



Mukinbudin - Classic, Dry, Red

Shire of Mukinbudin

Ordinary Council Meeting

MINUTES

WEDNESDAY 15 October 2014



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 October 2014 commencing at 9.00am.

Thank you

Stuart Billingham
Chief Executive Officer

10th October 2014

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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9. Correspondence and Information Report

9.1 Please refer to separate attachment 'Correspondence and Information Report' dated 15 October 2014.

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

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

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

12.1 Nil

13. Dates to Remember

13.1 See attached list

14. Closure of Meeting

14.1 Closure of Meeting

1. Declaration of Opening

1.1 The Shire President declared the Meeting open at 9.03 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: Cr Shadbolt-Shire President
Cr Comerford-Deputy Shire President
Cr Ventris
Cr Watson
Cr Lancaster
Cr Palm
Cr O'Neil
Cr Seaby

3.2 Apologies: Cr Sippe

3.3 On leave of absence:
Nil

3.4 Staff: Stuart Billingham
Bob Edwards

3.5 Visitors:
Mr Ross Parker from 1.29pm Rental 1 Salmon Gum Alley

3.6 Gallery:
Nil

3.7 Applications for leave of absence:
Nil

4. Petitions, deputations and presentations

- | | |
|-----|---|
| 4.1 | Petitions
Nil |
| 4.2 | Deputations
Nil |
| 4.3 | Presentations
4.3.1 Planning and Development Group approx. at 2.00pm (cancelled) |

5. Announcements by the Presiding person without discussion

- 5.1 Nil

6. Confirmation of the Minutes of previous meetings

- 6.1 Confirmation of Minutes for the Ordinary Meeting of Council held on the 17th September 2014

Voting Requirement

Simple Majority

Recommendation

That the Minutes of the Ordinary Meeting of Council held on the 17th September 2014 be accepted as a true and correct record of proceedings.

Council Decision Number – 1146

Moved: Cr Comerford **Seconded: Cr Ventris**

That the Minutes of the Ordinary Meeting of Council held on the 17th September 2014 be accepted as a true and correct record of proceedings.(Addition of Cr Comerford in attendance Troy Baker not Troy Barker 8.5.4

Carried 8 / 0

6.1.1 Business Arising from Minutes

Mr Graham item raised by Cr Comerford

7. Matters for which the meeting may be closed

- 7.1 Nil

8. Reports of Committees and Officers

8.1 Works Supervisor's report

Mr Edwards arrived at the meeting at 9.03am

8.1.1 Works Supervisor's Report September 2014	
Location:	Mukinbudin
File Ref:	
Applicant:	Bob Edwards - WS
Date:	07 October 2014
Disclosure of Interest:	NIL
Responsible Officer	Bob Edwards - WS
Author:	Bob Edwards - WS

MAINTENANCE GRADING

All roads in a corridor north of and including Borlaise Rd and either side of Moondon Road have been graded. Walton, Ogilvie, Cunderin and Elsewhere have also been done.

Will to move onto Beringbooding and Lake Brown- Bonnie Rock roads as he works his way south.

POT HOLE REPAIRS

This work will be ongoing and will rely on residents reporting new outbreaks to the Shire Admin Staff. We will be holding bagged "EZ STREET" for repairs as it has a long shelf life.

GUIDE and SIGN POSTS

A large order for signs and guide posts will be placed in the near future, this should go a long way to covering the shortfall of these assets on our Shires' roads.

McGREGOR ROAD Nth. (gravel re-sheet)(SLK 0.00 to 0.40, 1.10 to 2.20 and 3.30 to 6.60)

A total of 4.8kms of gravel sheeting was done on the 6.6km section commencing at the Koorda-Bullfinch Rd and finishing at the entrance to the Refuse Site.

Drainage on the first 400mtrs has always been a problem and this section was raised almost one metre to fix that problem. A 450mm culvert was extended and a large granite rock was buried by raising the road surface at SLK6.0. This work has improved drivers safety by increasing the road width at the crest and the tip entrance. This work was guide posted.

BARBALIN BLACK SPOT FUNDED RE-ALIGNMENT.

The Department of Environment and Conservation have issued a Purpose Clearing Permit No. CPS 6060/1. Duration of Permit: 27 September 2014 to 27 September 2019. Type of clearing authorised: We can only clear native vegetation between 1st October to 30th April. The plan which was attached to the Permit outlines the areas that we are allowed to clear, the area is not to be more than .5 of a hectare.

