Shire of Cunderdin

Minutes of an Ordinary Council Meeting

Dear Council Member,

The Ordinary Meeting of the Cunderdin Shire Council was held on **Thursday 15th April 2021** in the Council Chambers, Lundy Avenue, Cunderdin WA, 6407 **commencing at 5.00pm**

Stuart Hobley
Chief Executive Officer
15th April 2021

1. Declaration of Opening 3
2. Record of Attendance, Apologies and Approved Leave of Absence 3
3. Public Question Time 4
4. Petitions, Deputations & Presentations 4
5. Applications for Leave of Absence 4
6. Confirmation of the Minutes of Previous Meetings 4
6.1 Ordinary Meeting of Council held on 18th March 2021 4
6.2 Plant & Vehicles Committee Meeting of the Cunderdin Shire Council held on 30th March 2021 4
7. Declaration of Members and Officers Interests 4
8. Announcements by President without Discussion 4
9 Finance & Administration 5
9.1 Financial Reports for March 2021 5
9.2 Accounts Paid – March 2021 6
9.3 Council Investments – As at 31st March 2021 8
9.4 Purchase of Community Bus – Budget Amendment 11
9.5 Mid Year Budget Review 2020/21 13
9.6 Amendment to Council Policy 16
9.7 Receiving Minutes of Local Emergency Management Committee 19
9.8 Chief Executive Officers Report 20
10. Environmental Health and Building 22
11. Planning & Development 22
12. Works & Services 23
12.1 Wheatbelt Secondary Freight Network – formalisation of commitment to Priority 1 – 5 Year Delivery Plan 23
13. Urgent Items 26
14. Scheduling of Meeting 26
14.1 May 2021 Ordinary Meeting 26
15. Closure of meeting 26
16. Certification 26

MINUTES

1. Declaration of Opening

The President declared the meeting open at 5:05pm

The Shire of Cunderdin disclaimer was read aloud by Cr A (Tony) Smith.

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. Record of Attendance, Apologies and Approved Leave of Absence

2.1 Record of attendances

Councillors

Cr DA (Dennis) Whisson	Shire President
Cr AE (Alison) Harris	Deputy President
Cr TE (Todd) Harris	
Cr B (Bernie) Daly	
Cr NW (Norm) Jenzen	
Cr W (Sam) Stewart	
Cr A (Tony) Smith	

In Attendance

Stuart Hobley	Chief Executive Officer
Hayley Byrnes	Deputy Chief Executive Officer
Ashlei Otway	Creditors and Administration Officer

Guests of Council

Nil

Members of the Public

Nil

2.2 Apologies

Nil

2.3 Leave of Absence Previously Granted

Nil

3. Public Question Time

Nil.

4. Petitions, Deputations & Presentations

Nil.

5. Applications for Leave of Absence

Nil.

Recommendation 5.1

That Council approve Leave of Absence for Cr B (Bernie) Daly from 20th May 2021 to 20th May 2021 inclusive

Moved: Cr TE (Todd) Harris Seconded: Cr A (Tony) Smith

Vote – Simple Majority Carried: 7/0

6. Confirmation of the Minutes of Previous Meetings

6.1 Ordinary Meeting of Council held on 18th March 2021

Resolution 6.1 OCM April 2021

That the Minutes of the Ordinary Council Meeting held on Thursday 18th March 2021 be confirmed as a true and correct record.

Moved: Cr W (Sam) Stewart Seconded: Cr B (Bernie) Daly

Vote – Simple Majority Carried: 7/0

Note to this item:
The President will sign the minute declaration on the previous minutes.

6.2 Plant & Vehicles Committee Meeting of the Cunderdin Shire Council held on 30th March 2021

Resolution 6.2 OCM April 2021

That the Minutes of the Plant & Vehicles Committee Meeting of the Cunderdin Shire Council held on Thursday 30th March 2021 be confirmed as a true and correct record.

