



Shire of Cunderdin

Minutes of an Ordinary Council Meeting

Dear Council Member,

An Ordinary Meeting of the Cunderdin Shire Council was held on Thursday 21st July 2011 in the Council Chambers, Lundy Avenue Cunderdin commencing at 5:08pm.

G M Tuffin
Chief Executive Officer

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MINUTES

1.0 Declaration of opening

1.1 The President declared the meeting open at 5:08pm

1.2 The Shire of Cunderdin disclaimer was read aloud.

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

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

2.0 Suspension of Clause 3.2 - Standing Orders

Location:	Cunderdin
Applicant:	Not applicable
Date:	21 st July 2011
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 Doug Kelly

Seconded: Cr David Beard

Vote – Simple majority

Carried: 7/0

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 at 5:08pm

3.3 Declaration of public question time closed at 5:08pm

4.0 Record of Attendance, Apologies and Approved Leave of Absence

4.1 Record of attendances

Councillors

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

- 4.2 Apologies
None
- 4.3 On Leave of Absence
Cr DA (Dennis) Whisson
- 4.4 Staff
G M (Gary) Tuffin Chief Executive Officer
L (Loren) Hempel Manager of Finance & Administration
M (Mark) Burgess Manager of Works & Services
- 4.5 Guests of Council
None
- 4.6 Members of the Public
None
- 4.7 Applications for leave of absence
Cr Harris requested leave of absence from the August 2011 meeting

Resolution

That Cr Todd Harris be granted leave of absence from the August 2011 Ordinary Meeting of Council.

Moved: Cr Dianne Kelly **Seconded:** Cr Clive Gibsone Carried unanimously

- 4.8 Declaration of Members and Officers Financial Interests
None
- 4.9 Change of Meeting Date

Council resolved to;

(a) Change the August Council meeting date from the Thursday 18th August 2011 to Thursday 11th August 2011.

(b) The change of meeting date to be advertised

Moved: Cr Todd Harris

Seconded: Cr David Beard

Vote: Simple Majority

Carried: 7/0

5.0 Petitions, Deputations, Presentations

- 5.1 Petitions
None
- 5.2 Deputations
None

5.3 Presentations

None

6.0 Council Discussion

President Rod Carter

- Attended the RTG meeting in Beverley with Cr Gibsone, Gary Tuffin & Loren Hempel.
 - Presented the Business Plan.
 - Helen Hardcastle made a presentation on the community strategic plans.
 - Held a lengthy discussion about the representation model and the term.
- Attended a meeting with the Shire of Wyalkatchem and the Wheatbelt Development Commission
- Attended the rebranding of the Cunderdin Community Resources Centre

Cr Clive Gibsone

- Attended the RTG meeting in Beverley with Cr Carter, Gary Tuffin & Loren Hempel.
- Held the Sports Facility Management Working Group meetings.
 - Developed a draft constitution with the help of the CEO from Clubs WA
- Museum Meeting
 - Advised that Anne Break is no longer the Golden Pipeline representative.
 - Discussed the Museum's Vision Interpretation Plan – want to incorporate the museum into the Main St redevelopment.

Cr Doug Kelly

- New bush fire brigade radios have been installed – waiting for training.
- Gave congratulations to Cr Dianne Kelly for her DEHAG Award.

Cr Graham Cooper

- Discussed the National General Assembly of Local Government in Canberra
- Attended the rebranding of the Cunderdin Community Resources Centre
- Took part in a teleconference with the Kellerberrin Sub group
- Attended Wheatbelt Development Commission presentation with Gary Tuffin in Northam on Royalties to Regions funding.
- Discussed the Wheatbelt North Road Group Meeting
 - Signed a 5 year agreement for state road funds
- Informed Councillors that Michelle McKenzie has left WALGA

Cr David Beard

- Attended the Wheatbelt Rail Retention Alliance Meeting
 - Rd V's Rail costings have been completed and the Alliance will generate new reports
 - CBH appealed the ACCC against the Road Rail
 - Discussed that shire have committed road works under the T3 structure for 2011/12

Cr Dianne Kelly

- Day Care meeting
 - Attendance numbers are steady
 - A few debtors have been sent off for debt recovery

- Have had some issues with the statements to parents due to work doubling up between the shire and the day care
 - Discussion to rebrand the day care – Buzy Bee Early Learning Centre
- Attended the DHAG LHAG meeting
 - Tim Free attended
 - Discussed the GP network
- Attended the Wheatbelt Tourism disbandment meeting with Wendy Davey
 - Discussed regional possibilities – not end destinations
 - A Think Tank for all CEO's to attend 29th August 2011
 - Channel 10 filming for a special on the Golden Pipeline
 - Mentioned the need for waste disposal for RV's and caravans in the regional area

Gary Tuffin

- Interviewed for the CESM position, and appointed Stacey McQuistan to the position
- Will advertise for a new Community Development Officer
- Gave his official resignation as CEO

7.0 Confirmation of the Minutes of Previous Meetings

7.1 Confirmation of Minutes of Previous Meetings

Location:	Cunderdin
Applicant:	Administration
Date:	21 st June 2011
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Proposal

Council to confirm the minutes of the

- Ordinary Council meeting held on 16th June 2011.

Background

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

Comment

No business arising.

Statutory Environment

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

Financial Implications

There are no financial implications in considering this item.

Resolution 7.1

Resolved that the minutes of the;

Ordinary Council meeting held on 16th June 2011 be confirmed as a true and correct record.

Moved: Cr Clive Gibsone

Seconded: Cr Graham Cooper

Vote – Simple majority

Carried: 7/0

Note to this item:

The President will sign the minute declaration.

8.0 Finance Report

8.1 Financial Report for June 2011

Location:	Cunderdin
Applicant:	Manager of Finance & Administration
Date:	21 st July 2011
Author:	Loren Hempel
Item Approved by:	Chief Executive Officer

Proposal

The financial position as at 31st June 2011 is presented for consideration.

Appendices – June 2011 - Financial Statements

- Statement of Financial Activity
- Councillor EOY Estimate
- Operating Statement
- Statement of Surplus or Deficit
- Statement of Financial Position
- Statement of Cash Flows
- Details by Function & Activity
- Reserves Account Summary
- Loan Repayment Schedule
- Financial Activity Statement projected to 30 June 2011
- Municipal Bank Account Statement & Reconciliation (036-102 000030)
- Restricted Cash Account Statement & Reconciliation (036102 123263)
- Licensing Trust, Working Trust and REBA Trust Account Statements & Reconciliations

Statutory Environment

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

Commentary

Nil

Policy Implications

Nil

Financial Implications

All financial implications are contained within the reports

Strategic Implications

Nil

Resolution 8.1

Resolved that council receive the financial report for June 2011.

Moved: Cr Graham Cooper

Seconded: Cr David Beard

Vote – Simple majority

Carried: 7/0

8.2 Accounts Paid and Payable – June 2011

Location:	Cunderdin
Applicant:	Manager of Finance & Administration
Date:	11 th July 2011
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 June 2011.

Appendix

Warrant of Payments for June 2011.

Statutory Environment

Financial Management Regulations 12 & 13

Commentary on Statutory Environment

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

Policy Implications

Nil

Financial Implications

All financial implications are contained within the reports

Strategic Implications

Nil

The accounts paid and payable are summarised as follows for June 2011.

1.0 Accounts Already Paid

1.1 Municipal Fund –

CHEQUE NUMBERS	AMOUNT
009153-009198	\$ 251,223.87
Electronic Payments - Various	\$ 466,164.15

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	\$ 717,388.02

3. Trust Fund – Accounts Already Paid

DATE	CHEQUE NUMBER	DETAILS	AMOUNT \$
Nil			0.00

Resolution 8.2

Resolved;

(a) That Council's payment of accounts amounting to \$ 717,388.02 for the Municipal Fund be received and noted.

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

Moved Cr Todd Harris

Seconded Cr Graham Cooper

Vote – simple majority

Carried: 7/0

Payments List - June 2011			
Date	Reference	Creditor	Amount
1/06/2011	9153	Meckering Primary School	\$ 130.00
1/06/2011	Bank Fees	Westpac Banking Corporation	\$ 68.54
1/06/2011	Bank Fees	Westpac Banking Corporation	\$ 22.00
1/06/2011	Bank Fees	Westpac Banking Corporation	\$ 30.31
1/06/2011	Bank Fees	Westpac Banking Corporation	\$ 13.00
1/06/2011	Bank Fees	Westpac Banking Corporation	\$ 13.00
1/06/2011	Bank Fees	Westpac Banking Corporation	\$ 50.20
1/06/2011	Bank Fees	Westpac Banking Corporation	\$ 25.20
1/06/2011	Bank Fees	Westpac Banking Corporation	\$ 83.64
1/06/2011	Bank Fees	Commonwealth Bank Australia	\$ 22.00
2/06/2011	Bank Fees	Westpac Banking Corporation	\$ 22.50
7/06/2011	9154	LG System Incorporated	\$ 70,400.00
8/06/2011	9155	Cunderdin Co-op FUEL	\$ 11,280.00
8/06/2011	EFT PAYS	Staff Salaries & Wages	\$ 29,934.79
8/06/2011	EFT8055	Adam Takacs	\$ 385.00
14/06/2011	Bond Tfr	Bond Transfer to Working Trust	\$ 50.00
14/06/2011	Credit Card	Westpac Banking Corporation	\$ 1,649.50
16/06/2011	9156	Auspray Industries Pty Ltd	\$ 450.00
16/06/2011	9157	Australian Taxation Office	\$ 79,199.00
16/06/2011	9158	Avon Telecoms Pty Ltd	\$ 665.00
16/06/2011	9159	Bethanie Moore	\$ 30.00
16/06/2011	9160	Cr Rod Carter	\$ 280.00
16/06/2011	9161	Cunderdin Co-op	\$ 1,075.78
16/06/2011	9162	Cunderdin Newsagency	\$ 614.17
16/06/2011	9163	Cunderdin Co-op MUSEUM	\$ 95.51
16/06/2011	9164	DKT Rural Agencies	\$ 1,201.20
16/06/2011	9165	Dougie's Roadhouse	\$ 216.00
16/06/2011	9166	Fire & Emergency Services	\$ 4,470.00
16/06/2011	9167	Tom Fullerton Trucking	\$ 6,941.00
16/06/2011	9168	Garry Horsfield	\$ 450.00
16/06/2011	9169	Cr Clive Gibsone	\$ 140.00
16/06/2011	9170	Goodfield Quality Meats	\$ 95.00
16/06/2011	9171	Graham Dunlop	\$ 988.90
16/06/2011	9172	Cr Todd Harris	\$ 140.00
16/06/2011	9173	Cr Dianne Kelly	\$ 140.00
16/06/2011	9174	James Martion	\$ 2,000.00
16/06/2011	9175	Northam Carpet Court	\$ 995.00
16/06/2011	9176	Peter Godfrey	\$ 20.78
16/06/2011	9177	Reinforced Concrete Pipes Australia (WA)	\$ 5,005.04
16/06/2011	9178	Royal WA Historical Society Inc.	\$ 624.00
16/06/2011	9179	Synergy	\$ 9,056.30
16/06/2011	9180	Telstra Corporation	\$ 1,166.58

Payments List - June 2011			
Date	Reference	Creditor	Amount
16/06/2011	9181	Telstra (Bigpond)	\$ 99.90
16/06/2011	9182	Water Corporation	\$ 6,295.95
16/06/2011	9183	Westscheme Superannuation	\$ 502.10
16/06/2011	9184	World Wide Online Printing	\$ 1,090.00
16/06/2011	EFT8056	Australian Institute	\$ 880.00
16/06/2011	EFT8057	Air Liquide Pty Ltd	\$ 119.02
16/06/2011	EFT8058	Ausrecord	\$ 314.38
16/06/2011	EFT8059	Australia Post	\$ 252.60
16/06/2011	EFT8060	Australasian Performing Rights Association	\$ 61.99
16/06/2011	EFT8061	Avdata Australia	\$ 1,141.09
16/06/2011	EFT8062	Avon Waste	\$ 5,891.56
16/06/2011	EFT8063	Avon Concrete	\$ 12,023.33
16/06/2011	EFT8064	Av-Sec Security	\$ 180.20
16/06/2011	EFT8065	Baileys Fertilisers	\$ 176.00
16/06/2011	EFT8066	Baxters Rural Centre	\$ 6,630.65
16/06/2011	EFT8067	Cr D Beard	\$ 140.00
16/06/2011	EFT8068	Braddon Mulching Pty	\$ 6,978.40
16/06/2011	EFT8069	BT Super for Life	\$ 78.75
16/06/2011	EFT8070	Cody Express Transport	\$ 32.56
16/06/2011	EFT8071	Combined Tyrepower	\$ 389.30
16/06/2011	EFT8072	Concept AV	\$ 4,807.00
16/06/2011	EFT8073	Cr Graham Cooper	\$ 140.00
16/06/2011	EFT8074	Corporate Express	\$ 144.55
16/06/2011	EFT8075	Courier Australia	\$ 234.56
16/06/2011	EFT8076	The Cunderdin Mob	\$ 811.95
16/06/2011	EFT8077	Cunderdin Plant Hire	\$ 550.00
16/06/2011	EFT8078	Wendy Davey	\$ 50.00
16/06/2011	EFT8079	Donovans Water Service	\$ 12,402.50
16/06/2011	EFT8080	Donovans Engineering	\$ 45,034.00
16/06/2011	EFT8081	Freelance Handyman	\$ 313.00
16/06/2011	EFT8082	Fulton Hogan Industries Pty Ltd	\$ 1,980.00
16/06/2011	EFT8083	Hanson Construction	\$ 2,319.55
16/06/2011	EFT8084	HCT Rural Agencies	\$ 4,476.82
16/06/2011	EFT8085	Hutton & Northey Sales	\$ 1,103.95
16/06/2011	EFT8086	Jasol Australia	\$ 210.17
16/06/2011	EFT8087	Landgate	\$ 32.30
16/06/2011	EFT8088	Local Government Managers Australia	\$ 660.00
16/06/2011	EFT8089	Mack Cheno Earthmoving	\$ 23,713.25
16/06/2011	EFT8090	Meckering Roadhouse	\$ 9,900.00
16/06/2011	EFT8091	Mecure Perth	\$ 571.00
16/06/2011	EFT8092	Onsite Rental Group	\$ 18,773.48
16/06/2011	EFT8093	Orica Australia Pty	\$ 13.79

