



Shire of Cunderdin

Minutes of an Ordinary Council Meeting

Dear Council Member,

An Ordinary Meeting of the Cunderdin Shire Council was held on Thursday 19th November 2009 in the Council Chambers, Lundy Avenue Cunderdin commencing at 5:00 pm.

G M Tuffin
Chief Executive Officer

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Prior to the opening of the meeting

The Chief Executive Officer invited Mr Ken Baxter, JP to perform the swearing in ceremony of the newly elected Councillors.

Cr Ronald Clive Gibsone was sworn into office by Mr Ken Baxter, JP

Cr Dennis Whisson was sworn into office by Mr Ken Baxter, JP

Cr David Thomas Beard was sworn into office by Mr Ken Baxter, JP

Cr. Todd Edward Harris was sworn into office by Mr. Ken Baxter, JP

MINUTES

1.0 Declaration of opening

1.1 The Chief Executive Officer declared the meeting open at 5:00 pm

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”.

4.0 Record of Attendance, Apologies and Approved Leave of Absence

4.1 Record of attendances

Councillors

Cr GJ (Graham) Cooper

Cr RL (Rod) Carter

Cr RC (Clive) Gibsone

Cr DA (Dennis) Whisson

Cr DG (Dianne) Kelly

Cr TE (Todd) Harris

Cr DB (Doug) Kelly

Cr D T (David) Beard

4.2 Apologies - None

4.3 Filling the position of President 2009 - 2011

The Chief Executive Officer advised that he had received a written nomination from Cr. Graham Cooper, nominating Cr. Rod Carter for the office of President. The Chief Executive Officer then called for any further nominations for the position.

Cr Carter accepted the nomination for Shire President.

There being no further nominations for Shire President, the Chief Executive Officer advised that Cr Carter had been elected as Shire President.

Cr Rod Carter was sworn into the office of Shire President by Mr Ken Baxter, JP.

The newly elected President thanked the councillors for their support, and advised the meeting that he looked forward to the challenges of being Shire President and to work through the issues of the day with the Council & CEO.

Cr Carter also made special thanks and offered praise to Cr Cooper for his efforts and dedication over the last 6 years as Shire President.

The CEO, advised that it had been a pleasure working with Cr Cooper during his term as President & also thanked him for his support.

Congratulated Cr Carter on his appointment as Shire President and stated he looked forward to working with him to develop a strong working relationship.

Cr Carter took the Chair and called for nominations for Deputy Shire President.

4.4 Filling the position of Deputy President 2009 - 2011

A written nomination had been received from Cr. Graham Cooper nominating Cr. Clive Gibsone for the position of Deputy President. The President then called for any further nominations for the position.

Cr. Clive Gibsone accepted the nomination for Deputy Shire President.

Cr Clive Gibsone was sworn into the office of Deputy Shire President by Mr Ken Baxter, JP.

The Chief Executive Officer thanked Mr Ken Baxter for performing the swearing in ceremony.

2.0 Suspension of Clause 3.2 - Standing Orders

Location:	Cunderdin
Applicant:	Not applicable
Date:	19 th November 2009
Author:	G Tuffin
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. Graham Cooper

Vote – Simple majority

Carried 8/0

3.0 Public Question Time

3.1 Response to previous public questions taken on notice

There were no questions from the public at the previous meeting of Council.

3.2 Declaration of public question time opened

3.3 Declaration of public question time closed

4.5 On Leave of Absence
None.

4.6 Staff
G M (Gary) Tuffin Chief Executive Officer

4.7 Guests of Council
Officer-In-Charge (OIC) Cunderdin Police – Senior Sergeant Ross McKellar.

4.8 Members of the Public

4.9 Applications for leave of absence

That Cr Graham Cooper be granted leave of absence from the next ordinary Council meeting scheduled for the 17th December 2009.

Moved Cr Dianne Kelly

Seconded Cr Todd Harris

Carried 7/0

4.10 Declaration of Members and Officers Financial Interests

Cr Rod Carter & Cr Dennis Whisson both declared an interest in Report 9.5 – Cunderdin Co-op Liquor Licence application

5.0 Petitions, Deputations, Presentations

5.1 Petitions
None

5.2 Deputations
None

5.3 Presentations

Damian Renshaw (Lot 247) Watts Road Meckering presented some background information on his block and his intention to one day build on it.

The President thanked Mr Renshaw for his information and invited him to stay for Council's consideration of the matter later in the agenda (Report 9.8)

6.0 Council Discussion

Cr Cooper gave a verbal report prior to the commencement of the meeting.

- Attended meeting at Brethren school to provide update on Council activities 19/10/09
- Met the CEO National Lifestyle Villages 21/10/09
- Attended Morning Tea at the Cunderdin High School 23/10/09
- Met with the Aviation Taskforce – re: Cunderdin Airfield 23/10/09
- Attended the LEMC meeting 28/10/09
- Attended Baxter's 90 Year celebration
- Met with the Gliding Club to discuss their clubs requirements (clubhouse & lease) 2/11/09
- Attended the Sport Facility Meeting
- Attended Ag College graduation day
- Met with Barry Hasse MP 13/11/09
- Attended Wheatbelt Development Commission reception for New Chief Executive Officer – Wendy Newman

Cr Whisson

Provided an update on the Cunderdin Telecentre.

New committee appointments

- Harry Taylor - Chairperson
- Cr Dennis Whisson - Deputy Chairperson
- Clare Taylor – Secretary

The Telecentre has advertised a joint position (Co-ordinator) – no appointment has been made yet.

Cr Gibsone

Museum

Work on the Earthquake house is nearly complete – multi media (video & signage) work signed off. Should be opened by 10th Feb 2010 all going well

(Aged Care) - Rent increase imposed

(Health) - The Local Health Advisory Group (LHAG) meeting has been put back to February due to harvest and other matters.

Cr Harris

Harvest bans

Raised issue with ABC temporarily not transmitting Harvest Ban messages over the radio – ABC have now agreed to continue the practice of broadcasting.

During the second band of the season, a problem was experienced with the SMS system – website went down – cause unknown.

Cr Doug Kelly

Hazard reductions & Firebreaks – needs further investigation

The Post office and shop in Meckering will be closing on the 24th December 2009 permanently.

Cr Rod Carter

Attended the LEMC meeting - formed a working group to review emergency documents

Cr Dianne Kelly

Nothing to report from DHAG – will attending next meeting

7.0 Confirmation of the Minutes of Previous Meetings

7.1 Confirmation of Minutes of Previous Meetings

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Proposal

Council to confirm the minutes of the

- Ordinary Council meeting held on 15th October 2009.

Background

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

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 15th October 2009 be confirmed as a true and correct record.

Moved: Cr Doug Kelly

Seconded: Cr Dianne Kelly

Vote – Simple majority

Carried 8/0

Note to this item:

The President will sign the minute declaration.

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

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Proposal

Council receive the minutes of the following meetings;

- Minutes of the Cunderdin Museum 8th October 2009
- Minutes of the Local Emergency Management Committee 28th October 2009

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 for the SEAVROC meeting.

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;

The Cunderdin Museum 8th October 2009

The Local Emergency Management Committee 28th October 2009

Moved: Cr. Dennis Whisson

Seconded: Cr. Graham Cooper

Vote – Simple majority

Carried 8/0

Note: The Minutes of the SEAVROC meeting held on 5th November 2009 were removed from being accepted as they had not been received from SEAVROC yet. Originally it was hoped that they would have been available prior to this meeting.

Minutes of the Cunderdin Museum Committee – 8 October 2009

Present: Clive Gibsone (Chairman), Peter Godfrey, Trevor Canning, Beth Beckett, Trish Bromwell, Renata Gray, Stacey McQuistan.

Apologies: Debra Farmer, Wendy Davey, Holly Lamey, Merrilyn & Malcolm Furlong.

Trevor moved, seconded Peter that the minutes from the meeting held 13 August 2009 as circulated be accepted as a true & correct record.

Carried

Business Arising from the Minutes:

- Lions moved cupboards and other items 10 September.
- Need to contact Rupert Weller to ascertain progress. Wendy to ring.
- Plumber – Clive to contact the Shire to ask if the plumber can attend to the urinal in the Men's toilet. (Next time they have call to use the plumber).
- Clive to ask Shire for sign to Public Toilets.
- Peter to follow up with Thompson Signs.
- Trevor reported Kennards Lift & Shift trolleys etc only available for hire – will look at other options re a trolley for the Museum.

Election of Office Bearers:

President	Clive Gisborne
Treasurer	Beth Beckett
Secretary	Wendy Davey
Maintenance Officer	Peter Godfrey
Minute Taker	?

Financial Report – September 2009:

CFWD Balance at 1st Sep 2009	13,476	\$
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Plus Revenue

Donations	\$ 68.10
Souvenirs	\$ 254.17
Takings	\$ 1,236.95

<u>\$ 1,559.22</u>	Sub total 15,035
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Less Expenditure

Meckering Action Group - Souvenirs	\$ 51.82
Cunderdin Newsagency	\$ 129.09
Telstra	\$ 50.95
Westnet	\$ 31.77

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W Davey - BP Medical, Collections	
Council & Seivers Australia	\$ 216.59
Cunderdin Co-op	\$ 97.86
	<hr/>
	\$ 578.08

Closing Balance

at 31/09/09

\$14,457

Beth moved, seconded Peter that the Financial Statement be accepted as a true & correct record. Carried.

Correspondence:

Inwards:

Museums Australia	09 Changing Landscapes
Museums Australia	Fluff n Stuff - Workshop
Museums Australia	Disaster Planning /Salvage Procedures
Heritage Council	Heritage Matters – Newsletter
Shire of Cunderdin	Newsletter/Local Govt Structural Reform
WA Visitors Centre	Conference 2009
St John Ambulance	Recruitment Drive
National Trust	Loan Agreement
National trust	Back to Dedari Day

Outwards:

Wheat belt men's Health	Thank you for sponsorship
Country Ford	Thank you for sponsorship

Trevor moved, seconded Peter that the Inward & Outward correspondence be endorsed. Carried

Business Arising from Correspondence:

- Wendy attending 09 Changing Landscapes Conference at the Wanneroo Cultural Centre.

Maintenance Report:

- A lot to be done re Earthquake House. Query on whether to dismantle and rebuild? Clive considers best to leave as is, and construct things around it. After holidays will need to organise a busy bee.

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Cunderdin Museum Collection:

- Collection Policy – Trevor reported need to get the committee together to work out a plan.

National Trust:

- Peter successfully with help from his sons, Nancy and Anne Brake transported the miniature boiler to the No 3 Pumping Station. It is now on display in the boiler area. A loan agreement has been signed with the National trust.
- The National trust and the Shire of Cunderdin have applied for a grant to finish the preservation work on the chimney.

General Business:

- Stacey was asked by Radiowest for a person who had experienced the Meckering Earthquake – Dot Elliott's name was put forward.
- Trish asked for work bench and two power points.
- Free Entry for locals to start straight away.
-

Next Meeting – 12 November 7.00pm

Date for your diaries – Thursday 26 November – Morning Tea at the Museum with Helene Hanrahan (100 Years old) & the Mission Shop Ladies.

Shire of Cunderdin

Minutes of Local Emergency Management Committee (LEMC)

Dear Committee Member,

A LEMC meeting will be held on the 28th October 2009 in the Council Chambers,
Lundy Avenue Cunderdin commencing at 5:35 pm.

Gary Tuffin
Chief Executive Officer



Shire of Cunderdin

Incorporating the districts of Cunderdin and Meckering

P.O.Box 100 Cunderdin Western Australia 6407

Tel: (08) 9635 1005 Fax: (08) 9635 1464

Email: admin@cunderdin.wa.gov.au

MINUTES

1.0 Declaration of opening - 5.30pm

The Chairman will declare the Meeting open 5.35pm

2.0 Record of Attendance/Apologies/Approved Leave of Absence

Attendance

Cr. Graham Cooper	(LEMC Chairman & Shire President)
Cr. Rod Carter	(Deputy President, Shire of Cunderdin)
Cr. Clive Gibson	(Cottage Homes Chairman)
Cr Doug Kelly	(Fire Control Officer, Meckering Bush Fire Brigade)
Yvette Griggs	(FESA Community Emergency Management Officer)
Torben Bendtsen	(FESA Fire Services Manager)
Steve Skinner	(Captain, Cunderdin Fire & Rescue Service)
Jan Whisson	(Principal of Meckering Primary School)
Ross McKellar	(Sergeant - OIC, Cunderdin Police Station)
Edward Duff	(Senior Constable, Cunderdin Police Station)
Lea Fairfoul-Hutcheon	(Principal, Cunderdin District High School)
Alec Fissoli	(Western Australian College of Agriculture, Cunderdin)
Stacey McQuistan	(Community Development Officer, Shire of Cunderdin)

2.1 Apologies

Cr Todd Harris	(Chief Fire Control Officer, Cunderdin Bush Fire Brigade)
Gary Tuffin	(Chief Executive Officer)
Christine Fulwood	(Western Australian College of Agriculture, Cunderdin)
Nicole Harwood	(HSM, Cunderdin Hospital)

1.0 Approved Leave of Absence

Nil

2.0 Declaration of Members and Officers Financial Interests

Nil

3.0 Confirmation of the Minutes of previous meetings

Moved: D Kelly Second: C Gisbone

Carried

4.0 Matters referred from previous meeting

Nil

5.0 Reports

5.1 Proposed Bush Fire Act Amendments

Total Fire Ban/ New Fire Danger Ratings - Torben Bendtsen, FESA

Refer to attached report for further information.

6.0 Discussion Topics

6.1 Evacuation Planning

Shire to follow up with the following groups to ensure individual evacuation plans are in place;

- Hospital
- Day Care Centre
- Brethren School

Shire to liaise with Cottage Homes to assist in drafting evacuation plan.

Shire to write to businesses within the area to ask if they have individual evacuation plans.

Evacuation Plans for the entire community are covered within the Local Emergency Management Arrangements (LEMA) and as such will be covered once the first Draft document is available to the LEMC.

6.2 Updating LEMA Contact List

Advised that each meeting the LEMA Contact List will be reviewed and updated.

Draft contact list is not currently available, and will be provided with the first Draft LEMA.

6.3 Creating a Draft Business Plan

More an informative item, the Draft Business Plan details the different aspects of Emergency Management that the LEMC will cover.

Discussion was held on additional LEMC priorities to be incorporated into the Business Plan, they were;

- Evacuation Planning
- Working with Draft LEMA

6.4 Quarterly Guideline to LEMC topics

Also an information item, outlining basic content of future LEMC meetings.

7.0 General Business

Earthquake Activity

Cr. Kelly commented on several tremors that have been recorded in the area, and asked whether we receive notifications from Geoscience Australia.

Yvette Grigg advised that Geoscience Australia will provide notifications when readings exceed approx 4.7.

Future LEMC Meetings

LEMC will meet in February, May, August and November on the last Wednesday of the month at 5.30pm in Council Chambers.

LEMC Participants

Contacting members not present tonight to invite them to join/participate in LEMC;

- Christine Fulwood (St Johns) *already on LEMC as Ag College representative*
 - Julie Brown (DCP) *previously invited to meeting*
 - Keith Fawkes (Bretheran School)
 - Bernard Beatty (WA College of Agriculture)
 - Cunderdin Airfield representative *Cr Carter will act as liaison for Airfield users*
-

LEMA sub-committee

LEMC to create sub-committee to work on LEMA document, members as follows;

- Cr. Rod Carter (Deputy President, Shire of Cunderdin)
- Ross McKellar (Sergeant - OIC, Cunderdin Police Station)
- Stacey McQuistan (Community Development Officer, Shire of Cunderdin)

The intention of the sub-committee is to provide a Draft LEMA to all LEMC members prior to the next meeting.

Topics for next LEMC meeting

Discussion topics to be covered at the next meeting;

- Local Emergency Management Arrangements
 - Questions and Answers on the content of Draft LEMA
 - Draft LEMA open for comment from LEMC members
 - Report on Evacuation Planning (refer item 6.1)
 - Report on 2009/2010 Bushfire Season
-

The next LEMC meeting to be held 24th February 2009, 5.30pm in Council Chambers.

8.0 Closure of meeting

Meeting closed 6.30 pm

8.0 Finance Report

8.1 Financial Report for October 2009

Location:	Cunderdin
Applicant:	Manager of Finance & Administration
Date:	19 th November 2009
Author:	Loren Hempel
Item Approved by:	Chief Executive Officer

Proposal

The financial position as at 31st October 2009 is presented for consideration.

