



Shire of Cunderdin

Ordinary Council Meeting

The Ordinary Meeting of the Cunderdin Shire Council was held on **Thursday 16th August 2018** in the Shire of Cunderdin Council Chambers, Lundy Avenue, Cunderdin, **commencing at 5.00pm.**

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AGENDA

1. Declaration of Opening

The President will declare the meeting open at 5.00pm

The Shire of Cunderdin disclaimer was read aloud by the Shire President.

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 DB (Doug) Kelly	Deputy President
Cr J (Jayson) Goldson	
Cr D (Di) Kelly	
Cr AE (Alison) Harris	
Cr TE (Todd) Harris	
Cr B (Bernie) Daly	
Cr NW (Norm) Jenzen	

In Attendance

Neville Hale	Chief Executive Officer
Paul Godfrey	Deputy Chief Executive Officer
Kayla James	Community Development Officer
Jacky Jurmann	Planning Consultant

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: 5.01pm

Declaration of public question time closed at: 5.01pm

4. Petitions, Deputations & Presentations

Nil

5. Applications for Leave of Absence

Resolution 5.1 August 2018

That Council approve leave of absence for Cr Dianne Kelly for Thursday 20 September 2018.

Moved: Cr Doug Kelly

Seconded: Cr Todd Harris

Vote – Simple Majority

Carried 8/0

6. Confirmation of the Minutes of Previous Meetings

6.1 Ordinary Meeting of Council held on Thursday 19th July 2018.

Recommendation 6.1

That the Minutes of the Ordinary Council Meeting held on Thursday 19th July 2018, be confirmed as a true and correct record.

Moved: Cr Bernie Daly

Seconded: Cr Norm Jenzen

Vote – Simple Majority

Carried: 8/0

Note to this item:

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

7. Declaration of Members and Officers Financial Interests

Nil

8. Announcements by President without Discussion

Resolution 8.1 August 18

That the Planning Section inclusive of 11.1, 11.2 and 11.3 be brought forward as the first items of business;

Moved: Cr Alison Harris

Seconded: Cr Dianne Kelly

Vote: Simple Majority

Carried: 8/0

11. Planning & Development

11.1 Cunderdin Water Tower – Proposed Closure of Portions of Great Eastern Highway & Forrest Street, Cunderdin

Location:	Cunderdin Water Tower – Great Eastern Highway & Forrest Street, Cunderdin
Applicant:	Main Roads WA
Date:	26 July 2018
Author:	Jacky Jurmann, Planning Consultant
Item Approved by:	Neville Hale, CEO
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	1. Main Roads Correspondence & Plan

Proposal/Summary

To facilitate the transfer of management of the Cunderdin Water Tower from Main Roads WA to the Shire of Cunderdin, it is necessary to close portions of the Great Eastern Highway and Forrest Street as depicted in the Land Dealing Plan (1860-109) provided by Main Roads WA attached to this Report.

The purpose of this Report is for Council to resolve to formally close the subject portion of the road.

Background

Council at its Ordinary Meeting held on 19 April 2018 resolved:

“That Council re-confirm its previous agreement of 22 October 2002 to accept responsibility for the land and infrastructure assets, including the Water Tower and rail wagon, as shown on the attached plan, subject to:

- 1. a joint Main Roads WA and Shire inspection (Engineering Survey if required) of the Water Tower to determine agreed works; and*
- 2. requiring Main Roads WA to make safe the structure prior to handover.”*

As indicated in the Agenda Item, although the agreed restoration works have been undertaken, the transfer of responsibility has not occurred.

Comment

Heritage

The Cunderdin Water Tower has been entered on the State Heritage List since 1992 and is a significant site for the community and the history of the development of the railway and rural towns in WA.

Contaminated Site

The site is identified on the Department of Water and Environmental Regulation’s Contaminated Sites Database as a site that has been ‘remediated for restricted use’ with a number of other lots as a result of groundwater contaminated from a former service station that was located on Lot 1 Great Eastern Highway. This classification restricts the extraction of groundwater and a memorial has been placed on the certificate of title. Further investigations would be required if a more sensitive land use was proposed.

Consultation

The provisions of the Land Administration Act require full advertising of the proposal, including public notification and stakeholder consultation, which will be carried out if Council resolves to support the partial road closure.

Statutory Implications

Section 58 of the *Land Administration Act 1997* must be followed when a road closure is proposed, which states:

- (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*
- (2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.*
- (3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.*
- (4) On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) —*
 - a. by order grant the request; or*
 - b. direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or (c) refuse the request.*
- (5) If the Minister grants a request under subsection (4) —*
 - a. the road concerned is closed on and from the day on which the relevant order is registered; and*
 - b. any rights suspended under section 55(3)(a) cease to be so suspended.*
- (6) When a road is closed under this section, the land comprising the former road —*
 - a. becomes unallocated Crown land; or*
 - b. if a lease continues to subsist in that land by virtue of section 57(2), remains Crown land.*

Policy Implications

There are no policy implications associated with this proposal.

Financial Implications

The Tower has been allowed to deteriorate over these past 15+ years and one could expect that the cost of restoration could be considerable. Grant funding could be obtained to supplement the costs.

There will also be administrative costs, including advertising, associated with the required road closure processes.

Strategic Implications

Strategic Community Plan 2017 - 2027

Environment

We value, and work to nurture and enhance our natural environment and prioritise the protection of our natural resources in all endeavours, managing resource consumption and reducing waste, preserving and protecting buildings and places of heritage and indigenous significance.

E2.3 *Preserve and protect buildings and places of heritage and indigenous significance, burial sites and the natural environment*

Resolution 11.1 August 2018

Council resolves to:

1. Close the identified portions of the Great Eastern Highway and Forrest Street, Cunderdin as depicted in the Main Roads' Land Dealing Plan 1860-109 inclusive of advertising the proposal for road closure in accordance with section 58 of the *Land Administration Act 1997*.
2. Request the Minister for Lands to close the road pursuant to section 58 of the *Land Administration Act 1997*.
3. Request the Department of Planning, Lands and Heritage to create a Crown reserve for this land with management to the Shire for community and public purposes.

Moved: Cr Todd Harris

Seconded: Cr Bernie Daly

Vote – Simple Majority

Carried: 8/0

11.2 Proposed Purchase of Shire Land – Cunderdin Tourist Park, Lot 74 Olympic Avenue, Cunderdin

Location:	Shire of Cunderdin
Applicant:	M Fissioli, Cunderdin Tourist Park
Date:	27 July 2018
Author:	Jacky Jurmann, Planning Consultant
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	1 – Applicant's correspondence 2 – Survey plan

Proposal/Summary

Correspondence has been received from Mr Mick Fissioli, owner of the Cunderdin Tourist Park, proposing to purchase portions of the Cunderdin Recreation Ground at Lot 800 Lundy Avenue, Cunderdin for the purposes of realigning the boundaries of the caravan park.