Payments List - June 2011			
Date	Reference	Creditor	Amount
16/06/2011	EFT8094	Pestex Co	\$ 1,947.00
16/06/2011	EFT8095	Road & Traffic Services	\$ 17,671.50
16/06/2011	EFT8096	Rural Traffic Services	\$ 2,828.85
16/06/2011	EFT8097	Sandco Hire & Contracting	\$ 10,378.50
16/06/2011	EFT8098	Shire of Tammin	\$ 1,327.55
16/06/2011	EFT8099	Shire of Northam	\$ 2,515.04
16/06/2011	EFT8100	Specialised Tree Services	\$ 4,672.00
16/06/2011	EFT8101	St John Ambulance Cunderdin	\$ 72.60
16/06/2011	EFT8102	Startrack Express	\$ 164.07
16/06/2011	EFT8103	Sunny Sign Company Pty Ltd	\$ 521.40
16/06/2011	EFT8104	Tru-Blu Group Pty Ltd	\$ 9,249.24
16/06/2011	EFT8105	Tuss Concrete Pty Ltd	\$ 990.00
16/06/2011	EFT8106	Western Australia Local Government Association	\$ 260.29
16/06/2011	EFT8107	Western Australia Local Government Superannuation	\$ 8,167.79
16/06/2011	EFT8108	The Wheeler Superannuation	\$ 73.00
16/06/2011	EFT8109	Cr Dennis Whisson	\$ 140.00
17/06/2011	BPOINT	Commonwealth Banking Corporation	\$ 29.00
22/06/2011	EFT PAYS	Staff Salaries & Wages	\$ 29,323.68
23/06/2011	EFT PAYS	Staff Salaries & Wages	\$ 525.72
28/06/2011	9185	Cunderdin Co-op FUEL	\$ 12,915.00
28/06/2011	9186	Petty Cash	\$ 75.10
28/06/2011	GymBonds	Gym Key Bond Transfers	\$ 50.00
28/06/2011	GymBonds	Gym Key Bond Transfers	\$ 50.00
28/06/2011	GymBonds	Gym Key Bond Transfers	\$ 50.00
28/06/2011	GymBonds	Gym Key Bond Transfers	\$ 50.00
29/06/2011	Reserve Tfr	Transfer to reserves	\$ 74,000.00
30/06/2011	9187	Australian Communications & Media Author	\$ 38.00
30/06/2011	9188	RB & AF Carter	\$ 3,850.00
30/06/2011	9189	Coventry Fasteners	\$ 166.89
30/06/2011	9190	Engel World	\$ 2,128.00
30/06/2011	9191	Jetpave	\$ 16,618.80
30/06/2011	9192	Protector Fire Services Pty Ltd	\$ 6,855.48
30/06/2011	9193	Sun Shade Gardens	\$ 73.45
30/06/2011	9194	Telstra Corporation	\$ 85.13
30/06/2011	9195	Telstra (Bigpond)	\$ 69.95
30/06/2011	9196	Wayne Davies	\$ 2,150.00
30/06/2011	9197	Westnet Pty Ltd	\$ 74.95
30/06/2011	9198	Westscheme Superannuation	\$ 265.91
30/06/2011	EFT8110	Argent Electrical	\$ 6,519.81
30/06/2011	EFT8111	Av-Sec Security	\$ 1,767.60
30/06/2011	EFT8112	Bandicoot Express	\$ 32.00
30/06/2011	EFT8113	Beard Nominees Pty Ltd	\$ 2,750.00

Payments List - June 2011			
Date	Reference	Creditor	Amount
30/06/2011	EFT8114	Braddon Mulching Pty	\$ 28,486.15
30/06/2011	EFT8115	BT Super for Life	\$ 40.50
30/06/2011	EFT8116	Combined Tyrepower	\$ 2,835.10
30/06/2011	EFT8117	Corporate Express	\$ 1,171.43
30/06/2011	EFT8118	Courier Australia	\$ 167.02
30/06/2011	EFT8119	Coventrys	\$ 184.50
30/06/2011	EFT8120	Cunderdin Community	\$ 75.00
30/06/2011	EFT8121	The Cunderdin Mob	\$ 888.20
30/06/2011	EFT8122	Cunderdin Plant Hire	\$ 550.00
30/06/2011	EFT8123	Cutting Edges	\$ 921.80
30/06/2011	EFT8124	DarMitch Logistics	\$ 668.25
30/06/2011	EFT8125	Dunscar Farm	\$ 3,080.00
30/06/2011	EFT8126	Dynasty Internation	\$ 165.00
30/06/2011	EFT8127	Elders Limited	\$ 742.50
30/06/2011	EFT8128	Fire & Safety Australia	\$ 5,085.53
30/06/2011	EFT8129	Hitachi	\$ 706.95
30/06/2011	EFT8130	Hills Concrete Products	\$ 780.00
30/06/2011	EFT8131	Jasol Australia	\$ 699.10
30/06/2011	EFT8132	Macri Partners	\$ 660.00
30/06/2011	EFT8133	Mick Walker Transport	\$ 12,367.00
30/06/2011	EFT8134	Pestex Co	\$ 275.00
30/06/2011	EFT8135	Quairading Earthmoving	\$ 12,243.00
30/06/2011	EFT8136	Sandco Hire & Contracting	\$ 5,924.71
30/06/2011	EFT8137	Shire of Tammin	\$ 4,106.69
30/06/2011	EFT8138	Shire of Northam	\$ 943.14
30/06/2011	EFT8139	Shire of York	\$ 417.96
30/06/2011	EFT8140	SNAP Printing	\$ 361.00
30/06/2011	EFT8141	Startrack Express	\$ 226.44
30/06/2011	EFT8142	UMAX Print	\$ 309.00
30/06/2011	EFT8143	Verlindens Electrical	\$ 2,583.90
30/06/2011	EFT8144	Western Australia Local Government Superannuation	\$ 4,248.81
30/06/2011	EFT8145	Wanneroo Gas & Air Conditioning	\$ 1,050.00
30/06/2011	EFT8146	WesTrac Equipment	\$ 194.51
30/06/2011	EFT8147	The Wheeler Superannuation	\$ 36.50
30/06/2011	EFT8148	Wirtgen Australia	\$ 941.44
		TOTAL	\$ 717,388.02

8.3 Council Investments – June 2011

Location:	Westpac Banking Corporation
Applicant:	Manager of Finance & Administration
Date:	11 th July 2011
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 30th June 2011.

Background

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

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

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

- Major banks
- Bonds Issued by Government and/ or Government Authorities.

Commentary

COUNCIL INVESTMENTS AS AT 31st JUNE 2011				
Institution	Amount Invested	Investment type	Municipal Funds	Reserve Funds
Westpac Banking Corporation	\$791,412.62	Business Cash Reserve 13-7729 0.0%	\$0.00	\$791,412.62
Westpac Banking Corporation	\$355,613.83	Business Cash Reserve 13-8262 0.0%	\$355,613.83	\$0.00
TOTAL INVESTMENTS	\$1,147,026.45		\$355,613.83	\$791,412.62

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

Resolved;

That the report on Council investments as at 31st June 2011 be received and noted

Moved: Cr Clive Gibsone

Seconded: Cr Dianne Kelly

Vote – Simple Majority

Carried: 7/0

9.0 Chief Executive Officer's Reports Outstanding items

	<p>and affix the Common Seal to the Lease document.</p> <p>WAPC requested additional survey information to be incorporated into the lease document. Council's surveyor is currently undertaking required drawing for inclusion in the lease.</p>		<p>Final lease agreement has been sent to the Gliding Club 28/03/11 for execution & return</p> <p>Gliding club lease returned signed.</p>
<p>Resolution 9.5 Ordinary Council meeting 20th May 2010</p>	<p>Proposed Agricultural Spraying Business and Workers Accommodation (Dongas) at Cunderdin Airfield, Cunderdin</p> <p>(a) That the CEO be authorised to prepare a commercial lease detailing the terms and conditions for the use of the Bellman Hangar and other associated areas (accommodation & fuel facility) at an annual rental of \$10,000 pa, adjusted in line with CPI movements for a term of 5 years, with an option for a further 5 years.</p> <p>(b) That President & CEO be authorised to sign and affix the Common Seal to the lease agreement</p> <p>(c) That Council approve the application for a commercial agricultural spraying business and associated workers accommodation (dongas) at Cunderdin Airport, subject to the following conditions:</p> <p>Due to the poor season, Taurus Aviation have requested the lease agreement not be entered into at this time – It is understood that they are currently also in discussions with Quairading – possible relocation.</p>	<p>CEO</p> <p>Liaise with McLeods Solicitors to prepare a commercial lease for Taurus Aviation</p> <p>To issue DA Approval outlining conditions as per Council's resolution</p>	<p>Council's solicitors have drafted a lease document (90% complete) - to be checked</p> <p>Development Approval issued (100% complete)</p>
<p>Resolution 12.4 Ordinary Council meeting 20th May 2010</p>	<p>Cunderdin Co-location Centre</p> <p>Council did not want to make any commitment to this project until such time as further information is provided from staff indicating the likely cost to council.</p> <p><u>Notes</u> Cr Todd Harris requested that the staff look at utilising the current Cunderdin Sports Club building as a possible site.</p>	<p>CDO/EM</p> <p>To follow up with FESA Re: Cost to Council</p>	<p>10%</p> <p>Further report to be prepared for council's consideration – information still being gathered</p>
<p>General Items Ordinary</p>	<p>SOARability</p> <p>Proposal to establish a Gliding Centre for the Physically Challenged</p>	<p>GARY TUFFIN</p>	<p>Met with Damien O'Reilly on site to select</p>

<p>Council Meeting 15th April 2010</p>	<p>at the Cunderdin Airfield.</p> <p>Project progressing Hangar design complete</p> <p>Met with Damien 29/06/10 to further discuss project - development application to be lodged. – request a 25 year lease</p> <p>Modified Glider has been delivered to Cunderdin Airfield, & commissioned for flight.</p> <p>Project has been held back due to FESA building fire requirements – project owner is in discussions with FESA to relax conditions</p>		<p>hangar site. 45% complete</p> <p>DA Approved 16/09/10 (Report 9.6)</p> <p>A number of funding applications have been made to address water issue</p>
<p>General Items Ordinary Council Meeting 15th April 2010</p>	<p style="text-align: center;">Enterprise Metals Ltd</p> <p>Presentation provided by Mr Bruce Hawley (Metal Enterprises)</p> <p>Copies of drilling locations provided – all within council's road reserves – refer to drilling maps</p> <p>Letter received 9/06/10 from the Department of Mines & Petroleum requesting comment on the proposed drilling program</p> <p>Wrote to the Department of Mines advising council's resolution;</p> <p><i>That Council advises the Hon Minister for Mines and Petroleum that it has no objections to the application by Glintan Pty Ltd for an Exploration Licence to drill test for iron ore within the road reserves nominated in the application, subject to the conditions specified in the referral letter dated 3 June 2010 from the Department of Mines and Petroleum</i></p>	<p>CEO</p> <p>MARCUS TUDEHOPE (PLANNER)</p>	<p>15th April 2010</p> <p>Further presentation provided to President & CEO 2 June 2010</p> <p>Report (9.10) to June council meeting</p> <p>Letter sent 29/06/10</p> <p>Drilling commenced 7/09/10</p> <p>Drilling has been suspended until after harvest</p>
<p>Resolution 9.2 Ordinary Council Meeting 15th April 2010</p>	<p style="text-align: center;">Optus Mobile Tower</p> <p>That Council approve the application for a mobile base station at Lot 100 Carter Road Cunderdin, subject to the following conditions:</p> <p>1. The proposed development is to comply in all respects with the submitted plans approved on 15th April 2010 and stamped accordingly.</p> <p>Received (4/06/10) an email requesting access licence agreement to use Cunderdin Hill road.</p>	<p>CEO</p>	<p>(100%)</p> <p>Development Approval issued</p> <p>Draft agreement received 17/08/10</p> <p>Agreement has</p>

			<p>been sent to McLeods for review</p> <p>Agreement has been finalised refer to Report 9.4 17/02/11</p>
<p>Resolution 9.3 Ordinary Meeting 17th December 2009</p>	<p style="text-align: center;">LGS Business Plan</p> <p>(a) That Council advise SEAVROC that it wishes to participate in the LGS Integrated Software project.</p> <p>(b) That the CEO be authorised to undertake public consultation, making the Plan available for viewing, advertising the Plan (period not less than 6 weeks), with any submissions received to be considered by Council before its final adoption, pursuant to Section 3.59 of the Local Government Act 1995.</p>	<p>CEO</p>	<p>Joint notice placed advertising complete no submissions received by closing date 29th April 2010</p>
<p>Resolution #SE-024-10</p>	<p>(a) That the participating Member Local Governments to the LGS Software Project, namely the Shires of:</p> <p style="padding-left: 40px;">Beverley, Cunderdin, Quairading and York</p> <p>be requested to give consideration to adopting the Business Plan, titled: "Integrated Software – Exclusive West Australian Marketing and Sales Rights Proposal" on the basis that the submission period has now expired.</p> <p>(b) Subject to (a) above, the Host Local Government, the Shire of Cunderdin, be requested to finalise and sign the Grant Agreement on behalf of the participating local governments.</p> <p style="padding-left: 40px;">(b) The Executive Officer be authorised to liaise with LG Systems Inc in relation to preparing a Deed of Agreement in accordance with the objectives and purpose set out in the Memorandum of Understanding and the Adopted Business Plan for the Project.</p> <p>At this stage Peter (LGE – new version of LGS) will be in Cunderdin in March 2011 to implement new system.</p>	<p>CEO</p> <p>DCA</p>	<p>Report (9.7) to June council meeting</p> <p>Signed & invoiced</p> <p>In progress</p> <p>McLeod have received agreement and recommended a number of changes</p> <p>Refer to report Report 9.2 21st July 2011</p>
<p>Resolution 9.7 Ordinary Meeting</p>	<p style="text-align: center;">Staff Housing Project</p> <p>(1) That a Staff House Working Group be established to prepare the necessary tender specifications & documentation for the supply and construction of one new staff house.</p>		<p>Tender specifications Completed</p>