Appendices – October 2009 - Financial Statements

- Statement of Financial Activity
- 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 30 June 2008
- 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;

Receives the financial report for October 2009.

Moved: Cr Clive Beard

Seconded: Cr David Beard

Vote – Simple majority

Carried 8/0

8.2 Accounts Paid and Payable – October 2009

Location:	Cunderdin
Applicant:	Manager of Finance & Administration
Date:	19 th November 2009
Author:	Loren Hempel
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled

Proposal

Council is requested to confirm and authorise the payment of Accounts listed in the Warrant of Payments for October 2009.

Appendix

Warrant of Payments for October 2009.

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 October 2009.

1.0 Accounts Already Paid

1.1 Municipal Fund –

CHEQUE NUMBERS	AMOUNT
008443-008490	\$ 96,548.01
Electronic Payments-various	\$ 752,861.48

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	\$849,409.49

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 \$ 849,409.49 for the Municipal Fund be received and noted.

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

Moved Cr. Graham Cooper

Seconded Cr. Todd Harris

Vote – simple majority

Carried: 8/0

Payments List - October 2009			
Date	Reference	Creditor	Amount
1/10/2009	8443	Cr Rod Carter	\$ 140.00
1/10/2009	8444	Cunderdin Co-op	\$ 107.65
1/10/2009	8445	Cunderdin Newsagency	\$ 142.00
1/10/2009	8446	Cunderdin Medical Practice	\$ 97.65
1/10/2009	8447	Edgecombe's Classique Jewelers	\$ 504.00
1/10/2009	8448	Fire & Emergency Services	\$ 313.08
1/10/2009	8449	Garry's Cleaning Service	\$ 270.00
1/10/2009	8450	Cr Clive Gibsone	\$ 140.00
1/10/2009	8451	Cr Todd Harris	\$ 140.00
1/10/2009	8452	Cr Dianne Kelly	\$ 140.00
1/10/2009	8453	Laura Gray - Heritage	\$ 6,160.00
1/10/2009	8454	Meckering Action Group	\$ 57.00
1/10/2009	8455	Meckering Primary School	\$ 10,000.00
1/10/2009	8456	Meckering Trinity Church	\$ 5,000.00
1/10/2009	8457	Office of Shared Services	\$ 348.60
1/10/2009	8458	Prime Super	\$ 36.95
1/10/2009	8459	Telstra Corporation	\$ 195.87
1/10/2009	8460	Telstra (Plant Damages)	\$ 472.58
1/10/2009	8461	Transport Workers Union	\$ 112.23
1/10/2009	8462	WA Local Government Association	\$ 1,212.34
1/10/2009	8464	Water Corporation	\$ 5,379.90
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 841.43
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 22.00
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 239.93
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 347.43
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 13.00
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 13.00
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 4.00
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 105.60
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 28.20
1/10/2009	Bank Fees	Westpac Banking Corporation	\$ 95.89
1/10/2009	EFT6857	City & Regional Waste	\$ 159.50
1/10/2009	EFT6858	Conplant	\$ 223.21
1/10/2009	EFT6859	Cr Graham Cooper	\$ 280.00
1/10/2009	EFT6860	Courier Australia	\$ 110.62
1/10/2009	EFT6861	Coventrys	\$ 3,369.87
1/10/2009	EFT6862	Cunderdin Telecentre	\$ 149.00
1/10/2009	EFT6863	Cunderdin Football Club	\$ 1,462.75
1/10/2009	EFT6864	The Cunderdin Mob	\$ 624.10
1/10/2009	EFT6865	Eastern Hill Saws & Mowers	\$ 4,700.55
1/10/2009	EFT6866	Cr Robert Fulwood	\$ 140.00
1/10/2009	EFT6867	Immacu Sweep	\$ 3,190.00
1/10/2009	EFT6868	Jasol Australia	\$ 815.09
1/10/2009	EFT6869	Cr Doug Kelly	\$ 140.00
1/10/2009	EFT6870	Landgate	\$ 591.50
1/10/2009	EFT6871	Meckering Sporting Club	\$ 36.70
1/10/2009	EFT6872	Metal Artwork Creations	\$ 109.40
1/10/2009	EFT6873	Northam Garden Center	\$ 112.10
1/10/2009	EFT6874	Novus Autoglass & Repairs	\$ 385.00
1/10/2009	EFT6875	Orica Australia Pty	\$ 127.91

Payments List - October 2009			
Date	Reference	Creditor	Amount
1/10/2009	EFT6876	Shire of Tammin	\$ 2,108.97
1/10/2009	EFT6877	Shire of York	\$ 405.95
1/10/2009	EFT6878	Startrack Express	\$ 65.99
1/10/2009	EFT6879	Westarp	\$ 8,316.00
1/10/2009	EFT6880	Thelma York	\$ 617.50
1/10/2009	EFT6881	WA Local Government Superannuation	\$ 3,555.93
1/10/2009	EFT6882	Avdata Australia	\$ 766.14
1/10/2009	EFT6883	Avon Waste	\$ 5,221.20
1/10/2009	EFT6884	Tuss Concrete Pty Ltd	\$ 25,631.75
1/10/2009	EFT6885	G & J Plumbing	\$ 82.50
1/10/2009	EFT6886	Latitude Creative Services	\$ 8,250.00
1/10/2009	EFT6887	Hills Concrete Products	\$ 400.00
2/10/2009	Bank Fees	Westpac Banking Corporation	\$ 5.50
2/10/2009	Bank Fees	Westpac Banking Corporation	\$ 11.00
2/10/2009	Bank Fees	Westpac Banking Corporation	\$ 29.50
2/10/2009	Bank Fes	Westpac Banking Corporation	\$ 30.25
2/10/2009	Bank Fes	Westpac Banking Corporation	\$ 13.75
2/10/2009	Bank Fes	Westpac Banking Corporation	\$ 5.50
5/10/2009	Muni Tfr	Muni Funds Tfr to Max-i 138262	\$500,000.00
6/10/2009	8466	Petty Cash	\$ 202.05
6/10/2009	EFT6888	Fuel Distributors	\$ 13,555.05
7/10/2009	Deposit bo	Westpac Banking Corporation	\$ 5.00
8/10/2009	Creditors	McLeod's Barristers & Solicitors	\$ 1,698.84
13/10/2009	CC 13/10/0	Credit Card	\$ 1,684.49
13/10/2009	EFT6890	Concrete By Rossi	\$ 38,500.00
14/10/2009	EFT PAYS	Salaries & Wages	\$ 30,925.36
15/10/2009	Bank Fees	Commonwealth Bank	\$ 38.02
28/10/2009	8467	Avon Valley Nissan	\$ 19,685.40
28/10/2009	8468	Avon Valley Stock feed	\$ 432.00
28/10/2009	8469	Bullivants	\$ 455.25
28/10/2009	8471	Cunderdin Co-op	\$ 4,284.35
28/10/2009	8472	Cunderdin Newsagency	\$ 470.40
28/10/2009	8473	Cunderdin Co-op Museum	\$ 90.59
28/10/2009	8474	Cunderdin Medical Practice	\$ 97.65
28/10/2009	8475	Department of Commerce	\$ 998.80
28/10/2009	8476	Fire & Emergency Service	\$ 399.90
28/10/2009	8477	Jaycettes	\$ 1,800.00
28/10/2009	8478	LGIS Liability	\$ 10,010.00
28/10/2009	8479	LGIS Workcare	\$ 14,074.50
28/10/2009	8480	The National Trust of Australia	\$ 185.42
28/10/2009	8481	Pitstop Diner	\$ 78.00
28/10/2009	8482	Prime Super	\$ 165.20
28/10/2009	8483	RBE Internet Service	\$ 20.00
28/10/2009	8484	Roman Catholic Church	\$ 195.00
28/10/2009	8485	Royal WA Historical Society	\$ 99.75
28/10/2009	8486	Synergy	\$ 6,170.30
28/10/2009	8487	Telstra Corporation	\$ 1,544.63
28/10/2009	8488	Telstra (Bigpond)	\$ 163.93
28/10/2009	8489	Transport Workers Union	\$ 144.07
28/10/2009	8490	WA Local Government Superannuation	\$ 3,550.47

Payments List - October 2009			
Date	Reference	Creditor	Amount
28/10/2009	8491	Water Corporation	\$ 11.65
28/10/2009	8492	Westnet Pty Ltd	\$ 248.85
28/10/2009	EFT PAYS	Salaries & Wages	\$ 28,675.37
28/10/2009	EFT6891	Central Districts Air conditioning	\$ 956.00
28/10/2009	EFT6892	CJD Equipment Pty Ltd	\$ 1,712.55
28/10/2009	EFT6893	Cody Express Transport	\$ 35.62
28/10/2009	EFT6894	Combined Tyrepower	\$ 219.00
28/10/2009	EFT6895	Conplant	\$ 99.59
28/10/2009	EFT6896	Corporate Express	\$ 113.67
28/10/2009	EFT6897	Courier Australia	\$ 131.22
28/10/2009	EFT6898	Coventrys	\$ 294.80
28/10/2009	EFT6899	Cunderdin Telecentre	\$ 270.00
28/10/2009	EFT6900	David Gray & Co Pty	\$ 530.20
28/10/2009	EFT6901	Donovan's Engineering	\$ 1,320.00
28/10/2009	EFT6902	Elders Limited	\$ 81.79
28/10/2009	EFT6903	Greenway Enterprises	\$ 526.97
28/10/2009	EFT6904	Grey Home Farming Co	\$ 738.00
28/10/2009	EFT6905	JR & A Hersey	\$ 3,829.98
28/10/2009	EFT6906	Hitachi	\$ 2,167.50
28/10/2009	EFT6907	Kenyon & Company Pty	\$ 179.20
28/10/2009	EFT6908	Kings Services	\$ 100.00
28/10/2009	EFT6909	Kleenheat Gas	\$ 56.00
28/10/2009	EFT6910	Landgate	\$ 53.85
28/10/2009	EFT6911	LGIS Property	\$ 20,890.91
28/10/2009	EFT6912	Norbert Marwick	\$ 145.68
28/10/2009	EFT6913	Metal Artwork Creations	\$ 13.20
28/10/2009	EFT6914	Shire of Tammin	\$ 326.40
28/10/2009	EFT6915	Shire of Northam	\$ 1,548.14
28/10/2009	EFT6916	Skipper Truck Parts	\$ 180.29
28/10/2009	EFT6917	Startrack Express	\$ 340.05
28/10/2009	EFT6918	Sunny Sign Company Pty Ltd	\$ 39.38
28/10/2009	EFT6919	Verlinden's Electrical	\$ 377.85
28/10/2009	EFT6920	Wattleup Tractors	\$ 34.15
28/10/2009	EFT6921	WesTrac Equipment	\$ 91.38
28/10/2009	EFT6922	Western Power	\$ 10,908.00
28/10/2009	EFT6923	Westarp	\$ 115.50
28/10/2009	EFT6924	Thelma York	\$ 260.00
28/10/2009	EFT6925	Australia Post	\$ 450.25
28/10/2009	EFT6926	Avdata Australia	\$ 534.72
28/10/2009	EFT6927	Avon Waste	\$ 4,176.96
28/10/2009	EFT6928	Avon Tractor & Implement	\$ 88.32
28/10/2009	EFT6929	Av-Sec Security	\$ 90.10
28/10/2009	EFT6930	G & J Plumbing	\$ 120.00
28/10/2009	EFT6931	J Glass	\$ 3,007.00
28/10/2009	EFT6932	Abco Products	\$ 5,670.50
28/10/2009	EFT6933	5 Star Ag Services	\$ 440.00
29/10/2009	EFT6934	Senson Tek Pty Ltd	\$ 440.00
29/10/2009	EFT6935	Dean Hatwell - Inside Computers	\$ 113.00
30/10/2009	Interest	Westpac Banking Corporation	\$ 6.42
TOTAL			\$849,409.49

8.3 Council Investments – October 2009

Location:	Westpac Banking Corporation
Applicant:	Manager of Finance & Administration
Date:	19 th November 2009
Author:	Loren Hempel
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled

Proposal

To inform Council of its investments as at 31st October 2009.

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 31st October 2009				
Institution	Amount Invested	Investment type	Municipal Funds	Reserve Funds
Westpac Banking Corporation	\$1,222.09	Cash Management 12-3263 0.00%	\$0.00	\$1,222.09
Westpac Banking Corporation	\$283,242.32	Max-i Bonus Account 13-7729 0.95%	\$0.00	\$283,242.32
Westpac Banking Corporation	\$722,595.78	Max-i Bonus Account 13-8262 0.95%	\$722,595.78	\$0.00
Westpac Banking Corporation	\$612,000.00	Term Deposit 14-0725 4.2%	\$0.00	\$612,000.00
TOTAL INVESTMENTS	\$1,619,060.19		\$722,595.78	\$896,464.41

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 31st October 2009 be received and noted

Moved Cr. Clive Gibsone

Seconded Cr. Dennis Whisson

Vote – Simple Majority

Carried 8/0

9.0 Chief Executive Officer's Reports

9.1 Cunderdin Airfield Registration – Cost Estimate

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	S McQuistan/G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

Council is to consider financial implications of having the Cunderdin Airfield "Registered" with the Civil Aviation Safety Authority (CASA).

Background

The Cunderdin Airfield Master Plan in its recommendations states the following;

"The Shire should apply for airfield registration with CASA within the next three months. This will ensure retention of the instrument approach procedures at the airfield, which is a key asset. Registration of the airfield with CASA can also provide confidence to the aviation industry of the standard of the aerodrome.
(Sections 3.2, 4.5, 8.1 & 6.5)"

At its meeting held 24th August 2009, Council resolved:

- "(a) That the CEO be authorised to undertake the necessary actions to have the Cunderdin Airfield "Registered" in accordance with CASA requirements.***
- (b) That in accordance with section 6.8 of the Local Government Act Council authorise the necessary expenditure for the Cunderdin Airfield to become "Registered".***
- (c) That CASA be advised of (a) above.***
- (d) That a further report be provided to Council at the September meeting detailing full costs. "***

As per the above resolution, CASA have been duly notified of Council's intention to Register Cunderdin Airfield.

This report is to detail the full costs associated with receiving CASA Registration and operating the Airfield within CASA regulations.

Commentary

Currently two (2) fee proposals have been received to outline costs involved in complying with and obtaining CASA registration. Forte Airport Management, as well as Aerodrome Management Services have both provided an estimate including training, surveying, safety inspections and fees.

In addition to this, a projected annual cost has been provided by staff, inclusive of Aerodrome Reporting Officer Wages, Annual Safety reports and other costs associated with the Cunderdin Airfield remaining Registered with CASA.

Cost Option 1 – Forte Airport Management

Forte Airport Management have provided a Fee Proposal detailing the initial costs associated with project managing the Registration on Council's behalf -

Registration Work Item	Fee (Excl. GST)
1. Training ARO (# day) course for three persons	\$ 4,240
2. Training – final assessment of individual ARO competency	\$ 2,800
3. Grading runway strip – on site supervision and survey set out	\$ 4,800
4. Survey, technical Inspection and ASI Report	\$ 4,650
5. Project administration and office work - 24 hours @ \$180/hr	\$ 4,320
6. Disbursements at cost (provisional sum) (eg. Accommodation and travel expenses)	\$ 2,500
Total	\$23,310

1. & 2. Training Aerodrome Reporting Officers (ARO)

Required to comply with Civil Aviation Safety Regulation (CASR) 139.125(1)

139.125 (1) *The operator of a certified aerodrome must appoint 1 or more reporting officers for the aerodrome.*

Current recommendations suggest that 3 persons receive ARO training, so that in times of leave or illness there are other qualified ARO's able to continue with safety functions necessary.

3. Grading runway strip

Costs to survey the runway strip (90 metres) and ensure that it is to a suitable standard for CASA registration. Works to be undertaken will be covered by 2009/2010 RADS Grant.

4. Survey, technical inspection and Annual Safety Inspection (ASI) Report

Costs of survey to confirm that all technical and safety aspects as required under CASA specifications and regulations are initially met. Please note: provision for this Annual Service is included in the recurrent expenditure report.

5. & 6. Project Administration /Disbursement Costs

These charges are associated with Forte Airport Management to project manage our initial Registration.

Additional costs to satisfy CASA requirements–

Item	Fee (Excl. GST)
7. VHF radio for vehicle	\$ 1,500
8. VHF hand held	\$ 800
9. 3 x Certificate of Radio Proficiency (for ARO's)	\$ 1,800
Total	\$ 4,100

7. & 8. VHF radios

Airport Reporting Officer's are required to use VHF radios when accessing the airside movement area. Hand held units are optional, however it is recommended that at least one in vehicle unit be made available to the ARO.