Background

The Applicant has submitted a request to purchase 2 areas of the Cunderdin Recreation Ground totalling an area of 1,384m² identified on the survey plan attached to this Report for the purposes of 'squaring up the park boundary on the eastern end' and 'incorporating the water meter into the park boundary on the western end'. Also included in the request is a proposal to realign the fence along the trotting track fence with an offer to maintain the area.

The survey submitted also identifies areas of 3,750m² that have been used historically by the previous owners of the caravan park, which can be seen on historical aerial photographs available on Landgate's Map Viewer. The Applicant has offered to rehabilitate and plant trees in the areas not subject to the purchase request.

The Applicant has made an offer to purchase both portions for an amount of \$5,000. Following purchase, the Applicant proposes to erect new fencing around the caravan park.

Comments

1. The Applicant proposes to purchase 2 areas as identified on the survey to realign the caravan park's boundaries and to fence an additional area without realigning the subject boundary. Although this area could be considered minor and the offer of maintenance beneficial, it is inappropriate due to public liability risks to allow a person to fence Shire land and therefore should not be supported. The setback of the existing boundary from the fence enables the Shire to maintain the area, including the old trotting track fence.
2. Council at its Ordinary Meeting held on 21 June 2018 resolved to sell Lot 7 Main Street, Cunderdin at a purchase price of \$30,000.00 following receipt of a sworn valuation of \$25,000.00 for an area of 1,011m². Although Lot 7 is zoned for commercial purposes, the area of land is comparable and therefore the offer to purchase the subject land for \$5,000.00 should be considered as a starting point for the process and not the final sale amount, which may require further negotiation following receipt of a sworn valuation and subsequent community consultation.

Consultation

Community consultation will be required in accordance with section 3.58 of the *Local Government Act 1995* as outlined below.

Statutory Implications

Section 3.58, and in particularly subclause (3), of the *Local Government Act 1995* applies to the disposal of property by local government, which is reproduced for Council's information as follows:

Disposing of property

(1) *In this section —*

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*

(a) the names of all other parties concerned; and

(b) the consideration to be received by the local government for the disposition; and

(c) the market value of the disposition —

(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

(5) *This section does not apply to —*

(a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or

(b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or

(c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or

(d) any other disposition that is excluded by regulations from the application of this section.

Policy Implications

There are significant public liability risks for the Shire to continue to allow the land to be used informally.

Financial Implications

Costs associated with the required consultation and preparation of the lease will be borne by the Applicant.

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.

The formalisation of the use of the land will support the operations of a local business, which is a key objective of the CSP.

Cr Todd Harris left the room at 5.13pm

Cr Todd Harris returned to the room at 5.15pm

Resolution 11.2 August 2018

That Council resolves to:

1. Approve, in principle, the sale of the identified portions of Lot 800 Lundy Avenue, Cunderdin to the Applicant, Mr Mick Fissioli, owner of the Cunderdin Tourist Park for a yet to be agreed amount based on the required sworn valuation, including the costs associated with the preparation of the sale.
2. Commence the advertising process in accordance with the provisions of the section 3.58 of the *Local Government Act 1995*.
3. Advise the Applicant that the areas of Shire owned land currently occupied by the caravan park that are not within the portions proposed for sale shall be returned to their original condition.
4. Receive a further report following close of the advertising period for Council to consider any submissions and to make a final resolution.

Moved: Cr Todd Harris

Seconded: Cr Norm Jenzen

Vote – Absolute majority

Carried: 8/0

11.3 Cunderdin Caravan Park Development, 42 Olympic Ave, Cunderdin

Location:	Lot 74 (42) Olympic Ave, Cunderdin
Applicant:	M & B Fissioli
Date:	2 August 2018
Author:	Jacky Jurmann, Planner
Item Approved by:	CEO
Disclosure of Interest:	Nil
File Reference:	DA2017/18-12(A1)
Attachment/s:	1 – Amended Site Plan

Proposal/Summary

Council at its Special Meeting held on 5 July 2018 approved a development application (DA 2017/18-12) for the construction of new short-term accommodation units, ablution facilities and storage shed at the Cunderdin Tourist Park.

An application has now been received to amend the Applicant's development approval (DA 2017/18-12) to site the accommodation units together effectively appearing as one unit, in lieu of being installed with a 3 metre separation appearing as individual units as originally approved.

An assessment of the proposed amendment has been carried out in accordance with the provisions of the Cunderdin Local Planning Scheme No. 3 (LPS3) and the *Planning and Development (Local Planning Schemes) Regulations 2015*. The application is being recommended for approval subject to the original conditions.

Background

The Applicant is requesting an amendment to the development approval for the following reason:

"Our reason for the request to amend the building permit is to pull the individual buildings closer, there for lessen the building footprint lengthways and also by doing this we can save one of our large Salmon Gums of which we are trying to retain as many as possible".

The 4 new accommodation units are to be located in the north-east corner of the lot on the Olympic Avenue frontage and the original proposal was to separate the units by 3 metres to comply with the fire separation requirements of the Building Code of Australia.

It is now proposed to install fire rated walls between the units to enable them to be sited next to each other. The Applicant's Building Certifier has assessed the proposal and issued an amendment Certificate of Design Compliance. If the amendment to the development approval is issued, then an amendment Building Permit can be issued.

Comment

Since receiving development approval, the Applicant has provided the following information to satisfy conditions 4, 5 and 9:

4. Details of the colours and materials of the proposed accommodation units.

"The accommodation units will be clad in colourbond sheets. Shale Grey with iron stone trim. It will be in a horizontal pattern using iron stone approx. 760mm at the bottom with shale grey from there up."

5. Details of landscaping and fencing alterations along Olympic Ave.

"The fence along Olympic Ave to be upgraded to a new, structurally sound, colourbond fence, 1.8 metres high adjacent to the short-term accommodation units. We are then going to drop it down to 1.5 metres high for the remainder of the parks frontage along Olympic Ave. We think the lower fencing will showcase the Tourist Park and show what it has to offer to the travelling public. The colour of the fencing will be shale grey panels with iron stone trim.

We are looking at possibly having a small hedge along the fence on Olympic Ave and maybe even some steel cut-outs of various things as advertised at Thompson Signs."