<p>17th December 2009</p>	<p>(2) That the Staff House Working Group consist of the following membership;</p> <p>Cr David Beard Cr Doug Kelly Cr Dianne Kelly Chief Executive Officer</p> <p>(3) That the CEO be authorised to invite tenders when the tender documentation has been completed by the Staff Housing Working Group & purchase a suitable vacant lot.</p>		<p>Project suspended due to withdrawal of CLGF for 2009/10</p>
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Outstanding matters

Council Resolution Action List – 18 August 2010

<p>Resolution 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.8</p>	<p>Proposed New Cemeteries Local Law Proposed Dogs Local Law 2010 Proposed Health Amendment Local Law 2010 Proposed Pest Plants Local Law 2010 Proposed Activities on Thoroughfares and Trading in Thoroughfares and Public Places Amendment Local Law 2010 Proposed Parking Local Law 2010 Proposed Local Government Property Amendment Local Law 2010</p> <p>That Council:</p> <p>(1) adopt the proposed Shire of Cunderdin _____ Local Law 2010, as contained in the Attachment;</p> <p>(2) pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Cunderdin Local Government Property Amendment Local Law 2010, as contained in the Attachment:</p> <p>(a) the purpose of which is to restrict and prohibit certain activities on reserves and review the modified penalties; and</p> <p>(b) the effect is to control the use of local government property and create offences for inappropriate behaviour in or on local government property.</p>	<p>CEO/DARREN LONG</p> <p>Darren Long to prepare joint SEAVROC advertisement</p>	<p>65%</p> <p>The proposed local laws were advertised in the West Aust on 24/11/10</p> <p>6 week public submission period from date of notice concludes 19/01/11</p>
<p>Resolution 9.7</p>	<p>Sale of proposed lot 23 Centenary Place, Cunderdin</p> <p>That Council resolve:</p> <p>(a) to offer to sell the proposed Lot 23, Centenary Place, Cunderdin subject to Mr</p>	<p>CEO</p>	<p>Letter sent 24/08/10 advising council's decision</p>

	<p>Troy Donovan agreeing to the following terms and conditions;</p> <ul style="list-style-type: none"> - Selling price be set at \$30,000.00 - That the CEO be authorised to negotiate finance terms, if required. - That the buyer be responsible for all costs associated with the boundary adjustment to create lot 23, which is to be amalgamated with the existing lot 22. - That the proposed lot 23 be no greater in size than 2,244m² as drawn in the proposed subdivision drawing prepared by D Considine & G Foster <p>(b) That if Mr. Troy Donovan agrees to the terms above in (a) that public notice of these terms be published for public information & submission in accordance with section 3.58 of the Act prior to entering into a contract for sale.</p> <p>(c) That subject to not receiving any adverse submissions the Chief Executive Officer be granted delegated authority to finalise the matter.</p>		<p>- no response received from Mr T Donovan to date</p> <p>Extension of sale period (10-12 months) requested Report 9.5 18/11/10</p> <p>Mr Donovan has agreed to the terms subject to obtaining a reasonable survey quote.</p>
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Council Resolution Action List 18th November 2010

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

Council Resolution Action List 17th February 2011

Resolution 9.3	Proposal to Make Extractive Industries Local Law 2011 Council resolved to:	CEO	70% Copy has been
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	<ol style="list-style-type: none"> 1. Note the submission from the Department of Local Government in relation to the proposed Shire of Cunderdin Extractive Industries Local Law 2010. 2. Adopt and make the Shire of Cunderdin Extractive Industries Local Law 2011, as per Attachment 1 incorporating all amendments, in accordance with section 3.12 of the Local Government Act 1995- <ol style="list-style-type: none"> (a) the purpose of which is to establish the requirements and conditions with which extractive industries, within the district, must comply with; and (b) the effect is to provide for the regulation, control and management of extractive industry proposals. 3. Publish the adopted Shire of Cunderdin Extractive Industries Local Law 2011, as per (2) above, in the Government Gazette and provide copies of the local law to the Minister for Local Government. 4. Submit a copy of the gazetted local law, explanatory memoranda and associated documentation to the Joint Standing Committee on Delegated Legislation for review. 5. Authorise the affixing of the Common Seal of the Shire to the Shire of Cunderdin Extractive Industries Local Law 2011. 		<p>sent to the Department of Local Government 28/03/11</p> <p>Text has been sent to the State Law publisher for Gazetting</p>
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Council Resolution Action List 20th April 2011

Resolution 9.5	Tender #4 – Gliding Hut Refurbishments Resolved; That Council engage the services of Hi Construction for the restoration works to Gliding Club House Hut (101) and Workshop Hut (104) for the sum of \$130,972.55 in accordance with the schedule of works/specifications as detailed in the Tender #4 – 2010/11.	CEO	20% Tender Awarded
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Council Resolution List 19th May 2011

Resolution 10.1	Section 135 Health Notice – Cunderdin Airfield Resolved that; <ol style="list-style-type: none"> a) Council serves a Section 135 Health Act Notice declaring that the airfield buildings unfit for human habitation and requiring that no persons occupy the building and for the occupants to vacate the building 	CEO/EHO/Deputy President	
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	<p>within 14 days of the notice being served.</p> <p>b) Council authorise the Chief Executive Officer & Deputy President to negotiate satisfactory terms and conditions with Bob Milligan.</p> <p>c) Council authorise the Chief Executive Officer & Deputy President to negotiate ownership of the huts that are allegedly privately owned.</p> <p>d) Council request the Chief Executive Officer to negotiate with the Asbestos Specialist to get prices to carry out necessary works at the airfield.</p> <p>e) Council request the Chief Executive Officer to investigate funding options to pay for necessary works to be carried out.</p>		
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Council Resolution List 16th June 2011

Resolution 9.1	<p>Regional Price Preference Policy Resolved;</p> <p>(a) That Council adopt the amended Regional Price Preference Policy (Finance Policy # 26) in its draft form, pending consideration of any public submissions received.</p> <p>(b) That Council give authority to advertise the amended policy in accordance with section Regulation 24F of the Local Government (Functions & General) Amendment Regulations 2000.</p>	CEO	80%
Resolution 9.2	<p>Delegations Resolved that;</p> <p>(a) Pursuant to S5.42 of the Local Government Act and other enabling legislation, Council by Absolute Majority delegates to the Chief Executive Officer the exercise of its powers and discharge of its duties in respect of the items listed in the Register of Delegations:</p> <p>(b) Pursuant to S5.42 of the Local Government Act and other enabling legislation, Council by Absolute Majority delegates to the</p> <ul style="list-style-type: none"> - Audit Committee - Cunderdin Museum Management Committee <p>the exercise of its powers and discharge of its duties in respect of the items listed in the</p>	CEO	80%

	Register of Delegations		
Resolution 9.8	<p>Sporting Facility Design Brief Resolved that Council -</p> <p><i>a) Approve the Working Group Design Brief for the Community Recreation Building with the following points:</i></p> <ul style="list-style-type: none"> - 20m2 cool room for the bar - 8m2 cool room for the kitchen - 5m wall space for darts - Provision for tap beer and can/stubby - BBQ Area to be considered (Liquor licensing/Seasons) <p><i>b) Approve the Amended Design Brief for the Change rooms with the following points:</i></p> <ul style="list-style-type: none"> - Ladies Home and Away Change room to be included in plan - Access to Mens Away and Ladies Away toilets for external users, but no access <p><i>c) Remove the BBQ area from the Design Brief to be considered within landscaping plan (preferably on the eastern side of the building and sheltered from wind)</i></p> <p>d) Proceed to tender for architectural services.</p>	CEO	<p>95%</p> <p>Tender documents complete – currently being reviewed by WALGA</p>
Resolution 14.1	<p>Nature & Grace Business Proposal – Late Agenda Item Council resolved;</p> <p>a) that Council grant approval to Debra Farmer to use the old Land Care office for an initial period of six (6) months, with a further option for six (6) months.</p> <p>b) that Council accepts Debra Farmer's cleaning proposal in return for her cleaning services as outlined in her email dated 13th June 2011 "The Cleaning proposal would include the Hall (Gym) and toilets".</p> <p>c) that Council may remove the approval by providing 30 days written notice.</p>	CEO/Mgr F&A	<p>60%</p> <p>Toy library have been offered the old play group building to relocate from eth town hall.</p>

Council Resolution List 16th June 2011

Resolution 9.4	Structural Reform - RTG Representation Resolved; That Council supports the use of the 10 elected member model based on the 5 ward representation system being maintained in place for two (2) electoral cycles as per the original SEARTG Agreement Schedule 1 for the purposes of concluding the South East Avon Regional Transition (SEARTG) Business Case.	CEO	100% Email sent to all SEARTG members advising councils decision
Resolution 9.5	Country Local Government Fund – Regional Component Resolved; That council endorse the 2011/12 Royalties for Regions Business Case and funding application.	CEO	95% Letter to be sent
Resolution 12.1	Local Emergency Management Arrangements Resolved that Council; a) Adopt the Draft Local Emergency Management Arrangements b) Adopt the Draft Local Recovery Management Arrangements c) Provide a copy of each document to the State Emergency Management Committee	CESM	95%

Other projects

	Cunderdin Airfield lighting system upgrade Design complete – estimated value of works \$440k		100%
	Cunderdin Airfield RFDS shed Seeking feedback from CASA in regards to appropriate location in accordance with MOS 139		30%
	Cunderdin Bush Fire Brigade Shed Shed has been ordered		100% Shed has been constructed
	Asset Management Plans All properties have been valued by APV valuers Council's road network has been valued and condition rated		60%
	Restoration of Gliding Club House & Other hut Works has been tendered		30% Work has

	Tender close 4 th March 2011 - No Tenders received.		commenced
	Implementation of LGE New version of LGS		85%
	Meckering Sports Club Design & Construct project (1 Bowls & 4 Tennis courts) Tender closes 4 th March 2011 4 tenders received.		Contract Awarded To Evergreen Synthetic Grass
	Upgrade to memorial drive		0%

9.1 2011/12 Annual Budget

Location:	Not applicable
Applicant:	Administration
Date:	21 st July 2011
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Attachment

2011/12 Annual Budget

Background

Budget workshops were held on the 6/04/11, 20/04/11 & 8/06/11.

Statutory Implications

Section 6.2(1) of the Local Government Act 1995 requires that by 31 August each local government adopt a budget for the Shire's Municipal Fund for the financial year ending on the next 30 June.

Section 6.2(2) requires that in preparation of the budget the local government is to have regard to the contents of the plan for the future.

Policy Implications

There are no policy implications in considering this item.

Financial Implications

The Shires operation for the 2011-2012 financial year will be directed by the revenues and expenditures listed in the Budget

Strategic Implications

The Budget is the strategic direction for the 2011-2012 financial year. The Budget has been prepared after taking into account those matters in the Shires Plan for the Future.

Resolution 9.1

Resolved;

Adoption of Rates

That the rates and minimums to be levied on all rateable property with the Shire of Cunderdin for the financial year ending 30 June 2012 be as follows:

Gross Rental Value	\$0.117805 cents in the dollar
Gross Rental Value Minimum	\$500.00
Unimproved Value	\$0.0063528 cents in the dollar
Unimproved Value Commercial	\$0.0063528 cents in the dollar
Unimproved Value Mining	\$0.0063528 cents in the dollar
Unimproved Value Minimum	\$500.00
Unimproved Value Commercial Minimum	\$500.00
Unimproved Value Mining Minimum	\$500.00

Discounts/Penalties/Administration Fee for Instalments

That in accordance with s6.51 of the Local Government Act 1995, an 11% interest charge be levied on all overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not (deferred pensioners' rates excluded).

That in accordance with s6.45 of the Local Government Act 1995, an administration charge of \$7.50 for the second and each of the subsequent rates instalment be levied in connection with each formal rate instalment program.

That in accordance with s6.50 of the Local Government Act 1995, the due dates of instalments under the formal rate instalment program be:

Four Instalments

1 st instalment	9 th September 2011
2 nd instalment	10 th November 2011
3 rd instalment	12 th January 2012
4 th instalment	14 th March 2012

Adoption of Schedule of Fees and Charges

That the attached schedule of Fees and Charges be adopted for the 2011-2012 financial year.

Adoption of the 2011-2012 Annual Budget

That the operating and capital revenues and expenditures as detailed in the Budget by Program report as attached be adopted as the budget revenues and expenditures for the 2011-2012 financial year.

Transfer from Reserves

That in accordance with s6.11(3) of the Local Government Act 1995 the amount of \$210,000.00 be transferred from the following reserves

Staff entitlement	\$ 30,000.00
Plant & Equipment Reserve	\$ 50,000.00
Asset Replacement/Development Reserve	\$130,000.00

during the 2011-2012 financial year.