9. Radio Proficiency

Each ARO will be required to obtain a certificate of Radio Proficiency (including phonetic language, etc)

Cost Option 2 – Aerodrome Management Services (AMS)

Aerodrome Management Services (AMS) have provided a Fee Proposal detailing the initial costs associated with project managing the Registration on Council's behalf -

Registration Work Item	Fee (Excl. GST)
10. Conduct a training course and do the necessary paperwork to satisfy the CASA requirements of Registration	\$2,600
11. ASI Inspection**	\$3,500
Total**	\$6,100

**Please note – ASI inspection will also incur additional transport and accommodation charges

10. Registration

This includes providing a training session for up to 10 persons to receive ARO training.

11. ASI Inspection (report)

Please note: provision for this Annual Service is included in the recurrent expenditure report.

Annual Costs

In addition to this, annual fees and charges would be as follows:

Forte Airport Management advised in the airfield Master Plan:

“The function of an ARO is to perform serviceability inspections of the aerodrome (usually 3 days per week), associated reporting functions and airfield maintenance. It is not essential that an ARO be based full-time at the airfield. ARO training can be undertaken through a number of organisations within Western Australia..... ”

Annual Cost	
11. Aerodrome Reporting Officer Salary (proposed officer – Norbert & Shane)	
12. Annual Safety Inspection Report (est.) (required each year)	\$ 5,000
13. Additional Training (if required)	

11. Aerodrome Reporting Officer Salary

It is proposed that this role would become the responsibility of the Works Manager, therefore costs would be accounted for in his annual salary. It has been suggested by Andrew Forte that inspection only need to be conducted 3 days a week. Which would be first thing in the morning.

12. Annual Safety Inspection Report

There will be a requirement for a annual Safety inspection report to CASA. Approx cost \$3,500.

Annual operating cost would be offset by annual income received. (Actual 2008/09 \$47,891.00)

13. Additional Training

Costs allocated to the annual budget for additional training may be required either to update skills or train replacement staff where required.

It should also be noted, that a Shire vehicle will be made available to the ARO when required to conduct inspections. Going forward, Council may need to consider the purchase of an additional vehicle for this specific purpose.

Statutory Implications

There are no statutory implications in considering this item.

Policy Implications

There are no policy implications in considering this item.

Financial Implications

As outlined above.

Strategic Implications

There are no strategic implications in considering this item.

Resolution 9.1

- (a) That Council proceed with the registration of the Cunderdin Airfield for a 12 month period, at which time a further review be conducted of the benefits (if any).

Moved Cr Graham Cooper

Seconded Cr Dianne Kelly

Vote – Simple majority

Carried 8/0

CHAPTER 4: APPLYING TO REGISTER AN AERODROME

Section 4.1: General

4.1.1 Introduction

- 4.1.1.1 Pursuant to CASR Part 139, operators of uncertified aerodromes may apply to have their aerodromes registered by CASA. A registered aerodrome will have aerodrome information published in ERSA, and changes to aerodrome information or conditions affecting aircraft operations can be notified through the NOTAM system.

Note: CASA will only approve instrument runways used for air transport operations at an aerodrome that is either certified or registered.

- 4.1.1.2 The applicant for registration must be the owner of the aerodrome site, or have obtained permission from the owner to use the site as an aerodrome.
- 4.1.1.3 CASA's aerodrome registration process only addresses the aviation safety aspect of the aerodrome. It is the responsibility of the applicant to ensure that use of the site as an aerodrome is in compliance with other federal, state and local authority requirements. The aerodrome registration does not absolve the applicant from observing such requirements.

4.1.2 Aerodrome Registration Application and Processing Fee

- 4.1.2.1 Application for registration must be made on CASA [Form 1187](#) (specimen shown in [4.2.1](#)), obtainable from the nearest CASA office. The completed form, together with aerodrome information for publication in ERSA and confirmation from an approved person as prescribed in CASR Part 139, that the aerodrome meets applicable safety standards, shall be returned to the nearest CASA office.

Note: List of approved persons for registered aerodromes can be accessed through CASA web site or provided on request from the nearest CASA office.

- 4.1.2.2 Upon receipt of the application, the CASA Aerodrome Inspector will assess the likely effort involved in processing the registration application and provide the applicant with a quotation for the aerodrome registration processing fee.
- 4.1.2.3 The registration processing fee may include the CASA Aerodrome Inspector making an inspection of the aerodrome. The inspection is normally only required if the information supplied is, in the opinion of the Aerodrome Inspector, inadequate or requires further clarification.
- 4.1.2.4 The application will only be processed upon payment of the registration processing fee.

- 4.1.2.5 Applications shall be submitted in sufficient time to allow for detailed consideration and inspection of the aerodrome, before the desired registration date.

4.1.3 Approving a Registration Application

- 4.1.3.1 Registration is approved on the condition that:
- (a) the aerodrome meets appropriate standards;
 - (b) the aerodrome operator has the capacity to properly maintain the aerodrome; and
 - (c) the reporting officer has been trained to the standards detailed in [Chapter 10](#).
- 4.1.3.2 When the application is approved, the responsible CASA Aerodrome Inspector will prepare and forward to the NOTAM Office a permanent NOTAM setting out all the aerodrome information which will be included in ERSa and the Runway Distances Supplement. The CASA Aerodrome Inspector will also confirm, to the applicant, in writing, that the aerodrome is or will be registered, together with a copy of the NOTAM message.

4.1.4 Maintenance of Registration

- 4.1.4.1 Registered aerodromes will be included in the CASA aerodrome surveillance program. A scheduled visit by a CASA Aerodrome Inspector can be expected periodically. Appropriate notice of the scheduled visit will be given. Unscheduled visits may occur at any time, such as when prompted by reported safety concerns.
- 4.1.4.2 Registration will remain in force until it is suspended or cancelled.
- 4.1.4.3 Registration may be suspended if CASA is not satisfied with:
- (a) the accuracy of aerodrome information provided;
 - (b) the on-going maintenance of the aerodrome; or
 - (c) the ability of the reporting officer to conduct on-going aerodrome serviceability inspection and reporting functions.

Notes: 1. Keeping records of aerodrome serviceability inspections, aerodrome works and NOTAMS issued will assist in demonstrating that the aerodrome has been operated properly.

2. Standards for ongoing operations and maintenance of a registered aerodrome are specified in [Chapter 12](#).

- 4.1.4.4 Registration may be cancelled:
- (a) on request of the aerodrome operator; or
 - (b) by CASA after the aerodrome registration was suspended and the identified safety concerns are not corrected to the satisfaction of CASA, within an acceptable period.

4.1.5 Aerodrome Safety Inspection Report


- 4.1.5.1 Operators of registered aerodromes are required to submit to CASA an Aerodrome Safety Inspection Report prepared by an approved person as specified in the regulations. This must be done either annually, or at a longer interval as agreed by the relevant CASA Aerodrome Inspector.





Section 4.2: Application to Register an Aerodrome

4.2.1 Application to Register an Aerodrome

	Australian Government Civil Aviation Safety Authority	Application to Register an Aerodrome
1. Particulars of the Applicant		
Full name: Address: Postcode: Position: Phone: Fax: E-mail:		
2. Particulars of the Aerodrome		
Name of aerodrome: Real property description: Bearing or distance from nearest town or populous area:		
3. Is the Applicant the Owner of the Aerodrome Site? Yes <input type="checkbox"/> (Go to Item 4) No <input type="checkbox"/>		
If the applicant is Not the owner of the site, provide: a) Details of rights held in relation to the site; and b) Name and address of the owner of the site and written evidence to show that permission has been obtained for the site to be used by the applicant as an aerodrome.		
4. Indicate the Largest Type of Aircraft Expected to Use the Aerodrome		
5. Is the Aerodrome to be Used for RPT/Air Transport Operations? Yes <input type="checkbox"/> No <input type="checkbox"/>		
On behalf of the Aerodrome Operator shown above, (Delete if not applicable). I hereby apply for registration of the aerodrome. Signed: My authority to act on behalf of the applicant is: Name of person making the declaration: Date: / /		
6. Aerodrome Data If not applicable, insert N/A in the box on the right: <input type="checkbox"/> (To be completed by an approved person as prescribed in CASR 139. Aerodrome Data must be derived in accordance with Manual of Standards Part 139 – Aerodromes, Chapter 5: Aerodrome Information for AIP.) Note: Application must be accompanied by a report prepared by an approved person as prescribed in CASR 139, confirming that the information provided overleaf is accurate and that the aerodrome meets the applicable safety standards. See page 2.		
Form 1187 03/2004	Application to Register an Aerodrome	Page 1 of 3



Report on Aerodrome Data by Approved Person (as Prescribed in CASR 139)

6a. Aerodrome Diagram

This diagram depicts the following:

- (i) The runway layout, their magnetic bearing and length in metres;
- (ii) The layout of the taxiways and aprons;
- (iii) The location of the aerodrome reference point;
- (iv) The location of the wind direction indicators, both lit and unlit;
- (v) The elevation of the aerodrome (the highest point on the landing surface in feet);
- (vi) For instrument runway, the elevation of the mid-point of each threshold; and
- (vii) The magnetic bearing and distance to the nearest city, town or population center.

6b. Aerodrome Location: (ARP) Lat: Long:

6c. Aerodrome Administration (Provide the following information on the aerodrome owner.)

Name of Aerodrome:

Name of Aerodrome Operator:

Address:

Tel: B/H (A/H) Fax:

State in which the Aerodrome is Located:

Is this Aerodrome Open to Public? No ☐ Yes ☐

Are there Landing Charges? No ☐ Yes ☐ Applicable Charges:

If open to the public, who is (are) the Aerodrome Reporting Officer(s)?

Name: B/H (A/H)

Name: B/H (A/H)

6d. Runway Details (For each runway, provide the following. Add a page if there is more than one runway.)

Runway Designation: Runway Reference Code:

Runway End: TORA: TODA: (.....%) ASDA: LDA:

Runway End: TORA: TODA: (.....%) ASDA: LDA:

Runway Width: Runway Slope: Runway Strip Width (graded): (overall):

STODA:

Runway End: 1.6% 1.9% 2.2% 2.5% 3.3% 5.0%

Runway End: 1.6% 1.9% 2.2% 2.5% 3.3% 5.0%

Pavement Surface Type: Pavement Rating: (ACN/PCN) or

Maximum Aircraft Weight and Tyre Pressure able to use runway.

Form 1197 03/2004 Application to Register an Aerodrome Page 2 of 3

6e. Aerodrome Lighting: (For each runway equipped with lighting, provide the following. Add extra pages if there is more than one runway with lighting.)

Runway Designation:			
Light Intensity:	Low <input type="checkbox"/>	Medium <input type="checkbox"/>	High <input type="checkbox"/>
Approach Lighting Provided:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Pilot Activated Lighting (PAL) Provided:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Frequency:
T-VASIS or PAPI Provided:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Type and Location:
Aerodrome Beacon Provided:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Type and Location:
Standby Power Provided:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Type:
Portable Lights:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Any other lighting, specify:		

6f. Ground Services (Provide the following information on services available to pilots.)

Fuel Type:	Supplier:
Tel: (B/H)	(A/H)
Met Facilities Available:	Yes <input type="checkbox"/> No <input type="checkbox"/>
TAF Category:	AWIS Phone Number:
CTAF or MBZ available:	Yes <input type="checkbox"/> No <input type="checkbox"/>
CTAF:	MBZ:
UNICOM:	AFRU:
Navaid Facilities Available:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Type:	Code:
Coordinates:	Range:
Monitoring:	
ATS Communication Facilities Available:	Yes <input type="checkbox"/> No <input type="checkbox"/>
FIA:	On Ground:
Circuit:	
Passenger Facilities Available:	Yes <input type="checkbox"/> No <input type="checkbox"/>

6g. Special Procedures: (Provide the following information about any special procedures that pilots need to observe or follow.)

Special Procedures Apply:	Yes <input type="checkbox"/> No <input type="checkbox"/>
.....	

6h. Notices: (Provide the following information on any local safety information.)

Details of any Obstacles:
Details of any Hazards (eg, birds or animals):
Details of any Restrictions on the use of Taxiways or Aprons:
Details of any other activities at the aerodrome (eg, sport aviation activities):

Approved person's signature: Date: / /

The Federal Government TimeSaver initiative aims to assess the time taken to complete Government Forms. Please indicate the approximate time taken to complete this form. ☐ hrs ☐ mins

Form 1187 03/2004 Application to Register an Aerodrome Page 3 of 3



Shire of Cunderdin

Fee Proposal

CUNDERDIN AERODROME

CASA REGISTRATION

September 2009



PO Box 63
GUILDFORD W.A. 6935

Phone: 08 9201 0034
Facsimile: 08 9201 0074
E-mail: assist@forteairport.com.au

Introduction

Forte Airport Management is pleased to submit this fee proposal to assist the Shire of Cunderdin attain registration of the Cunderdin airfield.

Our consulting team, which includes Ian McKay of ENESAR, has the expertise to undertake this consultancy.

Forte Airport Management understands the regulatory and compliance requirements for the registration of Cunderdin airfield as an operator of three certified airports, namely Christmas Island, Cocos (Keeling) Islands and Forrest.

Scope of Work

Registration of the Cunderdin Airfield requires the following specific actions.

1. Application to Civil Aviation Safety Authority (CASA)

CASA Form 1187 is to be completed by the Shire of Cunderdin and it is to be accompanied by a current ASI (Annual Safety Inspection) report. The forms and their appropriate attachments will be coordinated by Forte Airport Management but remain the responsibility of the Shire to submit to the regulator.

The application must provide particulars about the aerodrome required by CASR 139.26 and these are covered by the ASI report.

As a consequence of the ASI report needing to stipulate compliance to CASA standards it follows that this inspection be conducted after the completion of the listed projects.

2. ASI Report

The ASI will be completed by Ian McKay who is CASA approved to conduct such reports. It is a statement of compliance against the following aspects.

- Details about the aerodrome for insert to the AIP-ERSA (Aeronautical Information Publication – Enroute Supplement Australia).
- Aerodrome Operating Procedures are understood and are being followed for notice of works and inspections.
- Aerodrome Reporting Officers are appointed and competent to carry out the safety functions.
- The published information is appropriate for the physical characteristics of the movement area, obstacles limitation surfaces are assessed and surveyed, fencing is suitable and radios are available and being used when on the movement area.

The ASI will be undertaken after the training of the nominated ARO's because of the importance of the inspector to be able to state that persons are trained and competent in the inspection, reporting and document control functions.

Note, the ASI is a line item in the RAD's cost estimate for Aerodrome Registration, albeit stated as 'Survey Approaches', as 'this is deemed a primary element of the ASI activity.

3. Aerodrome Reporting Officer (ARO) Training

There are two Registered Training Organisations (RTO's) in Western Australia able to conduct ARO training. Ian McKay's company is one of these and Forte Airport Management has all their staff trained by his company. So it is proposed that ENESAR provide the ARO training on site at Cunderdin then on conclusion arrange for the ASI to be completed.

The regulations require the aerodrome operator to appoint one or more ARO's for the aerodrome. It is our recommendation to train perhaps three persons on the basis of the marginal price difference and the benefit of having available persons for times of leave absence.

Arrangements for the training venue will be between the Shire and Ian McKay. I would suggest if an on airport venue could be made available then this would be useful because of the ready access to the airport for the practical aspect of the training.

4. Ancillary Items

Supplementary to the ARO training each individual will be required to obtain a certificate of radio proficiency through a flying school Chief Flying Instructor. We are able to provide the contact details for Jandakot schools that will undertake this exam by remote learning. It is not demanding, it pertains to the phonetic language applicable and learning notes are supplied. This cost is approximately \$600 per person.

VHF radios are required for use by the ARO's when accessing the airside movement area. These can be hand held to satisfy the regulations but should also include at least one in-vehicle mounted. The quantity and purchase of these should be determined by the Shire and we will provide advice on suppliers. An in vehicle radio is approximately \$1,500 with hand held units at approximately \$800.

A number of runway strip markers will need to be purchased and positioned. The quantity is yet to be determined. The purchase of these should be direct by the Shire and we will provide advice on suppliers. A provisional sum of \$10,000 has been made in the RAD's grant for the supply and install work.