Moved: Cr TE (Todd) Harris Seconded: Cr NW (Norm) Jenzen

Vote – Simple Majority Carried: 7/0

7. Declaration of Members and Officers Interests

8. Announcements by President without Discussion

The Shire of Cunderdin Council and Staff wish to express their condolences to the Nightingale Family, the Wyalkatchem Council and Staff and the greater community on the sudden passing of Rachel Nightingale. Our thoughts are with the Nightingale Family and the Community.

9 Finance & Administration

9.1 Financial Reports for March 2021

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	1st April 2021
Author:	Hayley Byrnes
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	2 attachments – Monthly Report April 2021 and Rates Report

Proposal/Summary

The financial reports as at 31st March 2021 are presented for Councils consideration.

Background

The financial reports have been circulated to all Councillors.

Comment

Nil.

Consultation

Nil.

Statutory Environment

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

Policy Implications

Nil.

Financial Implications

All financial implications are contained within the reports.

Strategic Implications

Nil.

Resolution 9.1 OCM April 2021

That Council receives the monthly financial reports for the periods ending 31st March 2021.

Moved: Cr AE (Alison) Harris Seconded: Cr B (Bernie) Daly

Vote – Simple Majority Carried: 7/0

9.2 Accounts Paid – March 2021

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	1st April 2021
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Creditors list of payments March 2021 Credit Card Statement March 2021

Proposal/Summary

Council is requested to confirm the payment of Accounts totalling:

Total for Municipal -	$1,102,628.28
Total for Trust -	$0.00
TOTAL -	$1,102,628.28

For March 2021 as listed in the Warrant of Payments for the period 1st to 31st March 2021.

Background

Nil.

Comment

Nil.

Consultation

Nil.

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).

Financial Management Regulations 12 & 13.

Policy Implications

Nil.

Financial Implications

All financial implications are contained within the reports.

Strategic Implications

Nil.

Resolution 9.2 OCM April 2021

1. That Council's payment of accounts amounting to $1,102,628.28 being from Municipal Account for March 2021, as follows:

Municipal Account	$	Total
Electronic Funds Transfer: EFT 4907 – 4999	$688,384.68	
Direct Debit (Inc Bank Charges): DD2089.1-DD2103.11	$356,669.03	
Cheques: 11704-11712	$57,574.57	
TOTAL		**$1,102,628.28**

be confirmed and noted; and,

2. That the Payments List as presented be incorporated in the Minutes of the Meeting.

Moved: Cr W (Sam) Stewart Seconded: Cr AE (Alison) Harris

Vote – Simple Majority Carried: 7 /0

9.3 Council Investments – As at 31st March 2021

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	1st April 2021
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Bank Statements March 2021

Proposal/Summary

To inform Council of its investments as at 31st March 2021.

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; and
- 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.

Comment

In addition to the Shire's Municipal Operating Accounts, the below investment accounts are held as at 31st March 2021.

COUNCIL ACCOUNTS					
Institution	Amount	Investment type/ Account details	Municipal Funds	Reserve Funds	Trust Funds
Westpac Bank	$457,600.11	Municipal- 0000030	$457,600.11		
Bendigo Bank	$1,226,576.06	Municipal- 155971377	$398,277.05	$828,299.01	
Westpac Bank	$146.78	Business Cash Reserve 22-3647 0.50%		$146.78	
Bendigo Bank	$992.00	Bendigo Trust Account 164 488 686			$992.00
Westpac Bank	$1.00	Trust Working Account 12-2981			$1.00
Bendigo Bank	$252,248.27	Bendigo Term Deposit 0.2% Expires:28/06/2021	$252,248.27		
Westpac Bank	$252,246.54	Westpac Term Deposit 0.1% Expires:28/06/2021	$252,246.54		
TOTAL INVESTMENTS	$505,634.59		$504,494.81	$146.78	$993.00

In addition to the above Shire funds, the Shire administers the Cunderdin Community Centre Trust Account being Westpac Account 000 073 - $ 96,974.42 and Bendigo Account Ref: 3615819 – $ 451,547.58.

