



Minutes
Of the
Ordinary Meeting of Council
Held on
Wednesday, 20 April 2011
At 9.07am
In
The Council Chambers
Maddock St, Mukinbudin

Table of Contents

- 1. Declaration of Opening**
 - 1.1 Declaration of Opening

- 2. Public Question Time**
 - 2.1 Response to previous questions taken on notice
 - 2.2 Declaration of Public Question time open
 - 2.3 Declaration of public time closed

- 3. Record of Attendance, apologies, approved leave of absence**
 - 3.1 Present
 - 3.2 Apologies
 - 3.3 On Leave of Absence
 - 3.4 Staff
 - 3.5 Visitors
 - 3.6 Gallery
 - 3.7 Applications for leave of absence

- 4. Petitions, Deputations, Presentations**
 - 4.1 Petitions
 - 4.2 Deputations
 - 4.3 Presentations

- 5. Announcements by the presiding member without discussion**

- 6. Confirmation of minutes of previous meetings**
 - 6.1 Confirmation of Minutes of Meeting held 16 March 2011
 - 6.1.1 Business Arising from Minutes

- 7. Matters for which the meeting may be closed**

- 8. Reports of Committees and Officers**
 - 8.1 Deputy Chief Executive Officer's Report**
 - 8.1.1 List of Payments March 2011
 - 8.1.2 Monthly Financial Report March 2011
 - 8.1.3 Budget Review - 1 July 2010 to 31 March 2011
 - 8.1.4 Uniform Policy

 - 8.2 Chief Executive Officer's Report**
 - 8.2.1 NEWROC
 - 8.2.2 WALGA Great Eastern Zone
 - 8.2.3 Local Government Reform
 - 8.2.4 2010/2011 Roads Program Adjustment – CBH access/egress
 - 8.2.5 Eastern Wheatbelt Declared Species Group Rules of Incorporation

8.2.6 Chief Executive Officer's Report

8.3 Environmental Health Officer's Report

Nil

8.4 Caravan Park Manager's Report

8.4.1 Caravan Park Manager's Report

8.5 Pool Managers Report

8.5.1 Pool Manager's Report

8.6 NRM Officer's Report

8.6.1 NRM Officer's Report

8.7 Work Supervisor's Report

8.7.1 Work Supervisor's Report

9. Information Report

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 Proposed Regional Cultural Centre – Regional Australia Development Fund

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

12.1 Nursing Post

13. Closure of Meeting

Minutes of the Ordinary Meeting of Council held in Council Chambers, Maddock Street, Mukinbudin on 20th April 2011.

1. Declaration of Opening

1.1 The Shire President declared the Meeting open at 9.07am.

2. Public Question Time

2.1 Response to previous questions taken on notice.

2.2 Declaration of public question time opened
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:

GJ Shadbolt	President	Lake Brown/Dandanning Ward
PG Jones	Deputy President	Town Ward
RJ Comerford		Wattoning Ward
CW Geraghty		Bonnie Rock Ward
SR Palm		Bonnie Rock Ward
BE Watson		Wilgoyne Ward
KR Sippe		Town Ward
KD Lancaster		Town Ward
WL Crook		Town Ward

3.2 Apologies:

Nil

3.3 On leave of absence:

Nil

3.4 Staff:

TJ Smith	Chief Executive Officer
ER Della Bosca	Deputy Chief Executive Officer

3.5 Visitors:

Nil

3.6 Gallery:

Nil

3.7 Applications for leave of absence:

Cr Lancaster applied for leave of absence for the Ordinary Council Meeting on 18th May 2011.

Council Decision Number: 400

Voting Requirements – Simple Majority

Moved: Cr Palm **seconded: Cr Jones**

That Cr Lancaster can have a leave of absence for the May Ordinary Council Meeting on 18th May 2011.

