



Mukinbudin - Classic, Dry, Red

Shire of Mukinbudin

Ordinary Council Meeting

MINUTES

WEDNESDAY 15 April 2015



Floral Emblem
Eucalyptus erythronema (Red Flowering Mallee)

Notice of Meeting

Councillors

The next meeting of Council will be an Ordinary Meeting to be held on Wednesday 15th April 2015 commencing at 9.00am.

Thank you

Stuart Billingham
Chief Executive Officer

9th April 2015

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Mukinbudin for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mukinbudin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Mukinbudin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mukinbudin. The Shire of Mukinbudin warns that anyone who has any application lodged with the Shire of Mukinbudin must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mukinbudin in respect of the application.

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

Council is committed to a code of conduct and all decisions are based on an honest assessment of the issue, ethical decision-making and personal integrity. Councillors and staff adhere to the statutory requirements to declare financial, proximity and impartiality interests and once declared follow the legislation as required.

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1. Declaration of Opening

1.1 The Shire President declared the Meeting open at 9.07 am

2. Public Question Time (min 15 minutes)

2.1 Response to previous questions taken on notice.
Nil

2.2 Declaration of public question time opened (min 15 mins)

The Shire President will declare public question time open.

2.3 Declaration of public question time closed

The Shire President will declare public question time closed.

3. Record of attendance, apologies and approved leave of absence

3.1 Present:

3.1.1 Cr Shadbolt (Shire President)
Cr Comerford (Deputy Shire President) arrived at 9.45am
Cr O'Neil
Cr Seaby
Cr Lancaster
Cr Watson
Cr Sippe
Cr Ventris arrived at 9.09am

3.2 Apologies:

Cr Comerford Late
Cr Palm

3.3 On leave of absence:

Nil

3.4 Staff:

3.4.1 Stuart Billingham - CEO
Bob Edwards – WS from 9.07am
Ann Brandis - MF
Shannon Seaby - Pool Manager

3.5 Visitors:

Nil

3.6 Gallery:

Nil

3.7 Applications for leave of absence:

3.7.1 Cr Lancaster for May Ordinary Council Meeting

Council Decision Number – 1229

Moved: Cr O'Neil

Seconded: Cr Watson

That leave of absence is granted for Cr Lancaster for the May Ordinary Council Meeting.

Carried 7/0

4. Petitions, deputations and presentations

4.1 Petitions
Nil

4.2 Deputations
Nil

4.3 Presentations
Nil

5. Announcements by the Presiding person without discussion

5.1 Nil

Cr Ventris arrived at 9.09am

6. Confirmation of the Minutes of previous meetings

6.1 Confirmation of Minutes for the Ordinary Meeting of Council held on the 18th March 2015.

6.2 Confirmation of Minutes for the Special Meeting of Council held on the 30th March 2015

Voting Requirement

Simple Majority

Recommendation

That the Minutes of the

1. Ordinary Meeting of Council held on the 18th March 2015 and

2. Special Meeting of Council held on the 30th March 2015

be accepted as a true and correct record of proceedings.

Council Decision Number – 1230

Moved: Cr Sippe

Seconded: Cr Lancaster

That the Minutes of the

1. Ordinary Meeting of Council held on the 18th March 2015 and

2. Special Meeting of Council held on the 30th March 2015

be accepted as a true and correct record of proceedings.

Carried 8/0

6.1.1 Business Arising from Minutes

Nil

7. Matters for which the meeting may be closed

7.1 Nil

The Local Government Act 1995 Section 5.23 states the following:

5.23. *Meetings generally open to public*

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
 - (a) a matter affecting an employee or employees; and
 - (b) the personal affairs of any person; and
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;and
 - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

8. Reports of Committees and Officers

8.7.1 Work's Supervisor

8.7.1 Work's Supervisor's Report March 2015	
Location:	Mukinbudin
File Ref:	ADM
Applicant:	Bob Edwards - WS
Date:	9 April 2015
Disclosure of Interest:	NIL
Responsible Officer	Bob Edwards - WS
Author:	Bob Edwards - WS

MAINTENANCE GRADING (Some storm damage)

Will Jenkin has carried out some opening up repairs to Lake Brown- Bonnie Rock, Morrison, Quanta Cutting- Wiera, North and North East Roads.

Dandanning had to be kept in shape whilst being used as a detour due to the closure of Nungarin North Rd.

Since the re-opening of Nungarin North Rd, McGregor South and North Roads as far as the tip have been graded.

Due to a complaint, a small section of Wundowlin Rd was graded to remove some rutting that was holding water during the recent rain.

Will has now shifted to Popes Hill South and will pick damaged sections on Lake Brown South and Dead Horse Hill Roads.

FLOOD DAMAGE (Storm Event March 1st)

Following the opening up work carried out with our maintenance grader, Bruce Atkins and Matt Silinger have been given the job to reconstruct the worst effected sections of Lake Brown- Bonnie Rock, SLKs 1.5 to 2.1, 11.8 to 13.2 and 17.8 to 18.3.

The cost for these repairs and opening up should be fully reimbursed by Main Roads WA through the WANDRRA Special Funding Assistance, which is expected to be around \$70,000.00.

NUNGARIN North Road - Full Reconstruction SLK 1.1 to 4.0

The Shire employed local contractors to cart in about 4,500 B/C/Ms (Approximately 8,000t) of Base Course gravel which was dumped on the treated sub – base made from the old road pavement with the use of a Profiler. A one kilometre section was stabilised with 1.5% dry cement.

Our Shire Maintenance Grader, Water Truck, and Vibe Roller formed a new pavement which is waiting to be surveyed so that it can be topped off and cut to grade. Once this work has been completed it will be left to dry back ready for a two coat seal. Two culverts were installed at separate locations to drain the paddock to the west which has historically held water for long periods causing the pavement to fail. Roadswest Engineering are preparing a design and costing for a culvert to replace the current low level floodway. Many thanks to the Locals for their patience while the Nungarin North Rd was closed.

POPES` HILL HISTORICAL SITE

This site has been gravelled, a crossover with a culvert onto the Koorda- Bullfinch Rd has been installed and an access track graded into Greg Soles` paddock.

Two information shelters have been erected and are ready for the information boards to be fixed once they come back from the sign writer.

Approximately 110 square metres of paving were laid by a generous contractor who did the job for free on a pad prepared by the Shire crew. The paving is protected from vandals with the installation of a number of bollards.

A number of pine "tube stock" plants are to be planted as a future backdrop.

CARAVAN PARK HOME

Work is ongoing at various times, the block work has been completed on the retaining wall and the concrete beam has been poured in readiness for the paving crew from Northam to lay 140 square metres of pavers onto the driveway and veranda. A shed will be erected once the backfill is in place behind the new retaining wall.

There are more leach drain sections to come over from Northam to complete the septic system. Backfilling behind the recently created van bays is still to be done.

BARBALIN BLACKSPOT - New road alignment

Pavement work on this Project is nearing completion and we are waiting for a final survey to give us the finished levels for the pavements. Once the final trim work is out of the way and the culverts have been installed we will prepare the road for sealing.

It is pleasing to say that with the recent rains we haven't had the need to hire an outside water truck. There are small amounts of water dammed in the creeks at the job where culverts are to be installed soon.

Fencing of the new boundaries is held up waiting for the drawings of the recent surveys. There are two contractors still interested in doing this work.

So far the rain hasn't been abundant enough to disrupt the placement of base course gravel, it has helped, this being the case we should expect to carry out the sealing of all our roads and town street jobs using Colas as the successful contractor in late May.

RUBBISH TIP

This is still creating a lot of work, the pit is nearly full and needs cleaning out, however with the work load the way it is we are unable to do so. We have resorted to making holes to take the waste one week at a time.

The Green waste hasn't been burnt for a couple of years and arrangements will have to be made with the local Fire Officers to organise a controlled burn.

OUTSIDE WORKS CREW

We are just managing at the moment with size of the crew, however it is nearing seeding time when Will Jenkin will be taking time off, and we will be short.

I will be recommending that Steven Jones be put on permanently once his three months casual term is completed at the end of April, I will also be asking for a casual when we start the culvert installations.

The Shire is about to embark on the upgrading of its Asset Management Inventory (roads are a major part). This is being handled by Ann with some input from me. Noel and Ann will attend a workshop to get up to speed with what is required. Noel will be shown what to look for out on the road, he will take notes of road types, distances and conditions which will in turn be entered into the system by Ann and Staff.