Moved: Cr Graham Cooper

Seconded: Cr Clive Gibsone

Vote – **Absolute majority**

Carried: 7/0

9.2 LGE Sales Representative Agreement

Location:	Cunderdin
Applicant:	Staff
Date:	21 st July 2011
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

Council are requested to give consideration to authorising the Shire President & Chief Executive Officer to sign and affix the common seal to the Local Government Software (LGS) Sales Representative Agreement.

Tabled

LGS Sales Representative Agreement

Background

The South East Avon Voluntary Regional Organisation of Councils (SEAVROC), comprising the Shires of Beverley, Brookton, Cunderdin, Quairading and York, have investigated a proposal to enter into an agreement with Local Government System Inc (LGS) of South Australia, to give Member Local Governments exclusive marketing and sales rights in Western Australia for the integrated local government software owned by the Association.

Council resolved at its meeting held on 17th December 2009;

Resolution 9.3

- (a) That Council advise SEAVROC that it wishes to participate in the LGS Integrated Software project.
- (b) That the CEO be authorised to undertake public consultation, making the Plan available for viewing, advertising the Plan (period not less than 6 weeks), with any submissions received to be considered by Council before its final adoption, pursuant to Section 3.59 of the Local Government Act 1995.

Moved Cr Todd Harris

Seconded Cr Doug Kelly

Carried unanimously

Council further resolved at its meeting held on the 23rd June 2011

Resolution 9.7

That Council RESOLVE

- (a) to adopt the LGS Integrated Software Business Plan without amendment.***
- (b) to give local public notice of the adoption and availability of the business plan in accordance with section 3.59 (5a)***

Moved Cr Graham Cooper

Seconded Cr Todd Harris

Vote – Absolute majority

Carried 8/0

As detailed in the LGS Business Plan the Shire of Cunderdin was nominated as the host council.

Comment

The Agreement term is for 2 years (Initial term), with option for a further 2 years, with an option for a total 8 (commencing from the date of the agreement)

(Note:)

Further terms - 3.1 of the agreement states;

Subject to clause 3.2, this agreement may be renewed if the Sales Representative provides at least 30 days notice in writing to the supplier prior to the expiry of the Initial Term that it may wish to renew the Agreement for a Further Term commencing immediately on the expiry of the Initial Term pursuant to this clause.

The same provision applies for a subsequent Further term.

Council are requested to give consideration to authorising the Shire President & Chief Executive Officer to sign and affix the common seal to the Sales Representative Agreement.

Statutory Implications

Local Government Act 1995 (as amended) - S5.42

Local Government Act 1995 (as amended) - S5.42(1)

Policy Implications

No 12 **Date Adopted** 19 April 07 **Date Reviewed** 21 May 2009

Subject **Administration-Execution and affixing of Common Seal to documents**

Actual Delegation

Notwithstanding the provisions of Section 9.49 of the Local Government Act, the Chief Executive Officer is authorised to affix the Common Seal to documents to be executed by the Shire where such documents are consistent and in accord with a resolution of Council.

Conditions

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

Financial Implications

Council received a grant for \$30,000 (2009/10) from the Wheatbelt Development Commission under the Regional Grants Scheme (R4R) on behalf of the SEAVROC member council's for the marketing rights to Local Government Software Products.

Appointment fee \$30,000 as WA representative for LGE Windows Software.

Sales commission received by SEAVROC

20% of cost of product paid by new shires

15% of service charges for new shires, which shall be equally divided between the Sales Representatives (Cunderdin, Beverley, Quairading & York)

Strategic Implications

To establish a common operating platform (SEAVROC) for delivery of services and the establishment of an income stream.

Resolution 9.2

Resolved;

- (a) That Council agree to be the host council for LGS Sale Representative Agreement on behalf of SEAVROC member councils as detailed in the LGS Business Plan.
- (b) That the Shire President & Chief Executive Officer be authorised to sign and affixed the Common seal to the LGS Incorporated Sales Representative Agreement.

Moved: Cr Todd Harris

Seconded: Cr Dianne Kelly

Vote – **Simple majority**

Carried: 7/0

South East Avon Voluntary Regional Organisation of Councils
Representing the Shires of Beverley, Brookton, Cunderdin, Quairading, Tammin and York

"Creating our Region's future together"

C/- Dominic Carbone and Associates PO Box 626 COMO WA 6952
Email: d.carbone@bigpond.com Phone: 9472 0184 or 0448 120 652

18th April 2011

Email:

To: CEO's – Shires of Beverley, Cunderdin, Quairading and York

Ref: LGS Software Sales Representation Agreement

Attached please find amended Sales Representative Agreement.

I have perused the agreement and concluded that it meets SEAVROC Participants requirements.

Your feedback is appreciated so that final documents can be prepared for signature.

Regards



Dominic Carbone
Executive Officer
SEAVROC

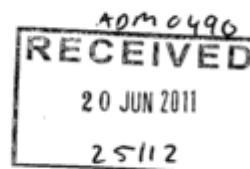
South East Avon Voluntary Regional Organisation of Councils
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"Creating our Region's future together"

C/- Dominic Carbone and Associates PO Box 626 COMO WA 6952
Email: d.carbone@bigpond.com Phone: 9472 0184 or 0448 120 652

16th June 2011

Mr Gary Tuffin
Chief Executive Officer
Shire of Cunderdin
P.O. Box 100
CUNDERDIN WA 6407



Dear Sir

Ref: LGS Sales Representative Agreement

Enclosed please find a copy of the Sales Representative Agreement to be signed by your Shire. A Software Licence Agreement is also attached for your information only.

The signing of the Sales Representative Agreement will allow the Shire of Cunderdin to release the funds amounting to \$30,000 representing a grant received from the Wheatbelt Development Commission.

The Agreement states "that at least four end users be introduced to the supplier over the initial term of the agreement". Discussion with Mr Peter Moore LGS Chief Executive Officer confirms that the performance measure will be met on the basis that it includes the Shires of Cunderdin, York and Beverley implementing the software.

It would be appreciated if the agreement could be signed and returned to LGS.

Yours faithfully,



Dominic Carbone
Executive Officer
SEAVROC

9.3 Long Term Financial Planning Funding

Location:	Cunderdin
Applicant:	Administration
Date:	20 th July 2011
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

Council is to consider endorsing the actions of the Shire President & CEO in accepting financial assistance from the Department of Local Government for the preparation of "*Long Term Financial Plans*", which was offered to SEARTG member councils.

Attachment

Long Term Financial Planning Funding Agreement

Background

The Shire of York advised the CEO on the 31st May 2011 by email that a funding offer had been made to the SEARTG from the Department of Local Government for Long Term Financial Planning, and needed a response (accept or not) by 3rd June 2011.

The CEO immediately contacted the President regarding the offer, via email. The President agreed that the offer should be accepted.

Commentary

The Shire of York as the host council signed the agreement on behalf of the Shires of Beverley, Cunderdin, Quairading & Tammin for the funding (\$125,000.00) for the preparation of Long Term Financial plans for each local government.

The purpose of the grant is to engage specialist consultants (from the Department's approved list) to assist in the development of a ten year rolling financial plan.

Statutory Implications

The Minister for Local Government has already drafted Regulations that will require all local governments to have Long Term Financial Plans.

Policy Implications

There are no policy implications in considering this matter.

Financial Implications

Each member local government is to provide an in-kind contribution of \$3,000 & \$500 for refreshments & consumables

PROPOSED EXPENDITURE FOR THE PROJECT

Item	LGSRF Expenditure (ex GST) \$	LG Cash (ex GST)	In-kind (ex GST)	Total (ex GST)
Consultancy services for the development of individual Long Term Financial Plans (as described in the Guidelines at Attachment A) for each member of the Group. <ul style="list-style-type: none"> • Shire of York • Shire of Cunderdin • Shire of Tammin • Shire of Beverley • Shire of Quairading 	125,000			125,000
Officer Time each Council \$3,000			15,000	15,000
Refreshments and consumables		2,500		2,500
Total	125,000	2,500	15,000	142,500

Strategic Implications

There are no strategic implications in considering this item.

Resolution 9.3

Resolved;

That council endorse the actions of the President and CEO in advising the Shire of York that council would like to be a party to the Long Term Financial Planning Funding Agreement.

Moved: Cr Graham Cooper

Seconded: Cr Todd Harris

Vote - Simple majority

Carried: 7/0

From: Helen Darcy-Walker [mailto:eso@york.wa.gov.au]
Sent: Tuesday, 31 May 2011 4:30 PM
To: Gary Tuffin; Graeme Fardon; Graham Stanley; Keith Byers; Quairading Shire
Subject: FW: York - Financial Planning Grant - Letter of Offer

Gents

Please find attached information regarding the above.

Could you please let me know if your Council agrees by Friday, 3rd June, 2011.

Kind Regards

Helen D'Arcy-Walker

Executive Support Officer

Shire of York

PO Box 22

YORK WA 6302

Ph: 08 9641 2233

Fax: 08 9641 2202

Email: eso@york.wa.gov.au

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From: Gabi Nikolova [mailto:Gabi.Nikolova@dlg.wa.gov.au]
Sent: Tuesday, 31 May 2011 12:08 PM
To: Records; Helen Darcy-Walker
Subject: York - Financial Planning Grant - Letter of Offer

Attn: CEO

Good afternoon

Please find attached a letter of offer regarding a grant of **\$125,000** ex GST to the Shire of York under the Long Term Financial Planning program.

Please complete the grey fields in the draft Grant Agreement (Schedule 1, Notice Addresses), as well as Attachment B (Budget) and Attachment C (Application Form), sign them and return them to the Department by no later than **Friday, 10 June 2011**.

If you have any queries please refer to the contact details in the attached letter of offer.

Many thanks

Gabi Nikolova
Senior Grants Officer
Grants Administration
Department of Local Government
Tel: (08) 9217 1466
Fax: (08) 9217 1555
Email: Gabi.Nikolova@dlg.wa.gov.au
Web: www.dlg.wa.gov.au

From 27/06/2011: (08) 6552 1466
From 27/06/2011: (08) 6552 1555



We are moving...

The Department of Local Government will be moving in June 2011 to **140 William Street, Perth**.

This email message and any attached files may contain information that is confidential and subject of legal privilege intended only for use by the individual or entity to whom they are addressed. If you are not the intended recipient or the person responsible for delivering the message to the intended recipient be advised that you have received this message in error and that any use, copying, circulation, forwarding, printing or publication of this message or attached files is strictly forbidden, as is the disclosure of the information contained therein. If you have received this message in error, please notify the sender immediately and delete it from your Inbox.



Government of Western Australia
Department of Local Government

GRANT AGREEMENT

The Department of Local Government

and

The Shire of York

**Local Government Reform Program
Long Term Financial Planning**

THIS GRANT AGREEMENT is made

BETWEEN:

**The Department of Local Government
(Grantor)**

AND

**The Shire of York
A.B.N. 55 315 676 247
(Grantee)**

RECITAL

The Grantor will provide financial assistance to the Grantee, acting on behalf of the South East Avon Regional Transition Group (RTG), to enhance the long term financial planning capacity for each member of the RTG. The Grantor has agreed to provide a grant from the Country Local Government Fund subject to the terms and conditions of this Agreement.

THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

In this Agreement, unless the context otherwise requires:

Agreement means this Grant Agreement, including its recitals and any schedules or annexures.

Acquittal occurs when the Grantor has advised the Grantee that the reports and financial information provided by the Grantee, in accordance with Clause 3.7 and item 2 of Schedule 2, are satisfactory.

Acquittal Due Date is the date by which the Grantee must submit the Acquittal Report to the Grantor pursuant to item 3 of Schedule 1 and item 2 of Schedule 2.

Acquittal Report means that report referred to in item 2 of Schedule 2.

Application means the application for funding lodged by the Grantee to the Grantor.

Approved Purpose means the purpose or purposes set out in item 2 of Schedule 1.

Approved Budget means a budget that has been approved by the Grantor for the purpose of the expenditure of the Grant Funds in accordance with Clause 3.1.

Auditor means an accountant who is a member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants and who is independent from the Grantee.

Auditor General means the Auditor General for the State of Western Australia.

Business Day means a day other than a Saturday, Sunday or public holiday in Western Australia.

SCHEDULE 1

PROJECT MANAGEMENT

1. **PROJECT TITLE** Local Government Reform Program
Long Term Financial Planning

2. **APPROVED PURPOSE OF GRANT**

The purpose of the Grant is to enhance the long term financial planning capacity of the member local governments, giving reference to existing capacity previously established and consistent with the Long Term Financial Planning Framework for Local Government in WA.

Funding is specifically provided to:

- a) Engage specialist financial consultants from the Approved Consultants Panel to assist in the development of ten year rolling financial plans that can be incorporated into the member local government's Corporate Business Plans. The Long Term Financial Plans must therefore support the local governments' Strategic Community Plans' priorities, Asset Management Plans, Workforce Plans and other informing strategies.
- b) Provide for training and skills development to up skill the local governments' capacity to deliver integrated financial planning into the future.
- c) Support all other approved activities outlined in the funding guidelines at Attachment A.

3. **AGREEMENT TERM**

The Agreement Term is for a maximum of twelve (12) months from the Commencement Date unless otherwise approved by the Grantor.

Anticipated Commencement Date:	1 July 2011
Project Completion Date:	30 June 2012
Project Acquittal Due Date:	within 40 Business Days of the Project Completion Date

The Project is to commence on the Commencement Date. Grant Funds are to be expended by the Completion Date, subject to Clause 9 of the Agreement, noting that any extension must be sought in writing and approved by the Grantor. Acquittal documents, as detailed in item 2 of Schedule 2, are to be completed by the Acquittal Due Date.