The Subdivision application and the Land Transaction can now proceed without delay. Discussions will now be held with the Land Owner about starting dates. It will be our intention to commence work on the west side of the Barbalin North Rd as there isn't a crop on this section. This work is planned for commencement on the 6th October.

SPRING FESTIVAL

The annual preparations were carried out by the Works Crew. The Merredin street sweeper was bought in to clean the town streets. The liquid waste unit based at Kununoppin serviced the public toilet tanks at the Railway Station.

The Brookfield Rail Supervisor in charge of this area closed the rail for the Festival dates to allow us to install the board walk crossover over the two sets of rail. The streets and roads were either closed or detoured after consultation with the local Police. There were some changes made to the previous years. The town entries have all been slashed.

Recommendation

That Council note the above Report.

Voting Requirements

Simple Majority

Council Decision Number – 1147

Moved: Cr Ventris Seconded: Cr Seaby

That Council note the above Report.

Carried 8/0

Mr Bob Edwards left the meeting at 9.43 am

Mrs Ann Brandis arrived at the meeting at 10.05am

8.2 Community Services Officer

8.2.1 Community Services & Club Development Officer's Report	
Location:	Shire of Mukinbudin
File Ref:	CS.GR.1
Applicant:	Ann Brandis
Date:	07 October 2014
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham
Author:	Ann Brandis

Community Development

GRANT FUNDING PROJECTS:

Current Successful Projects:

- Lottery West Spring Festival Grant 2014. Approval has been received for \$19,443 and the money has been deposited in the Account.
- Heathway's Spring Festival Grants 2014 Year 2 of a three year sponsorship agreement - \$11,500. The current agreement will start to be developed soon.
- Road Safety Community Grant Program – Spring Festival
- Seniors Week – for Senior Dinner to held in the Shed during Seniors Week – applied for \$1,500 – successful for \$1,000

Submitted Applications:

- ANZAC Centenary Local Government Grants Program – Applied for \$3,135.00 (Inc GST) for the Popes Hill Interpretive Site.
- Lottererywest – Popes Hill Interpretive Site – applied for \$4,500 ex GST

Applications in Progress:

- Lottererywest Equipment Grant – Mukinbudin 1950's Working Farm Shed – have just about got all the quotes in for this – still waiting on a couple and then will write this grant.
- Lottererywest – Events Equipment Kit.

Completed Acquittals:

- None outstanding at present.

Community Portfolios/Other Projects:

- **Swimming Pool** – An order number has been issued to Mukinbudin Steel Fabricators for the supply & install of the diving board stairwell. I have spoken to them and they will be doing this in the new financial year.
- Whilst I was on leave Stuart applied for \$30,000 for the Community Pools Revitalisation Program. This was for disabled unisex ablution block and diving board stairs \$22,500, training \$2,500 and \$5,000 new pool cleaner. I have been in contact with Northam DSR and they have advised that they are currently assessing the applications and we should be advised by the end of September. We have received quotes for a prefabricated disabled unit from a number of companies however Fabco is the cheapest and the one that our EHO recommends. There quote is for \$11,420.00. This does not include delivery or installation.
- **Mukinbudin Caravan Park – Plumbing**

We have spoken to Matt Palm and have arranged for a meeting with Matt to discuss the work schedule and to issue an order number on Tuesday 16th September 2014, at 8.30am

Electrical:

Jeff Peters from Mukinbudin Electrical has had a meeting with Stuart regarding this and an order number has been issued.

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

Being the week of the spring festival it is all systems go and by the time you meet we will be able to tell how great a success it was. Ruth has been basically full time for a number of weeks, with Tara and Clare Smith also devoting a large amount of their time to the festival. At this stage there is 361 people booked in for the CBH Long table dinner on Saturday night which is fabulous. Ruth is allowing an extra 50 tickets to be sold on the day for visitors who are staying at the caravan park or passing through.



The Mukinbudin Hotel is closed at 5.00pm on both Friday and Saturday however the Café is opening late and we have rung the Woolshed in Nungarin to advise them that they may have extras for meals.

As usual a debrief meeting will be held shortly after the festival and I am sure Ruth would like to talk to Council after the event.

- **Tampu Bin –** The painting of the wood work has been completed, an old Meters stove has been delivered and installed. There has also been some furniture added. Bill Crook has done a lot of work with this old accommodation unit. CBH finally gave me a contact to talk to Mr Graham McLevie about historical information so a sign can be completed. I have spoken to Graham and he has given me a large amount of information. I will compose a sign and then send to Graham for checking. He is more than happy to help and is also looking for photo's that may be able to be used.