The grade and rideability of the runway strip (90 metres) must be to a suitable standard for CASA aerodrome registration. The runway strips from our observation require a trim of tuft grass and roll. Know doubt originally constructed to standard it will be necessary for minor trim and removal of overgrown grass and for the pavement's benefit ensure storm water runoff from the runway is shed beyond the pavement edge. A provisional sum of \$30,000 has been made in the RAD's grant for this work to be undertaken.

This aspect of work is recommended to be undertaken by the Shire (in kind contribution that is costed to the project) under supervision of Ian McKay when he is onsite for ARO training to supervise level control. The provision of a technical scope for this minor work is difficult and hence to engage the Shire's day labour would be preferred. The associated cost for this work is also a line item in the RAD's grant and actual costs would be charged to this project.

5. Publications Updated

The information supplied by the ASI report, together with known particulars will be used to update the AIP ERSA. The Shire of Cunderdin already has the basic entry but it needs further information supplied on the Runway Distance Supplement and the dimensions, etc of the physical characteristics.

Drawings for the runway layout (exists from Master Plan), Obstacle Limitation Surface (exists from Master Plan) and drawing for the runway visual day markings (needs to be prepared) will form the primary set of plans for aerodrome registration.

6. CASA inspection

CASA may apply a processing fee to cover the handling of the application and for that matter an aerodrome inspection. It is an unknown and therefore a cost that would be directly assigned to the Shire as aerodrome operator.

It is worthy of note that once registered the facility will be referred to as an aerodrome and airfield will be relegated to the past. It is a maturing status!

7. Other

Other work that falls outside of this consultancy scope but is essential to be completed prior to ASI the inspection, is the rejuvenation of the seal surfaces and the line marking.

Tender specifications are to be prepared separately for this work to go out to public tender.

Timing

The work towards registration can commence immediately, as too the strip improvements.

Forté Airport Management has consulted with Ian McKay and a start on ARO training could occur early October.

It is proposed that his three (3) day ARO training be split. Day 1 would allow an initial introduction to the basics of inspection and reporting.

A break in the training program would follow to allow Ian to commence work with the Shire of the runway strip improvements. The strip works may require 3-4 days of Shire allocated resources of grader, loader, truck and roller.

On completion of the strip work Ian would then conduct a further two (2) days of ARO training covering the other units of competency required for certification.

A final assessment of each ARO's competency (and certificate issue) is planned at the time of the ASI inspection, which is scheduled for after the runway reseal work is completed.

However, placement of gables can occur after the strip works are completed, as too procurement of radios.

The completion of the registration process is likely to occur in the new year as contract completion of resealing work and line marking is dependant upon the tenderer's timelines. Refer to separate brief.

Fees

Registration Work Item	Fee (Excl. GST)
Training ARO (3 day) course for three persons	\$4,240
Training - final assessment of individual ARO competency	\$2,800
Grading runway strip - on site supervision and survey set out	\$4,800
Survey, technical inspection and ASI Report	\$4,650
Project administration and office work 24hrs @ \$180/hr	\$4,320
Disbursements at cost Provisional Sum (eg. accommodation and travel expenses)	\$2,500
Total	\$23,310

Forte Airport Management

Forte Airport Management is a specialist airport consultancy providing professional services to the private sector, government and remote indigenous communities. The company's managing director, Andrew Forte, is an experienced airport planner and qualified civil engineer with design and project management experience who has a 'hands on' airport engineering and project management skill enables a diverse range of consultancy projects to be undertaken.

The company employs an experienced airport design draftsman and subcontracts complementing consulting expertise, as and when required. Excellent working relations exist with many consultants with whom *Forte Airport Management* has worked. These consultant relations or alliances provide complimentary skills and experience enabling client service delivery across a broader spectrum of airport and aviation industry tasks.

The company's professionals are experienced in their speciality and encompass the broad spectrum of planning, design and implementation of airport and aviation projects. The company has developed its consultancy track record by retaining a focus on work quality, professionalism and value added service.

For each and every project there are unique challenges, one that the experience of *Forte Airport Management* can meet utilising experience gained through its consultancy services to a diverse range of client projects.

Forte Airport Management's range of specialist consulting advice to meet the particular needs of clients includes:

- Airport operations
- Airport planning

- Runway design, documentation and construction
- Airfield lighting
- Pavement/geotechnical design
- Financial and business planning
- Forecast and aviation demand analysis
- Project management
- Survey and technical inspection reporting
- Airport management

Aerodrome management is a separate activity centre for the company with over thirty staff engaged at the various airports operated by *Forte Airport Management*. The personnel include the security officers trained and licensed to *Forte Airport Management* and the reporting officers and airport managers.

Forte Airport Management carries professional indemnity insurance, workers compensation and public liability insurance. We maintain professional offices with the latest technology and processes. We have built our businesses on our ability to deliver reports that reflect our clients needs while retaining professional integrity and a sound approach to the analysis and advice.

Attached is *Forte Airport Management's* capability statement.

9.2 Office Closure Between Christmas and New Year

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Proposal

Council is to consider closing the Shire Offices between Christmas and New Year.

Background

Last year Council closed the Offices from 23rd December 2008, returning on the 2nd January 2009. No complaints were received over this period.

Commentary

Other SEAVROC Council's

Beverley – (Not yet set dates)
Brookton – 24th Dec – 3rd Jan 10
Quairading – 24th, Dec - 3rd Jan 10
York – 24th Dec – 3rd Jan 10

Wyalkatchem 24thDec – 3rd Jan 10
Tammin (Not yet set dates)

As a general rule no significant business is conducted between Christmas and the New Year, therefore, this would be considered a suitable time to close the office and send staff on holidays.

Transport licencing can be conducted in person at Northam, on the internet or the post office.

The Office will be closed from Thursday 24th December 2009, to the 1st January 2010 inclusive. Returning to work on Monday the 4th January 2010.

Statutory Environment

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

There are no strategic implications in considering this item.

Resolution 9.2

That Council resolve to

- (a) close the Shire Offices from close of business 23rd December 2009 to Monday 4th January 2010 inclusive.
- (b) place a notice in the Bandicoot advising of the closure.

Moved Cr David Beard

Seconded Cr Doug Kelly

Vote: Simple majority

Carried 8/0

9.3 Waste Management Policy

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Attachments

Draft Waste Management Policy #15.1

Proposal

To consider adopting the draft Waste Management Policy #15.1

Background

Council at its meeting held on the 15th October 2009 resolved as follows;

Resolution 9.13

That Council receive and note "Cunderdin Shire Council Waste Management Policy Discussion Paper"

That the CEO be instructed to formulate a Waste Management Policy for council's consideration and adoption at the November meeting.

Moved Cr Rod Carter

Seconded Cr Clive Gibsone

Vote – Simple Majority

Carried 8/0

Commentary

A draft waste management policy has been drafted for council's consideration.

Further investigation needs to be undertaken in regards to the disposal of commercial rubbish from the local businesses in Cunderdin & Meckering.

The introduction of a new commercial fee or requirement for the need for businesses to have their own mini-skip bins.

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

There are no strategic implications in considering this item.

Resolution 9.3

That Council adopt the Waste Management Policy #15.1 subject to amending the opening hours for all days to 11:00 am to 5:00 pm

Moved Cr Dennis Whisson

Seconded Cr David Beard

Vote – Simple majority

Carried 7/1

(DRAFT)

**SHIRE OF CUNDERDIN
WASTE MANAGEMENT POLICY #15.1**

Scope of Policy:

This Policy is intended to outline the Shire of Cunderdin's position on waste management services.

Statement of Policy:

The Shire of Cunderdin is committed to the provision of cost effective, innovative, strategic and environmentally responsible waste management practises that continue to meet the needs of the community both now and into the future.

The policy addresses:

- the operation Waste Transfer sites
- waste and recycling collection services
- verge collections
- Green Waste
- E-Waste
- commercial building rubble
- waste oils

Waste Transfer Stations

The Cunderdin & Meckering Waste Transfer Stations will be manned three days a week

Wednesday	11:00 – 5:00 pm (4 hours)
Saturday	11:00 - 5:00 pm (6 hours)
Sunday	11:00 – 5:00 pm (6 hours)

These transfer stations are provided for the disposal of domestic household rubbish.

Items **not accepted** at the Transfer Stations include the following;

- Rocks
- Building waste materials/demolition rubble
- Chemical containers
- Tyres
- Asbestos
- Wire
- Dead Animals
- Large white goods (stoves & fridges)
- Household furniture
- Car bodies

Green Waste

A dedicated area for “Green Waste” will be provided at each Transfer Station.

Accepted Green Waste includes;

- Grass cuttings
- Weeds & small plants
- Tree & Plant pruning's

All green waste must be free of any other contaminates (eg general rubbish)

Subject to availability & costs all green waste should be mulched where practical. The mulched materials would be made available to the public free of charge.

Recycling

Large recycling bins will be provided at each transfer station.

E-Waste

An E-waste container has been made available at the Cunderdin Depot for old electronic goods.

Acceptable items include the following;

- Computers
- Printers
- Fax machines
- Telephones
- Scanners
- Televisions
- Videos
- DVD's
- Electric hand tools

Note broken glass screens (TV or Computers) will not be accepted.

Commercial Building rubble

Commercial building rubble should be taken direct to Tammin or Northam registered landfill sites. Contact should be made with either site prior to delivery of the waste materials.

A maximum of one standard car trailer of building rubble may be disposed at the transfer stations in area directed by the waste transfer site supervisor.

Waste Oil

A waste oil facility is provided at Cunderdin.

Chemical containers

At least twice a year a Drummuster will be held for the correct disposal of suitable chemical containers.

All farm and chemical users within the Cunderdin Shire are encouraged to bring their empty, properly cleaned, steel and plastic farm chemical containers to the facility for inspection and collection. All drums must be cleaned correctly via triple rinsing, mechanical rinsing, pressure rinsing or flushing (in line with the Avcare Standard for Effective Rinsing of Farm Chemical Containers displayed at all chemical retail outlets).

Unclean or partly filled containers will not be accepted and will remain the property of the chemical user.

The dates for all Drummuster will be advertised in advance of the designated collection period. Bookings must be made!

Residential Waste Collection

A 240 litre wheelie bin will be provided for a roadside collection of household domestic waste every Tuesday.

A 240 litre wheelie recycling bin will be provided for a roadside collection service every third Tuesday of the month.

Suitable recyclable items include;

- Clean glass Bottles and Jars (lids removed)
- Aluminium and steel cans, tins and clean foil
- Empty plastic bottles and containers with 1,2 or 3 printed on the bottom (lids removed)
- Clean, untied newspapers, paper, magazines, telephone books
- Clean, flattened cardboard boxes and cartons
- Milk, juice, laundry and detergent cartons

The following items can NOT be placed in your yellow recycling bin

- Green waste
- Food scraps
- Polystyrene
- Plastic bags
- Nappies/Sanitary items
- Appliances
- Tools
- Lawn clippings
- Liquids
- Toys
- Clothing

This service is only provided within the town site boundaries as shown in Town Planning Scheme #3.

Road side collection

A road side collection service will be provided twice a year in both Cunderdin & Meckering town sites for large waste items. The first in July, the other in December.

Acceptable items include

- Old Furniture
- White goods (fridges, stoves, etc)
- Car Bodies

- Scrap metal
- Large pruning's - any branches to be collected should be cut into lengths less than 2m long

Items that will **not** be collected

- Chemical containers
- Dead Animals
- Tyres
- Asbestos
- Building rubble

This service is only provided within the town site boundaries as shown in Town Planning Scheme #3.

Illegal dumping of waste.

The Shire of Cunderdin will not tolerate any illegal dumping of waste materials/items outside the designated areas within this policy; offenders will be prosecuted and will incur substantial fines in accordance with the appropriate legislation.

9.4 Committees, Group & Portfolios

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Proposal

Council to review appointments to Committees, working groups & portfolios.

Attachments

Nil.

Background:

Council at its meeting held on the 18th September 2008 made the following appointments to council & other committees and issued portfolios to each Councillor.

Resolution 9.9

- (a) That all appointments to Committees of Council remain the same as detailed in Report 9.9.
- (b) That all appointments to Other Committees and groups remain the same as detailed in Report 9.9.

Moved : Cr Rod Carter

Seconded: Cr Dianne Kelly

Vote – Simple majority

Carried: 8/0

Comment

The following committee and portfolio responsibilities are for Council's consideration and endorsement.

Any Councillor wishing to nominate themselves for appointment to a particular committee may do so.

Committees of Council

Audit Committee

Cr. Graham Cooper
Cr. Rod Carter
Cr. Clive Gibsone

Bulgin Bush Races Committee

Cr. Clive Gibsone

Museum Management Committee

Cr. Clive Gibsone

Cunderdin Airshow Committee

Cr. Rod Carter
Cr. Graham Cooper
Cr. Dennis Whisson

Local Emergency Management Action Committee (LEMAC)

Cr. Graham Cooper, **Cr Rod Carter** Cr. Todd Harris Cr. Dennis Whisson & Cr Doug Kelly ***

Other Committees & groups

SEAVROC

Cr. Graham Cooper, Cr Rod Carter & CEO

Great Eastern Zone of the West Australian Local Government Association. ***

Cr. Graham Cooper, **Cr Rod Carter**, Cr. Todd Harris & CEO

Kellerberrin Regional Road sub-group

Cr Graham Cooper, **Cr Rod Carter** & CEO ***

FESA Committee

Cr. Todd Harris & Cr. Doug Kelly

Portfolios

Agriculture Department Zone Council Authority

Cr. Dennis Whisson

CCT Farm Committee

Cr. Todd Harris ***

Buildings

Cr. David Beard & Cr. Dianne Kelly *****

Youth Committee

Cr. Dennis Whisson

Plant & Equipment

Cr. Doug Kelly

Meckering Action Group

Cr. Dianne Kelly & Cr. Doug Kelly

Telecentre Committee

Cr. Dennis Whisson

Airfield issues

Cr. Rod Carter

Health issues

Cr. Clive Gibsone & Cr. Dianne Kelly

Landcare issues

Cr. David Beard***

Law and Order & Police issues

Cr. Clive Gibsone

Seniors issues

Cr. Clive Gibsone

Education issues

Cr. Graham Cooper & **Cr Rod Carter*****

Avon Catchment Council

Cr. Dianne Kelly

Tourism issues

Cr. Dianne Kelly

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 regards to this item.

Resolution 9.4

- (a) That all appointments to Committees of Council remain the same.
- (b) That all appointments to Other Committees and groups & portfolios remain the same, accept;
- Cr Rod Carter be appointed to the following;
- Local Emergency Management Action Committee (LEMAC)
 - Kellerberrin Regional Road Group
 - Education
- Cr Todd Harris be appointed to the CCT Farm committee
- (c) That Cr David Beard be appointed to the following portfolios
- Building
 - Landcare

Moved : Cr David Beard

Seconded: Cr Graham Cooper

Vote – Simple majority

Carried 8/0

9.5 Cunderdin Co-op Liquor Licence application

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

Cr Rod Carter & Cr Dennis Whisson both declared a financial interest in the report both being Directors of the Cunderdin Co-op Board and left the room prior to any discussion on the matter at 5:55 pm.

Cr Todd Harris declared an Interest affecting Impartiality as his brother Elliot Harris is also a Director of the Cunderdin Co-op Board and remained in his seat.

Cr Clive Gibsone (Deputy President) assumed the Chair.

Attachments

Proposed Notice of Objection by the Shire of Cunderdin

Letter of Objection – Graham Cooper.

Letter - Cunderdin Farmers Co-operative Co Ltd

Copy of Canford Hospitality Consultants Pty Ltd Application for a Liquor Store Licence.-

Intended Manner of Trade

Letter from Cunderdin Co-op CEO – Disapproval of stocking clothing & sporting goods.

Proposal

The Shire President has requested that a report be prepared on the basis of Council's concerns raised at its meeting held on the 17th September 2009. A submission objecting to the proposal has been prepared for council's consideration and endorsement.

Background

As requested by Council, notification has been received of an "Application for a Liquor Licence" for the proposed Cunderdin IGA Plus Liquor at Lot 10 Main Street, Cunderdin WA.

Presently, packaged liquor is sold at the one hotel in the town, and at the sporting club in Cunderdin.

The Cunderdin IGA now proposes to sell packaged liquor.

At the Ordinary Council meeting held on the 17th September 2009 (Report 9.7) council considered the matter of the section 40 certificate. A section of the minutes from this meeting is provided below;

Furthermore, that if Council is strongly opposed to the proposal that there will be an opportunity to formally register its concerns when the application is formally lodged by the Cunderdin IGA to the Department of Department of Racing, Gaming and Liquor.