4. **GRANT AMOUNT AND OTHER CONTRIBUTIONS**

The Grantor agrees, subject to compliance with the terms of this Agreement by the Grantee, to provide Grant Funds of **\$125,000 plus GST**.

Should funding be insufficient, further requests for funding may be submitted, consistent with the funding principles. The provision of further financial assistance is subject to availability of funds and will be at the discretion of the Grantor.

5. SPECIAL CONDITIONS OF GRANT

- (a) The Grantee will be responsible for expenditure of the Grant Funds on the development of individual Long Term Financial Plans for all RTG members as follows:
- Shire of York
 - Shire of Cunderdin
 - Shire of Quairading
 - Shire of Tammin
 - Shire of Beverley
- (b) Grant Funds will be expended in accordance with the Funding Guidelines marked as Attachment A.
- (c) The payment of the Grant Funds is subject to receipt by the Grantor of the:
- o Grant Agreement signed by the Grantee on behalf of the RTG;
 - o completed and signed Budget template marked as Attachment B; and
 - o completed and signed Application Form marked as Attachment C.
- (d) The Grantee will purchase professional services from one or more of the firms listed in the Approved Consultants Panel (Financial Planning) prepared by the Grantor and made available to the Grantee for the purposes of the Project.

OR

The Grantee will purchase professional services from one or more firms identified by the Grantee, noting that the use of firms other than those listed in the Approved Consultants Panel will be at the discretion of the Grantor and will be subject to the Parties making a variation to this Agreement.

- (e) Pursuant to item 2 of Schedule 2, the Grantee must provide electronic copies of the Financial Plans as part of their Acquittal Report.
- (f) Where the Grantee is an Amalgamation Group or a Regional Transition Group, and if any or all of that Group's members amalgamate during the term of this Agreement, then the Agreement becomes a joint Agreement for all members of the entire amalgamated Group from the date on which the Group amalgamates.

6. PAYMENT SCHEDULES AND REPORTING REQUIREMENTS

Grant Funds allocated (ex GST) - \$125,000

Due Date	Outcome / Achievement / Reporting
Within 30 days of the countersigned Agreement	<p>The payment process will be instigated following the signing of the Agreement by the Grantee and the Grantor.</p> <p>Payment of the Grant Funds, plus GST, will be offered through a purchase order for the amount detailed above within thirty (30) Business Days of countersignature of the Agreement by the Grantor.</p> <p>Payment will be made subsequent to receipt of a tax invoice from the Grantee stating the purchase order number provided and relevant banking information.</p>
Within 21 days of the end of each quarter	Interim reports are to be submitted to the Grantor at the end of each quarter, in accordance with item 1 of Schedule 2.
Within 40 Business Days of the Project Completion Date	The Acquittal Report is to be submitted within forty (40) Business Days of the project completion, in accordance with item 2 of Schedule 2.

7. NOTICE ADDRESSES

Grantor	Grantee
Name: Fiona Colbock Position: Manager, Grants Administration	Name: Raymond Patrick Hooper Position: Chief Executive Officer
Address: Department of Local Government GPO Box R1250 PERTH WA 6844	Address: Shire of York PO Box 22 YORK WA 6302
Fax: 08 9217 1555	Fax: 08 9641 2202
Email: grants.administration@dlg.wa.gov.au	Email: records@york.wa.gov.au

8. ACKNOWLEDGEMENT OF GRANTOR

The Grantee will provide the Grantor with public recognition in accordance with Clause 3.5 of the Agreement. Access and permission to use the logos of the Grantor must be obtained by contacting the Communications Officer of the Grantor. The Grantor must approve the use of a logo prior to printing or publication.

- (a) Subject to Clause 3.5 of the Agreement, presentations, publications, signage, articles, newsletters or other literary works relating to the Project or its activities shall give equal representation to the Department of Local Government and the Department of Regional Development and Lands in the use of their names and the display of the Department of Local Government and Royalties for Regions logos, where agreed.

- (b) The respective roles of the Department of Local Government and the Department of Regional Development and Lands, in the context of the Project, must be acknowledged at relevant fora, conferences and project launches where the Project is promoted.
- (c) Access and permission to use the logos must be obtained by contacting the Communications Officer of the Grantor. The Grantor must approve the use of a logo prior to printing or publication.

SCHEDULE 2
REPORTING REQUIREMENTS

1. INTERIM REPORTS

The Grantor will provide the Grantee with an interim report template, which is to be completed every quarter until the completion of the Project, and is to include:

- (a) A statement of income and expenditure certified by the Chief Executive Officer or written delegate; and
- (b) A report outlining the progress of the Project expenditure and the completion status of the funded Project and

2. ACQUITTAL REPORT

The Grant Funds must be acquitted within forty (40) Business Days of the Completion Date, shown in item 3 of Schedule 1, in accordance with Clause 3.7 of the Agreement. The Grantor will provide the Grantee with an Acquittal Report template. The Grantee must provide the Grantor with a completed and signed Acquittal Report which is to include:

- (a) A final statement of income and expenditure consisting of:
 - (i) an expenditure statement (exclusive of GST) signed by the Chief Executive Officer or Accountable Officer, detailing budgeted expenditure in accordance with the Approved Budget and actual expenditure on the project described in the request; and
 - (ii) details of all cash contributions received for the Project, including those provided by the participating local governments, and any interest received in accordance with Clause 3.2(c) of the Agreement.
- (b) A detailed report outlining:
 - (i) Project outcomes;
 - (ii) details of processes undertaken to achieve outcomes, both planned and unplanned, for example, though not limited to:
 - o outcome of milestone achievements
 - o process and systems alignment
 - o timeframe;
 - (iii) stakeholder engagement activities undertaken; and
 - (iv) copies of any reports, studies, photographs, videos etc. produced as part of the Project.

Information should include:

- o The effectiveness of the Project against the aims and objectives of the program including a comparison of proposed to actual outcomes and evidence any initiatives;
- o Evidence of acknowledgement including copies of promotion and publications and media items relating to the Project;
- o Any reports or research documents as a result of the Project;
- o Photos which detail aspects of the Project, if available; and
- o Other documentation to evidence the Project.

3. AUDITED STATEMENT

An audited financial statement for the Project must be submitted to the Grantor if the Grant Funds expended are more than \$50,000. The audit may be included in the annual audit of the local government in the financial year in which the Project is completed, and submitted on completion of that audit. Other acquittal documents, described in item 2 above, must be submitted within forty (40) Business Days of the Completion Date. The audit certification is required to verify the financial statement and compliance with the Agreement.

ATTACHMENT A: Approved Funding Guidelines

ATTACHMENT B: Approved Budget
(to be completed and returned to the Grantor)

ATTACHMENT C: Funding Application Form
(to be completed and returned to the Grantor)



LOCAL GOVERNMENT STRUCTURE REFORM PROGRAM
LONG TERM FINANCIAL PLANNING

BUDGET

All figures to be exclusive of GST.

INCOME RECEIVED FOR THE PROJECT

Source of Income Received	LGSRF (ex GST) \$	In-Kind \$
Department of Local Government	125,000	
Total Income	125,000	

PROPOSED EXPENDITURE FOR THE PROJECT

Item	LGSRF - Expenditure (ex GST) \$	LG Cash (ex GST)	In-kind (ex GST)	Total (ex GST)
Consultancy services for the development of individual Long Term Financial Plans (as described in the Guidelines at Attachment A) for each member of the Group. <ul style="list-style-type: none"> • Shire of York • Shire of Cunderdin • Shire of Tammin • Shire of Beverley • Shire of Quairading 	125,000			125,000
Officer Time each Council \$3,000			15,000	15,000
Refreshments and consumables		2,500		2,500
Total	125,000	2,500	15,000	142,500

Name of Organisation:	Shire of York	Date:	10/06/2011
Name of Officer:	Raymond Patrick Hooper	Signature:	

Approved by the Department

Name of Officer:	Signature and Date:
------------------	---------------------

9.4 Structural Reform - RTG Representation

Location:	Cunderdin
Applicant:	Administration
Date:	21 st July 2011
Author	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest:

No disclosure of interest has been tabled.

Proposal:

To consider an elected member structure/model for the new proposed local government for the purpose of progressing the South East Avon Regional Transition Group (SEATRG) Business Case.

Background:

Ordinary Council 15th July 2010 – Report 9.1 RTG Agreement

A RTG meeting was held on Friday 1st October 2010 (Quairading) where it was endorsed **(4/1)** that representation be based on the table below (subject to each council's formal consideration & endorsement);

Beverley, Cunderdin, Quairading, Tammin & York (Preferred option)

Local Govt	Est Population	Est Electors #s	Elector / Cr Ratio	Deviation	Current No of Elected members	No of Proposed Elected Members SEARTG	Retention of current representation %
Beverley Ward	1,708	1,235	618	28%	9	2	22%
Cunderdin Ward	1,390	823	412	-15%	8	2	25%
Quairading Ward	1,134	762	381	-21%	9	2	22%
Tammin Ward	422	243	243	-50%	6	1	17%
York Ward	3,662	2,282	761	58%	6	3	50%
Total	8,316	5,345	1:483	0%	38	10	

Council at its meeting held on the 20th October 2010 resolved as follows:

Recommendation 9.4

- (1) That Council
- (a) endorse Table 1 (10 Elected member model) above for the proposed new local government structure for the purpose of undertaking the SEARTG Regional Business Plan.
 - (b) request SEAVROC to pursue the Minister for Local Government to give consideration to allowing those local governments in a Regional Transition Group involving more than 3 LGs to have representation outside the proposed 6-9 model for the transitional period (two electoral cycles).

(2) *In the unfortunate event that a member council is not agreeable to the model proposed in Table 1, that council authorise the President and CEO to pursue any of the other models presented above that may be agreeable to other member.*

Carried unanimously

Comment:

At the last SEARTG meeting held on the 13th July 2011 member councils were requested to give further consideration to an Elected Member representation based on the following equity model;

Beverley	\$39,879,601 - 2 members
Cunderdin	\$40,464,379 - 2 members
Quairading	\$34,692,436 - 2 members
Tammin	\$24,761,959 - 1 member
York	\$63,058,509 - 3 members

Consultation:

Shires of Beverley, Quairading, Tammin and York

Policy Implications:

None.

Financial implications

All costs except for elected members and staff time, travel and catering will be met by the State Government.

Statutory Implications:

Nil at present as the structural reform process is voluntary at this stage other than the commitment to participate in the business plan and the Regional Transition Group.

Strategic Implications:

The Business Plan for the RTG will be based upon the proposed new local government structure post amalgamation. Therefore, it is critical that council satisfies itself that the proposed representation model is workable and will be perceived as the best outcome under the current circumstances for the community.

Recommendation 9.4

That Council supports the use of the 10 Elected member model based on equity for the purposes of concluding the South East Avon Regional Transition (SEARTG) Business Case.

Amendment

That Council supports the use of the 10 elected member model based on the 5 ward representation system being maintained in place for two (2) electoral cycles as per the original SEARTG Agreement Schedule 2 for the purposes of concluding the South East Avon Regional Transition (SEARTG) Business Case.

Moved: Cr Clive Gibsone

Seconded: Cr Doug Kelly

Vote – Simple Majority

Carried unanimously

Resolution 9.4

Resolved;

That Council supports the use of the 10 elected member model based on the 5 ward representation system being maintained in place for two (2) electoral cycles as per the original SEARTG Agreement Schedule 2 for the purposes of concluding the South East Avon Regional Transition (SEARTG) Business Case.

Moved: Cr Clive Gibsone

Seconded: Cr Graham Cooper

Vote – Simple Majority

Carried unanimously

9.5 Country Local Government Fund – Regional Component

Location:	Cunderdin
Applicant:	Administration
Date:	20 th July 2011
Author:	G Tuffin
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

Council to endorse the 2011/12 Country Local Government Fund Application.

Attachments

Royalties for Regions Business Case – Cunderdin Sports & Amenity Centre

Tabled

Royalties for Regions Business Case – Cunderdin Community Sports & Amenity Centre

Background

SEAVROC agreed to endorse \$700,000 from the 21011/12 Regional component of the Country Local Government Fund towards the construction of the Cunderdin Community Sports & Amenity Centre.

Extract from the RTG minutes held on the 9th September 2010

- Chairman • Confirms that each Council is to confirm projects.
- Mr G Tuffin • Seeks confirmation from all Participants that they agree to the 'in principle' allocations for each year, subject to completion of the Regional Business Plan.
- Mr R Hooper • Beverley – co location or upgrading of sporting facilities.
• Cunderdin – co location of sporting facilities.
• Tammin – aged care or waste management.
• Ability for each Participating Local Government to split funding between projects.
• Quairading – aged care accommodation and waste transfer.
• This advice to be provided to the WDC and Department – these are the structural reform community infrastructure priorities for three years.
- Chairman • Seeks a motion in this regard.

It was then:

MOVED Cr B Lawrance, Seconded Cr R Stokes, that the Department for Regional Development of Regional Development and Lands, and the Wheatbelt Development Commission, be advised that the South East Avon Regional Transition Group considers those projects detailed at its Meeting of 2 September 2010, to be the structural reform community infrastructure priorities for the next three years.

Cr L Shaw suggested that the Group had done well with all Participants coming to terms with this complex idea, having achieved a good outcome as a result.

The Chairman then put the motion.

CARRIED UNANIMOUSLY

Comment

A business case/plan and application has been prepared in accordance with the Royalties for Regions Country Local Government Fund (Regional Funds) guidelines.

Statutory Implications

There are no statutory implications in considering this item.

Policy Implications

There are no policy implications in considering this item.

Financial Implications

All financial implications are contained within the Business Case.

Strategic Implications

There are no strategic implications in considering this item.

Resolution 9.5

Resolved;

That council endorse the 2011/12 Royalties for Regions Business Case and funding application.