CUNDERDIN COMMUNITY TRUST DETAILS
31st March 2021

Opening Balance as per Bank Statement & Term Deposits	INVESTMENT ACC	96,974.42
	TERM DEPOSIT	451,547.58
	TOTAL	**548,522.00**
Credits		0.00
Debits		0.00
Closing Balance as Per Bank Statements & Term Deposits	**TOTAL**	**548,522.00**
INCOMING		
Interest (Investment account)		0.00
		0.00
OUTGOING		
		0.00
Balance as at end of month	**TOTAL**	**548,522.00**

Consultation
Nil.

Statutory Implications
Financial Management Regulation 19.

Policy Implications
Nil.

Financial Implications
There are no financial implications in considering this item.

Strategic Implications
This item related to the Integrated Planning and Reporting Framework, which feeds into the Long Term Financial Plan when determining annual Council Budgets.

Resolution 9.3 OCM April 2021

That the report on Council investments as at 31st March 2021 be received and noted.

Moved: Cr TE (Todd) Harris | Seconded: Cr AE (Alison) Harris

Vote – Simple Majority | Carried: 7/0

9.4 Purchase of Community Bus – Budget Amendment

Location:	Cunderdin
Applicant:	Administration
Date:	31st March 2021
Author:	Lauren Cole
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

For Council to review the Budget amendment for the purchase of a second hand Community Bus from The Shane Darmody Trading Trust for $25,000.00

Background

Council currently has a community bus that is;

Make: Mitsubishi
Model: Rosa
Year: 2006
Seats: 24 seats, plus driver
ODM: 346,678

Council purchased this bus in 2016 second hand. The main issue with the current bus is that additional seats have been added after market. This has significantly decreased the amount of leg room and space between seats in the bus.

Currently the community bus is utilised Bridgeley Youth group every Friday, Meckering and Cunderdin Schools and the CMT Seniors committee when events are held.

It was noted that the CMT Seniors committee find the current community bus hard for seniors to utilise due to lack of leg room. The Cunderdin Men's Shed have also advised they no longer utilise the Community bus due to this reason.

Council inspected the proposed bus on the 18th March 2021 and discussed the upgrade of the community bus.

Comment

Council was approached by Mr Darmady with an offer to purchase his current school bus for $25,000.00, as he was required to upgrade due to his contract with the Education department.

Bus details are:

Make: Toyota
Model: Coaster
Year: 2011
Seats: 20 seats, plus driver
ODM: 264 584

This bus is in good condition and will serve its purpose for the community. Council will advertise that it has purchased a new community bus and expect that groups who have previously stopped utilising the Cunderdin Community Bus will use the proposed new one.

Consultation

Mr Shane Darmody

Mr Stuart Hobley, Chief Executive Officer
Mr Craig Robertson, Manager of Works and Services

Statutory Environment
Section 3.58 of the *Local Government Act 1995* describes the requirement of Disposing of Property.

Policy Implications
Nil.

Financial Implications
Upgrading the Community Bus was not included in the 2020/2021 Budget, however it was proposed to be included for next year's Budget as per the 10 year Plant Replacement Program. The estimated cost to purchase a new Community Bus would be around $120,000.00.

If Council resolves to sell the 2006 Misubishi Rosa then the funds could be used to purchase the 2011 Toyota Coaster with the remaining funds being sourced from the Community Bus Reserve.

Council currently has $20,390 in the Community Bus Reserve.

Strategic Implications
Shire of Cunderdin Strategic Community Plan
Civic Leadership
CL5 – Objective 1
Deliver sustainable governance through transparent and robust policy and processes.
CL5 – Objective 2
Undertake the civic duties of Council with the highest degree of ethics.
CL5 – Objective 5
Improve organisational planning, processes and systems.

Resolution 9.4 OCM April 2021

That Council authorises the Chief Executive Office:

1. Accepts the offer from The Shane Darmody Trading Trust for the amount of $25,000.00 for the purchase of a 2011 Toyota Coaster.
2. Council to dispose of the 2006 Mitsubishi Rosa.
3. The sale proceeds to the 2006 Mitsubishi Rosa to fund the cost to purchase the 2011 Toyota Coaster.
4. Community Bus Reserve to fund the difference in purchase.