Noel will be requiring the extensive use of a vehicle fitted with an accurate measuring device.

Because Noel has put so much time into the caravan park and other small projects we have not put any time into our guidepost and signs program, we seem to be one person short at all times to give Denis a hand.

WORK UTE CHANGEOVER

The first of the Ford Ranger utes was picked up from Valley Ford in Northam on Friday the 27th of March. The second should be delivered in the third week of April.

CONSTRUCTION PLANT

The new Grader and Roller are both at work on the Blackspot Project, Will has tried his hand on the M Series Grader and Noel, Cameron and Steven (Bones) have spent some time on the Roller. Shane is busy carting gravel.

The Vibe Roller has been hired to Nungarin Shire on two occasions.
The traded Grader and Roller have both been picked up by their respective purchasers.

Recommendation

That Council note the Works Supervisors Report.

Council Decision Number – 1228

Voting Requirements – Simple Majority

Moved: Cr Sippe

Seconded: Cr Ventris

That Council note the Works Supervisors Report.

Carried 7/0

Mr Edwards left the meeting at 9.36am

Cr Seaby left the meeting at 9.37am and re-entered the meeting at 9.38am

Cr Comerford entered the meeting at 9.45am

8.2 Community Development Officer

8.2.1 Community Development Officer's Report	
Location:	Shire of Mukinbudin
File Ref:	CS.GR.1
Applicant:	Nola Comerford-Smith
Date:	9 th April 2015
Disclosure of Interest:	Community Revitalisation Project
Responsible Officer	Stuart Billingham
Author:	Nola Comerford-Smith

GRANT FUNDING PROJECTS:

Current Successful Projects:

- ANZAC Centenary Local Grants Program – Interpretive Centre at Popes Hill applied for \$3,135.00
- Community Pools Revitalisation Program – (CEO applied for this) \$30,000
- Lotterywest Anzac Centenary Grant - \$4,500

Submitted Applications:

- Lotterywest – 2015 Act-Belong-Commit- Spring Festival
- Lotterywest Equipment Grant – Mukinbudin 1950's Working Farm Shed
- Government of Western Australia – Road Safety Community Grants Program (Event Grant) - Spring Festival

Applications in Progress:

- Lotterywest – Events Equipment Kit. On hold
- Road Safety Community Grants Program – a series of events/activities to promote road safety, such as getting children to design bumper stickers, eg.



Completed Acquittals:

- None outstanding

COMMUNITY PORTFOLIOS – OTHER PROJECTS

• Swimming Pool – Community Revitalisation Program

The original application was made for a disabled unisex ablution block and diving board stairs \$22,500, training \$2,500 and \$5,000 new pool cleaner. The amounts can be retrospective as long as spent from 1st July 2014.

Amounts spent to date:

- Stairwell \$10,200 ex GST (using Pool Reserve Money)
- Disabled Toilet/Shower \$12,764 ex GST
- Training \$2,527 ex GST
- Pool Cleaner \$15,389 ex GST
(Freight \$899, Systematic programs \$2,495, Cleaner \$11,995)
- Total to date: \$30,680.00 (excluding stairwell)**



Mukinbudin

A quote from Mukinbudin Building for \$3,460 includes transporting, fixing and paving. We are also expecting a quote from Mick Sippe Carpentry.

As a partner in Mukinbudin Building, I declare an interest in the above quote.

- **Caravan Park –**

Brick Mart from Northam will be laying the paving at the Caravan Park (Swimming Pool Manager's house).

- **Act Belong Commit Mukinbudin Spring Festival –**

Amber and the Committee are continuing to work towards this year's Festival.



- **Tampu Bin –** Have clarified the information given by retired CBH employer – Graeme McLevie. Waiting on quote for custom signs, possibly in the shape of wheat bags to be more relevant for the project.

- **Popes Hill Anzac Interpretive Site –** Work has been completed on the paving and the information board frames have been erected, including tin roofing. The eight information signs are expected to have been completed by Monday 13th April.

Councillor O'Neil has kindly offered to camp at Pope's Hill the night preceding the ANZAC service, allowing the equipment required for the service to be transported to the site the previous day.

Ann Brandis will drive the community bus from town to the ANZAC service for community members not wishing to drive.

We have 10 pine tree seedlings, of which we will plant 3-5 (one centrally behind flagpole, with the others positioned in slight arc on either side). Dennis is drilling holes, then David planting seedlings.

KP has offered the use of his lighting tower (approved by Stephen Sprigg), to be positioned for ease of parking/walking to service site. He will transport it to Pope's Hill and set it up the night before. Barb English (Sandalwood Arts) is interested in making poppies for the ANZAC service – one for every fallen soldier from our community.

Roy Jones is commissioning Trevor Jones to make a 'Pope's Hill Railway Siding' sign to be placed at the original siding west of the newly constructed historical site. Mr Jones will cover the cost and installation of the sign.

- **Creating Age Friendly Communities in Small Towns** A need for more organised seniors activities was identified through the Age Friendly surveys. A visit to Westonia to visit the Hood Penn Museum, the Edna May Minesite lookout, and lunch is planned for Monday 4th May. Would Council be willing to cover the costs of bus hire and fuel for the outing? The participants will cover their costs of museum entrance and lunch. It is planned that we could organise 3-4 outings a year, plus some activities in Mukinbudin which will provide our senior community members with social interaction.
- **Shire of Mukinbudin – Tourist Brochure** The brochure is with Tammy (DeRooy) Ventris for formatting while waiting for final approved content.

Meetings Attended/Events Organised:

- Meeting held with Cliff Simpson, Road Safety Advisor, WALGA to discuss the Road Safety grant on Monday 30th March.

Financial Implications:

Strategic Implications:

Nil

Voting Requirements

Simple Majority

Recommendations

That Council note the above Community Development Officers Report.

Council Decision Number – 1231

Moved: Cr Ventris

Seconded: Cr Lancaster

That Council will cover the cost of the community bus to transport the Seniors outing to Westonia and that Council note the above Community Development Officers Report.

Carried 8/0

8.3 Manager of Finance Reports

8.3.1 List of Payments – March 2015	
Location:	Mukinbudin
File Ref:	ADM
Applicant:	Ann Brandis – MF
Date:	9 April 2015
Disclosure of Interest:	Nil
Responsible Officer	Ann Brandis – MF
Author:	Ann Brandis – MF

If a Councillor has any questions regarding the enclosed finances, please see the Manager of Finance prior to the meeting so that a researched answer may be provided.

Background

A list of payments submitted to Council on 15 April 2015, for confirmation in respect of accounts already being paid or for the authority to those unpaid. (Please refer to Payment listing submitted as a separate attachment)

Financial Implications

A list of payments is required to be presented to Council as per section 13 of the Local Government (Financial Management) Regulations 1996.

Policy Implications

Council Policy No. 1.6.5 (e) states that a list of payments is required to be presented to Council each month in accordance with Financial Management Regulations 13(1) for recording in the minutes.

Voting Requirements

Simple Majority

Recommendation

That the list of payments to today's meeting on Vouchers –

Direct Debits D/D 1059.1, 1061.1,1157.1, 1175.1 and 1178.1	(\$2,306.74) and
Muni Cheques 31105 to 31124	(\$39,478.37) and
Muni EFT's – EFT 643 to EFT 714, Payroll - Pay-2	(\$733,961.90) and
Trust EFT 721-722, D/D 1072.1 – 1172.1 Cheques 227-234	(\$66,480.85)
Totalling	(\$842,227.86)

for payments made in March 2015, be passed for payment.

Council Decision Number – 1232

Moved: Cr Sippe

Seconded: Cr Watson

That the list of payments to today's meeting on Vouchers –

Direct Debits D/D 1059.1, 1061.1,1157.1,1175.1 and 1178.1	(\$2,306.74) and
Muni Cheques 31105 to 31124	(\$39,478.37) and
Muni EFT's – EFT 643 to EFT 714, Payroll - Pay-2	(\$733961.90) and
Trust EFT 721-722, D/D 1072.1 – 1172.1 Cheque 227-234	(\$66,480.85)
Totalling	(\$842,227.86)

for payments made in March 2015, be passed for payment.

