfield Reserve Account to make up balance of Council contribution of \$150,000 to the Airfield Safety (Fire Fighting) Project.
- c) Accepts the quotation provided by Lowes Churchill & Associates, Option B for amount of \$30,000 (GST Incl), for the fire service design.
- d) Accepts the quotation provided by Lowes Churchill & Associates, Option B for amount of \$25,000 (GST Incl), for the project management of the construction work.
- e) Authorises the Chief Executive Officer to liaise with Lowes Churchill & Associates and proceed with Shire of Cunderdin related responsibilities to progress the project.

Moved: Cr David Beard

Seconded: Cr Todd Harris

Vote – Absolute Majority

Carried: 8/0

## 9.2. Shire of Cunderdin Common Seal

<b>Location:</b>	Not applicable
<b>Applicant:</b>	Not applicable
<b>Date:</b>	3 <sup>rd</sup> April 2012
<b>Author:</b>	P Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	

### **Proposal/Summary**

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

### **Background**

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

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

### **Comments**

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

- 9 March 2012 - Grant Agreement between the Shire of Cunderdin and the Wheatbelt Development Commission for Safety Improvement (Fire Fighting) at the Cunderdin Airfield.
- 12 March 2012 – Extractive Industries Local Law which was formally adopted by Council at the Ordinary Meeting of Council held on 17 February 2011.
- 29 March 2012 – Financial Assistance Agreement between the Shire of Cunderdin and the State of Western Australia via the Department of Regional Development and Lands for Royalties for Regions Country Local Government Fund 2011/2012 Individual Allocation Project “Cunderdin Community Centre”.

### **Consultation**

Nil

### **Statutory Implications**

*Local Government Act 1995 – Section 9.49A*

### **Policy Implications**

Nil

### **Financial Implications**

Nil

**Strategic Implications**

Nil

**Resolution 9.2**

That Council endorses the affixing of the Shire of Cunderdin Common Seal to the following documents:

- a) 9 March 2012 - Grant Agreement between the Shire of Cunderdin and the Wheatbelt Development Commission for Safety Improvement (Fire Fighting) at the Cunderdin Airfield.
- b) 12 March 2012 – Extractive Industries Local Law which was formally adopted by Council at the Ordinary Meeting of Council held on 17 February 2011.
- c) 29 March 2012 – Financial Assistance Agreement between the Shire of Cunderdin and the State of Western Australia via the Department of Regional Development and Lands for Royalties for Regions Country Local Government Fund 2011/2012 Individual Allocation Project “Cunderdin Community Centre”.

Moved: Cr Clive Gibsone

Seconded: Cr Dennis Whisson

Vote – Simple Majority

Carried: 8/0

### 9.3. Proposed Golden Pipeline Golf Links – Financial Support

<b>Location:</b>	Cunderdin & Meckering Golf Clubs
<b>Applicant:</b>	Golden Pipeline Golf Links Steering Committee
<b>Date:</b>	4 <sup>th</sup> April 2012
<b>Author:</b>	P Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	

#### **Proposal/Summary**

Proposal is to develop a Golden Pipeline Golf Links from Mundaring to Coolgardie to extend the Nullabor Links project and thus provide an additional tourist attraction between Kalgoorlie and Perth.

This report recommends that Council supports the project.

#### **Background**

At the February 17, 2011, Ordinary Meeting of Council, Council resolved to support the proposed Golden Pipeline Golf Links project and provide initial sponsorship of \$500 towards the Feasibility Study, subject to confirmation that at least six (6) other shires have made a similar commitment.

Presentation and Information forums have been held in Northam (23 August 2011) and Merredin (25 August 2011) to fully explain the concept and seek support from stakeholders. Consequentially, further correspondence has been received from the project steering committee which is attached.

#### **Comment**

The Committee is seeking a commitment from potential member Councils of \$2,500 annually from 2012/2013 until the project breaks even and is able to meet its outgoings on an annual basis. Additional in-kind support is also requested by way of sign installation for the project.

As the project has merit in that it can benefit local and other golf clubs and businesses directly, adds to the tourism product in the region and in real terms seeks minimal support from Council, it is recommended that the request be met, at least for a two year period and subject to ongoing advice on the progress being made towards financial sustainability.

It is the Steering Committees intention to seek sponsorship from large corporate sponsors, such as golf equipment companies, and others, to help fund the project. If this is successful it will no doubt assist with the sustainability of the project.

The Cunderdin Golf Club has considered the matter and written a letter of support to the steering committee.

#### **Consultation**

Golden Pipeline Golf Links Steering Committee.

#### **Statutory Implications**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

Should Council resolve to financially support the project it will be necessary to include a provision in the 2012/2013 and 2013/2014 budgets.

### **Strategic Implications**

Development of tourism initiatives within the region.