Moved: Cr Todd Harris

Seconded: Cr Dianne Kelly

Vote – **Simple Majority**

Carried: 7/0

10.0 Manager of Environmental Services Report

10.1 Cunderdin airfield – Hut 114

Location:	Hut 114 at the Cunderdin Airfield
Applicant:	Mr David Garrity
Date:	21 st July 2011
Author:	J Anderson
Item Approved by:	Environmental Health Officer

Proposal

To issue a Section 137 & 138 *Health Act 1911* Notice to Mr David Garrity for the condemned building (**Hut 114**) at the Cunderdin Airfield to be amended or removed and the land to be cleaned up after the removal of Hut 114.

Background

Mr David Garrity is the alleged owner of Hut 114. There is no documentary evidence that Mr Garrity is the owner of Hut 114 however he claims he is the owner of Hut 114 hence the word “alleged” owner is used.

The inspection of Hut 114 on the 17 November 2010 found that the toilet and shower facilities and septic disposal system was not in working order; loose asbestos material from part of a collapsed ceiling was present inside the building and there was a considerable amount of disused material and waste inside the building.

A Section 135 *Health Act 1911* Notice was issued to Mr Garrity on the 11 February 2011. The Section 135 *Health Act 1911* Notice deems the dwelling to be unfit for habitation. Mr Garrity no longer resides at Hut 114.

The Shire wrote a letter to the Heritage Council of WA on the 9 June 2011 with the proposal to demolish Hut 114.

The Shire received a letter from the Heritage Council of WA on the 5 July 2011 stating that the Heritage Council Development Committee resolved to advise the Shire that the proposal to demolish Hut 114 and reuse salvageable material from that building for conservation works on other buildings of the place is supported subject to the following conditions;

1. The following documents shall be prepared and submitted to the Office of Heritage prior to demolition works:
 - a. A photographic archival record of Hut 114
 - b. A detailed interpretation proposal that includes implementation for interpreting Hut 114.
 - c. A detailed survey of salvageable material of Hut 114 by a heritage professional.
2. The salvaged material shall be placed in a weatherproof storage on site.

This advice is valid for two years from the date of this correspondence.

Comments

Hut 114 is in its current state is unfit for human habitation. The Section 135 *Health Act 1911* Notice deems the building as a condemned building.

The Shire should support the resolve of the Heritage Council's Development Committee and adhere to the Heritage Council of WA conditions for the demolition of Hut 114.

Statutory Environment

Health Act 1911

Statutory Planning

Nil

Local Health Laws

Shire of Cunderdin Local Health Laws.

Policy Implications

There are no notable policy implications in considering this item.

Financial Implications

The Shire may be responsible for removing and cleaning up the land if Mr Garrity is unable to undertake the required works or it is established that the Shire of Cunderdin is the owner of Hut 114.

Strategic Implications

Nil

Resolution 10.1

Resolved that Council;

- (a) Endorse the serving a Section 137 & 138 *Health Act* Notice declaring that the condemned building to be amended or removed and the land to be cleaned up after the removal of Hut 114.
- (b) Engages the services of a heritage professional to conduct a detailed survey of salvageable material of Hut 114.
- (c) Adheres to the conditions of demolition set by the Heritage Council's Development Committee, Heritage Council of Western Australia.

Moved: Cr Graham Cooper

Seconded: Cr Clive Gibsone

Vote : Simple Majority

Carried:7/0



GOVERNMENT OF
WESTERN AUSTRALIA

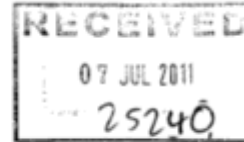
Your ref:
Our ref: P4570/27571
Adelyn Siew
Enquiries: (08) 9220 4123



HERITAGE
COUNCIL
OF WESTERN AUSTRALIA

5 July 2011

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



Attention: Mr Gary Tuffin

Dear Sir

**Cunderdin Airfield
Proposed Demolition of Hut 114**

We are writing in response to the letter of 9 June 2011 received from Laura Gray regarding the Shire of Cunderdin's proposal to demolish Hut 114 at the *Cunderdin Airfield*.

The Heritage Council's Development Committee considered the matter on 28 June 2011. The Committee resolved to advise the Shire of Cunderdin that the proposal to demolish Hut 114 and reuse salvageable material from that building for conservation works on other buildings of the place is supported subject to the following conditions:

1. The following documents shall be prepared and submitted to the Office of Heritage prior to demolition works:
 - a. A photographic archival record of Hut 114.
 - b. A detailed interpretation proposal that includes implementation for interpreting Hut 114.
 - c. A detailed survey of salvageable material of Hut 114 by a heritage professional.
2. The salvaged material shall be placed in a weatherproof storage on site.

The Committee also advises that a management plan for the entire site would be a requirement prior to any future applications for demolition or works. The Office of Heritage is available to assist with the drafting of the brief for the management plan.

This advice is valid for two years from the date of this correspondence.

Should you have any queries regarding this advice please contact Adelyn Siew at adelyn.siew@hc.wa.gov.au or on 9220 4123.

Yours sincerely

Adelyn Siew
**DEVELOPMENT REFERRALS MANAGER
OFFICE OF HERITAGE**

cc: Mrs Laura Gray, Heritage & Conservation Consultant, PO Box 2 TWO ROCKS WA 6037.

HEALTH ACT 1911, SECTION 137 & 138

SHIRE OF CUNDERDIN

NOTICE

TO: David Garrity
OF: PO Box 63, CUNDERDIN, WA 6407

You are the alleged owner of the building situated on land owned by the Shire of Cunderdin at Avon location 22524, Part Lot 3, Cunderdin (Vol 1946 Fol 814) shown on Deposited Plan 7175 ("**Land**"), within the district of the Shire of Cunderdin.

NOW TAKE NOTICE THAT pursuant to Section 137 of the Health Act 1911 the building on the Land as shown photographs in Schedule 1 have been declared by the Shire of Cunderdin to be unfit for human habitation in accordance with Section 135 of the Health Act 1911.

AND TAKE NOTICE THAT pursuant to Section 137 and 138 of the Health Act 1911 the building and all associated plumbing works shall be taken down and removed from the property by **10 October 2011** and the site cleaned up to the satisfaction of the Shire of Cunderdin as detailed in Schedule 2.

AND TAKE NOTICE THAT if you fail to comply with this Notice you will be committing an offence under Section 140 of the Health Act 1911. The penalty for this offence is a maximum of \$1000 for an individual; and if the offence is of a continuing nature, a further fine of \$100 in respect of each day or part of a day during which the offence has continued.

AND TAKE NOTICE THAT if you fail to comply with the requirements of this Notice, the local government may do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.

AND TAKE NOTICE THAT the Shire of Cunderdin may recover the cost of anything it does as a debt due from the person who failed to comply with the notice.

AND TAKE NOTICE THAT a person who is given a notice under section 137 & 138 may apply to the State Administrative Tribunal for a review of the decision to give the notice within 28 days of the notice being served.

Dated This Eleventh Day of July 2011

GARY TUFFIN
CHIEF EXECUTIVE OFFICER

SCHEDULE 1 – Building to be removed Part Lot 3 Woonwooring Road, Cunderdin

Asbestos roofed, asbestos walled, timber framed and stumped house.

Insert Photos



SCHEDULE 2 – Building to be removed Part Lot 3 Woonwooring Road, Cunderdin

1. A Demolition Licence is to be obtained from the Shire of Cunderdin for the demolition of the building.
2. The asbestos material is to be disposed of in accordance with Part 4 of the *Health (Asbestos) Regulations 1992*.
3. All asbestos materials to be transported in the approved manner to a landfill site licensed to receive asbestos materials.
4. All building materials and other waste to be transported in the approved manner to a landfill site licensed to receive building materials and other waste.
5. The septic tank and leach drains to be decommissioned in the approved manner.
6. The site is to be completely clear of asbestos, building materials and other waste.

11.0 Works Supervisor's Report

Location:	Cunderdin
Applicant:	Manger Works and Services
Date:	21 st July 2011
Author:	Mark Burgess
Item Approved by:	Chief Executive Officer

Proposal

Update on works to date.

Comment

This is for general information only.

Construction

We have started to clear and widen shoulders on the Cunderdin Wyalkatchem Rd starting at the Gun club and finishing at the Minnivale Rd intersection. This is RRG funding.

Have also done some clearing also on the Dowerin Meckering RD with a mulcher.

Gravel Sheeting Works

No works to date.

Maintenance Grading

As you may all be aware all roads in the shire have been graded, we are now carrying out shoulder grading on the sealed roads, however we are being held up a little as it has been a bit wet, not that anyone is complaining.

Outside Staff

Adam Takas has started with us and will be utilised in all areas mainly building maintenance. We look forward to working with Adam over a long period.

Plant Maintenance

Not available

General

I am still working with Wayne Davies in relation to the main street, and would hopefully have both concept plans up for council to view by next meeting.

We will also be carrying out the earthworks component for the tennis club in Meckering.

Statutory Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Recommendation 11.1

Resolved;

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

Moved: Cr David Beard

Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 7/0

Note:

Councillor discussion with the Manager of Works & Services;

- Southern Brook Road needs to be sign posted until works are carried out next budget.
- Closure of gravel roads in bad weather
- Grave to be fixed at the Meckering Cemetery – surface has collapsed
- Check the apron at both transfer stations for water pooling

12.0 Community Development Officer/Emergency Management Officer

12.1 Local Emergency Management Arrangements

Location:	Cunderdin
Applicant:	Staff
Date:	21 th July 2011
Author:	Stacey McQuistan
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

To adopt the Local Emergency Management Arrangements and Local Recovery Management Arrangements as recommended by the Local Emergency Management Committee.

Attachments

Draft Local Emergency Management Arrangements (LEMA)
Draft Local Recovery Management Arrangements (LRMA)
Letter from District Emergency Management Committee

Background

On 16 February 2010, the first draft Local Emergency Management Arrangements (LEMA) was tabled at the Local Emergency Management Committee (LEMC). The Draft Arrangements outlined the Shires responsibility and understanding of Emergency Prevention, Preparedness, Response and Recovery and includes contact lists for Local, District and State Emergency Management/Response stakeholders.

The LEMC have met quarterly to discuss a range of Emergency Management issues, and in order to progress the Arrangements into an easy to use reference in Emergency Situations. In addition to this, the draft Local Recovery Management Arrangements were also tabled at the LEMC for consideration. There Arrangements are specifically about the requirement

At the recent LEMC meeting held 30 March 2011 the Committee recommended the adoption of the attached Local Emergency Management Arrangements.

The next stage in this process was to refer the draft arrangements to the District Emergency Management Committee (DEMC) who have now reviewed both documents. DEMC have advised that they endorse the Local Emergency Management Arrangements and Local Recovery Management Arrangements in their current state with no amendments or alterations suggested. The next stage of the process is for Council to adopt both documents and then forward them to the State Emergency Management Committee (SEMC) for noting.

Statutory Implications

41. Emergency management arrangements in local government district

- (1) A local government is to ensure that arrangements ("local emergency management arrangements") for emergency management in the local government's district are prepared.
- (2) The local emergency management arrangements are to set out —

- (a) the local government’s policies for emergency management;
 - (b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
 - (c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b);
 - (d) a description of emergencies that are likely to occur in the local government district;
 - (e) strategies and priorities for emergency management in the local government district;
 - (f) other matters about emergency management in the local government district prescribed by the regulations; and
 - (g) other matters about emergency management in the local government district the local government considers appropriate.
- (3) Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.

Policy Implications

Nil

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

There are no policy implications in considering this item.

Resolution 12.1

Resolved that Council;

- a) Adopt the Draft Local Emergency Management Arrangements
- b) Adopt the Draft Local Recovery Management Arrangements
- c) Provide a copy of each document to the State Emergency Management Committee

Moved: Graham Cooper

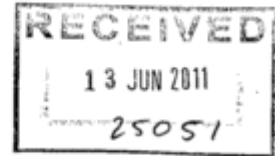
Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 7/0



WESTERN AUSTRALIA
WHEATBELT



DISTRICT EMERGENCY MANAGEMENT COMMITTEE

Facsimile: (08) 96225030
Telephone: (08) 96220240 (POLICE DISTRICT OFFICE)

WHEATBELT DISTRICT OFFICE
C/- MCGIVER HOUSE
Fitzgerald Street
NORTHAM WA 6401

Mrs Stacey McQuistan
Community Development and Emergency Management Officer,
Shire of Cunderdin,
PO Box 100
CUNDERDIN WA 6407

8 June, 2010

Dear Stacey,

Re: Shire of Cunderdin Local Emergency Management Arrangements

Thank you for submitting your Local Emergency Management Arrangements to the Wheatbelt District Emergency Management Committee (DEMC). Your arrangements were tabled at the committee meeting held on the 25 May 2011.

As per the State Emergency Management Policy 2.5, the committee was asked to consider your arrangements and offer any feedback they considered might enhance the arrangements from an emergency management coordination perspective.

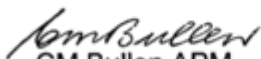
On advice that your arrangements meet the standard Emergency Management WA compliancy checklist, the committee moved a formal motion to accept your arrangements.

As there have been no further comments received to offer any suggestions for enhancement from the agencies represented on the committee, I am happy to advise that your arrangements are considered to be compliant and effective.

Please liaise with Yvette Grigg your Community EM Officer, to ensure they are forwarded to the State Emergency Management Committee for noting at the earliest opportunity.

Congratulations on developing this effective set of arrangements which will greatly contribute to your community's preparedness in the event of a major emergency.