Moved: Cr NW (Norm) Jenzen | Seconded: Cr W (Sam) Stewart

Vote – Absolute majority | Carried: 7/0

9.5 Mid Year Budget Review 2020/21

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	31st March 2021
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	2 attachment – Statement of Financial Position and Detailed Income and Expenditure Statement

Proposal/Summary

The purpose of this report is for the Shire of Cunderdin to consider and adopt the Budget Review Report, with any amendments, for the period 1 July 2020 to 28 February 2021.

Background

The Local Government (Financial Management) Regulations 1996 require local governments to undertake a review of its Annual Budget.

33A. Review of Budget

(1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must —

(a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and

(b) consider the local government's financial position as at the date of the review; and

(c) review the outcomes for the end of that financial year that are forecast in the budget.

(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.

(3) A council is to consider a review submitted to it and is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

A detailed analysis at account level incorporating year to date actual results and budget projections to 30th June 2021, for the period ending 28th February 2021, is presented for consideration.

Comment

The budget review has been prepared to include the information required by the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996*, and the Australian Accounting Standards.

The adopted budget contained an opening surplus of $1,200,000.00 with a closing deficit at 30 June 2021 of $5,429.00. The actual opening surplus is now anticipated to be $2, and the closing surplus is estimated to be $254,404.10.

A brief summary is provided below detailing accounts that are significantly over or under budget.

General Purpose Funding

Legal Fees Income Rates – (Income over budget $10,681) these are the costs that are on charged to the landholder for the recovery of rates.

Law Order and Public Safety
There is a slightly higher amount of revenue ($337.27) to budget expected due to income from fees for Animal Trap Hire and fines enforcement.

Health
Doctors House and Surgery Maintenance - (Expense under budget $14,233.09) Due the Surgery and House no longer being utilised and the property being advertised for sale some budgeted expenditure has not been incurred.

Education and Welfare
Predicted expenses for the Expenses relating to the ELC were higher than expected actual leaving us with a predicted underspend of ($1,604.47)

Housing
Income from Staff Housing – (Income over budget $6,700) Properties being utilised for staff housing for part or all of the year that was not expected.

Rental Income from other housing 20 Egeberg St, 81 Mitchell St and 14 Robyn Street - (Income over budget $11,945.71) income not predicted in original budget and properties have been leased.

Community Amenities
Income Relating to Sanitation Household Refuse – (Income over budget $461.96) There was a slight increase in revenue at the time the Rubbish Rates were raised.

Street Rubbish Collection is expected to have a slightly higher expense than predicted ($2,713.49)

Recreation and Culture
Expenses Relating to Ovals- (Expenses are over budget $112,447.62) This is due to water not being budgeted for as the Dam was expected to be operational.

Transport
Expenses incurred have been slightly higher on depot expenses ($3,288.46)
It is predicted that income will be slightly higher from the aerodrome ($1,475.55)

Economic Services
Income is slightly higher due to an increase in revenue received from standpipe water ($1,170.40)

Other Property and Services
It is predicted there will be slightly higher expenses incurred with in the Other Property and Services Programme due to Grant expenditure not allowed for in the original budget and Internal Repair Wages ($31,240.22)

Capital Works
Other Infrastructure Expenditure - (Expense over budget $93,867.80) Expenses incurred to complete the following projects were over budget Museum conservation works ($92,091.00) Dam Fence ($1,372.73) Men's Shed Extension- Paving ($404.07)

Road Plant Purchase –(Expenses over budget $10,532.37) Council decisions were made throughout the year with regards to plant purchase some were over, others under and the purchase of a Community bus will be made to the value of $25,000. Funds to be transferred out of the plant reserve as per council decision.

Proceeds from Sale of Assets - (Income over budget $467,640.00) This is due to going ahead with the sale of the Mitchell Street house and Drs Surgery and House, The lot on Byfield Street and the predicted sale of the Bus.

It is suggested that the following projects be removed from this years budget to decrease the deficit. With the following two projects removed, it is anticipated the surplus will be $254,404.10. If the projects are not removed from the budget the predicted deficit will be -$25,595.90.