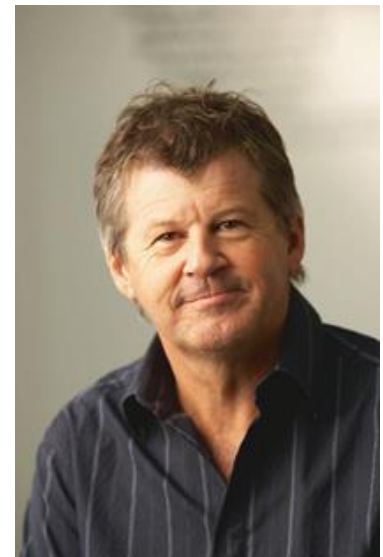
- **Beringbooding Tank – Roof**

Hugh Lavery met with Stuart Billingham and Cr Brian Watson on Friday 5th September on site to further discuss this. Stuart will report the outcome of the meeting. I have spoken to Michael Allen from the Department of Water to keep him informed of where we are at. Hugh had also rung Michael after his meeting with Stuart. An invoice has been prepared for \$5000.00 and sent to the Department of Water. This is for the final instalment of the Community Water supply Grant.

Danny DeGraf from Aqua Armour is proving to be very hard to track down. I have managed to leave a message on his mobile phone and am still waiting to hear back from him. Checking the website there is no contact details listed at all, however there was an enquiry section. I have sent an enquiry requesting someone to get back to us which resulted in a Mr Richard Campbell from HydroTerra contacting me. Danny DeGraf has relocated to New Zealand at this stage as his Mum and now his Dad are both very ill. Aqua Armour has been taken over by a company called Venture. Hydro Terra is distributing Aqua Armour. I have forwarded all the quotes to Richard to see if these are now still current considering the change in company

structure. I also asked Richard if they had someone to send over to inspect the tank. Richard will review the quotes that we have received and re quote if necessary. He has advised that they can send someone over to inspect Beringbooding Tank and will re quote this as well.

- **Popes Hill Anzac Interpretive Site** – An application for the Anzac Centenary Local Grants Program and one for the Lotterywest Anzac Centenary Grants has been submitted for this project. I have also been working with Jocelyn Maddock to verify information. Jocelyn has also agreed to look over the final signage. On viewing the site plan and proposed project, Mrs Maddock would like the site to be actually on the site of the old Popes Hill Railway station. The site is on the western side of Popes Hill South road approximately 100m south. Jocelyn has the exact location in Perth and would like Council to consider shifting the interpretive site.
- **Mukinbudin Tourist Night** – A meeting was held on Wednesday 13th August 2014 in conjunction with the Planning & Development Group Meeting and I have started actioning some of the outcomes. A lot of the outcomes will need private businesses to take these on.
- **Familiarisation Tour** - The Tourist hut has been repaired by Denis, painted inside and out by the M.A.D. Men who volunteered their time and have done a fantastic job. Signage has been relocated inside the hut and pin up boards have been installed to give a more professional feel to the display. This has been on the list from the last three familiarisation tours so great to finally have it completed. I will start working through the list of the approved expenditure items.
- **NEWTRAVEL**
The next meeting will be held in Bencubbin on Friday 24th October 2014.
- **Allan Tranter**
At this stage I have not had a chance to organise a visit. I see that this will take some time to coordinate. I have been thinking about how to proceed and I think it is imperative to meet with the groups we are trying to target first to get them onside and get a commitment of meeting with Allan. I envisage that this will probably not happen now until after harvest into the New Year subject to Allan's availability. I will work with Cr Seaby on this.
- **West Australian Mandolin Orchestra**
After the last Council meeting I contacted Cath Shackleton regarding the possibility of the orchestra playing at a rock. Cath was very open to this but would not commit until their musical director Robert Schulz had been up to Mukinbudin which is planned during the October school holidays. Cath did say that Mandolin's are very quiet so would possibly need some form of amplification.



Meetings Attended/Events Organised:

Financial Implications:

Budget 2014/15

Strategic Implications:

Nil

Voting Requirements

Simple Majority

Recommendations

That Council note the above Community Services Officers Report.