The President then asked the meeting if they would like to register their concerns with the proposed liquor store at the Cunderdin IGA by way of recorded minute.

Resolution 9.7

(a) That Council approve the application for a Section 40 certificate to operate a liquor store at Lot 10 Main Street, Cunderdin subject to the following conditions:

i) The proposed development is to comply in all respects with the submitted plans approved on 17.09.2009 and stamped accordingly.

(b) That whilst Council has approved the section 40 certificate, it has done so, solely on the basis that it only complies with Town Planning Scheme #3 as it does not involve an application requiring planning approval. Furthermore, that Council has serious concerns over the introduction of a third liquor store in Cunderdin.

(c) That Council be formally notified when the Cunderdin IGA apply for a liquor store licence with the Department of Racing, Gaming and Liquor.

Moved Cr Robert Fulwood

Seconded Cr Clive Gibsone

Vote – Simple majority

Carried 5/1

Cr Todd Harris requested his vote against the motion be recorded.

Commentary

The Cunderdin IGA application states in part;

“The proposed style of operation

*2.1 The applicant is offering a service that is not offered anywhere in the locality, or in the Shire for that matter, **which is the option for one stop shopping.***

2.2 The applicant proposes to present a warm offer take-away liquor to the public only and will not be having any tasting on the premises.

2.3 The applicant proposes to trade the same hours as are currently trading in the supermarket, which are ;

2.3.1 8:00 am – 5:30 pm Monday to Friday

2.3.2 8:00 am – 12:00 noon Saturday

2.4 These hours may change in response to customer demand

2.5 The proposed liquor store will be located to the rear of the IGA supermarket”

Council should oppose the proposed licence for the following reasons:

- (a) The proposal would be detrimental to the amenity of the town because the competition pressure it would introduce in regard to packaged liquor sales will seriously endanger the viability of the town's only hotel and the town's sporting club, both of which presently satisfy the town's need for packaged liquor supply, and both of which contribute significantly to the recreational, sporting, hospitality, employment and tourist facilities of the town.
- (b) Approving a further packaged liquor sale outlet in the town in the circumstances would be contrary to orderly and proper planning.
- (c) Concentration in the IGA premises of a further retail facility poses a significant risk to the social and economic functioning of the town in the event that the IGA business closed down in the future for an extended or even a short period of time.

Statutory Implications

Terms of Objection

Note that s.74 of the Act provides that no objection should be made except on one or more of the grounds set out in that section, and the grounds apparently most relevant to the Shire's position are grounds (a) and (g)(ii) which are respectively in the following terms:

- “(a) That the grant of the application would be contrary to the public interest;
.....
- (g) That if the application was granted:
 - (i)
 - (ii) the amenity, quiet or good order of the locality in which the premises or proposed premises are, or are to be, situated, would in some other manner be lessened.”

Public Interest

So far as public interest is concerned, s.3 8(4) of the *Liquor Control Act* provides:

The matters the Licensing Authority may have regard to in determining whether granting an application is in the public interest include:

- (a) the harm or ill health that might be caused to people or any group of people due to the use of liquor; and
- (b) the impact on the amenity of the locality in which the licensed premises, or proposed licensed premises are, or are to be situated; and
- (c) whether offence, annoyance, disturbance or inconvenience might be caused to people who reside or work in the vicinity of the licensed premises or the proposed licensed premises; and
- (d) any other prescribed matter.”

Policy Implications

There are no policy implications in considering this item.

Financial Implications

This item has no direct financial implication for council in considering this item.

Strategic Implications

There are no strategic implications in relation to councils operations that will be effected by this item.

Cr Cooper discussed the issues previous raised by Council at its September 2009 meeting regarding this matter and provided his reasons for not supporting the application – mainly that to support it would not be in the public interest of the community.

General discussion ensued in relation to this item.

Cr Gibsone put the motion;

Resolution 9.5

That Council RESOLVE;

- (a) to lodge a notice of objection in accordance with section 73(4) in regards to the proposed Cunderdin IGA Plus Liquor.
- (b) that the Deputy President and Chief Executive Officer be authorised to sign and affix the Common Seal to the Notice of Objection.

Moved Cr Graham Cooper

Seconded Cr David Beard

Vote – Simple majority

Carried 5/1

Cr Todd Harris requested his name be recorded as voting against the motion.

Cr Rod Carter & Cr Dennis Whisson both returned to their seats at 6:12 pm and were informed of Council's decision.

SHIRE OF CUNDERDIN
LIQUOR CONTROL ACT
Section 74(3)
NOTICE OF OBJECTION

Objection

The proposed sale of packaged liquor at the IGA store in Cunderdin only complies with the Shire's Scheme because it does not involve an application requiring planning approval. If the proposal required an application for planning approval by reason of development work proposed, or a change in use class for any part of the premises, the application would be refused by the Council for reasons including the following:

- (a) The proposal would be detrimental to the amenity of the town because the competition pressure it would introduce in regard to packaged liquor sales will seriously endanger the viability of the town's only hotel and the town's sporting club (both who obviously have lodged objections), both of which presently satisfy the town's need for packaged liquor supply, and both of which contribute significantly to the recreational, sporting, hospitality, employment and tourist facilities of the town.
- (b) Approving a further packaged liquor sale outlet in the town in the circumstances would be contrary to orderly and proper planning.
- (c) Concentration in the IGA premises of a further retail facility poses a significant risk to the social and economic functioning of the town in the event that the IGA business closed down in the future for an extended or even a short period of time.

As stated above the IGA premises most certainly will affect the viability of either or both the town's only hotel or the town's sporting club to the extent that either or both of them may cease to operate and as a consequence the town would suffer a severe detriment to amenity by losing the recreational, sporting, hospitality, tourist, accommodation facilities (motel units) and other benefits that those two existing operations provide. In that way, and to the extent that the existing hotel or sporting club operations might be threatened, there is a clear threat to the amenity of the town.

In addition the fact that the IGA store already concentrates a very wide range of retail services that are essential to the town, and the addition of a further significant retail service in one premises gives rise to a risk for the town that if those premises were closed permanently, or for an extended or even for a short period, the amenity of the town would be dramatically damaged. By avoiding too greater concentration of retail services into one premises, the town has a greater protection against a future dramatic impact on the town's amenity.

Whilst Council is generally supportive of commercial competition it is concerned by the applicants own admission in their application they intend to become **a one stop shop**, which Council believes may stifle any further commercial retail interest in the town, the barriers to entry would become too great, for a small retailer to compete against. Whilst this may not seem significant in the metropolitan area - just one business - each new business in a small rural town has the potential to bring a family, which translates to kids in our schools, potentially new housing (if they elect to build) and additional services and employment opportunities amongst other possibilities.

Interestingly, the Cunderdin IGA CEO once wrote to another business in town in relation to a similar matter;

"I have been directed by the Board of the Co-op to write and voice the Boards disapproval at your business stocking clothing and sporting goods.

Over the years it has been an unwritten rule that businesses such as ours don't stock the lines that your business dose, and vice-versa.

I hope we can get back to this situation as it can only lead to financial embarisment for all due to over stocking."

Whilst this letter is over twenty years old Council is of the understanding that today this "unwritten rule" amongst the business community still exists in Cunderdin.

It is well recognised that all rural communities place a very high value on the provision of sports and a place for social interaction. As such the Shire recognises these elements as a major contributor to the economic, cultural and social well being of the community. Our community focused lifestyle is what sets us apart from the city and larger rural centres - our quality of life and focus on community involvement is what makes living in the Shire of Cunderdin such a great experience.

The Cunderdin Incorporated Sports Club is already experiencing financial stress, and the introduction of further competition will most certainly not assist their problem.

It must be acknowledged that the Ettamogah Hotel in Cunderdin is much more than a hotel that sells alcohol, it acts as the central meeting hub for the community, it is used by many of the service clubs (Rotary – every Tuesday night, Lions - 1st Thursday of each month & Jaycettes - once a month) to hold their meetings. The hotel provides a mechanism for social interaction amongst the community - anniversaries, birthday parties and dinners (adults & kids), just catching up with friends are all activities that are undertaken at the hotel. It would be fair to say that it would most certainly be the most utilized community facility in the Shire.

Council also hold serious concerns in relation to the potential social impact cheap warm alcohol may have on the town. Unfortunately, to often this type of retail service attracts an undesirable element to the community, and does not promote a socially responsible attitude towards alcoholism.

The potential loss of these facilities would most certainly have a large impact on the amenity of Cunderdin and to a lesser extent Meckering. Council requests that you give serious consideration to not granting a liquor licence to the Cunderdin IGA for the future benefit of our community.

Shire of Cunderdin – current statistics

Area:	1,872 square kilometres
Population (2006 ABS):	1,250
Estimated 30/6/09:	1,300
Staff:	22 FTE
Elected members:	8
Number of electors:	895
Revenue:	\$4.6 million
Towns:	Cunderdin & Meckering

Labour Force: 621 people, of these 64.9% were employed full time, 25.9% part time.

The major industry is sheep, beef cattle and grain farming, employing 169 people or 28.0% of the workforce, with managers, labourers and trade workers being the major occupations, representing 61% of the workforce.

Industry Employment: 28.0% sheep, beef cattle and grain farming, 9.7% school education, 3.7% furniture manufacturing, 3.2%, supermarket and grocery stores, and 3.2% hospitals.

LIQUOR CONTROL ACT 1988
Section 73(4)

NOTICE OF OBJECTION

To the Director of Liquor Licensing

Please print neatly in **BLOCK LETTERS** with a black pen only

1. DETAILS OF APPLICATION OBJECTED TO

(a)	Name of applicant:	CUNDERDIN FARMERS CO-OPERATIVE CO LTD
(b)	Nature of application:	LIQUOR STORE LICENCE
(c)	Name of premises/proposed premises:	CUNDERDIN IGA
(d)	Address of premises/proposed premises:	LOT 10 MAIN STREET CUNDERDIN Post Code: 6407

2. DETAILS OF OBJECTOR(S)

(a)	Full name:	SHIRE OF CUNDERDIN
(b)	Postal address for service of documents:	PO BOX 100 CUNDERDIN Post Code: 6407
(c)	Daytime contact Name:	GARY TUFFIN Email: ceo@cunderdin.wa.gov.au
	Daytime Telephone number:	(08) 9635 1005 Mobile:
(d)	Does the Objector have any direct or indirect pecuniary interest in the refusal of the application: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
	If YES, describe it: CUNDERDIN SPORTS INCORPORATED CLUB	
(e)	Is any person other than the objector interested in the lodging of an objection? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
	If YES, who?	

3. DETAILS OF OBJECTION

(a)	What grounds of objection are alleged?	SECTION 74 (1)(a) & 74 (1)(g)(ii)
		PUBLIC INTEREST
		IMPACT ON THE AMENITY OF THE LOCALITY

3. DETAILS OF OBJECTION (continued...)

(b) What are the particulars in support of each ground? _____

REFER TO THE ATTACHMENT

(c) If one of the grounds is that the grant of the application would not be in the public interest, attach a statement setting out the reasons why you think the objection can be made out.

4. DECLARATION

It is hereby declared that a copy of this objection has been served on the applicant by
SHIRE OF CUNDERDIN on the day of _____

(Name of objector)

WHERE THE OBJECTOR IS A COMPANY OR CLUB THAT HAS A COMMON SEAL:-

The common seal of SHIRE OF CUNDERDIN
was hereunto affixed in accordance with section 127 of the Corporations Act 2001 and the Articles of Association in the presence of:

Signature of Director or Committee Member PRESIDENT	<u>CR ROD CARTER</u> Name of Director or Committee Member
Signature of Director or Committee Member CEO	<u>GARY TUFFIN</u> Name of Director or Committee Member

WHERE THE OBJECTOR IS A COMPANY THAT DOES NOT HAVE A COMMON SEAL:-

Executed in accordance with section 127 of the Corporations Act 2001 and the Articles of Association

Signature of Director	_____ Name of Director (Please print clearly)
Signature of Director	_____ Name of Director (Please print clearly)

WHERE THE OBJECTOR IS ONE OR MORE INDIVIDUAL PERSONS:-

Signature of Applicant	_____ Signature of Witness
Signature of Applicant	_____ Signature of Witness

Frank O'Hare
Chairman
Cunderdin Farmers Co-Op
Main Street
CUNDERDIN WA 6407

Dear Frank

Re: Proposed installation of IGA liquor division – Cunderdin Co-op.

I read with interest your newsletter on Co-op developments and your intentions to install an IGA liquor division. I would like to register my concerns and objections to this proposal. While I accept that it is your right to pursue this issue as members of the Co-op board, with the intent of improving local service delivery, as well as enhancing the Co-op's bottom line, I do think this development would **NOT** be in the overall best interest of Cunderdin.

I support having a strong local Co-op and most of the things you do at a local level. I do not support a dominant Co-op that puts other local small business operations in Cunderdin, at risk. We currently have two liquor outlets in town, so I do not support the opening of another outlet.

I support diversity in local business operations. The more businesses we have in town, the better it is for all of us. More occupied shops, more employment, more local sponsorship. Your proposal does not add any extra value to the town, but does put two other businesses at risk.

Diversity is also important for long term sustainability. This is especially so for smaller wheat belt communities, where population trends and farm amalgamations have placed all local business operations at risk. Cunderdin has survived reasonably well as a result of local initiatives, having a reliable farming sector, and because we have a strong business contribution from the Brethren community. Should we become totally reliant on a dominant Co-op providing a cross section of business operations, our future becomes linked to the success of the Co-op, and increases the risk of a substantial local impact if anything goes wrong. Having all our eggs in the one basket is not a good option for long term risk management.

I conclude by offering my support for the Co-op in general, and congratulate the Board and Management on the running of the Cunderdin Co-op. In relation to the liquor outlet, I must oppose the proposition for the reasons I have outlined, and ask the board to reconsider their decision, in the best interests of our local community.

Kind regards

Graham Cooper.

CUNDERDIN FARMERS' CO-OPERATIVE CO. LTD.

All Communications to be
addressed to the Manager

☆
P.O. Box 21, Cunderdin,
W.A. 6407

GENERAL STOREKEEPERS AND AGENTS

TELEPHONE 3 and 38
Manager's Residence 37

CUNDERDIN, 31st Oct 1984

Mr Bill Goodfield,
Cunderdin Quality Meats,
Main Street,
CUNDERDIN. 6407.

Dear Bill,

I have been directed by the Board of the Co-op to write and voice the Boards disapproval at your business stocking clothing and sporting goods.

Over the years it has been an unwritten rule that businesses such as ours don't stock the lines that your business does, and vice-versa.

I hope we can get back to this situation as it can only lead to financial embarisment for all due to over stocking.

Yours faithfully,

A.J. HERLEY.
MANAGER.



CUNDERDIN FARMERS' CO-OPERATIVE CO LTD

Trading as Cunderdin Rural Traders & IGA Cunderdin.

SCANNED & PROCESSED



69 – 73 Main Street
Cunderdin WA 6407

PO Box 21
Cunderdin WA 6407
ABN 20 410 082 724

25th March 2009

A Letter to the Shareholders,

Since reporting of a positive year for the Coop to the end of July 2008, the last 8 months have continued to show strong figures in both Grocery and Hardware with both departments trading well above levels experienced 12 months ago. The Chemical department fluctuates as does the season with good sales for the post emergent crop spraying period and during December. Fuel sales remain strong with the litreage tracking similar to last year given our strong customer base, though due to the fall in bowser price of fuel since October the gross sales are down.

During January we have taken delivery of our new Fuel Delivery Truck. A Volvo S7 fitted with a four compartment 17000 litre tank and 2 pumps. This truck is accredited to meet all current industrial standards for fuel sales and delivery. It is your Directors intentions to continue with a high standard of service to all our members who require petroleum products.

Improvements to the business continue with our new refrigeration unit for the revamped Fruit and Vegetable department close to being installed. Upgrades to the checkout system are being planned to improve point of sale procedures and the new window dressings have added some colour to the front of the shop.

This year under the IGA banner, it is proposed to install an IGA Liquor division within the shop. IGA National has been rolling out multitudes of Liquor outlets within their stores over the last two years. It has brought to our attention by IGA management liquor sales now form an integral part of service provided by IGA stores.

Your Directors deem it is time for IGA Cunderdin to enhance the service it provides to Cunderdin, thus under the IGA Liquor banner a discount hot/bulk liquor service will be installed.