Capital Expenditure

Housing Project $250,000 .
Meckering Sporting Club roof $30,000

This review has been based on the facts know at this time and has been calculated using the predictive trends. A prudent view has been taken when calculating the estimated amounts.

Consultation
Nil.

Statutory Environment
Local Government Act 1995 Section 6.2
Local Government (Financial Management) Regulations 1996, Regulation 33A

Policy Implications
Nil.

Financial Implications
All financial implications are contained within the reports.

Strategic Implications
Nil.

Resolution 9.5 OCM April 2021

That Council:

1. Adopt the 2020/21 Annual Budget Review, as presented in the Attachments, and notes that the estimated closing funds are based on current revenue and expenditure trends.

2. That a copy of the review be sent to the Department of Local Government Sport and Cultural Industries within 30 days.

Moved: Cr W (Sam) Stewart Seconded: Cr NW (Norm) Jenzen

Vote – Absolute majority Carried: 7/0

9.6 Amendment to Council Policy

Location:	Cunderdin
Applicant:	Administration
Date:	30th March 2021
Author:	Lauren Cole
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	3 x Attachment

Proposal/Summary

It is proposed that Council consider and endorse adopting the following policies;

- Elected Member, Chief Executive Officer and Employee Attendance at Events Policy; and
- Elected Members – Conference, Training, Travel and out of pocket Expenses

These policies will provide further guidance and consistency for further planning in regards to attending events.

Background

The Shire of Cunderdin recently completed the annual Compliance Return for 2020, while completing the Compliance Audit it was noted that the Shire was not compliant with the following part of the Compliance Audit;

Optional Questions, Question 5:
Reference – S5.90A(2)
Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?

Response: No
Comments: Council currently has a Policy for Elected Members only, does not include CEO.

Optional Questions, Question 6:
Reference – S5.90A(5)
Did the CEO publish a up-to-date version of the attendance at events policy on the local government's official website?

Response: No
Comments: Council currently has a Policy for Elected Members only, does not include CEO

The Local Government Act 1995 was amended in October 2019 to require adoption of an attendance at events policy by all local governments. The State Government has released Local Government Operational Guidelines – Attendance at events policy and accompanying sample policy. This proposed policy is based off the template provided.

Council has previously adopted Policy 1.8 – Elected Members – Conference & Training Expenses, this policy has been reviewed and amended to include additional information to ensure compliance with S5.90A(5).

Comment
In developing and recommending the proposed policy, administration staff considered the events that the Elected Members and Chief Executive officer or employees at the Shire of Cunderdin get invited to. Majority of the events are free non ticketed events to present award or launch events, such as School Awards nights.

Consultation
WALGA
Department of Local Government, Sport and Cultural Industries
Stuart Hobley, Chief Executive Officer

Statutory Environment
Section 5.90A of the Local Government Act 1995, states;

5.90A. Policy for attendance at events

(1) In this section —
event includes the following —
(a) a concert;
(b) a conference;
(c) a function;
(d) a sporting event;
(e) an occasion of a kind prescribed for the purposes of this definition.

(2) A local government must prepare and adopt a policy that deals with matters relating to the attendance of council members and the CEO at events, including —*
(a) the provision of tickets to events; and
(b) payments in respect of attendance; and
(c) approval of attendance by the local government and criteria for approval; and
(d) any prescribed matter.
** Absolute majority required.*

(3) A local government may amend the policy.*
** Absolute majority required.*

(4) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.

(5) The CEO must publish an up-to-date version of the policy on the local government's official website.
[Section 5.90A inserted: No. 16 of 2019 s. 44.]

Policy Implications
The proposed recommendation to adopt a new policy and amend an existing policy is consistent with the intent of the legislation and the DLGSCI Guidelines. These policies have been amended to reference to all Shire of Cunderdin employees (not just the Chief Executive Officer) as permitted by the Guidelines.

Financial Implications
As the proposed policy mirrors the current practice there are no financial implications (different to the current practice / process).

Strategic Implications
Shire of Cunderdin Strategic Community Plan
Civic Leadership
CL5 – Objective 1
Deliver sustainable governance through transparent and robust policy and processes.
CL5 – Objective 2
Undertake the civic duties of Council with the highest degree of ethics.
CL5 – Objective 5

Improve organisational planning, processes and systems.