#### **Resolution 9.3**

That Council:

1. Supports the Golden Pipeline Golf Links project and amount of \$2,500 be included in the budget for the 2012/2013 and 2013/2014 financial years (the second year if necessary), subject to reporting from the Golden Pipeline Golf Links Steering Committee on the progress of the project towards financial sustainability.
2. Provides in-kind support for the Golden Pipeline Golf Links project by way of installation of signage for the project to be undertaken in conjunction with routine maintenance operations.

Moved: Cr Todd Harris

Seconded: Cr Dennis Whisson

Vote – Simple majority

Carried: 8/0



## 9.4 Memorial Rose Garden

Location:	Cunderdin
Applicant/s:	Beryl Baxter and Marilyn deRozario
Date:	5 <sup>th</sup> April 2012
Author:	J.Beard
Item Approved by:	Chief Executive Officer
File Ref:	

### **Proposal/Summary**

Council to consider applications submitted by Mrs Beryl Baxter and Mrs Marilyn deRozario for Rose Memorial Garden plaques.

This report recommends Council approval.

### **Background**

Two applications have been received as follows:

Mrs Beryl Baxter in memory of Petrel Jasper and Athol Jasper – *“Both arrived as babies and have been long time pioneers of Cunderdin. Athol is already in Memorial Garden, but would like to put Petrel on same plaque as Athol.”*

Mrs Marilyn deRozario in memory of Patricia Dorothea Victoria Raphael – *“Loved daughter of Frank & Lorna Larkin. Frank & Lorna were pioneer farmers of the Ygnattering district (Nth Cunderdin) & later the Catholic School – “Holy Cross School” run by the St Joseph Nuns.”*

It is a requirement that all applications must be presented for Council consideration.

### **Comment**

Both of the applications appear to meet the pioneer criteria for Council assessment.

### **Consultation**

Nil

### **Statutory Implications**

Nil

### **Policy Implications**

Policy adopted 17 May 2007 - *All applications for inclusion in the Rose Memorial Garden are to be submitted to council for individual consideration. The application must be accompanied by a brief submission demonstrating the close association of the family, or individual, with the district. The initial cost of the plaque and rosebush will be borne by the applicant. Council will thereafter maintain the garden, including replacing plants and plaques as deemed necessary.*

### **Financial Implications**

Nil - full cost recovery for providing rose bush and plaque.

## **Strategic Implications**

Nil

### **Resolution 9.4**

That Council:

- (a) Approves the applications submitted by Mrs Beryl Baxter and Mrs Marilyn deRozario, subject to full cost recovery of providing the rose bush and plaque in accordance with Council policy.
- (b) Advises Mrs Beryl Baxter and Mrs Marilyn deRozario of (a) above.

Moved: Cr David Beard

Seconded: Cr Di Kelly

Vote – Simple majority

Carried: 8/0

## 9.5 Copyright Permission

Location:	Cunderdin
Applicant:	Mr Max White
Date:	18 <sup>th</sup> April 2012
Author:	Community Development Officer
Item Approved by:	Chief Executive Officer
File Reference:	

### **Proposal/Summary**

Mr Max White requests permission to reprint various passages from the published book A Wheatbelt Story – by Joseph Placid Stokes. The reference material is required in order to complete the writing of the White Family History with a view to either publish privately or commercially through a publishing house.

The Cunderdin Shire Council is considered the copyright owner to the Joseph Placid Stokes publication.

This report recommends permission be granted.

### **Background**

At the Cunderdin Museum Committee Meeting on 7<sup>th</sup> March 2012 Mr White was granted permission to reproduce the passages he requires.

#### 5.2 Permission was granted to Max White to use the few sentences from the book “Cunderdin Meckering – A Wheatlands History” by Joseph Placid Stokes.

In general terms blanket copyright approval for research and study purposes is maximum 10% of the article or one book chapter. However as Mr White is planning on publishing his writing the copyright permission is required

### **Comment**

The excerpts required from the publication Cunderdin–Meckering, a wheatlands history by Joseph Placid Stokes, for the White’s Family History are detailed below.

***REF Cunderdin Shire Council – Archival Document A2010/9: The school was built nine miles north of Cunderdin on the main road adjacent to Ted Harris’s farm. The building was of asbestos and timber on stumps with a steep gable roof, fireplace with brick chimney across the southwest corner with foundations to the ground. Two big windows facing south and ten ft porch on north side with wash basin in corner with a door into the classroom. The classroom was 20x20 with blackboards on three walls. Stage 18 inches high about 5 ft wide running full length of room north and south. PAGE 1.***

***REF: Cunderdin-Meckering, A Wheatlands History - Joseph Placid Stokes: When James Treasure senior donated land 9 miles north of Cunderdin on the Minnivale road, the North Cunderdin school was built on the block in 1913. The school was opened in 1914..... and remained in use until 1937 except for a brief period after World War 1. It closed down after the War because accommodation couldn’t be found for a single teacher. Harris and Bunfield, who then owned land adjacent to the school, made available a block on which was built a***

*house to accommodate the family of a married teacher. After that, a succession of men and their families – Gerald Temple, Lionel Maldon, Fred White.... taught a whole host of children of North Cunderdin farming families. PAGE 213/214*

There seems to be no reason as to why Council permission cannot be granted to the request, the information requested is generic and in no way of a personable nature.

