



Shire of Cunderdin

Notice of an Ordinary Council Meeting

Dear Council Member,

The next Ordinary Meeting of the Cunderdin Shire Council will be held on **Thursday 21 November 2019** in the Cunderdin Shire Council Chambers, WA, 6407 **commencing at 5.00pm**

Stuart Hobley
Chief Executive Officer
15 November 2019

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AGENDA

1. Declaration of Opening

The President declared the meeting open at ____pm

The Shire of Cunderdin disclaimer will be read aloud.

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

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

2. 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 NW (Norm) Jenzen	
Cr B (Bernie) Daly	
Cr J (Jayson) Goldson	
Cr W (William) Stewart	
Cr A (Anthony) Smith	

In Attendance

Stuart Hobley	Chief Executive Officer
Hayley Byrnes	Manager of Corporate Services and Finance
Lauren Cole	Governance and Compliance Officer

Guests of Council

Members of the Public

2.2 Apologies

2.3 Leave of Absence Previously Granted

3. Public Question Time

Declaration of public question time opened at:

Declaration of public question time closed at:

4. Petitions, Deputations & Presentations

5. Applications for Leave of Absence

Recommendation 5.1

That Council approve Leave of Absence for Cr _____ from _____ to _____ inclusive

Moved: Cr _____

Seconded: Cr _____

Vote – Simple Majority

Carried/Lost: __/__

6. Confirmation of the Minutes of Previous Meetings

6.1 Ordinary Meeting of Council held on 19 September 2019

Recommendation 6.1

That the Minutes of the Ordinary Council Meeting held on Thursday 19 September 2019 be confirmed as a true and correct record.

Moved: Cr _____

Seconded: Cr _____

Vote – Simple Majority

Carried/Lost: __/__

6.2 Special Meeting of Council held on 5th November 2019

Recommendation 6.2

That the Minutes of the Special Council Meeting held on Tuesday 5 November 2019 be confirmed as a true and correct record.

Moved: Cr _____

Seconded: Cr _____

Vote – Simple Majority

Carried/Lost: __/__

Note to this item:

The President will sign the minute declaration on the previous minutes.

7. Declaration of Members and Officers Interests

8. Announcements by President without Discussion

9. Finance & Administration

9.1 Financial Reports for October 2019

Location:	Cunderdin
Applicant:	Manager of Corporate Services and Finance
Date:	15 November 2019
Author:	Hayley Byrnes
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachment/s:	1 attachment – Monthly Report

Proposal/Summary

The financial reports as at 31 October 2019 are presented for 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.

Recommendation 9.1

That Council receives the monthly financial reports for the period ending 31 October 2019.

Moved: Cr _____

Seconded: Cr _____

Vote – Simple Majority

Carried/Lost: __/__

9.2 Accounts Paid – October 2019

Location:	Cunderdin
Applicant:	Manager of Corporate Service and Finance
Author:	Hayley Byrnes
Report Date:	15 November 2019
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	1 attachment – Creditors list of payments October 2019

Proposal/Summary

Council is requested to confirm the payment of Accounts totalling:

Total for Municipal -	\$533,183.22
Total for Trust -	\$701.60
TOTAL -	\$533,884.82

For October 2019 as listed in the Warrant of Payments for the period 1st to 31st October 2019.

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.

Recommendation 9.2.1

1. That Council's payment of accounts amounting to \$533,884.82 being from Municipal Account and \$701.60 being from the Trust account for October 2019, as follows:

Municipal Account	\$	Total
Electronic Funds Transfer: EFT 3458 – 3536 (Excluding below trust account EFT transactions)	\$509,056.90	
Direct Debit (Inc Bank Charges): DD1623.1-DD1633.10	\$7,009.52	
Cheques: 11548-11559	\$17,116.80	
		\$533,183.22
Trust Account		
Electronic Funds Transfer: EFT 3601,3627,3628,3629, 3636 & 3637		\$701.60
TOTAL		\$533,884.82

be confirmed and noted; and,

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

Moved: Cr _____

Seconded: Cr _____

Vote – Simple Majority

Carried/Lost: __ / __

9.3 Council Investments – As at 31st October 2019

Location:	Cunderdin
Applicant:	Manager of Corporate Services
Author:	Hayley Byrnes
Report Date:	15 November 2019
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	1 Attachment- Bank Statements

Proposal/Summary

To inform Council of its investments as at 31st October 2019.