Your Directors are aware that for various reasons from some sectors of the community, this maybe a controversial decision, though our decision has been made after much consultation, debate and judgement. Your Directors feel that there will be some immediate gain for the Coop members through offering competitive hot liquor sales, though further into the future your Coop will benefit from decreased traffic to Northam or Perth for liquor purchases as well as associated groceries, fuel and the like.

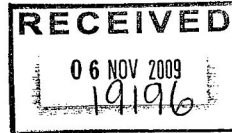
It is also envisaged the availability of discount liquor within Cunderdin will possibly aid the various sporting clubs with their liquor requirements.

As you are well aware the Cunderdin Farmers Coop has never failed to put the Cunderdin Community first and it is our intention to maintain this ethos as we change, progress and maintain a leading edge in retail within this district to provide our Members with the best services possible.

Yours Faithfully,

Frank O'Hare
Chairman.

Ph 61 08 9635 1304 Fax 61 08 9635 1146 Email cfco-op@westnet.com.au



p: (08) 9227 5877
f: (08) 9227 5866
e: phil@canford.com.au
mob: 0417 976 009
postal: PO Box 89
NORTH PERTH WA 6906

Cunderdin IGA Plus Liquor

Lot 10 Main Street, Cunderdin, WA

Application for a
Liquor Store Licence

Intended Manner of Trade

November 2009

1. Introduction

- 1.1. The Cunderdin Farmers Co-operative Co. Ltd is applying to the Licensing Authority for the grant of a liquor store licence for premises located at (69 – 73) Lot 10 Main Street, Cunderdin.
- 1.2. The applicant proposes a new quality liquor store that focuses on supporting the local community and offering them the convenience of one stop shopping in conjunction with the existing IGA supermarket.

2. Proposed Style of Operation

- 2.1. The applicant is offering a service that is not offered anywhere in the locality, or in the Shire for that matter, which is the option for one stop shopping.
- 2.2. The applicant proposes to present a warm offer take-away liquor to the public only and will not be having any tastings on the premises.
- 2.3. The applicant proposes to trade the same hours as are currently trading in the supermarket, which are;
 - 2.3.1. 8.00am – 5.30pm Monday to Friday
 - 2.3.2. 8.00am – 12.00 noon on Saturday
- 2.4. These hours may change in response to customer demand.
- 2.5. The proposed liquor store will be located to the rear of the IGA supermarket, and the only access will be from within the IGA store.
- 2.6. The liquor store will take up around 65.03 sqm of floor space.
- 2.7. Payment for liquor purchases may be made at a specifically designated cash register at the exit from the IGA supermarket.
- 2.8. It is hoped that this new proposed liquor store will encourage people to shop in town, and reduce economic leakage. As you may know the Co-op invests its profits back into the store and is very supportive of local schools and clubs.

3. Background and Experience of the Applicants

- 3.1. Jayson Goldson – CEO, and proposed approved manager.
 - 3.1.1. Jayson has had over 18 years of retail experience at the management level. He has attained educational achievements in different areas of management specific to retail.
 - 3.1.2. Jayson joined the Cunderdin Farmers Co-operative in 1999 as a supermarket manager.
 - 3.1.3. Under his management the Cunderdin Supa Value (now Cunderdin IGA) attained the 2005 Supa Valu Store of the Year.
 - 3.1.4. In his current role as the Cunderdin Farmers Co-operative CEO, company secretary and manager he is responsible for all aspects of the business including the management of up to 45 casual and fulltime staff members.
- 3.2. Frank O'Hare – Director / Chairman
 - 3.2.1. Frank, who is currently farming south of Cunderdin, holds a Bachelor of Business degree from Curtin University and was elected as a Director in 1993 and Vice Chairman in 1999.

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 - 3.2.1. Frank, who is currently farming south of Cunderdin, holds a Bachelor of Business degree from Curtin University and was elected as a Director in 1993 and Vice Chairman in 1999.

- 3.2.2. Frank is an active member of the Cunderdin community having held office in the Lions Club, Cunderdin Tennis Club and the local school council. He was elected Chairman of the Coop in December 2004.
- 3.3. Digby Willmott – Director / Vice-chairman
- 3.3.1. Digby was elected to the Board in 1998. He has a Bachelor of Business degree (double major in Accounting and Finance) and is a member of the Australian Society of CPA's.
- 3.3.2. Prior to returning to farm north of Cunderdin, he practiced as an Accountant, mainly in the area of taxation. His community service currently includes an office holding with the Cunderdin Lions Club and Captain of the Ygnattering Bush Fire Brigade.
- 3.4. Edward Eaton – Director
- 3.4.1. Edward was elected as a director of the Co-op in 1988 and to the position of Vice Chairman in 1994 and Chairman in 1999, stepping aside in 2004 for Frank.
- 3.4.2. He has been farming south of Cunderdin for 35 years and has been actively involved with many local organizations.
- 3.5. Elliot Harris – Director
- 3.5.1. Elliot, who is farming south east of Cunderdin, was elected to the Board of Directors in 1992.
- 3.5.2. He is a past office bearer of both the Cunderdin Football and Tennis Clubs and is presently a keen member of the Cunderdin Clay Target Club and a member of the Bulging Land Management Committee.
- 3.6. Dennis Whisson - Director
- 3.6.1. Elected to the Board in 1995, Dennis farms north-west of Cunderdin.
- 3.6.2. He is a Councilor on the Cunderdin Shire Council and is a keen Rotarian having twice held the office of President.
- 3.7. Amanda Godfrey – Director
- 3.7.1. Having completed a Certificate in Business studies at TAFE, Amanda gained the position of Branch Manager in Hamilton for Budget Rent A Car New Zealand.
- 3.7.2. World travel brought Amanda to Cunderdin where she currently holds the position of School Officer at the Cunderdin District High School.

Drafted by;

Phil Cockman
Canford Hospitality Consultants Pty Ltd
Friday, October 23, 2009

9.6 Proposed Boundary Realignment at Lots 22234 & 3299 Stokes Road, Waeel.

Location:	Lot 22234 & 3299 Stokes Road, Waeel.
Applicant:	JBA Surveys
Date:	19.11.2009
Author:	City of Canning as consultant to the Shire of Cunderdin
Item Approved by:	Chief Executive Officer

Background

The application proposes to realign the boundaries of existing lots 22234 & 3299 Stokes road. The resulting lots are to be renumbered lot 801 & lot 802.

Existing Lot areas: Lot 22234 – 404.9908ha
Lot 3299 – 405.0755ha

Proposed Lot areas: Lot 801 – 462.0242ha
Lot 802 – 348.0421ha

Zoning: General Agriculture

Comments

Applications for subdivision are required to be assessed against the objectives of the General Agriculture zone and West Australian Planning Commission Development Control Policy 3.4 – Subdivision of Rural Land.

The objectives of the General Agriculture zone include;

- *To ensure the continuation of broad-acre farming as the principal land use in the District and encouraging where appropriate the retention and expansion of agricultural activities;*
- *To protect the potential of agricultural land for primary production and to preserve the landscape and character of the rural areas;*
- *To control the fragmentation of broad-acre farming properties through the process of subdivision;*

WAPC Policy DC 3.4 supports subdivision where boundaries are realigned for farming purposes.

The proposal complies with the objectives of the General Agriculture zone and West Australian Planning Commission Development Control Policy 3.4. Approval subject to conditions is recommended accordingly.

Statutory Environment

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

Policy Implications

WAPC DC Policy 3.4 – Subdivision of Rural Land

Public Consultation

Not required.

Financial Implications

Nil

Strategic Implications

The proposed subdivision meets the strategic objectives of the Shire of Cunderdin Local Planning Strategy.

Resolution 9.6

(a) Approval subject to the conditions stated below

1. All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation.
2. Measures to be employed to suitably protect any areas of existing remnant vegetation to the satisfaction of Local Government. (Local Government)

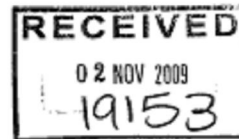
(b) WAPC be advised of (a) above

Moved Cr Graham Cooper

Seconded Cr Todd Harris

Vote – **Simple majority**

Carried 8/0



Our Ref : 140827
Previous Ref :
Your Ref :
Enquiries : Rosa Rigali (Ph 9264 7612)

28 October 2009

Chief Executive Officer
Shire Of Cunderdin
P O Box 100
CUNDERDIN WA 6407

Application No : 140827 - Lot 3299 Stokes Road, Waeel

The Western Australian Planning Commission has received an application for planning approval as detailed below. Plans and documentation relating to the proposal are attached. The Commission intends to determine this application within 90 days from the date of lodgement.

Please provide any information, comment or recommended conditions pertinent to this application by the 9th December 2009 being 42 days from the date of this letter. The Commission will not determine the application until the expiry of this time unless all responses have been received from referral agencies.

If your response cannot be provided within that period, please provide an interim reply advising of the reasons for the delay and the date by which a completed response will be made. No response to this request may be taken as an indication that there is no comment to offer.

This proposal has also been referred to the following organisations for their comments:
Western Power, Water Corporation, Department Of Industry And Resources, Public Transport Authority, Department Of Water and LG As Above.

Please quote the above reference on all correspondence relating to this application.

Yours faithfully

Tony Evans
Secretary
Western Australian Planning Commission

APPLICATION DETAILS

Application Type	Subdivision	Application No	140827
Applicant(s)	Jba Surveys		
Owner(s)	Rodney Baden Carter , Anne Fullarton Carter , Neil Rodney Carter , Voss Pty Ltd		
Locality	Lot 3299 Stokes Road, Waeel		
Lot No(s).	22234,3299	Purpose	Rural
Location		Local Gov. Zoning	General Agriculture
Volume/Folio No.	1048/625, 1905/483	Local Government	As Above
Plan/Diagram No.	102196,142659	Tax Sheet	Youndegin 06.24
Centroid Coordinates	508554mE 6503920mN		
Other Factors	, PTA RAILWAY , WIN AREA		

Albert Facey House, 469 Wellington Street (cnr Forrest Place), Perth, Western Australia 6000
Tel: (08) 9264 7777; Fax: (08) 9264 7566; TTY: (08) 9264 7535; Infoline: 1800 626 477
e-mail: corporate@wapc.wa.gov.au; web address: <http://www.planning.wa.gov.au>
ABN 35 482 341 493



Form 1A Application for Approval of Freehold or Survey Strata Subdivision



Important information for applicants

- 1 Please read all of this form carefully and consult the application guide and schedule of fees for further information. The application may not be accepted and will be returned to the applicant with the submitted fee if these requirements are incorrect or incomplete.
- 2 The WAPC is responsible for determining applications for freehold and survey strata subdivision under the *Planning and Development Act 2005* and *Strata Titles Act 1985*. The information required for an application is authorised by regulation 4 of the *Planning and Development Regulations 2009*. There are penalties for providing false information.
- 3 Applications for a freehold and survey strata subdivision require a fully completed form 1A with any additional information attached, the correct application fee and multiple copies of a subdivision plan and any supporting documentation (see part 7 of form 1A).
- 4 Subdivision plans must be based on an accurate and up-to-date feature survey (survey of existing physical features and improvements such as driveways, buildings as required by part 7). The additional information requirements, under part 7 item 17, are not required for amalgamation approval.
- 5 The applicant must sign part 1. All landowners or an agent with written authority must sign part 3. Agents must provide written authority from the landowner.
- 6 The application fee must accord with the current schedule of fees.
- 7 Applicants must check that there are no restrictive covenants applying to the land or if there are, attend to the resulting liabilities and obligations. The WAPC is only bound by the terms of restrictive covenants created under statute in favour of a public authority.
- 8 Applicants must state the application type, freehold or survey strata subdivision, on part 5 of form 1A. A separate application is required for each application type, freehold or survey strata subdivision. Application fees for cancelled applications will not be refunded if the application has been referred to external agencies.

1 Applicant

The applicant is the person with whom the WAPC will correspond and, if the application is approved, the person to whom the approval will be sent.

Name / company JBA Surveys
Contact person Noel Wells
Postal address PO Box 1032
Town / suburb Bentley DC WA Phone number/s 9450 7188
Postcode 6983 Fax 9450 7199 Email (optional) noel@jbasurveys.com.au

The form 1A has been completed in full and all relevant information is attached

Applicant signature

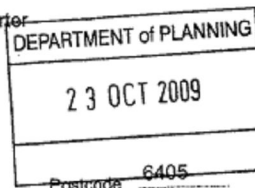
Print name and position Noel Wells - Licensed Surveyor
(if signing on behalf of a company or agency)

Date 20.10.09

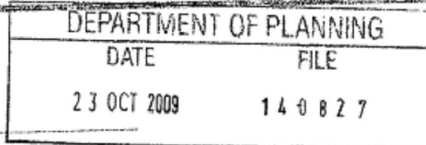
2 Landowners

All the registered proprietors (landowners) as shown on the certificate/s of title for the subject lot/s must be provided. A change of name must be supported by relevant documentation such as a transfer of land document that incorporates a lodgement receipt, a company search from the Australian Securities and Investment Commission, a marriage certificate or a change of name certificate. If there are more than two landowners please provide the additional information on a separate page.

Full name Rodney Baden Carter, Anne Fullarton Carter and Neil Rodney Carter
Company / agency (if applicable)
ACN/ABN (if applicable)
Postal address PO Box 22
Town / suburb Meckering



Full name
Company / agency (if applicable) Voss Pty Ltd
ACN/ABN (if applicable)
Postal address "Waeel Farm" Collins Road
Town / suburb Cunderdin



Postcode 6407

3 Consent to apply

Registered proprietor/s (landowner/s) or the authorised agent's details must be provided in this section. If there are more than two landowners please provide all relevant information on a separate page. Signature/s must be provided by all registered proprietors or by an authorised agent. Alternatively, a letter of consent, which is signed by all registered proprietors or by the authorised agent, can be provided.

Full name Neil Rodney Carter

Company / agency (if applicable)

ACN/ABN (if applicable)

Postal address PO Box 22

Postcode 6405

Town / suburb Meckering

The landowner/s or authorised agent consents to the applicant submitting this application

Signature

[Signature]

Date 30/9/09

Print name and position

(if signing on behalf of a company or agency)

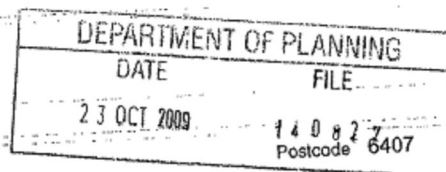
Full name

Company / agency (if applicable) Voss Pty Ltd

ACN/ABN (if applicable)

Postal address "Waeel Farm" Collins Road

Town / suburb Cunderdin



The landowner/s or authorised agent consents to the applicant submitting this application

Signature

[Signature]

(sole proprietor)
2 directors to sign

Date 30.9.09.

Print name and position

(if signing on behalf of a company or agency)

Please tick 'yes' or 'no' for each statement.

- 1 All registered proprietors (landowners) listed on the certificate/s of title have signed the application or an attached letter of consent. ☒ yes ☐ no
- 2 Consent to apply is given on behalf of landowners.
If you indicate 'yes', a letter of consent that is signed by the registered proprietor/s as shown on the certificate/s of title and/or an endorsed power of attorney or other evidence must be provided.
If the subject land is owned by a company, you must confirm whether it is a sole proprietorship company and state the full name/s and position/s of the company signatory/ies, company name and ACN/ABN on the form 1A. Appropriate company signatory/ies include one director and the company seal, two directors or one director and one secretary.
If the subject land is owned by a strata company, part 3 or a letter of consent can be signed by the company secretary or by an elected person of the company providing proof of authority either by letter of delegated authority, signed by all strata owners or minutes showing delegated authority. ☒ yes ☐ no
- 3 The application is by or on behalf of a prospective purchaser/s under contract of sale or offer and acceptance.
If you indicate 'yes', evidence of landowner's consent must be provided. Relevant evidence may include an express provision of consent by the vendor on the contract of sale or offer and acceptance, a letter of consent from the registered proprietor/s giving prospective purchaser/s consent to lodge the application or copy of the transfer of land document that incorporates a lodgement receipt. Lodgement does not guarantee registration of the document and prospective purchaser/s must notify the WAPC in writing if the document is withdrawn or rejected from registration. ☐ yes ☒ no
- 4 Consent to apply is given by or on behalf of joint tenant survivors.
If you indicate 'yes', a copy of the death certificate of the deceased landowner must be provided. ☐ yes ☒ no
- 5 Consent to apply is given by or on behalf of an executor of a deceased estate.
If you indicate 'yes', a copy of the grant of probate or endorsed power of attorney must be provided. ☐ yes ☒ no
- 6 This application includes land that is owned by or vested in, or held by management order by a government agency or local government.
If you indicate 'yes', you must ensure that part 3 or a letter of consent is signed by an authorised officer of the relevant agency or authority, stating the name and position of the signatory/ies. ☐ yes ☒ no
- 7 This application includes Crown land.
If you indicate 'yes', you must ensure that part 3 or a letter of consent is signed by an authorised officer, State Land Services, Department of Regional Development and Lands, stating the name and position of the signatory/ies. ☐ yes ☒ no

Version 3.0 (June 2009)

7 Required information about the proposal

An application may not be accepted and will be returned to the applicant with the submitted fee if the requirements are incorrect or incomplete.