9. Car Parking Plan

"As far as parking goes, the proposed short-term units will have 16, line marked bays, one in front of each of the units. All existing units have parking bays. As future units are installed in the park, they will have designated park bays accordingly.

All our caravan bays are drive through, so they look after themselves vehicle wise and overflow parking will be provided at the new office area. (yet to be determined)"

Consultation

The amended application was not required to be advertised under the provisions of LPS3. Consultation has been ongoing with the new owners of the caravan park, the Shire's Planner and the Shire's Environmental Health/Building Surveyor regarding the redevelopment of the site and licensing.

Statutory Implications

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 77 of the Regulations provides for an owner of land to make an application to amend a development approval if it would not substantially change the development approved. The local government may determine the application by issuing an approval with or without conditions, or by refusing the application.

Cunderdin Local Planning Scheme No. 3

As indicated in the original assessment, the site has a dedicated Special Use zone (SU1) under the provisions of Schedule 4 of LPS3, which specifies the use of the site for a caravan park and caretaker's dwelling. The condition of SU1 is: "No extension or change of land use without local government development approval".

The original assessment of the application has been reviewed in light of the proposed amendment and the main issue of concern is the potential bulk and scale of the external appearance of building when viewed from Olympic Avenue. The accommodation units will now appear as one large structure situated 3 metres from the front boundary of the site, which could be considered inconsistent with the expected appearance of a traditional caravan park.

This concern has been raised with the Applicant who has advised that in his opinion the new boundary fencing and landscaping will soften the appearance of the building when viewed from Olympic Avenue. Internally, he is proposing to extend the fire walls to act as dividers to improve the appearance of the building and to improve privacy for the occupants.

Policy Implications

Council's Delegated Authority (specifically No. 34) does not provide authority to the Chief Executive Officer to determine applications on land in a Special Use zone. Therefore, the application is being presented to Council for determination. There are no policy implications associated with this proposal.

Financial Implications

The Applicant has paid the relevant application fee. There are no financial implications associated with this proposal.

Strategic Implications

The amended proposal is consistent with the goals of the SCP, particularly the economic goals to strengthen and support local business.

Resolution 11.3 August 2018

That Council approve the request from Michael Fissioli to amend condition 1 of the development approval (No. 2017/18-12) granted by Council on 5 July 2018 for the construction of new short-term accommodation units, ablution facilities and storage shed at the Cunderdin Tourist Park at Lot 74 (42) Olympic Avenue, Cunderdin, subject to the imposition of the original conditions and the new site plan.

Moved: Cr Alison Harris

Seconded: Cr Jayson Goldson

Vote – Simple majority

Carried: 8/0

Jacky Jurmann left the Chambers and did not return at 6.20pm.

9. Finance & Administration

9.1 Financial Reports for July 2018

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	10 th August 2018
Author:	Paul Godfrey
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachment/s:	3 attachments

Proposal/Summary

The financial reports as at 30 July 2018 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

Resolution 9.1 August 2018

That Council receives the monthly financial reports to 31 July 2018.

Moved: Cr Jayson Goldson

Seconded: Cr Dianne Kelly

Vote – Simple Majority

Carried: 8/0

9.2 Accounts Paid – July 2018

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Paul Godfrey
Report Date:	10 th August 2018
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

Council is requested to confirm the payment of Accounts totalling \$539,168.62 for July 2018 as listed in the Warrant of Payments for the period 1 June to 30 June 2018.

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 August

1. That Council's payment of accounts amounting to \$539,168.62 for July 2018, from :

Municipal Account	\$
Electronic Funds Transfer: EFT2346 - 2436	490,227.91
Direct Debit: DD1148.1 – 1150.9	14,296.09
Cheques: 11396 - 11407	34,644.62
Bank Charges:	
Trust Account	NIL
TOTAL	539,168.62

be confirmed and noted; and,

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

Moved: Cr Alison Harris

Seconded: Cr Bernie Daly

Vote – Simple Majority

Carried: 8/0

Cheque /EFT No	Date	Supplier	Description	Amount
EFT2346	02/07/2018	Cunderdin Co-Op	Pipe, Bend, Couplings,	107.99
EFT2347	02/07/2018	Cunderdin Newsagency	Office Supplies	144.58
EFT2348	02/07/2018	Avon Waste	General Waste Services	11,435.00
EFT2349	02/07/2018	WA Contract Ranger Services	Ranger Services 5/6 & 7/6 & 18/6/2018	864.87
EFT2350	02/07/2018	Autopro Northam	Battery Clamps	134.40
EFT2351	02/07/2018	Shire of Northam	Old Quarry tipping fees	9,235.05
EFT2352	02/07/2018	Cr Dennis Whisson	OCM Sitting Fee 19th April	970.00
EFT2353	02/07/2018	Cr Todd Harris	OCM Sitting Fee 19/4/2018	472.00
EFT2354	02/07/2018	Cr Dianne Kelly	Ocm Siting Fee 19/4/2018	472.00
EFT2355	02/07/2018	Cr Norm Jenzen	OCM Sitting Fee 19/4/2018	472.00
EFT2356	02/07/2018	Cunderdin Pub	Single Rooms for Auditors	200.00
EFT2357	02/07/2018	Shire of Quairading	CESM Shared costs January	5,803.57
EFT2358	02/07/2018	AMJ Industries	Sports Ground Electrical Work	4,112.91
EFT2359	02/07/2018	Hayley Kristin Byrnes	Reimbursement for travel to attend training and parking	269.26
EFT2360	02/07/2018	Perfect Computer Solutions	Hp Computer Modem router and Security Certificate	2,677.50
EFT2361	02/07/2018	Rylan Pty Ltd	Kerbing Meckering	18,977.20
EFT2362	02/07/2018	Marketforce	Death Notice Advertisement	65.41
EFT2363	02/07/2018	Quairading Earthmoving	Mobilise D9T Dozer and stockpile gravel at Mussareds	3,663.00
EFT2364	02/07/2018	Cr. Alison Harris	OCM Sitting Fee 19/4/2018	472.00
EFT2365	02/07/2018	Cr. Bernard Daly	OCM Sitting Fee 21/06/2018	236.00
EFT2366	02/07/2018	Donovans Engineering	20x 76-38-1.5 tube and 12x25-25-3 angle	1,298.00
EFT2367	02/07/2018	Shire of Tammin	Rent 3 Nottage Way	2,120.00
EFT2368	02/07/2018	Twinkarri	Tree Pruning and Mulching	16,368.00