Carried 8/0

Meeting adjourned for morning tea at 10.29am and resumed at 11.04am

8.3.2 Monthly Statement of Financial Activity Report – 31 March 2015	
Location:	Mukinbudin
File Ref:	ADM
Applicant:	Ann Brandis - MF
Date:	9 April 2015
Disclosure of Interest:	Nil
Responsible Officer	Ann Brandis - MF
Author:	Ann Brandis - MF

Background

This information is provided to Council on a monthly basis in accordance with provisions of the *Local Government Act 1995 and Local Government (Financial Management Regulations 1996)*.

The new format out of SynergySoft Monthly Statement of Financial Activity for the period ending **31st March 2015** are attached for Councillor Information, and consisting of;

- Statement of Financial Activity
1. Acquisition of Assets
 2. Disposal of Assets
 3. Information on Borrowings
 4. Reserves
 5. Net Current Assets
 6. Rating Information
 7. Trust Funds
 8. Operating Statement
 9. Statement of Financial Position
 10. Financial Ratios
 11. Grants Report
 12. Supplementary Information

Financial Implications

There is no direct financial Implication in relation to this matter.

Statutory Environment

General Financial Management of Council, Council 2014/15 Budget, *Local Government (Financial Management) Regulations 1996, r34, Local Government Act 1995, section 6.4*

Policy Implication

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$10,000 and 10%.

Voting Requirements

Simple Majority

Recommendation

That Council adopt the Monthly Financial Report for the period ending 31st March 2015 and note any material variances greater than \$10,000 and 10%.

Council Decision Number – 1233

Moved: Cr Comerford

Seconded: Cr Sippe

That Council adopt the Monthly Financial Report for the period ending 31st March 2015 and note any material variances greater than \$10,000 and 10%.

Carried 8/0

Cr Sippe left the meeting at 11.25am and re-entered the meeting at 11.26am

Cr Sippe left the meeting at 11.56am and re-entered the meeting at 11.57am

8.4 Chief Executive Officer's Reports

8.4.1 Chief Executive Officer's Report – February 2015	
Location:	Shire
File Ref:	ADM
Applicant:	Stuart Billingham – CEO
Date:	12 April 2015
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

Meetings – Past

March 2015

24 Mar NEWROC Executive Meeting Nungarin CEO
26 Mar NAF Asset Management Mentoring –AIM-CEO MF and WS
27 Mar RAC Wheatbelt presentation Northam CEO and WS
31 Mar Site Visit Water Corporation Muka Dam Waste water re-use sanitation CEO and Hort

April 2015

1 April Exec Meeting
2 April CEACA Meeting Nungarin CEO and Cr Shadbolt
9 April LEMC Meeting
14 April MCA Workshop and WNESRRG CEO, WS Cr Palm
15 April Council Meeting

1.2 Meetings – Future

April 2015

27 April ANZAC Day Public holiday
28 April NEWROC Council Meeting Shire of Nungarin Rec Centre CEO and Shire President
30 April WDC Central East Sub-Regional Economic Strategy-Southern Cross CEO, MF

May 2015

4 May GE Country Zone Meeting Kellerberrin-CEO and Cr Comerford and Cr Shadbolt
20 May Council Meeting
26 May NEWROC Executive Meeting Trayning CEO

June 2015

17 June Council Meeting

1.3. Staff

Mr Danny O'Donnell in the process of settlement House - 9 Calder Street.

Ms Jenny Heaney VISA resolved work balance of 12 months possible become permanent position trainee position abolished.

1.4 Current/Emerging Issues

1.4.1 Metropolitan Local Government - Structural Reform – Minister for Local Government and Communities released recommendation on Wednesday 22 October 2014. Premier Barnett announced on Tuesday run up the white flag after 3 metro mergers were stopped by community polls. Minister for Local Government Circular confirmed Governors Orders to be revoked and Boundaries adjustments to no longer proceed.

- 1.4.2 Beringbooding Tank – Funding for Roof and Conservation Plan meeting held with Acting District Manager Water Corporation-Mr Andrew Ducas. Site Meeting discussed roof programmed to be removed in Dec 15 at around \$99K Copper algae treatment to be negotiated. New Manager
- 1.4.3 Mukinbudin Waste Water agreement expired - meeting held with Acting District Manager Water Corporation-Mr Andrew Ducas to follow up where agreement is at and the provision of water treatment for Mukinbudin. Mrs Angela Herzer from Water Corporation Northam to visit soon re new draft agreement.
- 1.4.4 LEMC House numbers 300mmx300mm Blue white numbers (Nungarin)

Voting Requirements

Simple Majority

Recommendation

That Council note the Chief Executive Officer's Report.

Council Decision Number – 1234

Moved: Cr Comerford

Seconded: Cr Seaby

That Council note the Chief Executive Officer's Report.

Carried 8/0

8.4.2 NEWROC Executive Meeting – Tuesday 24th March 2015	
Location:	NEWROC
File Ref:	ADM
Applicant:	Stuart Billingham – CEO
Date:	9 April 2015
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

Background

An Executive Meeting of NEWROC was held on Tuesday 24th March 2015 in the Shire of Nungarin Recreation Centre. (The minutes from the meeting are submitted as a separate attachment Item 8.4.2 for Councillors information.)

Comment:

The following presentations were made to the meeting:

- Wheatbelt Development Commission

The following items were discussed at the Council Meeting:

- 7.1 Future Project Priorities
- 7.2 CEACA
- 7.3 Wheatbelt Early Years Conference Report
- 7.4 Resource Sharing
- 7.5 Kununoppin Bonded Medical Scholarship

Next NEWROC Meeting dates:

The following dates have been adopted for NEWROC meetings during 2015.

28 April	Council	Shire of Nungarin
26 May	Executive	Shire of Trayning
23 June	Council	Shire of Trayning
28 July	Executive	Shire of Wyalkatchem
25 August	Council	Shire of Wyalkatchem
22 September	Executive	Shire of Koorda
27 October	Council	Shire of Koorda
24 November	Executive	Shire of Mt Marshall
15 December	Council	Shire of Mt Marshall

Voting Requirements

Simple Majority

Officer recommendation:

That Council notes the report on the NEWROC Council meeting minutes held on 24th March 2015.

Council Decision Number – 1235

Moved: Cr Ventris Seconded: Cr Comerford

**That Council notes the report on the NEWROC Council meeting minutes held on 24th March 2015.
Carried 8/0**

Cr Comerford moved that Council adjourn for lunch at 12.31pm. The meeting resumed at 1.27pm.

8.4.3 Shire of Mukinbudin Earl Drive Land Subdivision - Revaluation	
Location:	Subdivision Earl Drive
File Ref:	ADM
Applicant:	Stuart Billingham – CEO
Date:	9 April 2015
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

Background

The Shire of Mukinbudin has an 18 block Subdivision on Earl Drive, Mallee Drive, Gimlett Way and Salmon Gum Alley, Mukinbudin constructed for a total cost of \$953,338. In 2014 the Shire of Mukinbudin was required by the Local Government (Financial Management) regulation 1996 to undertake a revaluation of all Shire owned Land & Buildings in the Shire. Below are listed the Griffin Valuation Advisory fair value prices for the subdivision blocks compared to their current advertised prices. See extract of Valuation report submitted as a separate attachment.

Block No		Original Price \$	Fair Value Price \$	Variance \$
200	6 Mallee Drive	40,000	32,000	8,000
201	4 Gimlett Way	36,000	30,000	6,000
202	6 Gimlett Way	36,000	30,000	6,000
203	8 Gimlett Way	36,000	30,000	6,000
204	10 Gimlett Way	36,000	30,000	6,000
205	12 Gimlett Way	36,000	30,000	6,000
206	14 Gimlett Way	36,000	30,000	6,000
207	10 Salmon Gum Alley	40,000	32,000	8,000
208	12 Salmon Gum Alley	40,000	30,000	10,000 Shire Exec House
209	14 Salmon Gum Alley	42,000	32,000	10,000
210	4 Earl Drive	38,000	30,000	8,000
211	6 Earl Drive	38,000	30,000	8,000
212	8 Earl Drive	38,000	30,000	8,000
213	10 Earl Drive	38,000	30,000	8,000
214	12 Earl Drive	38,000	30,000	8,000
215	14 Earl Drive	38,000	30,000	8,000
216	2 Mallee Drive	42,000	32,000	10,000
217	4 Mallee Drive	40,000	30,000	10,000
		688,000	548,000	140,000

Blocks are now being carried on the Shire of Mukinbudin Asset register at the new fair values as valued by Griffin Valuation Advisory as at 30 June 2014.