Council Decision Number – 1148

Moved: Cr Comerford

Seconded: Cr Lancaster

That Council note the above Community Services Officers Report

Carried 8/0

Mrs Ann Brandis left the meeting at 10.26am

CEO out 10.19am returned 10.20am

Morning tea 10.27am reconvened 10.53am

Mrs Ann Brandis and Mrs Ruth Poultny in 10.54am to discuss Spring Festival and left at 11.46am

Council Decision Number – 1149

Moved: Cr Lancaster

Seconded: Cr Seaby

That the Shire of Mukinbudin lists \$20,000 in the 2015/16 Draft Annual Budget for the Spring Festival contribution to the Planning & Development Group for the coordination of the event.

Carried 8/0

Cr Watson, Cr Ventris out 12.06pm returned 12.08pm

8.3 Deputy Chief Executive Officer Reports

8.3.1 List of Payments – September 2014	
Location:	Mukinbudin
File Ref:	
Applicant:	Stuart Billingham – CEO
Date:	07 October 2014
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

If a Councillor has any questions regarding the enclosed finances, please see the Deputy Chief Executive Officer prior to the meeting so that a researched answer may be provided.

Background

A list of payments submitted to Council on 15 October 2014, 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 591.1 and 613.1

(\$1,696.78)

Muni Cheques 30992 to 31018

(\$75,959.22) and

Muni EFT's – EFT 298 to EFT 368, Payroll - Pay-2 x 2

(\$242,270.47) and

Trust D/D 595.1 – 659.1

(\$31,307.25)

Totalling

(\$351,233.72)

for payments made in September 2014, be passed for payment.

Council Decision Number – 1150

Moved: Cr O'Neil

Seconded: Cr Ventris

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

Direct Debits D/D 591.1 and 613.1

(\$1,696.78)

Muni Cheques 30992 to 31018

(\$75,959.22) and

Muni EFT's – EFT 298 to EFT 368, Payroll - Pay-2 x 2

(\$242,270.47) and

Trust D/D 595.1 – 659.1

(\$31,307.25)

Totalling

(\$351,233.72)

for payments made in September 2014, be passed for payment.

Carried

8 / 0

8.3.2 Monthly Statement of Financial Activity Report – 30 September 2014	
Location:	Mukinbudin
File Ref:	
Applicant:	Stuart Billingham - CEO
Date:	07 October 2014
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham - CEO
Author:	Stuart Billingham - CEO

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 30th September 2014 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 2013/14 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 30th September 2014 and note any material variances greater than \$10,000 and 10%.

Council Decision Number – 1151

Moved: Cr Watson Seconded: Cr Seaby

That Council adopt the Monthly Financial Report for the period ending 30th September 2014 and note any material variances greater than \$10,000 and 10%.

Carried 8/0

Cr O'Neil 12.09 and returned at 12.12pm Cr Lancaster out 12.10 returned 12.13pm CEO out 12.08pm returned 12.09pm. Cr Comerford moved adjourn for lunch 12.32.reconvened 1.29pm

8.4 Chief Executive Officer's Reports

8.4.1 Chief Executive Officer's Report- September 2014	
Location:	Shire
File Ref:	
Applicant:	Stuart Billingham – CEO
Date:	07 October 2014
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

1.1 Meetings - Past

September 2014

19 Sept CEO RDO
 22 Sept Spring Festival Debrief
 22 Sept RRG Sub Group Meeting
 23 Sept NEWROC Executive Meeting-Shire of Trayning
 24 Sept Inspection 8 Lansdell St-CEO and Maintenance Officer
 29 Sept Public Holiday Queens Birthday

October 2014

1 Oct Fleetwood Homes Site Meeting Caravan Park
 2 Oct Regional Risk Coordinator Meeting
 6 Oct Meeting Bendigo Bank
 10 Oct Great Eastern Country Zone
 13 Oct NEW Health Meeting Trayning
 14 Oct CRC Committee Meeting
 15 Oct Ordinary Council Meeting

1.2 Meetings – Future

October 2014

17 Oct Farewell Function for Graham Green
 18 Oct LIWA Annual Country Pool Managers Seminar-Mukinbudin
 23 Oct GECZ Meeting Kellerberrin Cr Comerford and CEO
 24 Oct NEW Travel Mt Marshall
 24 Oct Farewell Function Mr Julian Goldacre
 29-31 Oct CEO attendance at LGMA WA State Conference Fremantle

November 2014

19 Nov Ordinary Council Meeting

1.3. Staff

Mrs Barb Allison resigned 23 October 14
 Mr Graham Green resigned 17 October 2014
 Mr Julian Goldacre resigned 24 Oct 2014