EFT2369	02/07/2018	Ampac Debt Recover Pty Ltd	Ampac Debt Recovery	3,768.22
EFT2370	02/07/2018	JM Vanden Akker & JA Vanden Akker	Glass Maintained at shire building and initial clean shire depot	450.00
EFT2371	02/07/2018	Cr Jayson Goldson	OCM Siting Fee 19/4/2018	472.00
EFT2372	02/07/2018	Fabian Houbrechts	Reimbursement for costs incurred to take employee to hospital	38.04
EFT2373	02/07/2018	Rural Traffic Services Pty Ltd	Traffic Controller services	7,323.04
EFT2374	02/07/2018	Royal Life Saving	Completed Code of Practice Safety Assessments Service	400.00
EFT2375	02/07/2018	Arc Infrastructure Pty Ltd	Legal Fees	1,100.00
EFT2376	02/07/2018	Courier Australia	Freight	51.21
EFT2377	02/07/2018	Avdata	Airfield leases and Charges	470.30
EFT2378	02/07/2018	IT Vision	Altus Enablement	1,100.00
EFT2379	02/07/2018	Combined Tyres Cunderdin	11R/ 22.5 Triangle TR69	1,010.00
EFT2380	02/07/2018	Regional Concrete & Plumbing	Concrete for Dog Pound	2,624.86
EFT2381	02/07/2018	Perfect Computer Solutions	Tech Support 21-6 & 22-6-2018	170.00
EFT2382	02/07/2018	Quairading Earthmoving	Transport of Low loader and stockpiling Jasper Pit	2,746.15
EFT2383	02/07/2018	Kaimia Pty Ltd	Side tipper and gravel supply	11,327.80
EFT2384	02/07/2018	IXOM	Chlorine Gas Cylinders	81.84
EFT2385	02/07/2018	Shire of Tammin	Reimbursment for Water consumption	47.06
EFT2386	02/07/2018	Tutt Bryant Equipment	Fuel Cap	112.39
EFT2387	02/07/2018	Ampac Debt Recover Pty Ltd	Rates Debt Recovery services	6,835.29
EFT2388	02/07/2018	Rob's Auto Electrics	Auto Electrical Repairs to Shire Fleet	229.90

EFT2389	02/07/2018	LGIS Risk Management	Regional Risk Coordination Programme	3,974.30
EFT2390	02/07/2018	WCS Concrete Pty Ltd	Concrete works at Age Care Facility	30,311.60
EFT2391	02/07/2018	Orotek	Hire of truck	10,912.00
EFT2392	02/07/2018	Earthstyle Contracting Pty Ltd	earth works mussared road	39,600.00
EFT2393	19/07/2018	Australia Post	Postal Charges for June	63.26
EFT2394	19/07/2018	Goodfield Quality Meats	Water and Account Keeping Fee	56.00
EFT2395	19/07/2018	Preservation Australia	Unbuff Tissue	192.00
EFT2396	19/07/2018	Skyworks WA	Community Video	11,789.25
EFT2397	20/07/2018	Landgate	Minimum Charge	38.35
EFT2398	20/07/2018	Cunderdin Co-Op	Urn and Fridge	1,348.73
EFT2399	20/07/2018	Cunderdin Newsagency	Statnoiary Supplies	742.91
EFT2400	20/07/2018	Northam Towing	Towing vehicle to Depot	480.70
EFT2401	20/07/2018	AIR LIQUIDE	Gas Cylinder Hire Fee	116.96
EFT2402	20/07/2018	Avon Waste	Rubbish Services	11,566.12
EFT2403	20/07/2018	Goodfield Quality Meats	Sausages for meeting	35.00
EFT2404	20/07/2018	Glenwarra Development Services	Town Planning Consultancy Services	7,150.00
EFT2405	20/07/2018	IT Vision	Annual Synergy soft licence Renewal 18-19	26,934.60
EFT2406	20/07/2018	Combined Tyres Cunderdin	TR-T Tyre repair truck and valve	73.70
EFT2407	20/07/2018	Shire of Northam	Old Quarry Tipping Fees	2,672.20
EFT2408	20/07/2018	CDA Air & Solar	Diagnose issues with Air Conditioner in Admin Office	210.75

EFT2409	20/07/2018	Shire of Quairading	CESM Shared Costs April - June	4,022.02
EFT2410	20/07/2018	AMJ Industries	Diagnose power issues at administration building	260.81
EFT2411	20/07/2018	JR & A Hersey	Road Delinator and gloves	708.18
EFT2412	20/07/2018	WALGA	Annual Subscriptions 18-19	22,348.14
EFT2413	20/07/2018	Country Copiers	Copier Meter reading	811.06
EFT2414	20/07/2018	Shire of Merredin	Annual Contribution to Central Wheatbelt Visitor Centre	1,250.00
EFT2415	20/07/2018	Perfect Computer Solutions	Tech Support 26/6-27/6	382.50
EFT2416	20/07/2018	Cutting edge Equipment and Parts	various parts	3,586.22
EFT2417	20/07/2018	Shire of Tammin	Rent 3 Nottage Way	770.00
EFT2418	20/07/2018	RAMM Software Pty Ltd	Annual Support and Maintenance fee	6,590.20
EFT2419	20/07/2018	Concept Media Pty Ltd	Have a go News 316 July 2018	320.10
EFT2420	20/07/2018	Woodlands Distributors & Agencies Pty Ltd	Glavanised powder coated dog waste dispenser, Allen Key, instructions and freight	567.60
EFT2421	20/07/2018	IT Vision Users Group INC	Annual Subscription IT Vision User group	748.00
EFT2422	20/07/2018	Bitutek	Spray and Cover roads using CRS Emulsion	45,276.66
EFT2423	20/07/2018	Dr Christine Groom	0.6 Km Fencing at 396 Mill RD Younegin and Pest Control 396 Mills Rd	950.00
EFT2424	20/07/2018	Courier Australia	Freight Charges for 25/6-29/6	531.16
EFT2425	20/07/2018	Wheatbelt Motors	Repair Doctors Vehicle lights	165.00
EFT2426	26/07/2018	Cunderdin Co-Op	Fuel	18,900.00
EFT2427	26/07/2018	Cunderdin Newsagency	Stationery Supplies	293.62
EFT2428	26/07/2018	Autopro Northam	Batteries , Airline , Tyre Inflator	522.55