Comment:

It is proposed to offer the subdivision blocks for sale at the reduced fair value prices to stimulate and encourage sale of the blocks in the coming years. NB: To date no blocks have been sold or offers to purchase received since the subdivision was completed. Proceeds from sales would be placed into the Shire of Mukinbudin Residential Land Reserve. The purpose of this reserve is to be used for the profit from the sale of subdivision blocks. The Residential Sub division Reserve was established by Council in 1998 - to be used to finance further land developments or applied to the existing residential sub-division loan.

Voting Requirements

Simple Majority

Officer recommendation:

That Council approves the price reduction of the subdivision blocks as listed below:

Block No		Price \$
200	6 Mallee Drive	32,000
201	4 Gimlett Way	30,000
202	6 Gimlett Way	30,000
203	8 Gimlett Way	30,000
204	10 Gimlett Way	30,000
205	12 Gimlett Way	30,000
206	14 Gimlett Way	30,000
207	10 Salmon Gum Alley	32,000
209	14 Salmon Gum Alley	32,000
210	4 Earl Drive	30,000
211	6 Earl Drive	30,000
212	8 Earl Drive	30,000
213	10 Earl Drive	30,000
214	12 Earl Drive	30,000
215	14 Earl Drive	30,000
216	2 Mallee Drive	32,000
217	4 Mallee Drive	30,000
Total		518,000

Council Decision Number – 1236

Moved: Cr Sippe

Seconded: Cr Seaby

That Council approves the price of the subdivision blocks as listed below; however remove the offer of a free sand pad for each block sold:

Block No		Price \$
200	6 Mallee Drive	32,000
201	4 Gimlett Way	30,000
202	6 Gimlett Way	30,000
203	8 Gimlett Way	30,000
204	10 Gimlett Way	30,000
205	12 Gimlett Way	30,000
206	14 Gimlett Way	30,000
207	10 Salmon Gum Alley	32,000
209	14 Salmon Gum Alley	32,000
210	4 Earl Drive	30,000
211	6 Earl Drive	30,000
212	8 Earl Drive	30,000
213	10 Earl Drive	30,000
214	12 Earl Drive	30,000
215	14 Earl Drive	30,000
216	2 Mallee Drive	32,000
217	4 Mallee Drive	<u>30,000</u>
Total		<u>518,000</u>

Carried 8/0

8.4.4 CEACA Draft Constitution	
Location:	Entire CEACA Shires
File Ref:	ADM
Applicant:	Stuart Billingham – CEO
Date:	9 April 2015
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

Summary

To present Council with a request to adopt the Central East Aged Care Alliance Inc (CEACA Inc) Draft constitution.

Background

The Central East Aged Care Alliance (CEACA) was established following discussions at the 2011 Central East Country Local Government Planning Forum held in Kellerberrin. The purpose of CEACA was to develop a holistic regional solution to allow ageing residents to remain in the region for as long as possible, within the context of State and Federal Government policy initiatives.

CEACA's membership includes the 11 Councils from the central east portion of the Western Australian Wheatbelt – the Shires of Bruce Rock, Kellerberrin, Koorda, Merredin, Mt Marshall, Mukinbudin, Nungarin, Trayning, Westonia, Wyalkatchem and Yilgarn.

With funding from the 11 Councils, Regional Development Australia Wheatbelt and the Wheatbelt Development Commission, Verso Consulting was engaged to undertake an aged care needs study for the region.

One of the study's major findings was the need for universally designed independent housing units that would allow residents to remain within their communities (and by extension) the region for as long as possible.

In addition to their role as advocate for improving service delivery for the aged within their communities, CEACA's Member Councils also saw they had a role in the construction of independent living units for the aged.

Since the release of the Verso Report CEACA has worked on establishing the need for universally designed houses through a needs analysis across each of the 11 Councils and developing a business case for funding to assist CEACA's membership in the construction of the houses to meet this identified need.

Access Housing has been engaged by CEACA to assist in development of a business case for funding from the State Government through its Growing the South Initiative. In the first instance funding is being sought for land assembly and servicing, with CEACA's Member Councils resolving as follows at a meeting on Thursday 26 February 2015:

RESOLUTION:

Moved: Cr Truran

Seconded: Mr Burton

1. *That the 11 Member Councils of CEACA approve the business case for the CEACA Seniors Housing Project – Stage One Land Assembly and Servicing as prepared by Access Housing and authorise its submission to the Department of Regional Development.*
2. *That the 11 Member Councils of CEACA agree that the Shire of Merredin be the banker for the CEACA Seniors Housing Project – Stage One Land Assembly and Servicing project.*

CARRIED

The need for a governance model for the CEACA Aged Housing Project has also been under consideration for some time. At a CEACA Meeting held Monday 16 March 2015 a number of decisions around the development of a governance model were taken with CEACA resolving as follows:

RESOLUTION: *Moved: Mr Griffiths* *Seconded: Cr O'Connell*

That Member Councils of the Central East Aged Care Alliance (CEACA) approve the establishment of an incorporated body for the purpose of undertaking the CEACA Aged Care Housing Project.

CARRIED

RESOLUTION: *Moved: Cr Truran* *Seconded: Mr Mollenoyux*

That the membership of the incorporated body include one representative nominated by each CEACA Member Council.

CARRIED

RESOLUTION: *Moved: Cr Davies* *Seconded: Cr Breakell*

That the Wheatbelt Communities Inc Constitution be used as the basis to form the constitution of the new incorporated body.

CARRIED

RESOLUTION: *Moved: Cr Strange* *Seconded: Cr Davies*

That a working group comprising Mr Darren Mollenoyux, CEO Shire of Bruce Rock, Mr David Burton, CEO Shire of Koorda, Mr Greg Powell, CEO Shire of Merredin and Mr Ian McCabe, CEO Shire of Wyalkatchem, be established and charge with the task of finalising a draft constitution prior to seeking legal advice on the draft constitution.

CARRIED

RESOLUTION: *Moved: Cr Truran* *Seconded: Cr Shadbolt*

That the draft constitution be presented to Member Councils for consideration at their ordinary April Council Meeting for endorsement.

CARRIED

By consensus it was also agreed that:

1. *David Burton and Ian McCabe would review the Wheatbelt Communities Constitution as a starting point to preparing a draft constitution for the new incorporated body;*
2. *The WE-ROC Executive Officer would provide executive support to the working group as it prepared the draft constitution; and*
3. *Member Councils would provide their respective agenda closing dates to the WE-ROC Executive Officer in order that an agenda item for use by all Councils for consideration at their April round of meetings can be prepared.*

A draft constitution was presented to Member Councils at a CEACA Meeting held Thursday 2 April 2015 with CEACA resolving as follows:

That:

1. The 11 Councils of the Central East Aged Care Alliance endorse the circulated draft constitution for the purpose of creating an incorporated entity for the Central East Aged Care Alliance housing project; and
2. Should any further minor corrections to the circulated draft constitution be required, corrections must be provided to the WE-ROC Executive Officer no later than close of business on Tuesday 7 April 2015 in order for the draft constitution to be finalised and circulated to all CEACA's Member Councils for endorsement at the April round of ordinary Council meetings.

CARRIED

Comment:

A copy of the revised draft constitution is presented for endorsement.

Council should also give consideration as to who it wishes to represent it on the incorporated body's Management Committee noting that there will be only one member from the each of CEACA's membership. It may also be prudent to consider the appointment of a deputy.

Strategic Implications

Provision of Future Aged Care services and facilities in the WEROC and NEWROC Shires under the CEACA banner.

Legislation

Incorporations Act 1984

Policy Implications

Nil

Consultation:

Shire President

Financial Implications

Future cash contributions to CEACA in 2015/16 Budget of \$5,000, and future budgets figure unknown at this stage.

Voting Requirements

Simple Majority

Officer recommendation:

That the Shire of Mukinbudin:

1. endorse the draft constitution for Central East Aged Care Alliance Inc as presented.
2. advise the Executive Officer of the Wheatbelt East Regional Organisation of Councils of its endorsement of the draft constitution for Central East Aged Care Alliance Inc can be undertaken.
3. advises that Cr Shadbolt be Council's delegate on the CEACA Inc Management Committee and Cr _____ be the Deputy/Proxy.