General information required for all applications

- 1 Subdivision plans are based on an accurate and up-to-date feature survey that includes existing ground levels relative to AHD or topography of the subject lot/s. A feature survey is not required for amalgamation approval. ☒ yes
- 2 Relevant copies of the subdivision plans and supporting documentation or accompanying information are attached as indicated on the following table: ☒ yes

Final no of lots proposed	Copies of subdivision plan and supporting documentation or accompanying information
40 or less	8 copies
More than 40	12 copies
- 3 At least four copies of the subdivision plan are A3 or smaller. ☒ yes
- 4 All subdivision plans are capable of being reproduced in black and white format. ☒ yes
- 5 The subdivision plan is drawn to a standard scale (ie 1:100, 1:200, 1:500, 1:1000). ☒ yes
- 6 All dimensions on the subdivision plan are in metric standard. ☒ yes
- 7 The north point is shown clearly on the subdivision plan. ☒ yes
- 8 The subdivision plan shows all lots or the whole strata plan (whichever is applicable). ☒ yes
- 9 The subdivision plan shows all existing and proposed lot boundaries. ☒ yes
- 10 The subdivision plan shows all existing and proposed lot dimensions (including lot areas). ☒ yes
- 11 The subdivision plan shows the lot numbers and boundaries of all adjoining lots. ☒ yes
- 12 For battleaxe lots, the subdivision plan shows the width and length of the access leg, the area of the access leg and the total area of the lot. ☐ yes ☒ n/a (battleaxe lot is not proposed)
- 13 The subdivision plan shows the name/s of existing road/s. ☒ yes
- 14 The subdivision plan shows the width of proposed road/s. ☐ yes ☒ n/a (no road proposed)
- 15 The subdivision plan shows all buildings and/or improvements which are to be retained (including setbacks) or removed. ☐ yes ☒ n/a (the land is vacant)
- 16 The subdivision plan shows all physical features such as watercourses, wetlands, significant vegetation, flood plains and dams. ☒ yes ☐ n/a (the land does not contain such features)
- 17 Additional information required in the case of applications for residential infill subdivision within existing residential zoned areas

Applications which propose to create two or more residential lots in existing residential areas must show all existing features (in addition to item 16 above) located in the road reserve/s adjoining the subject land and all existing improvements on the subject land including:

- driveways
- kerb lines
- manholes
- bus stops
- gully pits
- boundary setbacks for dwelling/s to be retained
- fencing
- street trees
- water supply
- swimming pools
- pedestrian paths
- retaining walls
- telecommunication pillars
- electricity transmission lines and poles
- sewer, water and electricity connections

Access to / from right-of-way or private road

Access is to be provided from an existing right of way or private road. ☐ yes ☒ no

If you indicate 'yes', you must provide a copy of the plan or diagram of survey on which the subject right-of-way was created to confirm its exact width and whether a right of access exists. Right of access may be an easement under section 167A of the *Transfer of Land Act 1893*, an implied easement for access or other arrangement.

Contaminated sites

The Department of Environment and Conservation (DEC) contaminated sites register records information on contaminated sites within WA and is available at www.dec.wa.gov.au/contaminatedsites. You must undertake a search of the register to determine the contaminated status of the land within the application area.

- 1 Is there an existing site classification in the DEC contaminated sites register for any site or sites within the application area? ☐ yes ☒ no
- 2 Does the application area contain any site or sites that have been reported or are required to be reported under the *Contaminated Sites Act 2003*? ☐ yes ☒ no

If you indicated 'yes' to either of the questions you must provide a copy of a basic summary of records (BSR) for each contaminated site unless the classification of the site is 'not contaminated' or 'decontaminated'. If no BSR is available, a copy of a letter from DEC notifying the applicant that the site or sites are under assessment must be provided.

Information requirements for Liveable Neighbourhoods

Subdivision applications proposing to create 20 or more lots on greenfield and urban infill sites will be assessed against the requirements of Liveable Neighbourhoods.

Such applications should be supported by documentation addressing the relevant criteria of Liveable Neighbourhoods, as identified in the application guidelines within the policy document.

Is this application to be assessed under the Liveable Neighbourhoods policy and is supporting documentation attached? ☐ yes ☒ no

Acid sulfate soils

Is the land located in an area where site characteristics or local knowledge lead you to form the view that there is a significant risk of disturbing acid sulfate soils at this location? ☐ yes ☒ no

* More information is available from the Planning WA website at <http://www.planning.wa.gov.au/Plans+and+Policies/Publications/Planning+bulletins/default.aspx>

The WAPC has published a guide to applications and fees to assist applicants preparing to submit applications. The guide and other information about the planning system is available from the Planning WA website.
www.planning.wa.gov.au

Submission of application to WAPC through Department of Planning offices

Perth
(All posted applications):
PO Box J747
Perth WA 6001

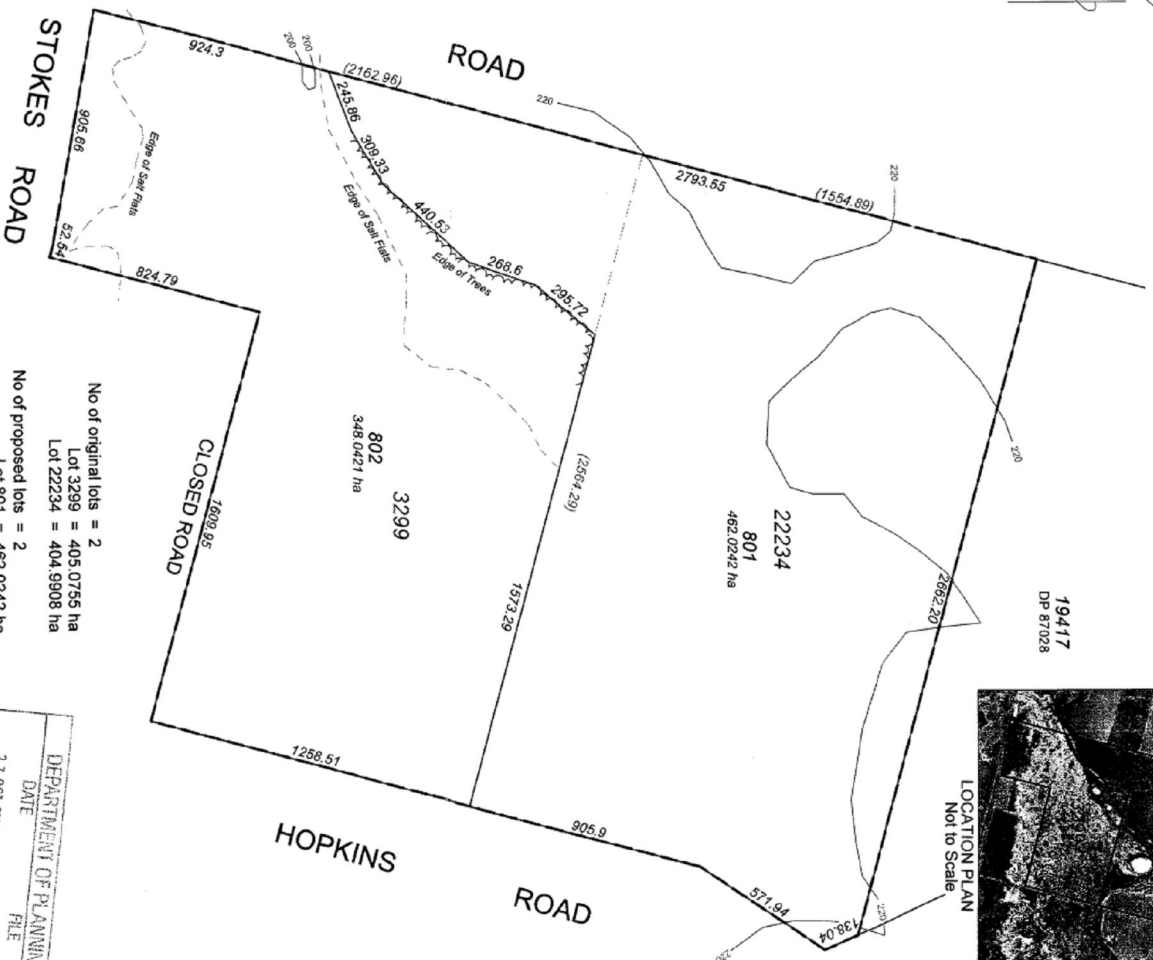
Perth
(Lodgements in person):
469 Wellington Street
Perth WA 6000
telephone: 9264 7777
facsimile: 9264 7566
TTY: 9264 7535

Albany
178 Stirling Terrace
PO Box 1108
Albany WA 6332
telephone: 9892 7333
facsimile: 9841 8304

Mandurah
Shop 2B
11-13 Pinjarra Road
Mandurah WA 6210
telephone: 9586 4600
facsimile: 9581 5491

Bunbury
6th Floor
Bunbury Tower
61 Victoria Street
Bunbury WA 6230
telephone: 9791 0577
facsimile: 9791 0576

Geraldton
65 Chapman Road
PO Box 68
Geraldton WA 6531
telephone: 9956 0122
facsimile: 9956 0132



No of original lots = 2
 Lot 3299 = 405.0755 ha
 Lot 22234 = 404.9908 ha
 No of proposed lots = 2
 Lot 801 = 462.0242 ha
 Lot 802 = 348.0421 ha

Application Area

Scale @ A3 1:15000
 0 150 300 450 600 750 1500

DEPARTMENT OF PLANNING
 DATE 23 OCT 2009
 FILE 14 0 8 2 7

Note:
 1. Boundary plotted from DJI SCDB digital data only.
 Boundary for WAPC Application purposes only.
 True position of Boundary is subject to a re-establishment survey.
 Heights established from Landgate data.
 Dimensions, Areas and Offsets subject to re-establishment survey.
 All Buildings to be retained

Data File: 087534P-02-MCJ-08102009 - AP501-Rev02

JBA SURVEYS 129 Regent Ave, Salford North WA 6152 Tel: 9403 7188 Fax: 9402 0199 web: www.jbasurveys.com.au	Client: ROD CARTER	Title: PROPOSED SUBDIVISION Project: LOT 3299 ON DP102196 & LOT 22234 ON DP 142659 STOKES ROAD & HOPKINS ROAD, WAEL WA 6407 C/T's 1048-625, 1905-483	Scale @A3 1:15000 Datum: AHD Vert: MGA94 Job No: 087534 Description: Drawing: AP501 Rev: 02
Surveyor: GAL	Date: 8.10.2009	JBA FILE: IBD	Drawn By: IBD Approved By: GAL

9.7 Emmott Ochtman Environmental – Permission to collect native seeds

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Attachment

Letter dated 5th October 2009 – Emmott Ochtman Environmental

Proposal

To consider granting Emmott Ochtman Environmental permission to collect native seed on reserves from within the Shire's boundaries.

Background

A letter has been received from Emmott Ochtman Environmental requesting permission to collect native seed on reserves from within reserves vested to the Department of Environment the Shire's boundaries.

Commentary

Emmott Ochtman Environmental advise in their letter;

"EOE abides by the appropriate Department of Environment licensing conditions."

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

There are no strategic implications in considering this item.

Resolution 9.7

That Council resolve to grant permission to Emmott Ochtman Environmental subject to the following conditions;

- (a) All persons collecting native seed are licensed according to the Wildlife Conversation Act (1950) and will abide by the conditions of this licence.
- (b) Permission is for a twelve month period, commencing 1st December 2009
- (c) Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.
- (d) All care will be taken to avoid the disturbance of fauna habitat
- (e) All care will be taken to avoid the disturbance that may lead to soil degradation.

Moved Cr Doug Kelly

Seconded Cr Dianne Kelly

Vote – **Simple majority**

Carried 8/0



Emmott Ochtman Environmental Pty Ltd
ABN 34137 008 103

110 Hubert St East Victoria Park
Western Australia 6101
(08) 9362 2707

Mark 0428 912 361 mochtman@bigpond.com
Tim 0429 106 289 tim.emmott@optusnet.com.au

5th October 2009

Chief Executive Officer
Shire of Cunderdin
PO Box 100
Cunderdin WA 6407

RE: Permission to collect native seed

Dear Sir

Emmott Ochtman Environmental (EOE) is requesting permission from the Shire of Cunderdin to collect seed from native vegetation from roads and reserves managed by the Shire of Cunderdin

EOE abides by the appropriate Department of Environment licensing conditions.

If you would like further information, please contact me on the numbers above. I thank you for your consideration of this request and look forward to your reply.

Yours sincerely

Tim Emmott
Director
Emmott Ochtman Environmental Pty Ltd

9.8 Request to construct Watts Road, Meckering (Late report)

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Attachment

Letter undated – Mr. Damian Renshaw

Proposal

To give consideration to constructing Watts Road Meckering.

Background

A letter has been received by Mr. Damian Renshaw, the owner of Lot 247 Watts Road, Meckering.

Watts Road is an un-constructed road like many others in this area of Meckering that are believed to have been created via an old state land release. It appears the roads were not constructed as a condition of subdivision, as would be required today.

Mr Renshaw has requested permission to install some drainage pipes across Watts Road, to improve access to his property all year round.

Commentary

Lot 247 Watts Road, Meckering is currently zoned conservation under Town Planning Scheme #3.

It is understood that the area surrounding this lot is subject to annual flooding and therefore has been zoned conservation due to this issue.

Furthermore, to build on the property (Lot 247) would require a Development Approval. Moreover, the current zoning “conservation” would not generally be supportive of building on the lot.

Statutory Implications

Shire of Cunderdin Town Planning Scheme #3 states;

3.4. Use and development of Local Reserves

3.4.1. *A person must not —*

(a) *use a Local Reserve; or*

(b) *commence or carry out development on a Local Reserve, without first having obtained planning approval under Part 9 of the Scheme.*

3.4.2. *In determining an application for planning approval the local government is to have due regard to —*

- (a) *the matters set out in clause 10.2; and*
- (b) *the ultimate purpose intended for the Reserve.*

Consultation

Marcus Tudehope (Planning Officer – City of Canning)

Policy Implications

There are no policy implications in considering this item.

Financial Implications

There are financial implications in considering this item.

If the road is constructed and its use encouraged, Council will need to make provision in its current and future Budgets to ensure it is maintained to an acceptable safe user standard.

Council like most local governments in the state currently struggles financially to maintain its current road network without introducing any additional new roads.

Strategic Implications

There are no strategic implications in considering this item.

Resolution 9.8

That Council resolve to advise Mr Renshaw that his request to install drainage pipes on Watts Road, Cunderdin be denied at the current time.

Moved Cr _____

Seconded Cr _____

Vote – **Simple majority**

Carried/Lost 0/0

The President requested that the CEO, himself and the Deputy and any other interested Councillor meet on site to review the property before making a decision on the matter.

Furthermore, that the matter be reconsidered at the Next ordinary council meeting in December.

To the Cunderdin shire council

To whom it may concern,

My name is Damian Renshaw of 97 Lockyer ave Northam, and I have just purchased a 2 acre block in Meckering and would like to build on it, the block is lot 247, that runs off a proposed rd called watts st, which has prompted me to write to the shire to see if it would be possible for the Cunderdin shire to do what they can to help me have access to my block.