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 October 2019.

COUNCIL ACCOUNTS					
Institution	Amount	Investment type/ Account details	Municipal Funds	Reserve Funds	Trust Funds
Westpac Bank	\$283,762.28	Municipal- 0000030	\$283,762.28		
Bendigo Bank	\$216,941.53	Municipal- 155971377	\$216,941.53		
Bendigo Bank	\$981,500.13	Reserves Term Deposit 1.9% Expires : 23/12/2019		\$981,500.13	
Westpac Bank	\$146.78	Business Cash Reserve 22-3647 0.50%	\$146.78		
Bendigo Bank	\$1,098.37	Bendigo Trust Account 164 488 686			\$1,098.37
Westpac Bank	\$60,485.29	Trust Working Account 12-2981			\$60,485.29
Bendigo Bank	\$500,000.00	Bendigo Term Deposit 1.65% Expires:09/12/2019	\$500,000.00		
Westpac Bank	\$1,000,000.00	Westpac Term Deposit 1.75% Expires:09/02/2020	\$1,000,000.00		
TOTAL INVESTMENTS	\$3,043,934.38		\$2,000,850.59	\$981,500.13	\$61,583.66

In addition to the above Shire funds, the Shire administers the Cunderdin Community Centre Trust Account being Westpac Account 000 073 - \$ 95,715.79 and Bendigo Term Deposit Ref: 3030072 – \$ 443,948.97.

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.

Recommendation 9.3

That the report on Council investments as at 31st October 2019 be received and noted.

Moved: Cr _____

Seconded: Cr _____

Vote – Simple Majority

Carried/Lost: __/ __

9.4 Property - Lot 2190 on Deposited Plan 255013, Baxter Road, Cunderdin

Location:	Cunderdin
Applicant:	Finance Officer
Date:	6 th November 2019
Author:	Brooke Davidson
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	NIL
File Reference:	NIL
Attachment/s:	1 attachment

Proposal/Summary

It is proposed that Council consider purchasing Lot 2190 Baxter Road, for the purpose of relocating the train station.

Background

The Property, Lot 2190 is currently being advertised for sale by Wesfarmers. The lot adjoins the south side of the railway line and provides direct access from both Baxter St and Olympic Avenue See (map Attachment 1.) The block size is 2.4490 hectares and is currently zoned general agriculture. It is proposed that this zoning remain under Local Planning Scheme Amendment 4.

Council has identified the relocation of the Train Station as a project in its Strategic Plan. The Train Station is currently located on the north side of the railway line and is not easily accessible from the Cunderdin townsite.

In order to assist the potential relocation of the train station Council commenced the process to transfer Unallocated Crown Land block 29148 to the Shire in 2013. Lot 29148 provides direct access from Olympic Ave to the railway reserve.

At the Ordinary Council Meeting in February 2014, Council resolved to dedicate 20 metre portion on eastern side of the lot as road reserve to provide access to proposed new rail passenger platform and to authorise the CEO to commence the consultation process in accordance with the provisions of the Land Administration Act 1997 (section 56).

The subdivision of UCL block 29148 was completed on the 15th June 2018, creating new lots 500 and 501. These two lots are currently Unallocated Crown Land under the control of the state.

Comment

Council has been working towards acquiring land that may assist with the development of a new railway station in Cunderdin and is in the last stages of acquiring Lot 500 and 501. These Lots are both approximately 1,000m² and are encumbered by a large drain that runs to the east and north of the lots.

The acquisition of Lot 2190 would greatly benefit any future development of the railway station. It would provide multiple options for development.

Recent discussions with Trans WA have indicated that they do not have any plans to upgrade the Cunderdin Railway station in the near future. The General Manager of Trans WA has committed to meeting the Shire on site before the end of the year to discuss potential options to improve access to the Railway Station.

Consultation

Department of Planning, Lands & Heritage
Trans WA

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

The purchase price of Lot 2190 is listed at \$93,750. Council does not have a budget to purchase this lot and would have to fund it from either Reserve Funds or raise a loan.