**Consultation**

Nil

**Statutory Implications**

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Resolution 9.5**

That Council grants permission to Mr Max White to reprint the required passages of the publication, Cunderdin-Meckering, a wheatlands history by Joseph Placid Stokes, with full references to copyright ownership being included in any future publications of the White Family History.

Moved: Cr Dennis Whisson

Seconded: Cr Clive Gibsone

Vote – Simple majority

Carried: 8/0

## 9.6 Review of Royalties for Regions Country Local Government Fund

Location:	Cunderdin
Applicant/s:	Administration
Date:	18 <sup>th</sup> April 2012
Author:	P Naylor and Tim Lane (Governance & Strategy Facilitator, WALGA)
Item Approved by:	Chief Executive Officer
File Ref:	

### **Proposal/Summary**

The Western Australian Regional Development Trust's report – *Review of Royalties for Regions Country Local Government Fund* – has been released for public comment with submissions due by 11 May 2012.

The Western Australian Local Government Association (WALGA) has distributed an InfoPage seeking Local Government feedback by 3 May 2012 to assist in shaping the Association's submission.

The Report proposes a shift in the nature of the Country Local Government Fund (CLGF) to be more strategic and outcomes focused.

The Trust recommends that the intention to allocate 100 percent of the 2013-14 round of funding to groups of Local Governments should be scrapped and that the CLGF should incorporate flexibility to allocate funding to individual Local Governments or groups of Local Governments based on anticipated outcomes.

The Trust recommends that the CLGF contain two pools of funding: a contestable pool and a non-contestable pool.

The Trust also recommends an enhanced role for the Department of Regional Development and Lands to assess Local Government eligibility for both the contestable and non-contestable pools of funding based on prospects, capability, capacity and risk.

### **Background**

Extract from Officer Report in WALGA State Council Meeting Agenda Thursday 3 May 2012:

*In June 2011, the Minister for Regional Development referred a review of the Country Local Government Fund (CLGF) to the Western Australian Regional Development Trust (WARDT).*

*The WARDT released an Issues Paper and called for submissions from Local Governments, WALGA and other stakeholders.*

*The Association provided a comprehensive submission to the Trust, containing nine recommendations, which was endorsed by State Council on 7 December 2011.*

*The Association's full submission to the Issues Paper is available to download from <http://www.walga.asn.au/MemberResources/GovernanceStrategy/CurrentandEmergingIssues.aspx>.*

*The WARDT provided a comprehensive report to the Minister for Regional Development in January this year. The report – *Review of the Royalties for Regions Country Local Government Fund* – containing 26 recommendations, has now been publically released and is available from <http://www.rdl.wa.gov.au/>.*

*The report has been released for a comment period closing on Friday, 11 May 2012. An InfoPage has been distributed to all Local Governments seeking feedback by Thursday, 3 May 2012 to guide the Association's submission. The Association's submission will be presented at the 4 July State Council meeting for endorsement.*

### **Comment**

Extract from Officer Report in WALGA State Council Meeting Agenda Thursday 3 May 2012:

*If the Trust's 26 recommendations are implemented, there will be changes to the nature of the Country Local Government Fund and the way it is allocated to Local Governments from July next year.*

*The Trust's recommendations are broadly consistent with the Association's submission to the Issues Paper. However, some matters, particularly regarding the role of the Department of Regional Development and Lands (RDL) as assessors of Local Governments, present as prima facie concerns for the sector.*

*The Trust has recommended that the CLGF should continue with current or increased funding and should become more strategic and outcomes focused. Changes are also proposed to the accountability of the program.*

*The focuses of the CLGF will continue to be infrastructure creation and renewal, Local Government capacity building and the facilitation of amalgamations.*

*The Trust has recommended scrapping the fixed percentage split between individual Local Governments and regional groupings of Local Governments in line with the shift towards an outcomes based and more strategic program. The Trust's Recommendation 9 states that the CLGF should contain both an individual component and a regional component. Further, the Trust recommends against the 2013-14 CLGF to be allocated entirely to regional groups of Local Government.*

*The Trust argues in the report that some Local Governments, particularly geographically large Local Governments, regional centres and SuperTowns, should be considered 'regions' in their own right and should not be forced into regional groups that deliver sub-optimal outcomes. Conversely, the Trust argues that some Local Governments should only have access to funding as part of a regional group of Local Governments.*

*The Trust has recommended that there should be two CLGF funding pools: a contestable funding pool and a non-contestable grants pool. The Trust argues the CLGF should be outcomes focused and not 'entitlement' focused.*

*A potential issue of concern for the sector is the enhanced role proposed for the Department of Regional Development and Lands as assessors of Local Governments. The Trust has recommended that funding to Local Governments from the CLGF be contingent on RDL assessments of Local Governments in terms of prospects, capability, capacity and risk. The Trust has also recommended that RDL analyse all Local Government Forward Capital Works Plans to ascertain infrastructure status, needs and priorities of each Local Government. The Trust envisages that RDL's assessment and rating process may deem some Local Governments ineligible for one or both pools of funding.*