EFT2429	26/07/2018	LGIS	Motor Vehicle Insurance	31,548.78
EFT2430	26/07/2018	Cunderdin Community Resource Centre	Community Video Viewing Admin, DVD's, Function Room Hire	2,376.00
EFT2431	26/07/2018	Major Motors	Parts for Isuzu Truck	616.11
EFT2432	26/07/2018	CWA of WA Inc- Cunderdin Branch	Sundowner Catering	150.00
EFT2433	26/07/2018	Rob's Auto Electrics	Auto Electrical Repairs to Shire Plant	571.60
EFT2434	26/07/2018	LGISWA	LGIS Property Insurance	75,518.84
EFT2435	26/07/2018	EASTWAYS	Cleaning Supplies	1,221.17
EFT2436	26/07/2018	Barkly Royal Pty Ltd	Mail out items meckering	24.32
				490,227.91
11396	02/07/2018	Water Corporation	Ygnattering RD Cunderdin 9022891212	16,424.74
11397	02/07/2018	Telstra	Day Care Phone Bill	58.54
11398	02/07/2018	Cr Douglas Brian Kelly	OCM Sitting Fee 19-4-2018	472.00
11399	02/07/2018	Government of WA Department of Transport	Vehicle Licences Fleet Schedule B9320	6,168.55
11400	02/07/2018	Shire of Cunderdin	Payroll deductions	330.00
11401	02/07/2018	Synergy	Pool Electricity	1,471.55
11402	19/07/2018	Water Corporation	Standpipe Dowerin- Meckering Rd	3,139.82
11403	19/07/2018	Synergy	Streetlights Tarrif	3,512.35
11404	19/07/2018	Telstra	Shire Mobiles	2,275.96
11405	26/07/2018	Synergy	Depot Power	643.35
11406	26/07/2018	Telstra	Day Care Phone Bill	65.04
11407	26/07/2018	Petty Cash	Museum Petty Cash May- June	82.72
				34,644.62

DD1148.1	25/07/2018	WA Super	Payroll deductions	4,829.45
DD1148.2	25/07/2018	HOSTPLUS	Superannuation contributions	299.50
DD1148.3	25/07/2018	Westscheme Superannuation	Superannuation contributions	390.40
DD1148.4	25/07/2018	BT Super for Life	Superannuation contributions	1,015.81
DD1148.5	25/07/2018	The Universal Super Scheme	Superannuation contributions	240.57
DD1148.6	25/07/2018	MTAA Superannuation Fund	Superannuation contributions	207.71
DD1148.7	25/07/2018	TWU Super	Superannuation contributions	207.71
DD1148.8	25/07/2018	Colonial First State	Superannuation contributions	203.65
DD1148.9	25/07/2018	Club Plus Superannuation	Superannuation contributions	101.84
DD1149.1	11/07/2018	The Universal Super Scheme	Superannuation contributions	24.11
DD1150.1	11/07/2018	WA Super	Payroll deductions	4,812.99
DD1150.2	11/07/2018	HOSTPLUS	Superannuation contributions	236.65
DD1150.3	11/07/2018	Westscheme Superannuation	Superannuation contributions	390.40
DD1150.4	11/07/2018	BT Super for Life	Superannuation contributions	415.42
DD1150.5	11/07/2018	The Universal Super Scheme	Superannuation contributions	198.97
DD1150.6	11/07/2018	MTAA Superannuation Fund	Superannuation contributions	207.71
DD1150.7	11/07/2018	TWU Super	Superannuation contributions	207.71
DD1150.8	11/07/2018	Colonial First State	Superannuation contributions	203.65
DD1150.9	11/07/2018	Club Plus Superannuation	Superannuation contributions	101.84
				14,296.09
			TOTAL	539,168.62

9.3 Council Investments – As at 31 July 2018

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Paul Godfrey
Report Date:	10 August 2018
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

To inform Council of its investments as at 31 July 2018.

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 totaling \$724,363.51 (Westpac - \$ 61,835.72 & Bendigo - \$ 662,527.79 as per attached statements, the following investment accounts are held as at 31 July 2018:

COUNCIL INVESTMENTS					
Institution	Amount Invested	Investment type	Municipal Funds	Reserve Funds	Trust Funds
Bendigo Bank	\$993,725.07	Reserves Term Deposit 2.75% Expires : 14/03/2019		\$993,725.07	
Westpac Bank	\$524,875.45	Business Cash Reserve 22-3647 0.60%	\$524,875.45		
Westpac Bank	\$22,916.33	Trust Working Account12-2981			\$22,916.33
TOTAL INVESTMENTS	\$1,541,516.85		\$524,875.45	\$993,725.07	\$22,916.33

In addition to the above Shire funds, the Shire administers the Cunderdin Community Centre Trust Account being Westpac Account 000 073 - \$ 87,537.18 and Bendigo Term Deposit Ref: 2640625 - \$432,705.08

Consultation

Nil

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 9.3 August 2018

That the reports on Council investments as at 31 July 2018 be received and noted.

Moved: Cr Alison Harris

Seconded: Cr Doug Kelly

Vote – Simple Majority

Carried: 8/0

9.4 Freedom of Information Statement 2018-2019

Location:	Cunderdin Shire Office
Applicant:	Internal Report
Date:	10 th August 2018
Author:	Kayla James
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Freedom of Information Statement

Summary

For Council to approve the Shire of Cunderdin Freedom of Information Statement 2018 - 2019.

Background

Under the Government of Western Australia, *Freedom of Information Act (FOI Act) 1992* Section 96(1) requires each government agency, including local governments, to prepare and publish annually an Information Statement. The Shire of Cunderdin Freedom of Information Statement has been developed in accordance with the *FOI Act 1992* Section 94 that details the requirements of an information statement, in relation to an agency.

Comment

Freedom of Information gives the public a right to access government documents, subject to some limitations. In Western Australia, under the *FOI Act 1992*, the right applies to documents held by most State government agencies (such as departments, public hospitals, public universities and State government authorities), Ministers and local government. Together, these bodies are referred to as “agencies”.

Documents accessible under the *FOI Act 1992* include paper records, plans and drawings, photographs, tape recordings, films, videotapes or information stored in a computerised form. Agencies are required to assist applicants to obtain access to documents at the lowest reasonable cost. Anyone can also apply to have personal information about themselves in government documents amended if that information is inaccurate, incomplete, and out of date or misleading.

The Information Commissioner is an independent officer who reports directly to Parliament. The position is established by the *FOI Act* and is supported by staff of the Office of the Information Commissioner.