In addition to the cost of the lot, there would be settlement fees associated with the sale.

Strategic Implications

Strategic Community Plan

IT4-Objective 2: Develop plans for the improvement and renewal of infrastructure assets.

Recommendation 9.4

That Council note that Lot 2190 is currently for sale and continue with the process to acquire control of Lot 500 and 501.

Moved: Cr

Seconded: Cr

Vote – Simple majority

Carried/Lost: _____

9.5 Property - Reserve 37631, Lot 224 on Deposited Plan 229907, Egeberg Street, Cunderdin

Location:	Cunderdin
Applicant:	Finance Officer
Date:	21 st October 2019
Author:	Brooke Davidson
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	NIL
File Reference:	NIL
Attachment/s:	1 attachment

Proposal/Summary

It is proposed that Council start the process of acquiring the land being lot 224 on Deposited Plan 229907 (Reserve 37631), Egeberg Street, Cunderdin.

Background

Reserve 37631 has a management order and vesting to the Shire of Cunderdin. The current purpose of the vesting is "Employee Housing". Essentially the management order gives control of the lot to the Shire however in the future the Shire is not able to sell the lot.

Comment

As part of the Shire's 2019/20 Budget deliberations, Council reviewed the current housing situation.

The Department of Planning, Lands and Heritage requires Councils approval prior to opening an investigation of the Reserve.

Should the Shire be able to obtain freehold possession of this land, it would be a good block for future development for Shire Housing.

Consultation

Department of Planning, Lands & Heritage

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Strategic Community Plan

IT4-Objective 2: Develop plans for the improvement and renewal of infrastructure assets

Recommendation 9.5

That Council start the process of acquiring the land known as Reserve 37631 / Lot 224 on Deposited Plan 229907.

Moved: Cr

Seconded: Cr

Vote – Simple majority

Carried/Lost: _____

9.6 Cunderdin Sports and Recreation Centre – Vacant Treasurer’s Position

Location:	Shire of Cunderdin
Applicant:	Governance and Compliance Officer
Date:	29 th October 2019
Author:	Lauren Cole
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachment/s:	1 attachment – Letter

Proposal/Summary

Council to consider the appointment of the Shire to take on the role of treasurer of the Cunderdin Sports and Recreation Centre.

Background

The Cunderdin Sports and Recreation Centre (the Club) have requested that the Shire take on the role of Treasurer at the Club. Mrs Pauline Smart has held the position of Treasurer for several years and she has recently indicated she wished to step down from the position.

The Club recently called for nominations for the position of Treasurer at its recent AGM and did not have any nominations. The Club has advertised and then independently approached individuals and have currently had no interest from the community members willing to take on this role. The Club has advised it is not in a financial position to offer payment for this role.

The Shire would be responsible for the payment of invoices, payroll and production of financial statements. It is estimated that this would take one to two hours per week.

Comments

At this point in time the Club is going through a difficult period. At its recent Annual General Meeting the President, Secretary and Treasurer all advised that they would all be standing down. The last indication from the Club was that none of these positions had been filled.

It is not ideal that the Shire takes on the Treasurer’s position at the Club, however at the moment the administration has the capacity to do so. If the Shire was to take on this role it should be noted that it is not permanent and that the Club should continue to look for a Treasurer.

The Shire must also consider that it does not want the Club to fold and the entire operation of the Club to fall back to the Council. This would definitely increase the pressure on the administration.

Consultation

Administration Staff

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

The cost to the Shire would be approximately one to two hours per week of staff time.

Strategic Implications

Outcome 1.2 A growing, healthy and safe community

- 1.2.1 Maintain and enhance sport and recreation facilities
- 1.2.2 Improve recreation for all ages
- 1.2.3 Support provision of emergency services and encourage community volunteers

Recommendation 9.6

That Council advise the Cunderdin Sport and Recreation Club that the Shire will take on the position of Treasurer for a period of 12 months.