Council Decision Number – 1237

Moved: Cr O'Neil

Seconded: Cr Sippe

That the Shire of Mukinbudin:

- 1. endorse the draft constitution for Central East Aged Care Alliance Inc as presented.**
- 2. advise the Executive Officer of the Wheatbelt East Regional Organisation of Councils of its endorsement of the draft constitution for Central East Aged Care Alliance Inc can be undertaken.**
- 3. advises that Cr Shadbolt be Council's delegate on the CEACA Inc Management Committee and Cr Comerford be the Deputy/Proxy.**

Carried 8/0

Cr Shadbolt declared a financial interest in Item 8.4.5 and left the meeting at 1.53pm.
Cr Comerford assumed the chair.

8.4.5 Barbalin Blackspot WAPC Subdivision application	
Location:	Shire
File Ref:	
Applicant:	CEO
Date:	12 April 2015
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

Summary

To present Council with a new request to pass a new resolution that the land in question as part of the subdivision of the Barbalin Blackspot from Whitehill Pty Ltd be for the for the sole purpose of a water retention basin e.g. ongoing road works in the district.

Background

The Chief Executive Officer in discussion with the WAPC's Mr Robert Hodges regarding the request by the Shire of Mukinbudin to subdivide off the triangular piece of land between the old road and new road alignment, has revealed that the application on its current merits would not be supported by WAPC Officers for approval. Mr Hodges advised that the request was most likely to be refused approval as it was not in line with WAPC state land use policy.(Refer to map attached)

The CEO after discussions with Surveyor Mr Paul Kraft (Mr Kraft met with Mr Hodges) have agreed that a new Form 1A Application needs to signed by Whitehills Pty Ltd and the Council needs to move a new resolution that the piece of land in question be requested to be subdivided off for the sole purpose of a water retention basin for e.g. provision of water for future roadwork's in the area.

Until subdivision has been approved settlement with Whitehills Pty Ltd cannot be progressed.

Comment:

This item is presented to Council to pass a new motion for the future use of the land to be subdivided.

Statutory Environment:

Land Administration Act 1997 – Part 9

Town Planning and Development Act 1928 - Section 32

Local Government Act 1995

Strategic Implications

State Blackspot Project

Critical to the future collection of water to enable the economic watering of the Shire Roadwork's

Policy Implications

Nil

Consultation:

Surveyor, Works Supervisor, WAPC

Financial Implications

2015 Annual Budget provision.

Voting Requirements

Simple Majority

Recommendation

That Council advises the WAPC that the subdivision application for the parcel of land from the Barbalin Blackspot project, be used solely for Council purpose of water retention basin i.e. Ongoing Road Works and maintenance programs.

Council Decision Number – 1238

Moved: Cr Lancaster

Seconded: Cr O’Neil

That Council advises the WAPC that the subdivision application for the parcel of land from the Barbalin Blackspot project be used solely for Council purpose of water retention basin i.e. Ongoing Road Works and maintenance programs.

Carried 7/0

Cr Shadbolt reentered the meeting at 2.10pm

Cr Comerford & Ann Brandis left the meeting at 2.10pm and re-entered at 2.11pm

8.4.6 Lake Brown Blocks and Write off of Rates	
Location:	Shire
File Ref:	AS412,AS413,AS433
Applicant:	CEO
Date:	9 April 2015
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

Summary

To present Council with a new request to consider writing off rates owing on two Assessments in Lake Brown and transferring the three blocks into the Shire of Mukinbudin's name.

Background

The Shire of Mukinbudin has received various phone calls and now a letter dated 25 March 2015 from Mr Geoff Warren regarding three blocks in Lake Brown Subdivision. (see copy of Letter submitted as a separate attachment). The Local Government Act Section 6.12 and 6.13 states:

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,

which is owed to the local government.

** Absolute majority required.*

6.13. Interest on money owing to local governments

- (1) Subject to any other written law, a local government may resolve* to require a person to pay interest at the rate set in its annual budget on any amount of money (other than rates and service charges) which —
- (a) that person owes to the local government; and
 - (b) has been owed for the period of time referred to in subsection (6).

** Absolute majority required.*

The three blocks in question are:

1. Lot 7 Mulqueeny Parade Lake Brown A412 Balance Owing \$896.70

Search: PickList Property Financial Summary Ownership Parcel Memos

Legal flag Non-current

Assess No: A412 Old No:

5 Owners: ET WARREN

Property: L7 MULQUEENY PDE
Address: LAKE BROWN 6479

House: L7 Lot: 7

Street: MULQUEENY

Type: PDE

Suburb: LAKE BROWN 6479

Ward: 6 LAKE

Area:

Locality: 01 SHIRE OF MUKINBUDIN (ratepayer address: 989599)

Zoning: RE Residential

Land use:

VEN Number: 772614

Pens No:

Valuation Details:
Gross Rental Value: Unimproved Value:

20.00

Legend:

- Cadastre
- Assess No
- Lot No
- Roads
- GRV
- UV
- Wards
- Zones
- General

Aerial

2. Lot 8 Mulqueeny Parade Lake Brown A413 Amount owing -\$0.01

Search: PickList Property Financial Summary Ownership Parcel Memos

Legal flag Non-current

Assess No: A413 Old No:

5 Owners: ET WARREN

Property: L8 MULQUEENY ST
Address: LAKE BROWN 6479

House: L8 Lot: 8

Street: MULQUEENY

Type: ST

Suburb: LAKE BROWN 6479

Ward: 6 LAKE

Area:

Locality: 01 SHIRE OF MUKINBUDIN (ratepayer address: 989599)

Zoning: RE Residential

Land use:

VEN Number: 772613

Pens No:

Valuation Details:
Gross Rental Value: Unimproved Value:

20.00

Legend:

- Cadastre
- Assess No
- Lot No
- Roads
- GRV
- UV
- Wards
- Zones
- General

Aerial

3. Avon Location 28429 Lake Brown A433 Amount owing \$1,058.77

Creditors Maintenance - 118 PALM PLUMBING Account Enquiry - W070 - Caravan Park General Maintenance/Operations Property Map Enquiry - A433 RURAL ADDRESS

Search: PickList Property Financial Summary Ownership Parcel Memos

Legal flag Non-current

Assess No: A433 Old No:

4 Owners: BC MANUEL

Property: RURAL ADDRESS
Address:

House: Lot: 28429 (ratepayer: SOLID PLANTATION PTY LTD A115 15387 address: Lot 15387 RURAL ADDRESS 989599)

Street: RURAL ADDRESS

Type:

Suburb:

Ward: 6 LAKE

Area:

Locality: 01 SHIRE OF MUKINBUDIN

Zoning: RU Rural

Land use:

VEN Number: 1090911

Pens No:

Valuation Details:
Gross Rental Value: Unimproved Value:

6000.00

Legend:

- Cadastre
- Assess No
- Lot No
- Roads
- GRV
- UV
- Wards
- Zones
- General

Aerial

Comment:

This item is presented to Council to consider agreeing to transfer the three affected assessments into the name of the shire of Mukinbudin as freehold title and the remaining rates to be written off. Once transferred to the Shire the blocks would be made non rateable until sold or disposed of.

Strategic Implications

Nil

Policy Implications

Yes – Shire Policy Write Off of Rates

Consultation:

MF, SFO Mr G Warren, Landgate

Financial Implications

Possible write off of rates owing of A412 \$896.70 and A 433 \$1,058.77 total of \$1,955.47

Voting Requirements

Absolute majority Vote Required

Recommendation

That Council

1. advises Mr Warren that it is prepared to transfer the three assessments A412, A413 and A433 into the name of the Shire of Mukinbudin as freehold and authorising the CEO to proceed with the transfer.
2. writes off the balance of the rates and charges owing on A412 \$896.70 and A433 \$1,058.77.