1.4 Current/Emerging Issues

- 1.4.1 Metro Local Government - Structural Reform – LGAB 30 Councils reduce to 15 by 1 July 2015 - Map released
- 1.4.2 Beringbooding Tank – Funding for Roof and Conservation Plan meeting held with District Manager Water Corporation-Hugh Lavery. Site Meeting with Mia Davies and Dept of Water Michael Allen. Site Meeting 5 Sept 14 Mr Lavery to draw up a timeline and plan for the roof removal and Copper algae treatment.
- 1.4.3 Mukinbudin Waste Water agreement expired - meeting held with District Manager Water Corporation-Hugh Lavery potential funding for water treatment 2nd on list after Corrigin. Mrs Angela Herzer from Water Corporation Northam to visit soon re new draft agreement.
- 1.4.4 Shire of Mukinbudin Ward Boundary Review-Wards and Representation See attached letter and Guide attached as separate cover (Future Agenda item)

For discussion

- Rental of new Caravan Park CLGF House - Shannon Seaby \$80 per week
- Rental of DCEO House request – Ross and Diane Parker \$\$125 per week
- Productivity Commission Report recommendations -Natural Disaster Funding Arrangements
- CEO Annual Leave 25 Dec 2014 – 9 Jan 2015 inclusive - return to work 12 January 2015
- Shire Christmas function Friday 12 December 2014
- Admin Office and Outside Workforce Christmas New Year shutdown proposed close 3.00pm Christmas Eve

Wednesday 24 Dec 2014 close 3.00pm

Thursday 25 Dec Christmas Day Public Holiday

Friday 26 Dec Boxing Day Public Holiday

Monday 29 Dec

Tuesday 30 Dec

Wed 31 Dec

Thursday 1 Jan 15 Public Holiday

Friday 2 January 15

Office reopens Monday 5th Jan 15 8.00am

Recommendation

That Council note the Chief Executive Officer's Report.

Council Decision Number – 1152

Voting Requirements – Simple Majority

Moved: Cr O'Neil

Seconded: Cr Palm

That Council note the Chief Executive Officer's Report.

Carried 8 /0

8.4.2 NEWROC Executive Meeting – Tuesday 23rd September 2014	
Location:	NEWROC
File Ref:	
Applicant:	Stuart Billingham – CEO
Date:	07 October 2014
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

Background

An Executive Meeting of NEWROC was held on Tuesday 23rd September 2014 in Shire of Trayning. (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:

Nil

The following items were discussed at the Executive Meeting:

- 7.1. FUTURE PROJECT PRIORITIES
- 7.2. NEWROC STRATEGIC PLANNING
- 7.3. CEACA
- 7.4. ANNUAL NEWROC DINNER
- 7.5. ADSL 2 PROPOSAL FOR THE NEWROC
- 7.6. COMMUNITY CHEST FUNDING

Next NEWROC Meeting dates:

28 October	Council	Shire of Wyalkatchem
25 November	Executive	Shire of Koorda
16 December	Council	Shire of Koorda

Voting Requirements

Simple Majority

Officer recommendation:

That Council notes the report on the NEWROC Executive meeting minutes held on 23rd September 2014.

Council Decision Number – 1153

Moved: Cr Ventris

Seconded: Cr Lancaster

That Council notes the report on the NEWROC Executive meeting minutes held on 23rd September 2014

Carried 8 / 0

8.4.3 Road Naming Request Shire of Trayning – Rogers Road	
Location:	Shire
File Ref:	
Applicant:	Tanika – CEO Trayning
Date:	10 October 2014
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham – CEO
Author:	Stuart Billingham – CEO

Background

The Shire of Mukinbudin has received a email request from the Shire of Trayning CEO to name an unnamed road in the Shire of Mukinbudin as 'Rogers Road'. (Please refer to the email and map documents submitted as separate attachments)

Extract from the Geographic Names Committee on the names of Towns in WA

MUKINBUDIN

Latitude 30° 55' S Longitude 118° 12' E

The townsite of Mukinbudin is located in the central agricultural region, 293 km east north east of Perth. In 1920 the government decided to extend the railway from Bencubbin to the Mukinbudin area, and the district surveyor, after inspecting the area, decided that a townsite was required. He advised that the local Farmers and Settlers Association wanted the townsite named Barlbarin instead of Muckenbooding, the name by which the area was then known. Land for the townsite was resumed in 1921, and by 1922 when the townsite was gazetted, the local settlers had changed their mind, and now wanted it named Muckenbooding, although preferring a shortened spelling. The Surveyor General, H S King, decided it should be spelt Mukinbudin, and this was the spelling used in the gazettal notice of 30 June 1922. The name is Aboriginal, and was first recorded for Muckenbooding Rock in 1889. The meaning of the name is not known.