Moved: Cr _____

Seconded: Cr _____

Vote: Absolute majority

Carried/Lost: ___/___

9.7 Adoption of the Memorandum of Understanding between the Shire of Cunderdin and Meckering Men Shed Inc

Location:	Shire of Cunderdin
Applicant:	Governance and Compliance Officer
Date:	8 November 2019
Author:	Lauren Cole
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	1 Attachment – Draft MOU

Proposal/Summary

For Council to consider the adoption of the Memorandum of Understanding between the Shire of Cunderdin and Meckering Men's Shed

Background

Council signed a Memorandum of Understanding with the Meckering Men's Shed on the 11th September 2015 for the term of five years, thus expiring on the 11th September 2020.

Council has recently submitted a LotteryWest application on behalf of the Meckering Men's shed for the construction of an additional shed which will join their existing shed. The value of the project is \$55,000.

Comment

It has been brought to our attention from Lottery West that if the application was successful the current time left on the Memorandum of Understanding is inadequate.

No changes have been recommended to the existing Memorandum of Understanding.

Consultation

David Ford – President Meckering Men's Shed

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Cunderdin Community Strategic Plan

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.

Position the area as a regional strategic location and transport hub

Recommendation 9.7

That Council:

1. Renew the Memorandum of Understanding between the Shire of Cunderdin and the Meckering Men's Shed for an additional five years.

Moved: Cr

Seconded: Cr

Vote – Simply Majority

Carried/Lost: _____

9.8 Appointment of Dual Fire Control Officers

Location:	Shire of Cunderdin
Applicant:	Governance and Compliance Officer
Date:	29 th October 2019
Author:	Lauren Cole
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachment/s:	3 attachment – Letters

Proposal/Summary

Council is to consider the appointment of Dual Bush Fire Control Officers with the Shire of Dowerin, Shire of Quairading and Shire of Tammin for the 2019/2020 Bush Fire Season.

Background

The Shire of Cunderdin considers annually the appointment of locally based Bush Fire Control Officers recommended by the Bush Fire Advisory Committee.

For the efficiency of bush fire responses in areas near to the boundary of local governments, Shires have the capacity to formally appoint dual fire control officers with their neighbouring Shires to act in an emergency if local fire control officers are unavailable or delayed in attending an emergency.

Comments

The Shire of Dowerin is seeking Council endorsement of the following Fire Control Officers to act in a Dual FCO capacity with the Shire of Cunderdin, in accordance with S40 of the Bush Fires Act 1954.

- Mr Gavin Hagboom – Bush Fire Control Officer

The Shire of Quairading is seeking Council endorsement of the following Fire Control Officers to act in a Dual FCO capacity with the Shire of Cunderdin, in accordance with S40 of the Bush Fires Act 1954.

- Mr John Smart – Balkuling / Doodenanning Bush Fire Brigade

The Shire of Tammin is seeking Council endorsement of the following Fire Control Officers to act in a Dual FCO Capacity with the Shire of Cunderdin, in accordance with S40 of the Bush Fire Act 1954.

- Mr Haydn Dixon

Consultation

Correspondence from the Shire of Dowerin

Correspondence from the Shire of Quairading

Correspondence from the Shire of Tammin

Statutory Implications

Bush Fires Act 1954

38. Local government may appoint bush fire control officer

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire

Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

- (2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.
- (2C) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the FES Commissioner may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.
- (2D) Where a local government that has been served with a notice pursuant to subsection (2C) fails or neglects to comply with the requirements of that notice, the FES Commissioner may appoint a person who is not employed in the Department to the vacant office.
- (2E) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the FES Commissioner, by the FES Commissioner.
- (3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.
- (4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —
- (a) carrying out normal brigade activities;
 - [(b), (c) deleted]*
 - (d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;
 - (e) procuring the due observance by all persons of the provisions of Part III.
- (5A) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.
- (5B) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions issued under subsection (5A) carry out the directions but subject to the provisions of this Act.
- (5C) The provisions of subsections (5A) and (5B) are not in derogation of those of subsection (4).

Policy Implications

Shire of Cunderdin Policy Manual – Section 5, Fire Control

Financial Implications

Nil

Strategic Implications

Outcome 1.2 A growing, healthy and safe community

1.2.1 Maintain and enhance sport and recreation facilities

1.2.2 Improve recreation for all ages

1.2.3 Support provision of emergency services and encourage community volunteers

Recommendation 9.8.1

That Council endorse the appointment of the following Fire Control Officers as Dual Fire Control Officers for the Shires of Dowerin and Cunderdin for the 2019/2020 Bush Fire Season.