Yours sincerely,



CM Bullen APM

District Superintendent - Wheatbelt District Police Office.
Chair Wheatbelt District Emergency Management Committee

13.0 Environmental Project Officer Report

13.1 SEAVROC Environmental Project Officer Report

Location:	Cunderdin
Applicant:	Administration
Date:	21 st July 2011
Author:	J Vincent
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

To receive the Environmental Project Officers Report for June 2011.

Attachment

None

Comment

Caring for our Country Wind Erosion Project

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

A template is currently being drafted to be used by Project Officers to write case studies for 2011. 15 Case studies will be produced by the end of the year detailing farmer experiences in tree cropping and adopting management practices to combat environmental degradation issues on their properties.

Letters have been sent out to all SEAVROC farmers participating in the Wind Erosion Project detailing nursery information and individual site management strategies as discussed at their site visits.

Continued working with the Cunderdin Ag College regarding implementing trees on their school farm. The College will receive 1000 saltbush seedlings and 1500 sheoak seedlings from the Project to plant later this year.

The 2010 case studies and trial site guides have been received from the printing company. These publications will be distributed to local farmers and interested community members. The publications will be advertised on Shire websites, email news and the Project Facebook page.

Wrote and distributed web advertisement to promote the new Project publications to all Project NRMOs to advertise on their Shire websites and local newsletter.

Drafted and distributed 'Post-Planting Site Visit Surveys' to all Project officers. This survey will be filled out by participating farmers after they plant their seedlings/seed received from the Project. The survey asks about their experiences in participating, general feedback and is then sent to Caring For Our Country for reporting purposes.

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

Contacting any local conservation groups and farmer groups and giving them information about the Project. This is an essential project component that is reported to 'Caring for our Country' and is an important communication and engagement tool to spread the word of the Project and encourage more landholders to be involved.

Monthly meetings are attended Project Officers from NEWROC and WEROC.

SEAVROC Environmental Services – Cunderdin

A submission is currently being written for the WA Environment Awards, for the Shire of Cunderdin's recent road works along the Cunderdin-Quairading Road. The Roadside Conservation Committee has encouraged the application and will be writing a letter of support for the submission.

The Cunderdin-Wyalkatchem Rd is currently undergoing maintenance works by the Shire. One section of this road contains several Declared Rare Flora species and will need to be surveyed by a DEC Flora Officer and a 'Permit to Take' received from DEC before maintenance works can be continued on this section of the road. DEC have been contacted and are meeting the EPO and Works Manager on site on the 15th July.

The SEAVROC Young Farmers Tour is currently being planned and organised with the Quairading Environment Officer. The tour was advertised extensively throughout SEAVROC and all interested young farmers sent in written applications detailing why they want to attend the tour and what benefits it will bring them and their community. We received 18 applications, three of which were ineligible due to the selection criteria stating that the farmers needed to be working full time in Agriculture, living full time in a SEAVROC Shire and be aged between 18 and 30. 15 farmers have been chosen and sent confirmation letters. Names are detailed below. Flights and Accommodation has been booked and we are currently in the process of organising further tour logistics, itineraries, food, tour shirts etc. A meeting with the We met with Pam I 'Anson from the Department of Agriculture and Food to discuss the Minister's involvement with the tour, with a possible dinner with the tour group and the Minister to be held after the tour returns.

Tour Group:

Jen Vincent (Tour Leader)

Ellen Walker	Brookton
Troy Bassett	Brookton
Chris Carter	Cunderdin
Neil Carter	Cunderdin
Andrew Green	Quairading
Ben Wilson	Quairading
Cam Fraser	Quairading
Kent Stone	Quairading
Linden Johnston	Quairading
Alexander Boyle	York
Brett Jenkinson	York
James Ludgate	York
John Seabrook	York
Simon Boyle	York
Simon Chipper	York

Attended meeting with the Department of Environment and Conservation Local Government Liaison Officers about the current state of the SEAVROC Shires clearing permits. DEC is undergoing a review of active LGA permits and has discovered that most are non-compliant. DEC will continue to work towards assessing those permits and working with those LGAs that are non-compliant. DEC is going to send me a list of current active permits for each Shire and what is required. The clearing permit process is undergoing an overhaul to make the process easier for Shires and reduce the amount of unnecessary conditions placed on them. DEC have also recently allowed for Shires to bank offsets and create strategic offset plans for future clearing requirements and these will be developed in the near future. DEC would also like to see 5-year road works plans and associated 5-year 'Purpose Permits' for clearing native vegetation along road reserves.

Liaison has continued with landholders regarding the free \$25 rabbit and fox baiting vouchers.

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

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

Upcoming tasks/events

Attend meeting with Dominic Carbone and the 2011 LGMA Challenge Team regarding the team results.

Attend state NRM Conference 23-25 August.

World Congress on Conservation Agriculture (SEAVROC Young Farmers Tour) 26th September – 3rd October.

Master Tree Growers Course 15-17th August.

Follow up on current active clearing permits within SEAVROC and liaise with Works Managers on future road works plans.

Start creating strategic offset planting plans for SEAVROC Shires to offset clearing planned for future road works.

Continue to advertise and promote the 'Red Card for Rabbits and Foxes' baiting vouchers for landholders within the SEAVROC Shires.

Produce and send out next SEAVROC E-news.

Resolution 13.1

Resolved;

That Council receive and note report 13.1

Moved: Cr David Beard

Seconded: Cr Dianne Kelly

Vote - Simple majority

Carried: 7/0



SEAVROC Environment E-News

Beverley Brookton Cunderdin Quairading York

Welcome to this month's Environment E-news!

There are plenty of grant opportunities around this month, if you need any help applying for these, please let me know. Exciting new publications have just been released as part of our CFCO Wind Erosion Project and an amazing opportunity awaits a group of SEAVROC young farmers. \$25 vouchers for fox and rabbit baits are still available in all Shires. To find out more read on!

Jen Vincent
Environmental Project Officer - SEAVROC
9645 0016 / 0447 898 995
gshireepo@westnet.com.au

General news

SEAVROC Young Farmers Tour 25th September – 3rd October 2011



SEAVROC has recently received a grant under the Next Gen Farmers Grants from the Department of Agriculture, Fisheries and Forestry to send a group of 15 young farmers aged 18-30 from the SEAVROC Shires to the World Congress on Conservation Agriculture in Brisbane during September. Following the Congress the group will undertake a 3 day tour of regional Queensland to visit several farms where adoption of conservation agriculture techniques are providing sustainable alternatives while addressing climate change.

The tour was advertised extensively through SEAVROC and applications have now closed. We are currently working through a selection process to determine which of the many applicants have been successful. Successful applicants will be notified soon and we thank everyone who applied for their enthusiasm and interest.

This is a fantastic opportunity for our next generation farmers to network and bring back knowledge and new ideas to our Communities about ways to meet the challenges of expanding population, food security, global change, and environmental degradation.

Stay tuned for more news on the tour!

Caring For Our Country Wind Erosion Project - New Publications Now Available!!

'Perennial farming systems targeting wind erosion within the north eastern and southern regions of the Wheatbelt'

Case Study Series – Productive Perennial Paddocks

Case studies have been developed across 15 Shires in the Wheatbelt focussing on real farmers and their different management strategies to combat environmental degradation issues such as wind erosion and salinity. Read about tree and pasture cropping scenarios and how they could be implemented on your own farm.

Grazing Trials

A brochure has been published describing the three trial sites developed under the project – get up to speed with the latest information on this developmental research promoting the use of shrubs and woody perennials in the low and medium rainfall areas of the central Wheatbelt of WA. The trials are long-term and are located in Quairading, Bruce Rock and Nungarin. The trial program has been made possible with the help and collaboration between NEWROC WEROC SEAVROC NRM, Future Farm Industries CRC, CSIRO, UWA and Wheatbelt NRM.

To get a copy of these publications please contact your local Environment Officer.





Western Australian Environment Awards 2010



Are you involved in flora and fauna conservation or wildlife rehabilitation? Are you working to conserve native bushland, wetlands or estuarine environments? Has your business implemented initiatives to minimise waste or implemented environmental sustainable practices? Why not nominate yourself or others in this special 10th anniversary WA Environment Awards! Entry is free and nomination forms can be filled out on-line. Nominations close 29th July 2011. Visit www.dec.wa.gov.au for more information.

Farmer of the Year Award Brings Benefits



The Farmer of the Year Awards celebrate our most professional, innovative and sustainable farmers. You can nominate yourself, or someone you know. 2011 Farmer of the Year Award nominations are open for the following categories; Farmer of the Year, Young Farmer of the Year, Diversification Farmer of the Year, Farm Industry Leader of the Year, Biosecurity Farmer of the Year, Wool Producer of the Year, Livestock Producer of the Year, Grain Grower of the Year.

The award's inaugural 2010 winner, Ross Woodhouse farms dairy cows on a property in south west WA. As a result of the award, Mr Woodhouse is being courted by foreign investors, keen to explore his share-farm model of management. "The corporate model can bring a lot to the table without necessarily relinquishing all ownership and there's potential to develop businesses, adopt new technology, provide finance into the business you couldn't bring to the party as an individual." The interest from investors has reassured Ross Woodhouse about the future of farming. He says 'food is going to be the next gold if you like'.

To find out more visit <http://www.kondiningroup.com.au/static.ASP?t=2&l=16>



Launch of the Landcare Online Website

Landcareonline.com.au has been re-launched with a vibrant new look, new content, significant layout updates and functions. All landcare and Coastcare groups, volunteers and corporate partners will find the web site easier to navigate. It links to the new National Landcare Directory. www.landcareonline.com.au

FREE Fox and Rabbit Bait vouchers!

Get rid of those pesky foxes and protect your lambs - \$25 vouchers available to landholders for purchasing baits at your local bait supplier. Contact Jen Vincent on 9645 0016 / 0447 898 995 to get yours!



Events

ISDE7 and the State Landcare Conference

Perth Convention and Exhibition Centre, 23-25 August 2011



Registrations are now open! Receive the early bird discount by registering before the 25th May 2011. To find out more visit the Conference website www.isde7.net



Events Calendar

Event	Date	Venue	Contact
Facey Group Women in Ag – 'Managing Change in a Changing World'	30 June	Wickepin Community Centre	9888 1223 eo@faceygroup.asn.au
WA Farmers Avon Zone Meeting	7 July Morning session 11.30am Meeting 1.30pm	Cunderdin telecentre	Sue Pike Spike16@reachnet.com.au
Grain Growers Limited Innovation Generation: Linking East to West	11 – 12 July	Fremantle	Alisha Salvestro, 02 9888 9600, alsiha.salvestro@graingrowers.com.au
WANTFA Post Seeding Field Walk	14 July	Cunderdin	David Minkey, 0417 999 304, david.minkey@wantfa.com.au
Agribusiness Training Plant Disease Identification	2-4 August	South Perth	Brigitte Lacey, 9690 2128, brigitte.lacey@agric.wa.gov.au
Agribusiness Training Insect Pest Identification	5 August	South Perth	Brigitte Lacey, 9690 2128, brigitte.lacey@agric.wa.gov.au
ISDE7 & State Landcare Conference	23-25 August 2011	Convention Centre	www.isde7.net
Dowerin Field Days	25-26 August	Dowerin	9631 1021 willemien@dowerinfielddays.com.au

Opportunities

Community Action Grants 2011-12

Community Action Grants are a small grants component of the Australian Government's Caring for our Country initiative that aims to help local community groups take action to conserve and protect their natural environment. The grants are targeted towards established local community-based organisations that are successfully delivering projects to support sustainable farming and/or protect and enhance the natural environment.



CARING
FOR
OUR
COUNTRY

Investment proposals are sought from environmental, Indigenous, Landcare, Coastcare and sustainable agriculture community groups for grants of between \$5000 and \$20 000 (GST exclusive). Projects must be completed within 18 months or less. Up to \$5 million is available for the 2011-12 round. Community Action Grants support local activities such as tree planting, revegetation, dune rehabilitation, field days, improving land management practices and the recording and use of traditional ecological knowledge. Applications for 2011-12 Community Action Grants close at **5pm (EST) on Monday 1 August 2011**. Find out more and apply here: <http://nrm.gov.au/cag/index.html>



Wheatbelt NRM Soil Incentives Program Round 6

Applications for funding will open on July 1st 2011. Cropping and re-vegetation projects are likely to be included in this round so get your thinking caps on! More information will be released after July 1st, please contact me if you are interested in applying. www.wheatbeltnrm.com.au

Farm Water Supply Planning Scheme & Farm Water Rebate Scheme

Farm rebates are available for commercial farmers in dryland agricultural areas following participation in the Farm Water Supply Planning Scheme. Rebate expenses are claimable for on-farm water supply improvements identified in the Farm Water Supply Plan developed in conjunction with a farm water supply auditor. For guidelines please call 1800 780 300 or visit www.water.wa.gov.au.





Grants & Funding websites

- Grantslink www.grantslink.gov.au/
- DAFF grants & assistance www.daffa.gov.au/about/grants_and_assistance
- DEWHA grants & funding www.environment.gov.au/about/programs/index.html
- FRRR grants www.frrr.org.au/currentprojects.asp
- Caring for our Country funding www.nrm.gov.au/funding/index.html
- Grants Directory www.grantsdirectory.dlg.wa.gov.au/
- Lotterywest www.lotterywest.wa.gov.au/grants
- GrantGuru - Community <http://community.grantready.com.au/>
- Grant Finder www.business.gov.au/grantfinder/grantfinder.aspx

Subscription

If you no longer wish to receive SEAVROC's Environment E-News, please send an email to gshireepo@westnet.com.au.

13.2 2011 WA Environmental Awards Submission

Location:	Cunderdin
Applicant:	Administration
Date:	21 st July 2011
Author:	J Vincent
Item Approved by:	Chief Executive Officer

Disclosure of Interest

No disclosure of interest has been tabled.

Proposal

To endorse the 2011 WA Environment Awards submission for works undertaken on the Cunderdin/Quairading Road.