Resolution 9.6 OCM April 2021

That with respect to the requirement to adopt an attendance at events policy pursuant to section 5.90A of the Local Government Act 1995, Council Adopt the following policies;

1. Elected Member – Conference, Training, Travel and out of pocket expenses; and
2. Elected Member, Chief Executive Officer and Employee Attendance at Events Policy.

Pursuant to section 5.39B (6) of the Local Government Act 1995, request the Chief Executive Officer to ensure that the adopted policies are published on the Shire's official website, as soon as practical.

Moved: Cr B (Bernie) Daly	Seconded: Cr A (Tony) Smith
Vote – Absolute majority	Carried: 7/0

9.7 Receiving Minutes of Local Emergency Management Committee

Location:	Cunderdin
Applicant:	Administration
Date:	9 April 2020
Author:	Lauren Cole
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	LEMC Meeting Minutes

Proposal/Summary

For Council to receive the minutes for the Local Emergency Management Committee held on the 23rd March 2021.

Background

The Minutes listed above have been attached for Councillor Review and they have been made available to the public.

Comment

There are no recommendation to Council from the Local Emergency Management Committee Meeting.

Consultation

Mr Simon Bell – CESM

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Resolution 9.7 OCM April 2021

That the Minutes of the Local Emergency Management Committee Meeting held on the 23rd March 2021 be received.

Moved: Cr W (Sam) Stewart — Seconded: Cr NW (Norm) Jenzen

Vote – Simple majority — Carried: 7/0

9.8 Chief Executive Officers Report

Location:	Cunderdin
Applicant:	Chief Executive Officer
Date:	7th April 2021
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

To provide an update on the matters the Chief Executive Officer has been addressing over the past month.

Background

Land Sales Update

Council accepted an offer for the Doctors House and Surgery at the March 2021 Council Meeting. Advertising for public comment as per the Local Government Act was completed and no submissions were received. The contract has been signed and the sale will be completed before the April Council Meeting.

An offer on 81 Mitchell street was accepted by Council at the March 2021 Council Meeting. Advertising for public comment as per the Local Government Act was completed and no submissions were received. The contract has been signed and the sale will be completed before the end of the month. The purchaser is renting the property from Council until the sale goes through.

Council has put an offer to the owners of 30 Mitchell Street to purchase the property which has been accepted. There have been some minor holdups with the transfer but the sale should be completed by the end of May 2021. Council is obtaining quotes to subdivide the property in order to build multiple dwellings.

Local Roads and Community Infrastructure Program Projects

Round 1 Projects

Basketball Courts – Retaining Wall and Fencing $30,000

The construction of the retaining wall and fencing at the basketball courts has been completed. If any funding remains at the completion of the project Council may wish to consider asphalting around the outside of the courts to assist with drainage. This project will be completed before the 30 June 2021 and is under budget.

AAA Garden - $160,000

Council have accepted a quote from Oasis Outdoor Structures to complete the garden at the Sandalwood Village. A meeting will be held with Oasis before the commencement of the project to discuss the finer details of the project. The project has come in on budget and will be completed before 30 June 2021.

Oval Lights - $270,000 ($180,000 LRCIP)

The trenching works and the holes for the footings have been completed. The concrete footings will be poured in the near future. Greenlite have advised that they have received the lights and poles are not too far away. This project will be completed before the 30 June 2021 and is on budget.

Round 2 Projects

Cunderdin Swimming Pool

Council has budgeted $110,000 to complete this project. One quote has been received and the cost to repair the cracks in the pool is $160,000. We are still waiting on further quotes from suitably qualified contractors.

This project is time critical and further information will be provided at the meeting.

Building Better Regions Fund – Infrastructure Projects Round 5
The Shire has submitted an application to the BBRF for $360,000 to complete works at the swimming pool. The works include, repairs to the base of the pool, recreation pool furniture, solar heating, fencing and shade sails.