*This presents as a particular issue of concern for the Local Government sector. If the Trust's recommendations are implemented, some Local Governments, potentially with the least financial capacity and a significant infrastructure backlog, may be determined as ineligible for CLGF funding.*

*Changes to the accountability requirements for the CLGF are also proposed. The report suggests that the Local Government audit process could be refined to provide a thorough assessment of CLGF projects to prevent multiple auditing of projects. The Trust also recommends the standardisation of Local Government accounting systems, asset management systems, depreciation systems and forward capital works plans.*

*A positive recommendation from the Trust is the move from the current 'financial year' approach to a 'project time' approach. The Association argued for this change in its submission to the Issues Paper.*

*Another positive proposal from the Trust is the recommendation that the Department of Regional Development takes a less 'desktop' based approach to administering the CLGF. It is recommended that RDL project officers get out into the country to directly liaise with Local Governments involved in CLGF projects.*

*The Trust has also recommended that the role and involvement of the Regional Development Commissions be clarified in future iterations of the CLGF.*

*The Association will prepare a response to the report by the 11 May 2012 deadline. Input from Local Governments is requested by 3 May 2012 to assist in shaping the Association's submission.*

A copy of the Trust's 26 Recommendations can be found in the attachments to this item.

The matter will be raised as an agenda item at the Great Eastern Country Zone meeting to be held in Mukinbudin on Thursday 26 April 2012. Given the size of the report, the magnitude of the 26 recommendations, and short period of notice for comment, it may be more suitable for Council to allow for the Report to be addressed through the GECZ forum, at which Council will have representation.

### **Consultation**

Tim Lane, Governance & Strategy Facilitator, Western Australian Local Government Association.

### **Statutory Implications**

*Royalties for Regions Act 2009*

### **Policy Implications**

Nil

### **Financial Implications**

Nil in current financial year, however may have repercussions in 2013/2014 and beyond.

### **Strategic Implications**

Nil

### **Resolution 9.6**

That Council:

- (a) Notes the release of the Review of Royalties for Regions Country Local Government Fund Report recently prepared by the Western Australian Regional Development Trust.
- (b) Provides comment on the Review Report via the Great Eastern Country Zone meeting to be held in Mukinbudin on Thursday 26 April 2012.





## 10. Environmental Health & Building Services

### 10.1. Rescind Delegation #23 Building Licences

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Administration
<b>Date:</b>	5 <sup>th</sup> April 2012
<b>Author:</b>	G Tester, Manager Health & Building Services
<b>Item Approved by:</b>	P Naylor, Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	

#### **Proposal/Summary**

Councils existing delegation #23 Building Licences is derived from legislative provisions within the *Local Government (Miscellaneous Provisions) Act 1960* that was repealed on 2 April 2012.

The delegation is to be rescinded as the new legislation, *Building Act 2011*, will remove the ability of a Local Government to Certify Compliance via a resolution of its Council.

#### **Background**

Councils existing Delegation #23 *Building Licences*.

**No**            23            **Date Adopted**    **19 April 07**            **Date Reviewed**    **16 June 2011**

**References**            *Local Government (Miscellaneous Provisions) Act 1960 - S374*  
Building Regulations 1989 - Cl 14 and 16

**Subject**                **Building Licences**

#### **Actual Delegation**

Council delegate its authority and power to the Building Surveyor in respect of:

1. Approval or refusal of plans and specifications relating to applications for building licences and the authority to issue or refuse building licences, including the authority to impose conditions as appropriate.
2. The authority to extend, for a period not exceeding six months, time for an applicant who has been issued a licence, to complete construction.
3. The authority to approve or refuse amended plans and/or specifications including the authority to impose conditions as appropriate.

#### **Conditions**

i) Subject to the provisions of Section 374 of the *Local Government (Miscellaneous Provisions) Act 1960*, and subject to the relevant Building Codes, Local Laws (if any), Council's Policies and specific resolutions of the Council.

## **Comment**

Any existing delegation by a local government to approve or refuse plans of buildings ceased on 2 April 2012 as the new legislation will remove the ability of a local government to certify compliance via a resolution of its Council.

In order to certify compliance, a building surveyor must be registered under the *Building Services (Registration) Act 2011* as either a Building Surveying Practitioner (Local Government) or a Building Surveying Contractor (Private Industry).

Council is in the fortunate position to have two fully accredited Level One Building Surveyors at its service via the Shire of York to administer the provisions of the new *Building Act 2011* and Building Regulations 2011.

This means that there will be no impediment to the processing and issuing of Building Permits.

The turn-around time for Certified Building Permits from Building Surveying Contractors is required to be 10 working days and uncertified applications will be 35 working days.