Attachment

2011 WA Environment Awards Submission

Background

As council is aware road upgrades have been undertaken on the Cunderdin-Quairading Road during 2011 in response to the recent closures of grain freight railway lines and expected increase in grain freight traffic on the road.

Through collaboration between the Shire Works Team and Environmental Project Officer, the Shire has demonstrated environmental excellence by conserving roadside vegetation and minimising damage to existing vegetation while providing a safe country road for users.

The Roadside Conservation Committee (RCC) has recently visited the Shire for a field trip and inspected the road works. The RCC has since recommended that the Shire be nominated for the WA Environment Awards in the 'Government Leading by Example' Category. A support letter from the RCC is included in the submission.

Comment

The Shire has set a positive example for other Western Australian local governments in regards to how they can preserve remnant vegetation in their local governments whilst undertaking essential roadside maintenance and construction works. The work undertaken has helped build positive working relationships between the Shire and the Department of Environment and Conservation and recognition is deserved for the Shire's efforts to ensure an appropriate balance between road safety and native vegetation conservation.

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 no strategic implications in considering this item.

Resolution 13.2

That council endorse the 2011 WA Environmental Award submission.

Moved: Cr David Beard

Seconded: Cr Doug Kelly

Vote - Simple majority

Carried: 7/0

On behalf of Council Cr Carter congratulated both Mark Burgess (Manager of Works & Service) & Jen Vincent (SEAVROC Environmental Officer) for their excellent work in this area.

2011 WA Environment Awards Submission



Category: Government Leading by Example

Entrant: Shire of Cunderdin

Project: *Roadside Conservation within the Shire of Cunderdin*

Contact:

Jen Vincent

SEAVROC Environmental Project Officer

PO Box 38

QUAIRADING WA 6383

Ph. 08 9645 0016 / 0447 898 995

Email: gshireepo@westnet.com.au

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SUBMISSION FORM GOVERNMENT LEADING BY EXAMPLE

Awarded to a government body, including local government authority, for leadership, commitment and excellence in sustainability or conservation.

Project title

Roadside Conservation within the Shire of Cunderdin

Project summary

Summarise your project, program or initiative and highlight the achievements. This will be used in the 2011 winners' booklet to describe your project if you are a finalist.

MAX 200 WORDS

Roadside vegetation forms a significant part of the remaining native vegetation in the Wheatbelt and plays an important role in providing wildlife corridors, habitat for rare flora and fauna and the aesthetic appearance of our roadsides. The Shire of Cunderdin has less than 4% remaining native vegetation due to the majority being cleared for agriculture.

The Shire of Cunderdin has recently undertaken road upgrade and widening works along the Cunderdin-Quairading Road to cope with increased grain freight traffic on local roads. The road works included formation works, shoulder works, drainage works, overlay and widening.

Through collaboration between the Shire Works Team and Environmental Project Officer, the Shire has demonstrated environmental excellence by conserving roadside vegetation and minimising damage to existing vegetation while providing a safe country road for users.

Organisation profile

Provide an overview of the nominated government body.

MAX 200 WORDS

The Shire of Cunderdin has a population of 1350 and encompasses the towns of Cunderdin and Meckering, covering an area of 1872km² and has a road network of 842 kms. These roads are maintained by a small workforce of 7, total staff of 22.

Located in the Wheatbelt, 158kms east of Perth, the Shire has a vibrant farming community producing cereal and grain crops, wool, sheep, cattle and Rural Service Industries. There is a strong community spirit within the Shire, with a multitude of proactive community organizations and an energetic enthusiasm to move into the future.



Aims and objectives

Briefly outline the aims and objectives of your project, program or initiative.

1. Protecting and enhancing the environmental values of road reserves.
2. Minimise the impact of road works on the natural environment of roads and road use.
3. Increase awareness of roadside conservation of Shire of Cunderdin's works employees and community.
4. Provide safe and efficient road access while balancing best practice environmental management.
5. Adhering to current WA Clearing Regulations and build working relationships between the Shire and the Department of Environment and Conservation.

Demonstration of leadership

Highlight the commitment of your organisation to environmental excellence in this project and why it's setting an example for others. Where relevant, this could include an outline of senior management involvement in project, program, or initiative; financial commitment; management systems; policy initiatives; and evidence of commitment to continual improvement.

MAX 250 WORDS

The Shire of Cunderdin has set a positive example for other Western Australian local governments in regards to how they can preserve the important remnant vegetation in their Shires whilst undertaking essential roadside maintenance and construction works. The Shire is committed to continuing the environmental excellence shown through its conservation works along the Cunderdin-Quairading Road by ensuring future road works are planned and carried out in the same way. The Shire also plans to develop a strategic offset plan to ensure any future native vegetation clearing is offset by revegetation and protection of existing remnant vegetation.

The Shire has shown initiative in using shared environmental services provided by the SEAVROC Environmental Project Officer in collaboration with the Shire Works Manager in developing a system for native vegetation clearing in association with road works that ensures the maximum preservation of important roadside flora and habitat.

Implementation

Describe how your project, program or initiative was planned and carried out.

MAX 250 WORDS

The Shire has undertaken road upgrade works along the Cunderdin-Quairading Road during 2011 in response to the recent closures of grain freight railway lines and subsequent increased grain freight traffic on local roads like the Cunderdin-Quairading Road. The road works included formation works, base reconstruction, shoulder reconstruction works, new drainage works (including culverts), clearing of existing drains, overlay and widening to a 7 metre running surface and sealing.

Clearing was selective and only to the extent needed. When applying to the Department of Environment and Conservation for a clearing permit, each tree or area to be cleared was recorded on a GPS with a view to minimize the amount of trees to be cleared and preserve as many large trees along the road while creating a safe and effective road for users. The amount and diversity of the roadside vegetation was taken into account when widening the road, and where one side of the road was less diverse than the other, the road was widened on that side. Agricultural weeds were cleared from undergrowth and low vegetation was cleared on two s-bends to create better line of sight, which reduced the need for a complete s-bend realignment and subsequent major clearing.

Although, no conditions were placed on the permit, the Shire plans to put in place a strategic offset program where tree planting and revegetation of degraded areas and exhausted gravel pits will be undertaken annually to offset any essential clearing of native vegetation along roadsides. Future offsets will include planting low lying native shrubs along cleared road reserves to maintain aesthetics, weed control and to join vegetation corridors. Offset plans for 2011/12 include the revegetation of an old road reserve that was left after the realignment of an s-bend on Doodenaning Rd. The revegetation will link up with a small pocket of remnant vegetation on the landholder's property and existing roadside vegetation.

Stakeholder and/or community involvement

Describe the partnerships formed and utilised and the stakeholders engaged. How did they contribute to your success?

MAX 250 WORDS

The Shire of Cunderdin employs an Environmental Project Officer (EPO) under a shared service agreement with the SEAVROC (South East Avon Voluntary Regional Organisation of Councils) Shires which includes the Shires of Beverley, Brookton, Cunderdin Quairading and York. The EPO works with landholders to provide land care advice and implement environmental projects within the region. The EPO role also provides a service to Shires to ensure environmental compliance for works related activities such as road maintenance and construction and planning approvals. The SEAVROC EPO has worked in conjunction with the Shire of Cunderdin's Works Manager and Chief Executive Officer to implement this Project.

The Shire of Cunderdin has also been working with the Roadside Conservation Committee (RCC), who has provided advice and training to the Shire of Cunderdin's Works Team on roadside conservation and clearing legislation as well as provided practical guides and maps for rare and priority flora and environmental sensitive areas. The SEAVROC EPO has organised roadside conservation training in conjunction with the RCC to all SEAVROC Shires and also to Natural Resource Management Officers in the surrounding region, from the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC) and the Wheatbelt Eastern Regional Organisation of Councils (WEROC) to work towards and across region effort in regards to conserving roadside vegetation.

4

Innovation

Describe how your project, program or initiative demonstrates environmental excellence. What makes it special? How does it demonstrate innovation and leadership and/or goes beyond legal and statutory requirements?

MAX 400 WORDS

The Shire of Cunderdin has thought outside the box by developing alternative solutions to the need to clear vegetation by employing clearing techniques that ensure vegetation connectivity is maintained where possible. This act of retaining a vegetation corridor is paramount to the survival of small remnants of native vegetation in highly fragmented landscapes as it allows flora and fauna to move throughout the landscape.

In many areas of the state, Local Governments struggle with the implementation of the clearing regulations under the *Environmental Protection Act 1986* as they do not understand the purpose for the legislation and feel that they are caught between the requirement to create a safe road network and conserving native vegetation. The Shire of Cunderdin strives to have an appropriate balance between road safety and native vegetation conservation.

The Shire has actively involved the RCC while undertaking the road works. The committee includes representatives from Main Roads, utility providers, WALGA and other Local Governments, the Wildflower Society and Conservation Council. The Shire have written a case study for the Committee about the Project as well as hosted a field trip where the RCC visited the Shire to inspect the road.

The Shire of Cunderdin is committed to continue its efforts in roadside conservation and is willing to share ideas and achievements with other Wheatbelt Shires.

Results

Describe the environmental or conservation achievements of your project, program or initiative, including measurable outcomes.

MAX 400 WORDS

There has been a significant reduction in the amount of native roadside vegetation removed through creative engineering solutions and the use of appropriate machinery for the job.

The Shire estimates it has saved at least 20 habitat trees and 2 hectares of native vegetation along the Cunderdin-Quairading Road reserve by selectively clearing and using alternative methods for road widening as detailed above. In total 0.2 hectares and 10 trees were cleared for the Cunderdin-Quairading road works.

No conditions were placed on the area permit received by the Department of Environment and Conservation, although the Shire plans to put in place a strategic offset program where tree planting and revegetation of degraded areas and exhausted gravel pits will be undertaken annually to offset any essential clearing of native vegetation along roadsides. This revegetation will create corridors and contribute to and help conserve the 4% remaining remnant vegetation left within the Shire. The Shire plans to revegetate up to 2 hectares of land during 2011/12.

The Shire have increased its staff's awareness of the importance of preserving road reserves by holding a workshop where participants learnt about conservation within transport corridors, current clearing legislation and declared rare flora.

Other factors

Provide any further information that supports your entry.

MAX 250 WORDS

Please see below supporting photos and letter of support.

Photo 1: Large habitat trees have been left where possible on the road reserve while agricultural weeds were removed, drains cleared and batters and shoulders re-formed.



Photo 2: Small shrubs and undergrowth have been removed on the left hand side of this road to allow for line of sight on this s-bend. Trees that would have otherwise been removed have been saved, by creating a new line of sight through the undergrowth.



Photo 3: Unused road reserves, like this one on Doodenanning Rd, have been identified as important areas for revegetation and have been included in the Shire's strategic offset plan. Any clearing required for road maintenance will be offset by rehabilitating areas such as this with native plants using locally sourced seed. Many of these unused road reserves are adjacent to remnant vegetation, enabling the Shire create wildlife corridors.

(Photo to be taken)



Your Ref:

Our Ref:

Enquirer: K. Payne

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Mr Gary Tuffin
Chief Executive Officer
Shire of Cunderdin,
PO Box 100
CUNDERDIN WA 6842

Dear Mr Tuffin

**SHIRE OF CUNDERDIN – GOVERNMENT LEADING BY EXAMPLE
LETTER OF SUPPORT**

The Roadside Conservation Committee (RCC) is appointed by the Minister for Environment to coordinate and promote the conservation and effective management of rail and roadside vegetation for the benefit of the environment and the people of Western Australia. As the manager of over 88% of the road network, Local Government has a significant role to play in roadside conservation. Local Government is one of the key members of the RCC alongside State Government agencies, utilities and non government organisations.

Roadside vegetation plays a vital role in the conservation of WA's unique flora and fauna. It provides essential habitat for rare species, forms corridors that facilitate fauna movement and in some areas can be a significant part of the remaining native vegetation in an area. However roadside vegetation is under pressure from increased development and agricultural change.

The RCC would like to take this opportunity to recognise the efforts of the Shire of Cunderdin as leading by example in minimising the potential impact that road upgrading and maintenance can have on roadside vegetation.

The RCC applaud the Shire's recent design plans for necessary upgrades to the Cunderdin – Quairading Rd due to the closure of the Tier 3 Grain Rail Network. Through imaginative engineering solutions, the amount of native vegetation to be cleared has been substantially reduced and the RCC recognise that the Shire has found a good balance between vegetation conservation and the need to maintain a safe road network.

The Shire of Cunderdin stands out as a shining example to other shires as to what can be accomplished with good planning and preparation, good teamwork and creative engineering solutions. From Council and CEO level through to a proactive Works Manager and Environmental Project Officer, the Shire of Cunderdin has shown leadership in what can be achieved.

ROADSIDE CONSERVATION COMMITTEE

Technology Park, 17 Dick Perry Drive, Serengeti/Western Australia 6151

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This shire has demonstrated, how, with a bit of extra forethought and use of appropriate machinery for the job, vegetation can be retained without compromising road safety aspects. The outcomes were also achieving with a budget saving, demonstrating that road management projects undertaken in this manner do not have to cost more, and with the appropriate planning can result in a cost saving.

The Works Manager, Mr Mark Burgess and Environmental Projects Officer, Jennifer Vincent have shown an ongoing commitment to assist the RCC in helping other Shire's find this balance through the example that is set in Cunderdin.

The Roadside Conservation Committee strongly supports and endorses the Shire of Cunderdin's application for the Government - Leading by Example category of the Western Australian Environment Awards and wishes them every success in the awards and their future roadside conservation endeavours.

Yours sincerely



Ken Atkins
Chairperson
Roadside Conservation Committee
11 July 2011

14.0 Meeting be closed to Members of the Public

No reports

15.0 Closure of meeting at 5:58pm