Suggested Themes for new road names

The Geographic Names Committee guidelines on suitable road names recommend that the following sources be considered:

Aboriginal languages currently or formerly identified with the general area,
Pioneers of the State or area,
Citizens who have made a significant community contribution,
War casualty lists and thematic names (eg nautical, sporting etc), and
Ethnic and gender diversity is encouraged.

Alternatively, names characterised as follows are to be avoided:

Given/first names,
Corrupted,
Unduly cumbersome or difficult to pronounce names,
Obscene, derogatory, racist, or discriminating names, or
Company or commercialised names (unless in an historical context).

Name duplication within local governments or adjoining local governments shall be avoided. When a duplicated name is proposed in the metropolitan region:

It must not be duplicated more than 5 times,
Must be at least 10 km from the existing duplication, and
Must have a different road type. These exclusions apply to similar sounding or written names, and also apply to those within similar sounding suburbs even if more than 10 km away.
In rural areas the distance should be at least 50 km away.

The naming of major state roads shall conform to these naming policies and standards, and shall be referred to the Minister for Lands for approval. The process for the selection of names shall include consultation with relevant State and local government agencies and should include consultation with the wider community.

Any proposal to name, rename or extend a road shall clearly indicate the full extent of the road to which the name will apply. The extent of a road is considered to be its start and end points. This includes bends, divided carriageway sections and curves which are included between these two points.

8.1.1 Public roads

A public road is any road that is opened, dedicated or declared to be a public road, whether under the *Land Administration Act 1977, Part 2 – General administration, Division 3 - General* or any other Act.

49 Geographic Names Committee

As a prerequisite to lodgement, all survey documents creating, extending or showing abutments to roads must show the correct approved road names. If no approved name exists, the new road names must be formally approved by Landgate before the survey can be lodged. To help expedite this process, the developer or their agent should be prompt in lodging a concept plan and a proposal for road names with the relevant local government. Local governments shall then propose the names to Landgate for approval.

8.1.3 Reserved road names

Local governments may request that eligible road names be reserved for use within their boundaries for five years from the date of approval. If the name is not used within five years from the date of approval, the approval and reservation of those road names is null and void. Extensions of time maybe granted upon request but if such extensions do not occur, the names will be made available to other local governments for use upon request.

All requests for names to be placed on the reserve register shall be in writing and must list the correct spelling and origins of the proposed names before they will be reviewed against the current naming processes for suitability. Upon completion of the review, Landgate will provide the local government with a list of the eligible road names which have been formally approved as reserved in the road name database.

8.3 Components of a road name

8.3.1 Road name elements

Every road name shall consist of a single name element followed by a road type, e.g. Smith Road, Jones Street etc. not Black Swan Drive, John Smith Avenue.

A single length of road shall have only one name.

Road names without a type shall not be used, e.g. Broadway, Causeway, The Avenue, The Boulevard, The Esplanade, The Mews, The Strand etc.

Comment:

The request from the Shire of Trayning to name the unnamed road in the Shire of Mukinbudin to Rogers Road is supported.

Consultation:

Shire President

Statutory Environment

Geographic Names Committee Policies.

Local Government Act 1995

Financial Implications

Possible Gazettal fees

Voting Requirements

Simple Majority Vote Required

Officer recommendation:

That the Shire of Mukinbudin requests approval of the name Rogers Road from Landgate for the affected unnamed road.

Recommendation:

Council Decision Number – 1154

Moved: Cr Watson

Seconded: Cr Lancaster

That the Shire of Mukinbudin requests approval of the name Rogers Road from Landgate for the affected unnamed road.

Carried 8/0

8.5 Environmental Health Officer's Reports

Nil

8.6 Mukinbudin Caravan Park Manager's Report

8.6.1 Mukinbudin Caravan Park Report – August 2014	
Location:	Mukinbudin
File Ref:	
Applicant:	Tania Sprigg
Date:	07 October 2014
Disclosure of Interest:	Nil
Responsible Officer	Stuart Billingham
Author:	Tania Sprigg

Mukinbudin Caravan Park September Report 2014

Firstly thank you for your efforts for the 2014 budget for the Caravan Park!! Your ongoing commitment to the CP is reaping much fruit.