The majority of building applications will be of the uncertified type which apart from some minor changes will be attended to in a similar manner to the previous arrangements. The most significant change is that Councils Building Surveyors will be issuing Certificates of Design Compliance for all uncertified building permit applications.

Council will retain an enforcement role in regards to breaches of the new legislation which feature significantly increased penalties.

Mandatory inspections may form part of the building conditions applied to certain types of Building Permits.

## **Consultation**

Nil

## **Statutory Environment**

The *Building Act 2011* and the Building Regulations 2011 replace the old *Local Government (Miscellaneous Provisions) Act 1960* and the Building Regulations 1989.

## **Policy Implications**

Nil

## **Financial Implications**

Nil

## **Strategic Implications**

Nil

**Resolution 10.1**

That Council rescinds Delegation #23 Building Licences effective as of 2 April 2012.

Moved: Cr Clive Gibsone

Seconded: Cr David Beard

Vote – Absolute majority

Carried: 7/1

## 11. Works & Services

### 11.1. Manager of Works & Services Report – March 2012

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Manger Works and Services
<b>Date:</b>	11 <sup>th</sup> April 2012
<b>Author:</b>	Mark Burgess
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	

#### **Proposal**

Council is to receive the Manager of Works and Services Report for March 2012.

#### **Comment**

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

#### **Construction**

Nil

#### **Cunderdin Wyalkatchem Rd**

Meckering Dowerin Rd. – Shoulder, pavement repairs and reseal – Completed.  
Goldfields Rd – Extra blackspot project – 80% completed.

#### **Cunderdin Quairading**

Will resume works next financial year however, may be able to carry out some asphalt works in front of school.

#### **Gravel Sheeting Works**

Started Throssell Rd

#### **Maintenance Grading**

- Moore Rd
- Beebering Rd
- Snooke Rd
- Mt Anne Rd
- Carter Rd
- Patch grading on request

#### **Main Street Upgrade**

All works now complete

#### **Outside Staff**

Nil

#### **General**

Tennis court paving has now been completed at Meckering Sporting Club.  
Top Soil is being removed for the subdivision lots at the Industrial site and the Residential site.

**Statutory Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Resolution 11.1**

That the Manager of Works and Services Report for April 2012 be received.

Moved: Cr David Beard

Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 8/0

## 11.2. Cunderdin Main Street Upgrade – Business Area

<b>Location:</b>	Cunderdin Main Street, Business Precinct
<b>Applicant:</b>	Shire of Cunderdin
<b>Date:</b>	10 <sup>th</sup> April 2012
<b>Author:</b>	P Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	

### **Proposal/Summary**

To provide an improved and upgraded traffic flow and parking area within the Cunderdin Business Precinct.

### **Background**

During November and December 2011 Council considered options to upgrade the road and parking area/s within the Cunderdin Business Precinct.

Two concept plans were developed and these were advertised for public comment.

#### ***Concept Plan A:***

*Is based on a one (1) way traffic flow along Main Street and a two way traffic flow for the slip lane (road closest to the highway), parking will be provided on Main Street and angle parking is proposed. There will be no parking in the slip lane.*

*The one way traffic flow is divided into two halves and there is a need to utilise the slip lane in order to access the Main Street depending on the approach used to enter the Main Street.*

#### ***Concept Plan B:***

*Is based on a two (2) way traffic flow along Main Street, and a two way traffic flow for the slip lane (road closest to the highway), parking will be provided on Main Street based on 90o parking and long vehicle parking located on the slip lane.*

The concept plans were advertised on the Shire of Cunderdin Website and/or were available for viewing at the Shire Administration Office.

Public comment period closed at 4:00pm on Monday 12 March 2012.

### **Comment**

At the close of the submission period 29 submissions were received.

The majority of the submissions generally supported concept B, two way traffic flow, with angle parking being more popular than the current 90o parking format.

A whole new concept was presented from one family suggesting that Council could consider a “herringbone” parking format where angle parking would be in the centre of the car park with traffic flow around the outside. This concept certainly could be considered by Council however given that it

wasn't one of the two concepts advertised, and to be fair and equitable, the concept along with the original two, would most probably need to be readvertised for public consideration.

Several other comments were made that could be considered by Council as part of the process, these being:

- Angle parking, 45o or 60o
- Make entrances/exits safer
- Asphalt surface
- Raised pedestrian walkways to also act as traffic pacifiers (perhaps in two locations near IGA and Town Hall)
- Remove all nibs
- Remove trees and rose garden
- Drainage issues

All of the comments are included on the attachment which is a "verbatim" summary of the submissions received.

**Consultation**

Cunderdin Community.

**Statutory Implications**

Nil

**Financial Implications**

Provision for the works will need to be provided for in the 2012/2013 Budget.

**Strategic Implications**

Provide improved trafficable and parking area for residents and visitors in the Cunderdin Business Precinct.

**Recommendation 11.2**

That Council, after considering the comments made on the public submissions received, adopts Concept Plan B (two way traffic flow) with Angle Parking for the Cunderdin Business Precinct upgrade.