Council Decision Number – 1239

Moved: Cr Seaby

Seconded: Cr Ventris

That Council:

1. **advises Mr Warren that it is prepared to transfer the three assessments A412, A413 and A433 into the name of the Shire of Mukinbudin as freehold and authorising the CEO to proceed with the transfer**
2. **writes off the balance of the rates and charges owing on A412 \$896.70 and A433 \$1,058.77.**

Carried 8/0

AMVR

8.4.7 Annual Financial Report 2014 and Annual Electors Meeting	
Location:	Shire
File Ref:	ADM
Applicant:	CEO
Date:	9 April 2015
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

Summary

To present Council with the Audited Annual Financial Report, Auditors Report and Management Letter for the financial year ending 30 June 2014.

Background

Section 7.9 of the *Local Government Act 1995* requires an audit to be undertaken and that the audit when completed, must be submitted to the Shire President, the Chief Executive Officer of the Local Government and the Minister for Local Government and Communities.

It is a requirement that the Annual Audit be completed by the 31st December following the close of the financial year, This year the Audit was not completed by this date and is raised as a non-compliance matter. The final audit was conducted by UHY Haines Norton Chartered Accountants on Tuesday 10th – Wednesday 11th February 2015.

The final Audit report and Management Letter has been completed and received by the Shire President and CEO (Please refer to separate attachments). The Auditor's report and Management report to be submitted to the Shire of Mukinbudin Audit Committee for further consideration. (See copy of Audit and Management reports attached for councillor's information).

Comment

The Annual Financial Report for 2013/14 has now been completed (Please refer to copy of Annual Financial Report submitted as a separate attachment)

The Shire 'Annual Report' is currently being prepared and will be available to the Public and Electors at the Annual Electors Meeting. Date still to be set.

Council may wish to resolve to hold its Annual Electors Meeting on Wednesday 3rd June 2015 at 7.00pm at the District Club. (NB: The Annual Electors meeting to be held no more than 56 days after acceptance of annual report).

Statutory Environment

Local Government Act 1995 (s.5.25 (1) (g) &
Local Government (Administration) Regulations 1996 - Reg12).
Local Government (Financial Management) Regulations 1996,
 Australian Equivalent International Financial Reporting Standards (AIFRS)

Strategic Implications

Integrated Planning and Reporting Framework

Policy Implications

Long Term Financial Plan, Corporate Business Plan and Asset Management Plan

Recommendation

That Council:

1. receives the Shire of Mukinbudin Annual Financial Report for the year ended 30th June 2014.
2. advertises and holds its Annual Electors Meeting in the District Club on Wednesday 3rd June 2015 at 7.00pm.
3. Submits the Annual Financial Report for the year ending 30 June 2014 to the Executive Director of the Department of Local Government and Communities within 30 days of his receipt of the auditor's report, as required by Local Government (Financial Management) Regulation 51(2).

Cr Watson left the meeting at 2.33pm and re-entered at 2.34pm

Council Decision Number – 1240

Voting Requirements – Simple Majority

Moved: Cr Seaby

Seconded: Cr Ventris

That Council:

1. receives the Shire of Mukinbudin Annual Financial Report for the year ended 30th June 2014.
2. advertises and holds its Annual Electors Meeting in the District Club on Wednesday 3rd June 2015 at 7.00pm.
3. submits the Annual Financial Report for the year ending 30 June 2014 to the Executive Director of the Department of Local Government and Communities within 30 days of his receipt of the auditor's report, as required by Local Government (Financial Management) Regulation 51(2).

Carried 8/0

8.5 Environmental Health Officer's Reports

8.5.1 Nil

8.6 Mukinbudin Caravan Park Manager's Report

8.6.1 Mukinbudin Caravan Park Report – February 2015	
Location:	Mukinbudin
File Ref:	ADM
Applicant:	Tania Sprigg
Date:	8 April 2015
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham
Author:	Tania Sprigg

Mukinbudin Council Report March 2015

The Caravan Park continues to be very busy!! The Western Power Contractors have moved on after 2 weeks stay with cabins & powered sites. Easter was also busy with families staying in the cabins, house and powered sites. Is the shire interested in 2 small semi S/C cabins that are no longer required by Emu Beach Caravan Park Albany? Emu Beach will be confirming with me when available and how much they will cost.

Tania Sprigg

CEO Comment

Works commenced in Nov 2014, issues with the plumbing sewerage line at CVP addressed and works are now nearing final completion. Plan of proposed new bays and overflow previously submitted to Council.

	14/15 Budget	Actual YTD	
Power Upgrade	\$19,000	\$19,000	Completed
Install 2 x Power heads Sth	\$ 8,500	\$ 8,500	Completed
Install 4 x Power heads Wst	\$16,000	\$16,000	Completed
Install new mains board	\$ 2,000	\$ 2,000	Completed
Extra Pole/Cable	\$0	\$ 2,128	
Septic Tank Leach Drains	\$ 9,580	\$ 5,052	Completed
Cartage of Leech Drains	\$0	\$ 480	Completed
Sullage/Septic System Works	\$22,500	\$22,585	Completed
Sand Fill, Hire plant Etc	\$ 6,425	\$ see below	figs Completed
Labour	0	\$15,904	
Labour overheads	0	\$13,619	
Plant	0	\$8,415	
Plant depn	0	\$3,080	
Misc	0	\$ 522	
Total	\$84,005	\$117,285	\$33,280 over budget

Recommendation

That Council note the above Caravan Park Managers Report.

Council Decision Number – 1241

Moved: Cr Watson

Seconded: Cr Sippe

That Council notes the above Caravan Park Managers Report.

Carried 8/0

Mukinbudin Caravan Park Annual Income

	Self Contained			Washing	Total	Total Expense
	Units	Barracks	Sites	Machine		
2005/2006	19358.08	11082.32	10521.76	1171.16	42133.32	
2006/2007	22820.21	9753.06	17095.2	981.35	50649.82	
2007/2008	27304.76	5422.75	11244.47	678.16	44650.14	
2008/2009	37214.39	10554.55	16773.76	663.63	65206.33	
2009/2010	33567.84	9096.35	15504.7	1036.36	59205.25	
2010/2011	38054.93	15604.59	15817.92	845.55	70322.99	
2011/2012	34724.53	11056.46	18753.08	773.19	65307.26	
2012/2013	44682.83	17477.98	24860.15	1050.17	88071.13	
2013/2014	45332.87	16194.44	26393.17	1278.53	89199.01	88,695.34

Mukinbudin Caravan Park Income and Expenditure

	Self Contained			Washing	Total	Expenditure
	Units	Barracks	Sites	Machine	Income	
July 14	3210.02	1290.55	1373.61	0.00	5874.18	6021.66
Aug 14	3272.75	2442.72	3121.61	325.45	9162.53	9202.39
Sept 14	4990.04	1939.99	5698.60	0.00	12628.63	10560.04
Oct 14	5372.72	2460.46	2829.98	398.59	11061.75	13575.42
Nov 14	4120.92	1910.91	2009.98	0.00	8041.81	26060.49
Dec 14	4445.46	2257.27	573.64	234.55	7510.92	9403.86
Jan 15	663.65	687.73	586.23	0.00	1937.61	10088.76
Feb 15	2428.20	2388.63	1244.55	0.00	6061.38	9396.55
Mar 15	3434.11	2481.82	3083.63	158.18	9157.74	6130.35
Apr 15					0.00	
May 15					0.00	
Jun 15					0.00	
Total	31,937.87	17,860.08	20,521.83	1,116.77	71,436.55	100,439.52

Ann Brandis left the meeting at 2.52pm and re-entered at 2.54pm
Shannon Seaby entered the meeting at 2.54pm

8.7 Swimming Pool Manager's Report

8.7.1 Mukinbudin Swimming Pool Report March 2015	
Location:	Mukinbudin
File Ref:	
Applicant:	Shannon Seaby
Date:	9 April 2015
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham
Author:	Shannon Seaby

No Report from Shannon this month as Pool closed on the afternoon of Sunday 5 April 2015

Shannon gave a verbal report to the meeting. Shannon thanked Council and staff for their support for the 2014/15 season and advised that she had received a lot of excellent feedback on what a great facility the pool is.