Consultation

Nil

Statutory Implications

Freedom of Information Act (1992)

Part 5 Publication of information about agencies

96. Information statement, each agency to publish annually

(1) An agency (other than a Minister or an exempt agency) has to cause an up to date information statement about the agency to be published in a manner approved by the Minister administering this Act —

- (a) within 12 months after the commencement of this Act; and
- (b) at subsequent intervals of not more than 12 months.

A reference in this Act to an information statement, in relation to an agency, is a reference to a statement that contains —

- (a) a statement of the structure and functions of the agency;
- (b) a description of the ways in which the functions (including, in particular, the decision making functions) of the agency affect members of the public;
- (c) a description of any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the performance of the agency's functions;
- (d) a description of the kinds of documents that are usually held by the agency including
 - (i) which kinds of documents can be inspected at the agency under a written law other than this Act (whether or not inspection is subject to a fee or charge); and
 - (ii) which kinds of documents can be purchased; and
 - (iii) which kinds of documents can be obtained free of charge;
- (e) a description of the agency's arrangements for giving members of the public access to documents mentioned in paragraph (d)(i), (ii) or (iii) including details of library facilities of the agency that are available for use by members of the public;
- (f) a description of the agency's procedures for giving members of the public access to the documents of the agency under Part 2 including —
 - (i) the designation of the officer or officers to whom initial inquiries as to access to documents can be made; and
 - (ii) the address or addresses at which access applications can be lodged;
- (g) a description of the agency's procedures for amending personal information in the documents of the agency under Part 3 including —
 - (i) the designation of the officer or officers to whom initial inquiries as to amendment of personal information can be made; and
 - (ii) the address or addresses at which applications for amendment of personal information can be lodged.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

6. Civic Leadership

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

Resolution 9.4 August 2018

That Council:

1. adopt the Shire of Cunderdin Freedom of Information Statement 2018 – 2019; and,
2. publish the Information Statement as per the requirements of Freedom of Information Act 1992.

Moved: Cr Alison Harris

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 8/0

9.5 Child Safety Officer Position

Location:	Cunderdin
Applicant:	Administration
Date:	7 th August 2018
Author:	Kayla James
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	2 attachment's

Proposal/Summary

For Council to informed of potential responsibility for the appointment of a designated Child Safety Officer Position from an existing staff profile.

Background

The Department of Local Government, Sport, Cultural Industries (DLGSC) has recently advised local governments of the findings and recommendations of the Royal Commission into Institutional Responses to Child Sexual Abuse and the Western Australian Government's (the State Government) initial response, publicly released on 28 June 2018.

The findings of the Royal Commission are extensive, have a broad community impact and require careful and thorough consideration as to how implementation of recommended reforms will occur. The Royal Commission made one recommendation specifically for local government and a number of others that will impact on the sector and the broader community.

The DLGSC has commenced engagement with stakeholders and funded bodies to provide information and understanding of the Royal Commission, as well as to gather feedback that will be considered when developing the State Government's implementation plan.

Reform will be a long-term commitment and given the large scale and scope of the Royal Commission's recommendations, some reforms will be implemented in early phases, with others over a longer timeframe.

In the second half of 2018, the State Government will develop a staged implementation plan which will identify reform priorities, timeframes and resourcing options.

Comment

The Department of Local Government, Sport and Cultural Industries Discussion Paper outlined one key recommendation specifically for Local Government made by the Royal Commission.

"With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following functions:

- a) developing child safe messages in local government venues, grounds and facilities;
- b) assisting local institutions to access online child safe resources;
- c) providing child safety information and support to local institutions on a needs basis;
- d) supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds."

Accordingly, it is likely that in the near future the Shire may be required to extend its services to include child safety officer requirements which will add some additional cost to the Shire's budget allocations for both staff and materials. The magnitude of these costs are yet to be determined as we await the outcome of the DLGSC community and agency engagement.

Consultation

Department of Local Government, Sport and Cultural Industries

Statutory Implications

Nil

Policy Implications

N/A

Financial Implications

Yet to be determined

Strategic Implications

Extract from Strategic Community Plan

1. Social / Community

We are a connected, friendly, industrious and diverse community that fosters inclusion, resilience and self-sufficiency, where people feel safe, capable and supported in their endeavours.

S1.1 Continue to develop and support a healthy inclusive and accessible community providing facilities and services for all ages, abilities, visitors and tourists.

S1.2 Finalise construction of the new Primary Health Care Demonstration Site facilitating regional health care services.

S1.3 Finalise the construction of the Age Appropriate Accommodation Project and facilitate further development of more aged care accommodation.

Resolution 9.5 August 2018

That Council receive the Department of Local Government, Sport and Cultural Industries Information and Discussion Paper on the Royal Commission into Institutional Responses to Child Sexual Abuse.

Moved: Cr Jayson Goldson

Seconded: Cr Bernie Daly

Vote – Simple majority

Carried: 8/0

9.6 Ordinary Council Meeting September Time Change

Location:	Cunderdin
Applicant:	Administration
Date:	7 th August 2018
Author:	Kayla James
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	2 attachment's

Proposal/Summary

For Council to consider amending the commencement time for its 20 September 2018 Ordinary Council Meeting to be held in Meckering.

Background:

At the Council meeting held on 17 May 2018, Council adopted the dates, times and venues for the various Council and Committee meetings for the 2018/2019 financial year.

At the time it was resolved that the 20 September 2018, OCM is to be held in Meckering commencing at 5:00pm with the venue to be confirmed.

Comments:

Staff have made arrangements, and a tentative booking, for the Meckering Sporting Club on Thursday 20 September 2018. However it is suggested that the meeting commence at 2:00pm to ensure the meeting is finished prior to the bar opening at 5:00pm.

Consultation:

Meckering Sporting Club

Statutory Implications

Local Government Act 1995

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*
- (a) the ordinary council meetings; and*
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.*
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in sub-regulation (1).*

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Resolution 9.6 August 2018

That Council:

1. Schedule the venue for the Ordinary Meeting of Council to be held on Thursday 20 September 2018 to be the Meckering Sporting Club; and,
2. Re-schedule the commencement time for its Thursday, 20 September 2018 Ordinary Meeting to be 2:00 pm.

Moved: Cr Dianne Kelly

Seconded: Cr Jayson Goldson

Vote – Simple Majority

Carried: 8/0

9.7 Ordinary Council Meeting October Time Change

Location:	Cunderdin
Applicant:	Administration
Date:	7 th August 2018
Author:	Kayla James
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	2 attachment's

Proposal/Summary

For Council to consider amending the commencement time for its 18 October 2018 Ordinary Council Meeting to 1:00pm.