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

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

Vote – Simple majority

Carried/Lost: \_\_/\_\_

### **Resolution 11.2**

That Council, after considering the comments made on the public submissions received for the Cunderdin Main Street Business Precinct Upgrade, adopts Concept Plan B (two way traffic flow) with Angle Parking at 45o, and includes the following:

- Installation of Truck Bays (2) on the south side of the current slip lane adjacent to the Hotel and Country Ford.
- Installation of speed pacifiers (2) in the form of raised pedestrian access ways in front of the Town Hall and IGA.
- Removal of “nibs” in the business precinct area and one “nib” from the slip lane.
- Installation of traffic islands at the Western and Eastern ends of the main business precinct area to help regulate traffic flow.
- Installation of an additional traffic island in front of Hutton and Northey to help regulate traffic flow approaching the eastern intersection.

Moved: Cr David Beard

Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 7/1 - Cr Whisson requested his name be recorded as voting against the resolution.



### 11.3 Purchase Front End Loader

Location:	Cunderdin
Applicant/s:	Administration
Date:	17 <sup>th</sup> April 2012
Author:	P Naylor & M Burgess
Item Approved by:	Chief Executive Officer
File Ref:	

#### **Proposal/Summary**

Council to consider quotations received for the purchase of a new Front End Loader (FEL) and trade of FEL Cat 938G.

#### **Background**

In accordance with Council Policy (#24) and the Western Australian Local Government Association (WALGA) Procurement Guidelines, letters requesting provision of quotations were sent to McIntosh & Son, Westrac, CJD Equipment, Hitachi-John Deere and Komatsu whom are all part of the WALGA Preferred Suppliers scheme.

This process exempts Council from going through the normal tender process.

The five companies all responded with quotations for the supply of a new FEL and trade of Councils existing machine (Cat 938G). A quotation was also received from Equipment Niche however this cannot be accepted as part of the process as the company is not a member of the WALGA Preferred Suppliers list.

Details of the quotations provided are as per the attached **confidential** spreadsheet.

#### **Comment**

Councillor Doug Kelly, Manager of Works (Mark Burgess) and Chief Executive Officer travelled to Perth on Monday 16 April 2012 to carry out routine inspection of the machines being offered for purchase.

Some of the quotations received are within budget parameters however these are not the preferred machines being offered for purchase.

Council budgeted in the 2011/2012 Financial Year for the following major Plant and Equipment:

Purchase Front End Loader \$230,000 (account 882006)  
Purchase Multi-Tyred Roller \$135,000 (account 882008)

Sale Cat Front End Loader \$120,000  
Sale Volvo Backhoe \$90,000

The aforementioned purchases were to be largely funded from the trade prices received with \$50,000 being transferred from the Plant Reserve Account and balance (\$105,000) met from the Municipal Fund.

The prices quoted the trade value of the existing Cat Front End Loader (FEL) is substantially less than that budgeted. Therefore it is proposed that, depending on which quotation Council intends to accept, purchase of the new Multi-Tyred Roller and sale of the Backhoe be deferred at this time and the net expenditure variation between the budgeted purchase and sale of these machines be transferred to

assist with the purchase of the new FEL. It may also be necessary to transfer additional amount of up to \$10,000 from Plant Reserve Account to assist with the process.

Another option worthy of Council consideration is the outright purchase of a new machine from the quotations provided and sale of the current Cat 938G via a separate tender process.

As can be seen from the quotations submitted a number of companies also provide a discount purchase price if no trade machine was offered and these have been itemized on the attached CONFIDENTIAL spreadsheet.

This may be an attractive option as the trade prices offered by the quoting companies do vary quite substantially.

### **Consultation**

McIntosh & Son – Steven Beales  
Westrac – Brian Slater  
CJD Equipment Pty Ltd – Peter Davis  
Hitachi-John Deere – Perry Maxwell & Dale Smulders  
Komatsu – Steve Maffescioni

### **Statutory Implications**

*Local Government Act 1995*

Local (Functions and General) Regulations 1996, Clause 11 2(b)

- 11. When tenders have to be publicly invited**  
*(2) Tenders do not have to be publicly invited according to the requirements of this Division if —*  
*(b) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA; or*

### **Policy Implications**

Shire of Cunderdin Policy #24 Purchasing Policy, Clause 1.7.1 Tender Exemption.

#### **1.7.1 Tender Exemption**

*In the following instances public tenders or quotation procedures are not required (regardless of the value of expenditure):*

- *An emergency situation as defined by the Local Government Act 1995;*
- *The purchase is under a contract of WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (permitted Common Use Arrangements), Regional Council, or another local government;*
- *The purchase is under auction which has been authorised by Council;*
- *The contract is for petrol, oil, or other liquid or gas used for internal combustion engines;*
- *Any of the other exclusions under Regulation 11 of the Functions and General Regulations apply.*

### **Financial Implications**

Budget provision 2011/2012 – budget amendments to be considered as per above comments.