We're already looking forward to the next budget, to resubmit some of the items we were hoping for! Looking forward to seeing how the power and water upgrades will be delivered. It would be a good time to discuss the long term plans and ideas amongst a variety of people in the community. Camper's kitchen shearing head has been erected and continues to attract much positive feedback. Caravan Park continues to be a busy place!!!

Yours Sincerely
Tania Sprigg

CEO Comment

Works due to commence in Nov 2014

	14/15 Budget	Actual YTD	
Power Upgrade	\$19,000	\$0	Jeff Peters PO issued
Install 2 x Power heads Sth	\$ 8,500	\$0	Jeff Peters PO issued
Install 4 x Power heads Wst	\$16,000	\$0	Jeff Peters PO issued
Install new mains board	\$ 2,000	\$0	Jeff Peters PO issued
Sand Fill, Hire plant Etc	\$ 6,425	\$0	Matt Palm PO Issued
Septic Drain Works	\$ 9,580	\$0	Matt Palm PO Issued
Sullage/Septic System Works	\$22,500	\$0	Matt Palm PO Issued
Total	\$84,005	\$0	

Recommendation

That Council note the above Caravan Park Managers Report.

Council Decision Number – 1155

Moved: Cr Watson

Seconded: Cr Comerford

That Council notes the above Caravan Park Managers Report.

Carried 8 / 0

Mukinbudin Caravan Park Annual Income

	Self Contained Units	Barracks	Sites	Washing Machine	Total	Total Expense
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	88695.34

Mukinbudin Caravan Park Income and Expenditure

	Self Contained Units	Barracks	Sites	Washing Machine	Total Income	Expenditure
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	5698.60	1939.99	4990.04	0.00	12628.63	10560.04
Oct 14					0.00	
Nov 14					0.00	
Dec 14					0.00	
Jan 15					0.00	
Feb 15					0.00	
Mar 15					0.00	
Apr 15					0.00	
May 15					0.00	
Jun 15					0.00	
Total	12181.37	5673.26	9485.26	325.45	27665.34	25784.09

8.7 Swimming Pool Manager's Report

8.7.1 Mukinbudin Swimming Pool Report September 2014	
Location:	Mukinbudin
File Ref:	
Applicant:	Shannon Seaby
Date:	07 October 2014
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham
Author:	Luke Sprigg

No Pool Managers report this month

CEO Comment

Ms Shannon and Mr Graham Seaby currently completing their assignments and practical hours for their Pool Managers certification. Pool Due to open on Wednesday 5 November 2014.

	Budget	Actual YTD	
Pool Vacuum Cleaner	\$11,000	\$0	
Disabled Unisex Toilet	\$12,500	\$0	
Stage 4 Drafting Plans	\$ 8,000	\$0	Architect to be engaged/planning
Steps	\$10,700	\$0	Muka Steel PO issued
Total	\$42,200	\$0	

- Diving Board stairs currently being manufactured by Mukinbudin Steel fabricators and will be a carryover item into the 2014/15 Budget \$10,700 excluding gst.
- Shade Cloth for Ladies Change rooms found at Depot and sent off to Northam to be repaired with Bonnie Rock Playground shade cloth not worthwhile repairing awaiting quote.

Voting Requirements

Simple Majority.

Recommendation

That Council note the above Pool Managers Report.

Council Decision Number – 1156

Moved: Cr Watson

Seconded: Cr Lancaster

That Council notes the above Pool Managers Report.

Carried 8/0

8.8 NRMO Report August 2014

8.8.1 NRMO Report September 2014	
Location:	Mukinbudin
File Ref:	
Applicant:	Claire Baker - NRMO
Date:	07 October 2014
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham - CEO
Author:	Claire Baker - NRMO

COURSES/ WORKSHOPS/ MEETINGS ATTENDED:

- ❖ 19th September – 6th October – Annual Leave
- ❖ No Meetings relevant to Mukinbudin

PRESS RELEASES:

- ❖ 1080 baits
- ❖ Snake Awareness

MCG – BIRD BANDING GRANT

- ❖ In contact with “The Norman Wettenhall Foundation” after discussion with them we are eligible
- ❖ Have spoken with the head of the Bird Banding Group and he has sent though documents to help with the grant application
- ❖ Drafted up Bird Banding project plan for review for the MCG; currently underway

MCG – WNRM COMMUNITY GRANT

- ❖ Applied for funding from Wheatbelt NRM for “Community Landcare Equipment Grants 2014” for equipment for the MCG.
- ❖ Letter of contract and successful application received 1st of October
- ❖ Funding is a total of: \$911.40 ex GST.