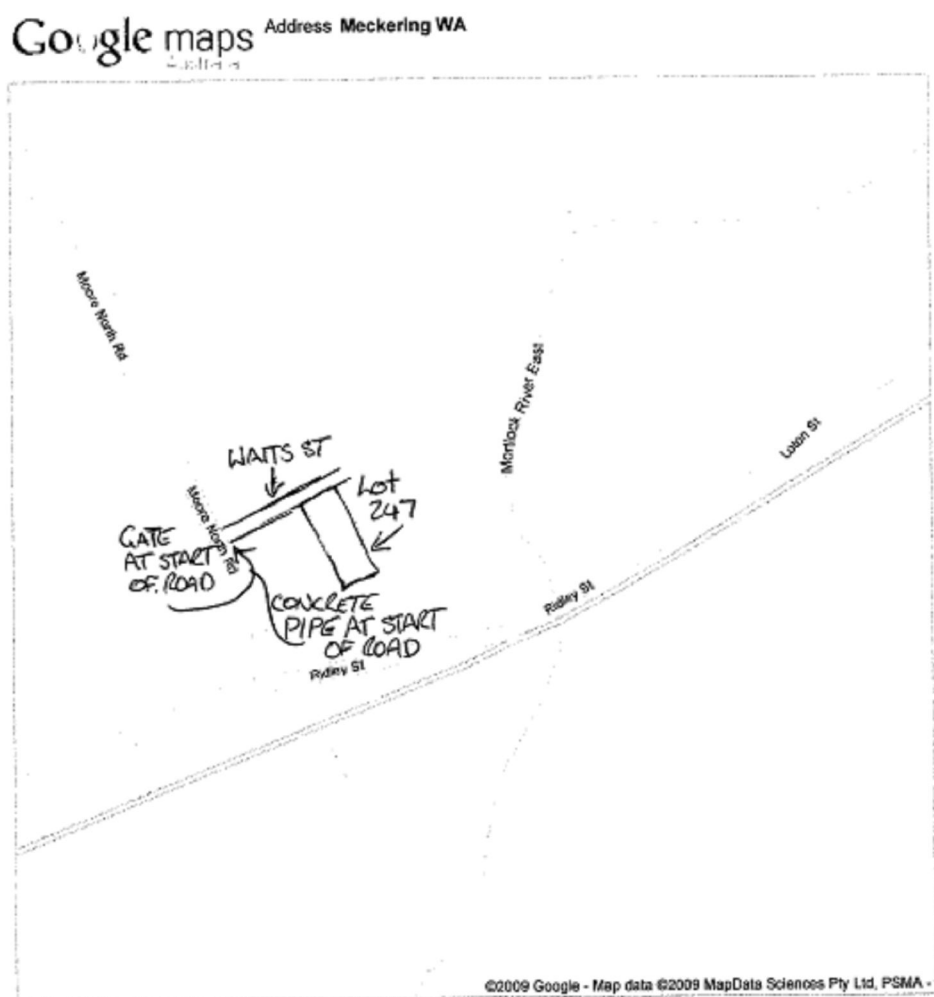
I have purchased two lengths of concrete pipe that were left over from a development in Northam and it could be used for the beginning of an access road (where the road starts) so I can then have access to my block and be able to build on it.

If the Cunderdin shire could give me permission to install this pipe with my own machinery, I could then have a private access road, which would have a cocky gate at the start and would not be open to the public and would only go about 100 meters to where my block is.

Also where the proposed road is the surface is a red gravel and it could easily be driven on.

Thankyou for your time and resources.

Damian 0413872104.



<http://maps.google.com.au/maps?hl=en-GB&q=meckering&ie=UTF8&gl=au&ei=TQ...> 19/10/2009



Lot 247 Watts Road, Meckering

9.9 Wheatbelt Work Camp – Expression of Interest (Late report)

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Attachment

Letter dated

Proposal

To give consideration to submitting a Expression of Interest to host a permanent work camp to house 20 male, minimum security prisoners.

Background

A letter has been received by the Department of Corrective Services dated October 2009.

Commentary

The Department of Corrective Services is seeking expressions of interest from local governments who are interested in hosting a permanent work camp to house 20 male, minimum-security prisoners.

Applications close 15th December 2009.

Consultation

Peter Zappelli (Wheatbelt Work Camp Project Officer)

Summary of telephone conversation:

- Estimated infrastructure spend to establish facility \$7 million
- Estimated 4 fulltime staff
- Estimated required land area - 6 hectares (camp facilities 2.8 hectares)
- Minimum-security prisoners - lowest risk level prisoner – minor jail offences that carry jail sentence. Each prisoner is carefully screened/assessed.

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

There are no strategic implications in considering this item.

Resolution 9.9

That the CEO prepare an expression of interest to host a permanent work camp in Cunderdin.

Moved Cr Todd Harris

Seconded Cr Clive Gibsone

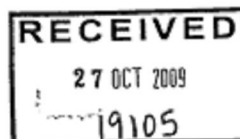
Vote – **Simple majority**

Carried 8/0



Government of Western Australia
Department of Corrective Services

Corporate Support



Mr Gary Tuffin
Chief Executive Officer
Shire of Cunderdin
PO Box 100
CUNDERDIN WA 6407

Dear Mr Gary Tuffin

Wheatbelt Work Camp - call for Expression of Interest

On Thursday, 14 May 2009, Corrective Services Minister Hon C. Christian Porter announced funding to build a new purpose built Wheatbelt work camp.

The Department of Corrective Services is seeking expressions of interest from community organisations and local government who are interested in hosting a permanent work camp to house 20 male, minimum-security prisoners.

The work camp model consists of a *hub* (a permanent facility) with the potential for a number of attached *satellite* camps to allow prisoners to undertake work in other communities, as well as short periods of work in more remote locations via mobile work groups.

This new model will also allow for offenders on community-based orders to attend the hub to participate in training and skills development, as well as undertake community work with prisoners residing in the work camp.

Work camps are a partnership between the Department and local community. They carry certain obligations, but have many benefits for the community, the Department and prisoners. The strong relationship between a work camp and its community is critical to the camp's success.

Work camps are a safe and viable option for getting community projects done and local communities can benefit greatly from the work undertaken. Last year alone, work camp prisoners repaid WA communities with some 75,000 hours of work, worth nearly \$1million.

The camp will provide a full range of correctional services and, for the first time, will enable offenders on community-based orders to access the same services and meet their sentencing requirements, such as training and community work.

141 St Georges Terrace Perth Western Australia 6000
Locked Bag 22 Cloisters Square Perth Western Australia 6850
Telephone (08) 9264 1799 Facsimile (08) 9264 6186
www.correctiveservices.wa.gov.au
wa.gov.au
ABN 25 103 389 163

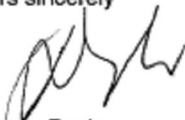
Being offered a place at a work camp is a privilege for prisoners and they are expected to work to the standards expected by the community. Offenders will work on a range of valuable work projects in local communities, including for not-for-profit organisations. The work can range from infrastructure, environmental and heritage projects, to disaster relief.

It is expected that the site selection process should be completed by July 2010, and that the facilities be constructed and available for operation in early 2011.

An application and information pack will be emailed to you on Wednesday, 4 November 2009. Selection of a successful candidate will be based on a number of important criteria and applications will close on Tuesday, 15 December 2009.

To discuss the proposed work camp and future development phone Peter Zappelli, Wheatbelt Work Camp Project Officer on 9264 1098.

Yours sincerely



Graeme Doyle
Assistant Commissioner
Department of Corrective Services

October 2009

10.0 Manager of Environmental Services Report

10.1 Manager of Environmental Services report for October 2009

Location:	Cunderdin
Applicant:	Administration
Meeting Date:	19 th November 2009
Author:	P Steven
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

Council is to consider the activity report from the Manager of Environmental Services for October 2009.

Comment

Date	Activity	Time
2-5/10/09	Enquiry re: sheep and alpacas, Meckering. I explained Shire approval required. Complaint from neighbour has been received.	45 mins
7/10/09	Visit Cunderdin <ul style="list-style-type: none">- horse in Meckering – gone- derelict house Meckering – being renovated- Giddens – no evidence of living on site- Lot 51 Mitchell St – septic inspection – ok- Beauty therapist – home occupation inspection, 1 Bedford St – ok- Roadhouse – staircase repaired- Piggery – no pigs on site	2 ½ h
12/10/09	Letters and permits arising from previous visit	1 h
22/10/09	Enquiry re: above-ground pool – sent requirements to resident	15 min
	TOTAL	4 ½ h

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 10.1

That Council resolves to accept the report from the Manager of Environmental Services for October 2009.

Moved Cr Dennis Whisson

Seconded Cr Graham Cooper

Vote - Simple majority

Carried: 8/0

10.2 Building Licenses August 2009

SHIRE OF CUNDERDIN BUILDING REGISTER SYSTEM MONTHLY COUNCIL REPORT ON BUILDING APPROVAL

Month : October 2009

No	Owner	Contractor	Situation of Building	Description
21270	Damien O'Reilly 28 Whistlepipe Court Forrest Field W.A. 6058	J Padfield Steel Const 12 Carnoustie Gardens Meadow Springs W.A. 6210 Type of Building Floor Area 324 sq m Floor Concrete	CunderdinnAir Field Cunderdin W.A.6407 Class 10a FrameSteel Walls Colourbond	Construction of steel framed zincalume clad air craft hanger Roof Zincalume Value 47625
No	Owner	Contractor	Situation of Building	Description
21271	Peter Eaton P O Box 92 CUNDERDIN W.A. 6407	Peter Eaton P O Box 92 CUNDERDIN W.A. 6407 Type of Building Floor Area 107 sq m Floor Concrete	51a Mitchell Street CUNDERDIN W.A. 6407 Class 1a Frame Steel Walls Hardi-plank	Steel framed colour bond clad Storage shed Roof Colourbond Value 70000

11.0 Works Supervisor's Report

11.1 Work Supervisors Report

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Author:	Norbert Marwick
Item Approved by:	Chief Executive Officer

Proposal

Council is to receive the Works Supervisors Report for October 2009.

Comment

Maintenance Crew

Road side weed spraying on bitumen roads is completed for this year.

Pothole patching is still in progress as time allows.

Construction Crew

2.3 Km of gravel Resheeting has been done on Bulgin Rd. No clearing has been carried out on this job yet.

Gravel patching has been done on Mt Anne Rd, Wilding Rd and Fulwood Rd.

Harris Back Rd has been started and should be finished by 17/11/09

Both construction and maintenance Crews are back filling around the new footpaths in Cunderdin.

Outside Staff

Iain Balfour will be leaving on 27/11/09

Statutory Implications

The Local Government Act 1995.

Financial Implications

All financial implications are contained within the 2009/10 Annual Budget.

Strategic Implications

Nil

Resolution 11.1

That the Works Supervisor's Report for October 2009 be received.

Moved : Cr Doug Kelly

Seconded: Cr Dianne Kelly

Vote – Simple majority

Carried: 8/0

Cr Cooper raised concerns about the condition of the Cunderdin Tennis & Bowling greens and suggested a further meeting needs to take place to resolve this issue.

12.0 Community Development Officer

12.1 Information Bulletin – CDO Report

Location:	N/A
Applicant:	N/A
Date:	15 October 2009
Author:	S McQuistan
Item Approved by:	Community Development Officer

Proposal

Council is to receive the Community Development Officers Report for October 2009.

Comment

Bike Week 2010

- liaising with Chaplain and Sports teacher to organise Bike Week 2010, utilising the bikes donated by the Shire

CCTV Cameras

- Quotes are being received from Office of Crime Prevention preferred supplier
- Extension has been requested/granted for previous \$10,000 CCTV Grant
- Looking at a mobile camera, that can be moved to hot spots as required
- First installation is proposed to cover both transfer station and Shire depot and transfer station at Meckering

Community Chest (Bandicoot)

- First new Community Chest publications have been in the Bandicoot
- A new Community Chest will appear in each edition

Cottage Homes

- Site visit 3rd November to view facilities with Cr Gisbone
- Currently researching Emergency Evacuation Plan (major incident)
- Currently drafting Evacuation Procedures (minor incident)

Cunderdin Airfield

- RADS Grant has been invoiced, currently working on acquittal
- Refer to Council item on cost of CASA registration
- Hut 111 painting has been organised to commence in early 2010
- Currently investigating upgrade of water supply to Airfield

ESL Bush Fire Brigade Operating Grant

- ESL 08/09 Acquittal has been provided to FESA
- Bush Fire Brigades have been contacted to provide list of requirements

Firebreak Order

- Currently liaising with FESA Legal and WALGA on liability, compliance and enforcement issues surrounding Firebreak Orders/Local Laws

Gliding Club

- Tenders have closed for Gliding Club refurbishment
- Funding application has been submitted to Lotterywest

Grants

- Application for No.3 Pump Station Chimney Restoration to Lotterywest
- Application for WWII Hut Restoration (Airfield) to Lotterywest
- Application for Gliding Club Hut Refurbishment to Lotterywest

LEMC

- LEMC Meeting was held on 28/10/09
- Attended Intro to Recovery Management (Shire of Merredin)
- Attended Emergency Management for Local Government (Trinity College)
- Became member of LEMC sub committee to draft new Local Emergency Management Arrangements

Meckering Action Group

- Attended MAG meeting to discuss future funding opportunities and projects for Meckering
- Have commenced costing several potential projects including GEH cycle/walk path extension and transfer station improvements

Museum

- Attended Committee Meeting – 8th October
- Funding application prepared by the National Trust has been submitted for 3rd stage of chimney restoration via Lotterywest Grants

Office of Crime Prevention Grants

- Working on acquittal for \$20,000 Youth Centre Grant

Pest Inspections

- obtain quotes for Termite Inspection/Treatment and Spider Treatment of all Shire properties

SBS Radio Tower Grants

- Quotes have been requested
- Grants available for the provision of an SBS radio tower
- Currently investigating ongoing costs

Skate Park Fencing

- In the process of obtaining quotes for fencing at Skate Park

Sporting Groups

- In the process of updating Sporting group contact list
- Requesting quotes for Golf Club Synthetic Tee Boxes

Storm Water Harvesting

- discussed potential Storm Water Harvesting projects with other Shires that have already completed similar projects

Tidy Towns

- Meeting with Stan Wilkins 4th November
- Discussed future projects and funding opportunities

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 Todd Harris

Seconded Cr Clive Gibsone

Vote – Simple majority

Carried 8/0

Cr Cooper requested that special thanks be passed onto Stacey, for her work undertaken to date as the new CDO.

12.2 Final Adoption of Cunderdin Airfield Management Plan

Location:	Cunderdin
Applicant:	Administration
Date:	19 th November 2009
Disclosure of Interest:	None
Author:	Community Development Officer -S McQuistan
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled

Proposal

To formally adopt the Cunderdin Airfield Management Plan.

Appendix

Cunderdin Airfield Management Plan (*as previously distributed*)

Background

On 16th April 2009, Council resolved the following –

“That Council receive the draft Cunderdin Airport Master Plan and provide feedback to the Chief Executive Officer by the 30th April 2009.”

Feedback was received from Council, and several issues were raised for consideration with Forte Airport Management. An amended Airfield Master Plan was received and subsequently distributed to Council.

The final adoption of the Cunderdin Airfield Master Plan is required in order to formally acquit the Regional Airport Development Scheme Grant.

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 a number of financial implications identified in the Plan. Many of the projects have not been budgeted for and would therefore be subject to future budget allocations, most likely from new grant funds.

Strategic Implications

The Cunderdin Airfield Master Plan provides a planning framework for future development to enable long-term operational objectives to be met.

The key objectives of the Cunderdin Airfield Master Plan are to provide;

- long-term development vision for the Cunderdin airfield,
- guidance on strategic and timely development, satisfying aviation demand in a financially feasible manner.

- an integrated framework for development of airport airside and landside areas, which will allow for compatible land use integration on to the aerodrome.

The Master Plan seeks to provide the Shire with a structured statement for staged operations and strategic development of the Cunderdin Airfield for it to become a financially viable entity, whilst preserving its historical significance.

Resolution 12.2

Council resolves to adopt the Cunderdin Airfield Management Plan

Moved Cr Graham Cooper

Seconded Cr David Beard

Vote Simple Majority

Carried 8/0

Officer-in-charge – Cunderdin Police

The President introduced the OIC of the Cunderdin Police Sergeant Ross Mc Kellar to address council.

Sergeant Mc Kellar provided details of his policing history and background.

General discussion was held on policing issues in the Shire.

Sgt McKeller advised that Constable Ed Duffy will be leaving Cunderdin 3rd December 2009, the replacement officer, Steve Taylor will be arriving some time in January 2010.

Regional and Local Community Infrastructure Program (RLCIP).

The CEO advised Council that the footpath regeneration project was nearly complete and that Council need to allocate the additional \$30,000 that has been received under the Federal Government's Regional and Local Community Infrastructure Program (RLCIP).

Council requested that the \$30,000 be used to address drainage issues in town.

13.0 Closure of meeting 7:05 pm