## **Strategic Implications**

Nil

### **Resolution 11.3**

That Council:

- (a) Adopts the following budget amendment/s:
- Defers purchase of Multi-Tyred Roller and sale of Backhoe Loader, net expenditure variance of \$45,000 to be transferred to Account 882006 for purchase of Front End Loader.
- (b) Receives the quotations submitted and acknowledges the quotations submitted by Hitachi-John Deere, for supply of John Deere 544K, and Komatsu, for supply of WA250PZ, are the two preferred quotations.
- (c) Accepts the quotation as provided by Hitachi-John Deere for supply of one new JD 544K Front End Loader, without optional auto lube system, and trade of Cat 938G FEL at net changeover cost of \$126,900.

Moved: Cr Doug Kelly

Seconded: Cr Graham Cooper

Vote – Absolute majority

Carried: 8/0

## 12. Planning & Development

### 12.1 Optus Mobile Tower

<b>Location:</b>	Lot 100 Carter Road, Cunderdin
<b>Applicant:</b>	Daly International, on behalf of Optus Pty Ltd
<b>Date:</b>	10 <sup>th</sup> April 2012
<b>Author:</b>	P Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	

#### **Proposal/Summary**

Daly International, on behalf of Optus Pty Ltd, seeking Council approval for a two-year extension on planning approval granted in April 2010 for a telecommunications tower on Lot 100 Carter Road, Cunderdin.

This report recommends that Council supports the request.

#### **Background**

In April 2010 Optus Pty Ltd submitted a planning application to develop a communications tower on Lot 100 Carter Road.

Council supported the application as follows:

*That Council approve the application for a mobile base station at Lot 100 Carter Road Cunderdin, subject to the following conditions:*

- 1. The proposed development is to comply in all respects with the submitted plans approved on 15th April 2010 and stamped accordingly.*

The planning approval was for a period of two years in accordance with Shire of Cunderdin Town Planning Scheme #3, Clause 10.5.1.

#### **Comment**

In terms of applying for an extension to an active planning approval, Shire of Cunderdin Town Planning Scheme #3, Clause 10.5.2, allows for approvals to be extended at the discretion of the local government on the basis that a written request has been made prior to the expiry of the approval period.

The subject approval is due to lapse on 15 April 2012, the written request (via email transmission) was received on 3 April 2012.

The justification provided by planning consultants Daly International can warrant such an extension.

#### **Consultation**

Dan Ho, Town Planning Consultant City of Canning

**Statutory Environment**

Planning and Development Act 2005  
Shire of Cunderdin Town Planning Scheme No.3

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Provision of competitive telecommunications service for Shire residents.

**Resolution 12.1**

That Council supports the application for two year extension to planning approval issued on 15 April 2010 for development of a telecommunications tower on Lot 100 Carter Road, Cunderdin, subject to the proposed development complying in all respects with the submitted plans approved on 15 April 2010 and stamped accordingly.

Moved: Cr Graham Cooper

Seconded: Cr Dennis Whisson

Vote – Simple majority

Carried: 8/0

## 12.2 Adventure Flights Business at Cunderdin Aerodrome

Location:	Cunderdin Airfield
Applicant:	Mr Christophe Hannecart
Date:	5 <sup>th</sup> April 2012
Author:	Community Development Officer
Item Approved by:	Chief Executive Officer
File Reference:	

### **Proposal/Summary**

Mr Christophe Hannecart has requested the Cunderdin Shire Council to consider a non-committal approval for the establishment of an Adventure Flight Aviation Business to be established at Cunderdin Airfield using L-39 aircraft.

### **Background**

Mr Hannecart has advised that Adventure Flights with military aircraft are administered and monitored by Australian Warbirds Association on behalf of CASA.

### **Infrastructure Requirements**

- Hangar space of at least 13.5m in length, 11.5m width and 5m high with electricity and other services. If the space is not already available, a hangar or "carport" will need to be built.
- Air conditioned office space with a phone line. It needs to be big enough to accommodate:
  - a desk
  - filing cabinets
  - clothing hanger for flying suits approximately 2 metres in length
  - Reception/Waiting Room with couches and a coffee table
  - Change room facilities (this can easily be built with a couple of panels and a curtain)
  - a drinks vending machine
  - Kitchenette Facilities including a small fridge and sink
- Car parking bays
- Toilets.
- Directional Signage.
- Availability of Jet Fuel (quite large quantities will be required as a jet aircraft consumes hundreds of litres per hour).

Following initial telephone discussions, re the above, with Mr Hannecart, the Chief Executive Officer has provided the following information by email:

- The Shire of Cunderdin is very supportive of additional business activities at the Cunderdin Airfield and therefore it is believed that Council would support your application.
- The Shire of Cunderdin does not have infrastructure available at the airfield and therefore will need to enter into a lease agreement with you for land on which you could construct a hangar and other associated infrastructure.
- Detailed and engineered building plans will need to be submitted for approval prior to any works commencing at the site and after a lease agreement has been entered into.
- There is currently inadequate fire fighting services available at the airfield, however Council has recently received funding assistance and this will be addressed in the near future.