If the Shire is successful it will need to contribute 50% of the cost, however this can be sourced from other grants.

Lotteries West Expression of Interest - COVID Projects
The Shire submitted an EOI to Lotteries West for $600,000 for the upgrade of O'Connor Park under its COVID projects funding round. The application was extremely detailed and Council will know shortly whether it has proceeded to the next phase of the application process.

Long Term Financial Plan (LTFP)
A draft of the LTFP has been completed by Councils consulted and will be forwarded to Council for comment. It is intended that the LTFP will be approved at the May Council Meeting and the Asset Management Plan will follow in June.

Comment
Nil.

Consultation
Nil.

Statutory Implications
Nil.

Policy Implications
Nil.

Financial Implications
Nil.

Strategic Implications
Nil.

Resolution 9.8 OCM April 2021

That the Chief Executives Officers Report be received.

Moved: Cr AE (Alison) Harris | Seconded: Cr W (Sam) Stewart

Vote – Simple majority | Carried: 7/0

10. Environmental Health and Building

Nil

11. Planning & Development

Nil

12. Works & Services

12.1 Wheatbelt Secondary Freight Network – formalisation of commitment to Priority 1 – 5 Year Delivery Plan

Location:	Cunderdin
Applicant:	Chief Executive Officer
Date:	7th April 2021
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	3 x Attachments

Proposal/Summary

It is requested by the Wheatbelt Secondary Freight Network (WSFN) Steering Committee that the relevant Local Governments with WSFN Priority 1 Routes and identified projects formalise their commitment to delivering Council's identified projects in the WSFN Priority 1 – 5-Year Delivery Plan.

Background / Comment

The WSFN in the Main Roads WA Wheatbelt Region comprises some 4,400km of Local Government managed roads across 53 routes that connect with State and National highways to provide access for heavy vehicles into the region. It consists of 42 LGs of the Wheatbelt region who have worked collaboratively for over 4 years to identify to secure $187M of Federal, State and Local Government funding to improve secondary freight network routes on Local Government Roads in the Wheatbelt.
In 2019 the WSFN established a Steering Committee is to provide oversight and governance to the program.

An approved Multiple Criteria Analysis (MCA) determined prioritisation of the routes for Priority 1 funding and associated projects over a 5-year delivery plan. This MCA provided a priority ranking of the 53 WSFN routes. The Priority 1 Proposed Routes were endorsed by Wheatbelt South and Wheatbelt North Regional Road Groups at their July 2020 Meetings as follows.

Route	Priority 1 - Budget
1. Lancelin to Meckering	$ 26,000,000
2. Dumbleyung to Nyabing	$ 3,900,000
3. Cuballing to Wickepin	$ 4,800,000
4. Dowerin to Dalwallinu	$ 25,000,000
5. Merredin to Kondinin	$ 15,300,000
6. Jurien Bay to Dalwallinu	$ 25,600,000
7. Corrigin to Katanning	$ 16,400,000
8. Cunderdin to Quairading (Pilot)	$ 1,600,000
PRIORITY 1 TOTAL	$ 118,600,000

Capital works for projects along these routes commenced in the 2021/22 financial year. Over the course of the 2020/21 financial year the respective Councils developed a WSFN Priority 1 - 5 Year Delivery Plan (the Plan) of specific projects each year for the total project duration of 5 years along their nominated route. The overall WSFN Priority 1 - 5 Year Delivery Plan and each Council's suite of projects was endorsed by WSFN Steering Committee and approved by the RRG in March 2021.

The specific routes, roads and individual projects approved for funding under the WSFN 5-Year Delivery Plan are included as Attachment 12.1.1 WSFN Priority 1 - 5 Year Delivery Plan.

The WSFN Steering Committee is in the process of presenting this information to Main Roads WA for inclusion in the WSFN Project Planning Report (PPR) due for update for projects commencing 1st July 2021. The Plan envisages completion of Priority 1 Routes by end 2024 / 25 Financial Year.