MCG –OTHER

- ❖ Discussion at the meeting of holding a Red Card for Red Fox – Fox shoot in February 2015 – Draft plans in progress
- ❖ In contact with a local co-ordinator from RCRF

BIOBLITZ 2013

- ❖ A draft BioBlitz report has been sent out by Katrina Kingston; currently reviewing for the final release of the document; a copy has been supplied to the MCG for their input and edits – Currently Editing

DRF WORKS – Nungarin Road

- ❖ Stuart & Bob stated that this area is not of majour concern at this present time so the permit is on hold.

- ❖ DER has been notified.
- ❖ Plans to commence at a later date

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.
- ❖ Correspondence states DPaW will be in contact shortly once they have reviewed the application
- ❖ Contact received from DPaW; they state some DRF that may be destroyed is of concern; currently liaising to provide a solution

Clearing – Koorda Bullfinch Road

- ❖ Letter was sent 18th of August to DER stating we will adhere to the conditions stated in the previous letter.
- ❖ The permit has been accepted and plans are to commence 1st October 2014.

NEWROC NRM – NEWROC NRM STRATEGY 2015 - 2020

- ❖ Linda Vernon sent a modified draft out to NEWROC NRM's (Glen Buder & I); it was decided we all make edits and a meeting has been scheduled for the 20th of October to finalise.

STATE NRM GRANT - 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
- ❖ All permit applications & records on file in Koorda NRM Office
- ❖ Land holder agreements have been drafted and sent for bait trials
- ❖ Obtained a copy of current permits from DAFWA - Letters and permit amendment requests completed and need signatures from Landholders
- ❖ State NRM have sent a progress report template to be completed

OTHER

- ❖ Drafted up new contract for August 2014 until August 2016; sent to David Burton for edit approval and discussion with other CEO's.

Voting Requirements

Simple

Recommendation

That Council note the above NRM Report.

Council Decision Number – 1157

Moved: Cr Comerford

Seconded: Cr Seaby

That Council note the above NRM Report.

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

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

11.1 20 Million Trees Grant	
Location:	Mukinbudin
File Ref:	
Applicant:	Stuart Billingham - CEO
Date:	14 October 2014
Disclosure of Interest:	NIL
Responsible Officer	Stuart Billingham - CEO
Author:	Stuart Billingham - CEO

Report Purpose

Council is asked to support an application for funding under the Government's 20 Million Trees program.

Background

The Australian Government will work with the community to plant 20 million trees by 2020, to re-establish green corridors and urban forests.

The Programme has four strategic objectives:

- **20 million trees** – 20 million trees and associated understory planted by 2020.
- **Environmental conservation** – support local environmental outcomes by improving the extent, connectivity and condition of native vegetation that supports native species
- **Community engagement** – work cooperatively with the community
- **Carbon reduction** – contribute to Australia reducing its greenhouse gas emissions.

Officer Comment

Applications for grant funding between \$20,000 and \$100,000 will be accepted prior to 2.00 pm AEDT on Thursday 30 October, from eligible organisations that intend to plant native trees and associated understory. Tree plantings may occur on public or private land.

To comply with the funding criteria the application will need to be on a regional scale and to this end it is proposed to apply to run the program as a NEWROC project.

Consultation

Claire Baker NRMO

Financial Implications

NIL-Participating landholders will need to provide the 'in kind' contribution and the grant provides for administration costs associated with the NRMO's running the program.

Statutory Environment

NIL

Policy Implication

NIL

Voting Requirements

Simple Majority

Recommendation

That the NEWROC "20 Million Trees" funding application be supported.

Council Decision Number – 1158

Moved: Cr Ventris

Seconded: Cr Seaby

That the NEWROC "20 Million Trees" funding application be supported.

Carried 8/0

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 -*
....
(ii) information about the business, professional, commercial or financial affairs of a person;.....
- (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

Nil

Council Decision Number –

Voting Requirements – Simple Majority

Moved: Cr

Seconded: Cr

Nil

Carried /

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. Plan for the Future – 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 Return (LG Act 7.13, Audit Regulations 13-15) to be sent to Department of Local Government prior to 31 March. Arrange 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)
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 DCEO 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. DCEO 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 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 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	CEO to commence a full review of Policies & Procedures manual 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	Policy / Procedures Manual Review – Commence review process by including as last item on Council Agenda (if necessary) 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 3.50pm

Next Ordinary Council Meeting – Wednesday 19th November 2014 9.00am.