Background:

At the Council meeting held on 17 May 2018, Council adopted the dates, times and venues for the various Council and Committee meetings for the 2018/2019 financial year.

At the time it was resolved that the 18 October 2018 Ordinary Council Meeting is to be held in Cunderdin commencing at 5:00pm.

Comments:

Cunderdin District High School have requested that high school students be able to view a council meeting as members of the public. The students finish school at 2.30pm on Thursdays therefore and are therefore requesting the possibility of an earlier meeting.

October is the only OCM where students will be available to attend.

Consultation:

Cunderdin District High School.

Statutory Implications

Local Government Act 1995

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*
- (a) the ordinary council meetings; and*
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.*
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).*

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Recommendation 9.7

That Council re-schedule the commencement time for its Thursday, 18 October 2018 Ordinary Meeting to be 1:00pm.

Moved: Cr _____

Seconded: Cr _____

Vote – Simple Majority

Carried/Lost ____/____

Resolution 9.7 August 2018

That Council re-schedule its October Ordinary Meeting to Tuesday 23 October 2018 commencing at 1.00pm subject to the availability of the school students, else commencement time reverts to 5.00pm.

Moved: Cr Todd Harris

Seconded: Cr Alison Harris

Vote – Simple Majority

Carried: 8/0

The meeting date was changed to ensure availability of Councillors.

9.8 Wheatbelt Secondary Freight Route Project (WSFR)

Location:	Wheatbelt
Applicant:	Rick Storer – WBN RRG
Date:	8 August 2018
Author:	Neville Hale
Item Approved by:	Neville Hale
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	1 attachment

Proposal/Summary

For Council to provide support to the Wheatbelt North Regional Road Group (WBN RRG) initiative to source funding for the Secondary Freight Route Project.

Background

Mr Rick Storer, Koorda Shire President has written to Wheatbelt Local Governments seeking a Shire contribution to support the WSFR Working Group in its efforts to secure BBRF funding for the WSFR Project. When the WSFR Working Group met with MRWA sometime ago to put forward the BBRF Funding proposal, the LGA contribution was estimated to be in the order of \$15,000 to \$20,000 per local government. This has subsequently been reduced to an amount of \$6,000 per LGA.

At the most recent meeting of the WBN RRG the delegates asked that all Council's reaffirm commitment to the Wheatbelt Secondary Freight Project and commit \$6000 towards the co-contribution required from all 42 Wheatbelt local governments for the proposed funding application that will be submitted over the coming months to undertake the detailed planning and design works necessary to enable a Level 4 Infrastructure Australia Submission to be prepared.

The initial request was for a co-contribution to be made in the 2018/19 financial year as the Working Group was unsure if those contributions needed to be in the year of the grant approval or over the life of the project. It has since been advised that the contributions can be extended over the project life. It is now not necessary to make the allocation in 2018/19, but could be in 2019/20. The commitment will still be required to enable a BBRF application to be lodged.

Any contribution would only be required if the BBRF application is successful.

Furthermore, the Working Group has been made aware that there is some Federal funding available from the Major Project Business Case Fund, that it is investigating to see if this can be used instead of the BBRF. I am not certain how much or in fact if any co-contribution is required.

To assist councillors that may not be fully aware of the project, Garrick Yandle together with the Working Group have prepared a detailed Briefing document that is attached for your information.

WBN RRG is requesting that all LGs adopt the below recommendation so that we continue to present a united front. It is this collaboration and agreement that is getting significant traction both at a Federal and State Government Level. The Chair of WBN RRG requests written confirmation that the motion was passed by council.

For those that may not be aware, the WSFR Project has been working on this project since mid-2016; the project stemmed from considerable work done by both WBS & WBN in looking at their road networks in an attempt to improve connectivity through our RRG funding and road projects. This mapping process started in 2014, once the RRG together with Main Roads identified that improving the connectivity was a major project that would bring significant economic benefit to the Ag Region. Subsequently, a working group was formed and RDA via Juliet Grist helped obtain initial funding to further progress this as a regional road project. The last 2 ½ years have seen considerable work undertaken by all 42 LG's and the Working Group to get this project to a point where the Working Group is starting to have constructive and positive meetings with the State Government, Federal Government, Infrastructure Australia, Freight & Logistics Council WA, CBH and other key stakeholders.

Comment

Councillors and senior officers from the Shire have actively participated in workshops with neighbouring Shires during 2015 and 2016 seeking to identify and agree an integrated road network to meet the freight needs of industry.

On 1 September 2016, Council advised the WSFR Working Group that the Shire offered its support to the application for Regional Grants Scheme funding to undertake a technical assessment of the identified Secondary Freight Routes against the requirements for movement of Restricted Access Vehicles and to prioritise, scope and cost the work that would be required to provide a freight network at the required level of service.

To date the Shire has committed significant hours to the identification of priority routes in consultation with industry, Local Governments and Main Roads WA. The Shire provided technical information it had available, including road construction specifications and traffic count data to support this project. In addition the Shire agreed to commit \$1,000 to this project should the grant application be successful.

The Shire of Cunderdin has the following roads listed in the WSFRP:

- Goomalling – Meckering Road
- Olympic Ave
- Carter Dr
- Cubbine St
- Quairading Rd
- Baxter Rd
- Dunlop St
- Cunderdin – Wyalkatchem Rd

Consultation

WBN RRG

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

An amount of \$6,000 to be provided as a contribution to the project.

Strategic Implications

Resolution 9.8 August 2018

That Council:

1. Notes the Secondary Freight Routes Project Development report;
2. Supports the strategic intent of the Secondary Freight Routes project;
3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and
4. Endorses in principle an allocation of \$6,000 in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.
5. The funding to be sourced from Account 145116 – Consultants Contractors, if required.

Moved: Cr Doug Kelly

Seconded: Cr Bernie Daly

Vote – Simple Majority

Carried: 8/0

9.9 Delegations Register 2018 – Adoption

Location:	Shire of Cunderdin
Applicant:	Administration
Date:	8 August 2018
Author:	Niel Mitchell, Consultant
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Draft Delegations Register 2018

Proposal/Summary

For Council to adopt the draft Delegations Register 2018.

Background

Council's Delegations Register has been reviewed in detail to –

- remove unnecessary delegations that were of a policy or operational nature,
- amend those that require amendment to reflect changes in legislation, and
- propose new delegation to comply with legislative requirements or considered advisable.

The Delegations Register will fit into a hierarchy of requirements, which are noted within the Appendix to the draft document. Accordingly, it is necessary that it integrates with legislative requirements and the local laws, planning policy and general policy as made by Council.