Moving forward the WSFN Steering Committee is working with the relevant individual Councils verifying their commitment to the WSFN Priority 1 – 5 Year Delivery Plan for incorporation within their future capital works budgets. The funding break-down for each project is 80% Federal Government, 13.3% State Government and 6.7% Local Government. Claims are to be submitted to Main Roads WA Wheatbelt Region is a similar manner to RRG claims on a 40:40:20 basis. The final 20% claim will only be approved following WSFN Project Manager sign off.

It should be noted that as per RRG projects there is no process for variations, however any savings made in any individual year may be carried over as contingency for future years.

Further work is currently being undertaking with relevant LGs to determine routes for Priority 2 funding. This includes development of individual projects with detailed scope of works and budgets for inclusion in WSFN Priority 2 - 5 Year Delivery Plan. It is envisaged this will be presented to Steering Committee and RRG in July 2021, with works commencing in the financial year 2022/23 and completion 2026/27. The Priority 2 Routes would entail the remaining approximately $67M of the $187M. The nominal Priority 2 Routes have been identified in Attachment 2 WSFN MCA Priority 2 Route Commentary. The initial total cost estimate of Priority 1 and 2 Routes is $184M, however the Steering Committee believe it prudent to determine detailed project budgets before ultimately approved Priority 2 Routes.

Consultation
Mr Stuart Hobley, Chief Executive Officer
Mr Craig Robertson, Manager of Works and Services
WSFN Steering Committee
WSFN Technical Committee
WSFN Project Technical Director
WSFN Project Manager
WS and WN RRG

Statutory Environment
Local Government Act 1995
Section 3.18 Performing Executive Functions

Policy Implications
Nil.

Financial Implications
Local Governments with projects approved over the course of the WSFN program will be required to contribute approximately 7% of each individual project's total cost. The remaining funding will be provided by Federal Government 80% and State Government 13%.

- Councils are to incorporate the relevant projects from WSFN Priority 1 - 5 Year Delivery Plan into their LTFP.
- Individual Councils to incorporate into Council Budgets Annually.
- Funding will be distributed to LGs via MRWA in accordance with Governance Plan.

Workforce Implications
Officers from LGs with prioritised projects will be essential to ensure successful delivery of individual projects. This will provide a great opportunity for knowledge sharing and collaboration across the region. It will allow members of the PTT to undertake both informal and formal training of LGA staff to upskill and improve their technical capacity. Where possible neighbouring LGs will be encouraged to share technical, workforce and plant resources to assist in the efficient on-ground delivery of individual projects.

- Individual Shires have already provided the following to the Steering Committee for approval before any funding will be released:
  - Scope
  - Budget
  - Methodology

Strategic Implications
Shire of Cunderdin Strategic Community Plan
Civic Leadership
CL5 – Objective 1
Deliver sustainable governance through transparent and robust policy and processes.
CL5 – Objective 2
Undertake the civic duties of Council with the highest degree of ethics.
CL5 – Objective 5
Improve organisational planning, processes and systems.

Recommendation 12.1

That Council in accordance with previously endorsed WSFN Governance Plan:

1. Receives the WSFN Priority 1 – 5-Year Delivery Plan Program.
2. Formalise their commitment to delivering Council's identified projects in the WSFN Priority 1 – 5-Year Delivery Plan.
3. Commit to considering Council's identified projects in their future Capital Works Budgets as outlined in the WSFN Priority 1 – 5-Year Delivery Plan as part of annual budget development and adoption processes.

Moved: Cr B (Bernie) Daly	Seconded: Cr TE (Todd) Harris
Vote – Simple Majority	Carried: 7/0

13. Urgent Items

Nil Items

14. Scheduling of Meeting

14.1 May 2021 Ordinary Meeting

The next ordinary meeting of council is scheduled to take place on Thursday 20th May 2021 commencing at 5pm at the Cunderdin Shire Council Chambers, Cunderdin, WA 6407

15. Closure of meeting

There being no further business the Shire President will declare the meeting closed at 5:55pm.

16. Certification

DECLARATION

I, Dennis Whisson, certify that the minutes of the Ordinary Council Meeting held on 15th April 2021 as shown were confirmed at the ordinary meeting of Council held on 20th May 2021.

Signed:_____

Date: _____