- Mr Gavin Hagboom – Bush Fire Control Officer

Moved: Cr _____

Seconded: Cr _____

Vote: Absolute majority

Carried/Lost: ___/___

Recommendation 9.8.2

That Council endorse the appointment of the following Fire Control Officers as Dual Fire Control Officers for the Shires of Quairading and Cunderdin for the 2019/2020 Bush Fire Season.

- Mr John Smart – Balkuling / Doodenanning Bush Fire Brigade

Moved: Cr _____

Seconded: Cr _____

Vote: Absolute majority

Carried/Lost: ___/___

Recommendation 9.8.3

That Council endorse the appointment of the following Fire Control Officers as Dual Fire Control Officers for the Shires of Tammin and Cunderdin for the 2019/2020 Bush Fire Season.

- Mr Haydn Dixon

Moved: Cr _____

Seconded: Cr _____

Vote: Absolute majority

Carried/Lost: ___/___

9.9 Move Behind Closed Doors

Recommendation 9.9

That Council move behind closed doors in accordance with s.5.23 of the Local Government Act.

Moved: Cr _____ Seconded: Cr _____

Vote – Simple Majority Carried / Lost: __/____

9.10 Nominations for Citizenship of the Year – Shire of Cunderdin

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	17 November 2019
Author:	Stuart Hobley
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	3 Pages (3 Nominations)

Proposal/Summary

For Council to consider the nominations received for the Australia Day Active Citizenship Award.

Background

Australia Day Awards are presented annually at the Shire of Cunderdin Australia Day Breakfast held in O'Connor Park.

An advertisement was placed in the Bandicoot Newsletter on 12th and 26th September 2019 and the 17th of October 2019, Facebook, Website and via email calling for nominations for the Australia Day Citizen Awards.

Nominations closed on Wednesday 31st October 2019.

Following this, the Australia Day Council of Western Australia corresponded with Miss Kayla James on regard to eligibility and the following information was sought:

Selection Criteria

Each year three local citizens and one local community group in each local government area will be eligible for the Community Citizen of the Year Awards. The recipients will be selected from people and groups who have made a noteworthy contribution during the current year or given outstanding service to the local community over a number of years through active involvement.

Auspire – Australia Day Council WA provides four awards each year for presentation in each local government area. These prestigious awards are provided to your local government for presentation during Australia Day celebrations.

The winners will have been judged to have shown

- community engagement
- Significant contribution to the local community.
- Demonstrated leadership on a community issue resulting in the enhancement of community life.
- A significant initiative which has brought about positive change and added value to community life.
- Inspiring qualities as a role model for the community.

To be selected as an Award recipient, nominees must first meet the outlined Awards selection criteria. Regard is given to their achievements in the year immediately prior to the receipt of the Awards, as well as their past achievements and ongoing contribution to their community.

Award finalists and recipients are selected based on the above selection criteria. One nomination is all it takes – multiple nominations will not necessarily strengthen an individual’s chances of selection.

Those participating in the short-listing process and selection panel members may also take into consideration the following when assessing and comparing nominations:

- Personal, academic and professional achievements
- Contribution in the relevant field (how has this person ‘put back’ into their field to benefit others)
- Demonstrated leadership, innovation and creativity
- Personal interests and community involvement
- Contribution to the local community
- Contribution to development of regional community and/or economy
- Future goals and likely impact
- Degree of difficulty of the achievement and sacrifices made
- Previous awards and recognition
- Voluntary work beyond paid employment
- Nature and length of activity and service
- Achievements as an individual or as part of a group or organisation
- Whether the work of the individual is dividing in opinion or unifying the community

In ensuring that the Community Citizen of the Year Awards recipients are representative of our diverse nation, consideration may be given to:

- Gender
- Age
- Ethnicity
- Field of endeavour

Eligibility Criteria

- A person must first be nominated to be considered for the Awards
- Nominees should reside or work principally within the local authority making the award
- Awards may be granted posthumously in recognition of recent achievements
- Groups of people will not normally be eligible except when meeting the criteria for a community group
- A couple may be recognized in an individual category
- A person may receive an award on more than one occasion in recognition of their particularly outstanding community contribution or involvement in an alternative initiative
- Self-nominations are not accepted
- Individuals must be at least 16 years of age on 26 January, though younger nominees may be considered for exceptional contribution
- Unsuccessful nominees may be nominated in future years
- Nominations must be apolitical in their nature and should not in any way bring the awards program or local government area into disrepute
- Sitting members of State, Federal and Local Government are not eligible unless a part of a community group or event, but is up to the discretion of Council.