- Council is not aware of any regulations which may impact on your proposed activities, however it may be beneficial to speak with CASA on this. Also there is an Agricultural College with boarding facilities immediately adjacent to the airfield and impact on the students, if any, most probably needs to be a consideration.

### **Comment**

The Shire President and Chief Executive Officer have since met on-site at the Cunderdin Airfield with Mr Hannecart, on Wednesday 4 April 2012, to further discuss the aforementioned matters and onsite requirements.

Whilst Mr Hannecart reiterated his keenness to progress the business and is indeed currently seeking a suitable aircraft, he does have some reluctance to invest in a great deal of other infrastructure at the airfield until he has been to establish the business.

Mr Hannecart enquired as to the possibility of erecting a portable hangar which could be achieved at a lesser cost than constructing a proper fully enclosed hangar. This would enable him to assess the success of the business venture prior to building a hangar. He also suggested that should the business be a huge success he could look at purchasing a second aircraft at which time he can then build a hangar that is suitable to accommodate two aircraft.

It was explained to Mr Hannecart that Council has quite strict development plans on this and has required other airfield users to develop appropriate infrastructure to a required standard and it would not be fair or equitable to compromise this.

It was suggested that Mr Hannecart could consider approaching other airfield users such as Soarability and Taurus Aviation that may have hangar space available that could be let to him on a short term basis.

Mr Hannecart certainly appeared enthusiastic to develop the proposed business venture at the Cunderdin Airfield and the Shire President and CEO were very encouraging in this aspect of the meeting.

### **Consultation**

Nil

### **Statutory Implications**

Planning and Development Act 2005  
Shire of Cunderdin Town Planning Scheme No. 3  
Cunderdin Airfield Master Plan 2009  
Cunderdin Airport Commercial Precinct Development Plan 2011

### **Policy Implications**

Nil

### **Financial Implications**

Funding assistance in place for fire fighting equipment  
Fuel Supply required for Aerodrome

## **Strategic Implications**

Links in with Airfield Master Plan of engaging and developing new aviation businesses at the Airfield.

### **Resolution 12.2**

That Council:

- (a) Informs Mr Hannecart that it is prepared to support his endeavours to establish a commercial business at the Cunderdin Airfield subject to provision of detailed business plans and associated building application at the appropriate time.
- (b) Authorises the Chief Executive Officer to conduct further discussions with Mr Hannecart in relation to the possible building of a new hangar at the airfield and determine what terms and conditions will need to be in place.
- (c) Informs Mr Hannecart of the need to enter into a suitable lease agreement with the Shire of Cunderdin for suitable land tenure prior to the development of any proposed hangar and associated facilities.
- (d) Authorises the Chief Executive Officer to commence preparation of suitable lease agreement with relevant terms and conditions.

Moved: Cr Graham Cooper

Seconded: Cr Clive Gibsone

Vote – Simple majority

Carried: 8/0



### 13. Urgent Items

#### 13.1 Meckering “Goodbye to the Grass” Celebration

Council expressed concern and disappointment at the organising committee not providing the Shire President with the opportunity to speak at the recent “Goodbye to the Grass” celebrations held in Meckering on Saturday 31 March 2012.

The Shire of Cunderdin made a significant financial contribution to the upgrade of the bowling and tennis courts, with the allocation of the Shire of Cunderdin individual component of the Royalties for Regions Country Local Government Fund and additional funding through general revenue, and Council believes the Shire President should have been afforded the opportunity to address the celebrations.

##### **Resolution 13.1**

That a letter be written to the Meckering Sports Club (Inc) expressing Councils disappointment at the Shire President not being invited to officially address the “Goodbye to the Grass” celebration held in Meckering on Saturday 31 March 2012.

Moved: Cr Graham Cooper

Seconded: Cr Dennis Whisson

Vote – Simple Majority

Carried: 8/0

6:34pm Cr Todd Harris departed the Council Chamber

#### 13.2 Bird Nuisance Cunderdin and Meckering Townsites

Council expressed concern and discussed the damage that the large flock of Western Corellas (White Cockatoos) are causing to the vegetation and playing fields within the Cunderdin and Meckering townsites.

##### **Resolution 13.2**

Council authorises the Chief Executive Officer to liaise with the Department of Agriculture and the Department of Environment and Conservation to ascertain what action can be initiated to reduce the damage being caused by the birds (Western Coreallas) and if necessary seek a permit for the birds to be legally culled.

Moved: Cr Dennis Whisson

Seconded: Cr Di Kelly

Vote – Simple Majority

Carried: 6/1

#### 13.3 Bush Fire Season

Cr Doug Kelly provided Council with a brief report on the recent Bush Fire Season and the issues confronting Bush Fire Control within the Shire of Cunderdin.

**14. Matters for which the meeting may be closed**

Nil

**15. Closure of meeting**

There being no further business the Shire President declared the meeting closed at 6:47pm