- 8,510 people through the gate for the pool season
- No major incidents at the pool this season
- New pool cleaner after a few tweaks is operating very well, very easy to operate and set up. Saves a lot of time

Things that possibly need to be addressed:

- Paint in the gutters is peeling especially in the junior pools and it is being found in the filters
- Paint on the bottom of the pool seems to be wearing away
- Chlorination system (Chemical dosing pump) appears to be an indoor system and is causing some problems due to the use of cyanuric acid
- Would like a barrier such as shade cloth attached to the existing fence to help stop the leaves and bark entering the pool.
- Possible removal of a few trees on the northern side of the pool as they offer no shade and the bark stains the concourse when wet.
- Annual spider eradication program before the start of the season.
- New bins to replace the old metal bins for the concourse.
- Edging between the concourse and the limestone retaining wall has worn away in places and needs re-cementing
- Replace the solenoid that fills up the balance tank
- Defibrillator is now not being used at the Pool so did Council wish to utilise this somewhere else
- Drains in the concourse – pavers have started to drop in places and needs repairing
- Consider changing hours perhaps 2.00pm to 8.00pm due to low patronage from 11.00am – 2.00pm or 3.00pm
- Closing time - consider a date cut off so if Easter is after this date the pool closes.

CEO Comment

\$30,000 Pool Grant received from the Dept Sport and Rec

	Budget	Actual YTD
Pool Vacuum Cleaner	\$11,000	\$14,490 arrived in use Budget amendment
Freight pool cleaner	\$ 0	\$ 899
Disabled Unisex Toilet	\$12,500	\$12,764 arrived to be installed
Stage 4 Drafting Plans	\$ 8,000	\$ 0 On Hold till 2015/16 Budget
Diving Board Stairs	\$10,700	\$ 9,200 completed
Digging around diving board pipe work	0	\$ 900 completed
Total	\$42,200	\$38,353

- Diving Board stairs installed by Mukinbudin Steel fabricators 2014/15 Budget \$10,700 excluding gst.
- Shade Cloth for Ladies Change rooms repaired and to be reinstalled by Denis ASAP. Bonnie Rock Playground shade cloth remade and claimed under insurance storm damage.
- New Disabled toilet to be installed soon Quotes being sourced to install to building requirements

Voting Requirements

Simple Majority.

Recommendation

That Council note the above Pool Managers Report.

Council Decision Number – 1242

Moved: Cr Ventris Seconded: Cr Watson

That Council notes the above Pool Managers Report.

Carried 8/0

Shannon Seaby – Pool Manager left the meeting at 3.27pm

Cr Ventris left the meeting at 3.27pm

8.8 NRMO's Report

8.8.1 NRMO Report March 2015	
Location:	Mukinbudin
File Ref:	
Applicant:	Claire Baker - NRMO
Date:	8 April 2015
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham - CEO
Author:	Claire Baker - NRMO

COURSES/ WORKSHOPS/ MEETINGS ATTENDED:

- ❖ 3rd March – Mukinbudin – Staff Meeting
- ❖ 5th & 6th March – Merredin – Water Corp Water Audit Training
- ❖ 11th March – Kellerberrin – NRMO Meeting
- ❖ 17th March – Kellerberrin – NRMO Workshop (Big Feed Day Out)
- ❖ 18th March – 7th April – Annual Leave

PRESS RELEASES:

- ❖ "Big Feed Day Out" Flyer
- ❖ NRM News – 1080 baits, Corella damage and call for shooters

MCG – WNRM COMMUNITY GRANT

- ❖ Grant acquittal to be completed, all products received.
- ❖ I was planning to apply for Red card for Red fox however no one was available for the weekend moved until next year.

DRF WORKS – North Barbalin Road

- ❖ Permit to take has submitted to DPaW (July) – The application is being reviewed; the works time has been extended for one year.
- ❖ Contact received from DPaW; they state some DRF that may be destroyed is of concern (*Eremophila virens*).
- ❖ In contact with the Flora Administrative Officer from Species and Communities Branch (DPAW) in Perth and our local Flora Conservation Officer (DPAW) to work on a suitable program.
- ❖ A translocation proposal has been advised to tie in with the Black Spot Project and I have submitted a draft Translocation Proposal to DPaW awaiting for when a specialist from Kings Park comes out for cuttings.
- ❖ Working on the translocation budget for the Shire and obtaining local quotes on materials

REVEGETATION PROJECT – Blackspot

- ❖ I have been advised to write up a revegetation plan for the Black Spot Project for the Koorda – Bullfinch section of road which will be closed.
- ❖ In contact with DPaW on suitable plans and how to incorporate the Translocation Proposal into the area for the *Eremophila virens*.
- ❖ Took site Photos of area for DPaW
- ❖ Plans all moving forward in contact with Natasha Moore from DPaW.

CLEARING – Koorda Bullfinch Road

- ❖ The permit has been accepted and plans have commenced.

NEWROC NRM – NEWROC NRM STRATEGY 2015 – 2020

- ❖ The NEWROC Strategy has been accepted and passed at the NEWROC Executives Meeting.

- ❖ This strategy is now in place for future projects incorporating all of NEWROC beginning with the large scale revegetation project (Explained below in Greening Australia Partnership).

STATE NRM GRANT 2013 – 2015- Feral Pest Eradication through use of 1080 and research into bait palatability, attractiveness and non – target species attraction”

- ❖ Baits still being advertised in the three shires; readvertising in NRM News in local papers – coming up to the baiting period when feed source is low.
- ❖ All permit applications & records on file in Koorda NRM Office
- ❖ An assistant has been organised for the bait trials, I have sent 1080 accreditation package, which has been completed and returned; sent to DAFWA for processing

20 MILLION TREES APPLICATION/ GREENING AUSTRALIA

- ❖ Greening Australia heard of our application and contacted me as the contact person for NEWROC, they stated they are a national service provider for large scale revegetation projects and applying through 20 Million Trees and wanted us to be on board.
- ❖ After consultation with NEWROC NRM I pieced an application together and submitted it to Greening Australia
- ❖ I drafted a letter and sent to all landholders who sent in EOI’s last year to advise of not being successful for this year but hoping for this funding partnership.
- ❖ Waiting whether we are successful or not.

CORELLA PERMIT

- ❖ Corellas are causing significant damage around town.
- ❖ I have spoken with our local Wildlife Officer from DPaW; Adrian Chesson and he stated I need to complete a Permit to obtain a Damage Licence.
- ❖ I have drafted a risk management plan and the permit
- ❖ Needing a number of shooters before the permit can be submitted; in contact with the Bencubbin Shooters Assoc. – awaiting their reply.

WATER WISE ACCREDITATION

- ❖ Spoke with Stuart regarding my involvement with the WaterWise Accreditation Process
- ❖ Collating “ERN” numbers to be able to access “My Water” Account – awaiting details from Water Corp
- ❖ Attended the Water Audit Training held in Merredin over the 5th and 6th of March, the course was well presented and very informative, have managed to obtain suitable documents to be able to take part in water auditing, will be meeting with David Smith regarding water usage.
- ❖ Promotional advertisements (posters and stickers) have been obtained to help make the community become aware of water usage and saving water

Voting Requirements

Simple

Recommendation

That Council note the above NRM Report.

Council Decision Number – 1243

Moved: Cr O’Neil

Seconded: Cr Seaby

That Council note the above NRM Report.

Carried 7/0

Cr Ventris re-entered the meeting at 3.30pm

8.8.2 Translocation Proposal Eremophila Virens	
Location:	Mukinbudin
File Ref:	ADM
Applicant:	Claire Baker - NRMO
Date:	14 th April 2015
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham - CEO
Author:	Claire Baker - NRMO

Background

The Shire of Mukinbudin has one main population of the *Eremophila virens* which is not found elsewhere in the world (besides a population in Westonia); there is only 200 plants left; they are critically endangered and is an iconic plant of the Wheatbelt. If the Shire of Mukinbudin is willing to invest in the translocation of this species it will promote the shire as proactive and will be a positive step forward in conserving what is unique about our land and our environment.

A clearing permit for environmentally sensitive areas was applied for in 2014 for North Barbalin Road (due to the vegetation causing a potential hazards for road users); due to the potential damage of the *Eremophila virens* located within the maintenance zone and the impact on the species, Department of Parks and Wildlife (DPAW) has advised a Translocation Proposal needs to be completed for this species before the Permit to Take can be approved.

DPAW has stated their staff will assist with completed the Translocation proposal for approval by the Species and Communities Branch, taking of cuttings (soon to occur), delivery of seedlings (150 seedlings – 75 from cuttings, 75 propagated from seed), planting seedlings and advice and care.