Comment

At the close of the nomination period three (3) nominations were received and are presented for Council consideration.

There are one (1) nomination for Citizen of the Year (Diane Kelly), and one (1) nomination for Active Citizenship Group or Event (Meckering Action Group) and one (1) nomination for Youth Citizen of the Year (Wheatbelt Youth Council).

There are four categories;

Citizen of the Year

A person you believe has delivered outstanding service to his or her community.

Citizen of the Year – Youth

A young person you believe has delivered outstanding service to his or her community and to be eligible, the person must be under 25 years of age on January 26.

Citizen of the Year – Senior

An older person you believe has delivered outstanding service to his or her community and to be eligible, the person must be over 65 years of age on January 26.

Award for Active Citizenship – Event/Group

A group doing outstanding work or for an event staged in the community during the past year.

If an award fits into another category, Council may choose to re-categorise them.

Consultation

Australia Day Council of Western Australia

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Cunderdin Community Strategic Plan

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.

11. Planning & Development

11.1 Development Assessment Panel – Local Government Nominations

Location:	Shire of Cunderdin
Applicant:	Governance and Administration Officer
Date:	15 th November 2019
Author:	Lauren Cole
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	TP
Attachment/s:	DAP Correspondence & Nomination Form

Proposal/Summary

Correspondence has been received from the DAP Secretariat regarding potential changes in the Shire's DAP membership following the local government elections.

Council will need to choose at least one new nominate or may nominate 4 new members.

Background

The current DAP members for the Shire of Cunderdin are the Shire President, Councillor Dennis Whisson, Councillor Doug Kelly, Councillor Allison Harris and Councillor Bernard Daly. Councillors Whisson and Harris are the members and Councillors Kelly and Daly are the alternate members.

Council will need to replace at least Councillor Doug Kelly position.

Comments

The correspondence from the DAP Secretariat notes the McGowan Government launched OnBoardWA as part of its commitment to increase the diversity and background of Government board and committees along with the total number of women appointed to 50 per cent by 2019. Council is therefore encouraged to consider diversity of representation when putting forward the DAP nominations.

Consultation

Not required.

Statutory Implications

Under regulation 24 of the *Planning and Development (Development Assessment Panels) Regulations 2011* Council is required to nominate, as soon as possible following elections, four elected council members to sit as DAP members.

Nominations are to be completed on the attached authorised form.

Policy Implications

There are no policy implications associated with this proposal.

Financial Implications

Nominated Councillors are remunerated for their time and travel attending training and meetings. Councillors must attend training prior to being eligible to sit on a DAP. The current primary members have received training and are eligible to sit on any future DAPs.

Strategic Implications

Representation of local interests is a key aspect of the DAPs system and therefore it is important for Council to nominate members to the Mid-West / Wheatbelt Joint Development Assessment Panel.

Recommendation 11.1

That Council:

1. Nominates Councillors _____ and _____ to be the Shire of Cunderdin Local Members to sit on the local Development Assessment Panel.
2. Nominates Councillors _____ and _____ to be the Shire of Cunderdin Alternate Local Members to sit on the local Development Assessment Panel.

Request the DAP Secretariat to organise training for the nominated members at their earliest opportunity.

Moved:

Seconded: Cr

Vote – Simple Majority

Carried: /0

12. Works & Services

Nil

13. Urgent Items

Nil

14. Scheduling of Meeting

14.1 December 2019 Ordinary Meeting

The next ordinary meeting of council is scheduled to take place on Thursday 19 December 2019 commencing at 4pm 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 __: __pm.

16. Certification

DECLARATION

I, Dennis Whisson, certify that the minutes of the Ordinary Council Meeting held on 17 October 2019 as shown were confirmed at the ordinary meeting of Council held on 21 November 2019.

Signed: _____

Date: _____