Comment

Delegations may be made, amended or revoked at any time by absolute majority.

The draft was advised to Council at the July 2018 meeting, and comment requested by 3 August. The Planner requested revision of the proposed planning delegations which have been expanded into 3 delegations. No other comment was received.

The general hierarchy of authority is –

1. legislation – including regulations and local planning scheme
2. local laws
3. delegations – being under direct authority of legislation or local laws, and being made by absolute majority
4. policy – as it outlines how the above three authorities are to be implemented and being made by simple majority

Although every delegation is at Council's discretion, they are essential for the effective and efficient operation of the Shire. In keeping with the principle of the Local Government Act 1995 s.5.42, wherever possible the delegation is made to the CEO, even those where the actual exercise of the duty must be by a qualified or registered person. In these cases the CEO has the duty to see that the task is carried out, even if not a qualified person.

Generally, legislation permits delegations to be made to the CEO, but not to other individuals, although there are a few exceptions. Accordingly, several delegations are not to the CEO. These are where the delegations

- can only be to a qualified or registered person, as required by legislative head of power,
- are to persons who are not considered employees, as permitted by legislative head of power, or
- can only be to specified positions, as required by legislative head of power.

Consultation

Niel Mitchell, Conway-Highbury Pty Ltd
Jacky Jurmann, Planning Consultant

Statutory Implications

Compliance with various Local Government Act requirements.

Adoption of Delegations is required to be by absolute majority.

Policy Implications

A new and up to date Policy Manual for Council's consideration

Financial Implications

The Review process will incur consultancy costs of \$3,000 (estimated) in accordance with current budget provisions

Strategic Implications

Delegations Register is to enable the effective and efficient implementation of Council's instructions, adopted annual budget, and legislative and local law obligations.

Resolution 9.9 August 2018

That the proposed Delegation Register 2018 as attached be adopted.

Moved: Cr Dianne Kelly

Seconded: Cr Norm Jenzen

Vote – Absolute majority

Carried: 8/0

10. Environmental Health and Building

Nil

11. Planning & Development

12. Urgent Items

12.1 Sandalwood Village Management Policy

Location:	Sandalwood Village – Administration Office
Applicant:	Administration
Date:	13 th August 2018
Author:	Kayla James
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	3 attachments

Proposal/Summary

For Council to review and adopt the Sandalwood Village Management Policy.

Background

The Age Appropriate Accommodation development has progressed over the last two years to a point where the 10 Units are nearing completion and handover.

At its 21 June 2018 Ordinary Meeting, Council adopted both the revised Cunderdin Primary Care Demonstration Site Project MOU and the Cunderdin and Tammin Shire Palliative Care Residential Unit Management Plan Agreement. At its 19 July 2018 Ordinary Meeting, Council adopted a Waitlist Management Policy for Sandalwood Village wherein the Cunderdin Meckering Cottage Homes Inc. would be responsible for the selection of tenants for Sandalwood Village.

Following the 24 July 2018 AAAP Committee Meeting, Crs. Di Kelly and Bernie Daly met with staff to discuss a Management Policy and Procedures for the running of the Aged Appropriate Accommodation Units. A copy of the draft policy was also provided to Alan Carter for comment. Notwithstanding that some matters are addressed in the Lease Agreements issued in accordance with the Residential Tenancies Act 1987, a number of requirements specific to the Shire's accommodation are included that outlines the expectations and rules required to be following by residents.

Comment

Handover is proposed to occur on Tuesday 21st August 2018, with tenants proposed to take residence in the units by mid-September.

I am aware that Cr Kelly will be absent during this period.

Two documents are being put forward, a Management Policy providing guidance to staff and community on issues such as allowance of pets, vehicles etc and one on Procedures that provides both staff and applicants, guidance on what the process will be in seeking to take up residence.

Policies need to be adopted, hand -over inspections completed and paperwork prepared prior to the accommodation being made available.

In regard to the respite and Palliative Care accommodation, one needs to finalise the purchase of appropriate furnishings, crockery and cutlery etc.

Consultation

Dianne Kelly – Cunderdin Meckering Cottage Homes Inc.
Alan Carter – Cunderdin Meckering Cottage Homes Inc.
Brooke Jasper – Rates Debtors Officer

Statutory Implications

Nil

Policy Implications

To be added to Council Policy Manual

Financial Implications

Nil

Strategic Implications

6. Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.
 - 6.1 Deliver sustainable governance through transparent and robust policy and processes.

Resolution 12.1 August 2018

That Council

1. review and adopt the Sandalwood Village Policy;
2. note the content of the Sandalwood Village Procedures document, and,
3. authorise inclusion of the Sandalwood Village Management Policy to Council's Policy Manual

Moved: Cr Dianne Kelly

Seconded: Cr Doug Kelly

Vote – Simple Majority

Carried: 7/1

13. Scheduling of Meeting

13.1 September 2018 Ordinary Meeting

The next ordinary meeting of council is scheduled to take place on Thursday 20th September 2018 commencing at 2pm at the Meckering Sporting Club, Dempster Street, Meckering, WA, 6405

14. Matters for which the meeting may be closed – as per Local Government Act 1995 (s.5.23)

Resolution 14.1 August 2018

That the Meeting be moved behind closed doors

Moved: Cr Todd Harris

Seconded: Cr Alison Harris

Vote – Simple Majority

Carried/Lost: _/_

Kayla James, Neville left the room at 6.11pm.

Paul Godfrey left the room at 6.11pm and did not return.

Resolution 14.3 August 2018

That the meeting move from behind closed doors

Moved: Cr Alison Harris

Seconded: Cr Norm Jenzen

Vote – Simple Majority

Carried: 8/0

Neville Hale and Kayla James returned to the room at 6.29pm

The President read aloud resolution 14.2

Resolution 14.2 August 2018

That Council provide comment to its Resource Sharing Committee delegates being Councillors Dennis Whisson and Doug Kelly by September 30, 2018 to enable the Committee to undertake a Performance Assessment of the Chief Executive Officer (Mr Hale) in accordance with the Probationary Period provisions of the Contract of Employment and to set Performance Criteria.

Moved: Cr Bernie Daly

Seconded: Cr Alison Harris

Vote – simple majority

Carried: 8/0

15. Closure of meeting

There being no further business the Shire President will declare the meeting closed at 6.31pm

16. Certification

DECLARATION

I, Dennis Whisson, certify that the minutes of the Ordinary Council Meeting held on 16th August 2018 as shown were confirmed at the ordinary meeting of Council held on 20th September 2018.

Signed: _____

Date: _____