The Shire of Mukinbudin will need to budget for propagation of the seedlings through Kings Park, Site Preparation (including deep ripping and weed control), installation of irrigation setup for the next two summers, planting of seedlings in 2016, rabbit proof fencing (entire translocation area) and monitoring over the first two seasons.

The DRF will be translocated to within the Koorda – Bullfinch Blackspot project once the bitumen is ripped and removed. By planting the seedlings here the site preparation can be in place for the Blackspot Rehabilitation Project and will reduce further works costs for that project.

Financial Implications

The financial implications to the Shire are currently estimated at a range of \$8,500 - \$9,000 including propagation of the seedlings at Kings Park as well as the materials for fencing and irrigation set up.

The in kind cost to the Shire including labour, planting, monitoring and the like is estimated at \$2,000.

A budget will be submitted for the annual budget for 2015-2016.

Budget is an estimate only for in-kind works.

EV DRF Translocation Proposal - Shire of Mukinbudin					
TASK/ORDER/HIRE	HOURS/UNIT	COST P/UNIT	CONTRACTOR/OFFICER	IN KIND \$	TOTAL \$
Project Management	40 hours	\$44.23 P/H	Claire Baker - NRM Officer	\$1,769.20	
Site Preparation	3 hours	\$35.00 P/H	Shire Works Crew	\$105.00	
Propagation of Seedlings	1	\$1,500.00	Kings Park Nursery		\$1,500
Installation of Irrigation/ Fencing	4 hours	\$35.00 P/H	Shire Works Crew	\$140.00	
Irrigation & Fencing materials**	1	\$7,200.00	Landmark Mukinbudin		\$7,200.00

Planting of seedlings	3 hours x 2 staff	\$35.00 P/H	Shire Works Crew	\$210	
Site Monitoring	4 hours	\$44.23 P/H	Claire Baker - NRM Officer	\$176.92	
			TOTAL:	\$2,401	\$8,700

Statutory Environment

Environmental Protection Act 1986

Policy Implication

Nil

Voting Requirements

Simple Majority

Recommendation

It is recommended that the Council approve for the Translocation Proposal to continue. Once the plants are established a majority of the equipment is able to be removed and reused by the Shire in other suitable projects.

Council Decision Number – 1244

Moved: Cr Sippe Seconded: Cr Lancaster

That Council notes the translocation proposal and list this for consideration in the 2015/16 draft budget

Carried 8/0

9. Information Report

9.1 Please refer to Correspondence and Information Report submitted as a separate attachment

10. Elected Members Motions of which previous notice has been given

10.1 Nil

11. Urgent Business without notice (with the approval of the president or meeting)

11.1 Nil

12. Confidential Items – Meeting to be closed to the Public in accordance with the provisions of the Local Government Act 1995.

12.1 Nil

Item 12.1 is Confidential in accordance with the Local Government Act 1995, Section 5.23

(2) If a meeting is being held by a Council.....the Council may close to members of the public the meeting, or part of the meeting if the meeting or the part of the meeting deals with any of the following –

- (a) *a matter affecting an employee or employees;*
 - (b) *the personal affairs of any person;*
 - (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
 - (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
 - (e) *a matter that if disclosed, would reveal -*
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government; and
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;

and
 - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
 - (h) such other matters as may be prescribed.
- (3) *A decision to close the meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

Recommendation

That Council close the meeting to members of the public in accordance with the Local Government Act 1995, Section 5.23 as Item 12.1 deals with matters contained under Section 5.23.

Council Decision Number – 1245

Voting Requirements – Simple Majority

Moved: Cr Watson

Seconded: Cr Sippe

That Council close the meeting to members of the public in accordance with the Local Government Act 1995, Section 5.23 as Item 12.1 deals with matters contained under Section 5.23.

Carried 8/0

Meeting went behind closed doors at 3.40pm

Council is now required to re-open the meeting to the public.

Council Decision Number – 1246

Voting Requirements – Simple Majority

Moved: Cr Ventris

Seconded: Cr Sippe

That Council reopen the meeting to members of the public in accordance with the Local Government Act 1995.

Carried 8/0

The meeting was reopened at 4.24 pm

Cr Seaby left the meeting at 4.29pm and re-entered at 4.30pm

13. Dates to Remember

13.1 Dates to Remember

ANNUALLY	
Date	Details
January	No Council Meeting this in January
February	Chief Executive Officer and Works Supervisor to inspect all plant evaluate and/or amend its plant replacement programme for recommendation to Council. Audit Committee to review Statutory Compliance Return, meet with Auditor and report to next full Council meeting Local Government Compliance Return 1 January to 31 December each year. Community Strategic Plan, Long Term Financial Plan and Asset Management Plans – commence review process (Every two years)
March	Buildings inspection Shire buildings with Property Manager and report to Council's March or April meeting Roads Inspection – Annual Road inspections to prioritise items of roadwork's for forthcoming year. Councillors to present road proposals to CEO for consideration prior to this inspection. Complete review of Annual Budget (FM Regulations (33A) Completion of Statutory Compliance Audit Return (LG Act 7.13, Audit Regulations 13-15) to be sent to Department of Local Government prior to 31 March. Arrange AGM Bush Fire Advisory Committee meeting with Chief Bush Fire Control Officer for April
April	Present any items Councillors or Community requests for Budget inclusion – Community & Recreation Grant Forms. (Advertise) Undertake Review of Delegation of Authority Register to Committee and CEO.(written confirmation to staff concerned) CEO to commence a full review of Delegations Register Policy / Procedures Manual Review – CEO to commence review process by including as last item on Council Agenda (if necessary)
May	Undertake Staff Annual Performance Reviews. National Volunteer Week Send out recoups of roads and other projects so grant funding can be received by 30 June Review Councils Fees and Charges for all Council services and facilities including rubbish service and charges MF to review and renew Council's insurance policies with LGIS
June	Sitting fees – Reminder to Councillors re: forthcoming years fees FOI Return (Note: not necessary if Nil return) FOI Statement – Review this month Works Supervisor to provide comments on RRG Submissions, which are due to go to Council in the August meeting. MF to conduct a Finance & Audit Committee meeting and meet with Auditor as per Committee Roles Council's Audit Committee to meet to discuss Interim Audit Every 4 years Financial Management Review due before 30 June WALGA Local Government Convention deadline for nominations 30 June each year – Public Interest Disclosure Return to be submitted for previous period 1/7 to 30/6. Chief Executive Officer's performance and remuneration review – commence this month
July	Draft Budget submitted by Chief Executive Officer and manager of Finance Issue Employee Group Certificates Councillors and Senior Staff issued with Annual Interest Returns for completion Issue eating house licence renewals CEO performance review
August	Councillors and Senior Staff – reminder of Annual Financial Interest Return to be completed to CEO prior to 31 August Completion/Adoption of budgets (absolute majority). Send copy to Department of Local Government within 30 days (LG Act 6.2, FM Regulations 33) Resolution regarding timing of Annual Electors Meeting
September	Completion of Annual Financial Report & submitted to Auditor. AFR sent Dept. of Local Government within 30 days (LG Act 6.5, FM Regulations 5.1)
October	Review of Council's Code of Conduct – Section 5.103 (if unable to complete full review at this meeting discuss with Council the need to convene a Special Meeting to finalise review at this meeting or simply complete review at December Ordinary Meeting) Local Govt is to review its Code of Conduct within 12 months after each ordinary election day & make such changes to the code as appropriate. Advise Council in the October Information Bulletin of the time, date and venue for the annual staff end of year function. Special Meeting (Election Years Only) advertise special meeting to swear in Councillors, Elect President, Deputy President, Committee etc. for Monday immediately after the Saturday elections.
November	Pensioner rates rebate claim to be lodged Call for nominations for Shire of Mukinbudin Citizens of the Year (Australia Day)
December	Annual Financial Report – Acceptance by Council within two months of receipt of the Auditors report Newsletter & Local Newspaper – advertise date, time and venue of all Council and Committee meetings for next calendar year (with delegated authority, if any) (S.5.251 (g) & Reg 12). Council's Audit Committee to meet to discuss Final Audit Report and Management Letter. Close of nominations for Shire of Mukinbudin Citizens of the Year (Australia Day)

14 Closure of Meeting

14.1 The Shire President declared the meeting closed at 5.04pm

Next Ordinary Council Meeting – Wednesday 20th May 2015 commencing at 1.00pm.