Carried 9/0

4. Petitions, deputations and presentations

4.1 Petitions

4.2 Deputations

4.3 Presentations

5. Announcements by the Presiding person without discussion

6. Confirmation of the Minutes of previous meetings

6.1 Confirmation of Minutes for the Ordinary Meeting of Council held on the 16th March 2011

Recommendation

That the Minutes of the Ordinary Meeting of Council held on the 16th March 2011 be accepted as a true and correct record of proceedings.

Council Decision Number – 401

Voting Requirements – Simple Majority

Moved: Cr Comerford

Seconded: Cr Crook

That the Minutes of the Ordinary Meeting of Council held on the 16th March 2011 be accepted as a true and correct record of proceedings.

Carried 9/0

6.1.1 Business Arising from Minutes

- Tenders for Caravan Park Ablutions
- Road Money to be used for Telstra Pits
- Red Card Fox Funding
- Scrap Metal
- GP Network

7. Matters for which the meeting may be closed

8. Reports of Committees and Officers

8.1 Deputy Chief Executive Officer Reports

8.1.1 List of Payments March 2011	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

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 31st March 2011, for confirmation in respect of accounts already being paid or for the authority to those unpaid.

Financial Implications

A list of payments is required to be presented to Council as per section 13 of the Local Government Act (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.

Recommendation

That the list of payments to today's meeting on Vouchers – Muni 28570 – 28597 and Transfers D/D140.1011 to D/D155.1011 totalling \$265,989.86 for payments made in March 2011, be passed for payment.

Council Decision Number – 402

Voting Requirements – Simple Majority

Moved: Cr Geraghty

Seconded: Cr Watson

That the list of payments to today's meeting on Vouchers – Muni 28570 – 28597 and Transfers D/D140.1011 to D/D155.1011 totalling \$265,989.86 for payment made in March 2011, be passed for payment.

Carried 9/0

8.1.2 Monthly Financial Report – March 2011	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

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 Monthly Statement of Financial Activity for the period ending 31st March 2011 is attached for Councillor Information, and consisting of;

1. Statement of Financial Activity
2. Capital Acquisitions Summary
3. Variances Report
4. Summary of Bank Balances

Financial Implications

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

Statutory Environment

General Financial Management of Council

Council 2009/10 Budget

Local Government Financial Management Regulation 34 1996

Local Government Act 1995 section 6.4

Policy Implication

Council is required annual 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 \$15,000 or 20%.

Recommendation

That Council adopt the Monthly Financial Report for the period ending 31st March 2011 and note and material variances greater than \$15,000 or 20%.

Council Decision Number – 403

Voting Requirements – Simple Majority

Moved: Cr Sippe

Seconded: Cr Comerford

That Council adopt the Monthly Financial Report for the period ending 31st March 2011 and note any material variance greater than \$15,000 or 20%.

Carried 9/0

Council Decision Number – 404

Voting Requirements – Simple Majority

Moved: Cr Palm

Seconded: Cr Watson

That Council close the meeting for the audit committee meeting.

Carried 9/0

Meeting Closed at 9.47am

Meeting opened at 10.26am

8.1.3 Budget Review / Budget Variance	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

Background

Local Governments are required to conduct a budget review between 1 January and 31 March each financial year. This is a requirement covered by Regulation 33A of the Local Government (Financial Management) Regulations 1996.

The intention of the legislation is to ensure local governments conduct at least one budget review between six and nine months into the financial year.

The review is conducted by senior staff and then submitted to the Audit Committee for consideration and advice to Council.

After Council has considered the review a copy is then forwarded to the Department of Local Government and Regional Development.

Council need to establish materiality levels as a percentage and / or dollar value approved by Council as per FM Reg 34 (5).

Comment

Council have set the Budget Variance parameters at \$15,000 and 20% as per FM Reg 34 (5).

Consultation

Trevor Smith - CEO

Statutory Environment

Regulation 33A (2) and (3) of the FM Regulations requires results of the budget review to be submitted to Council within 30 days of the review.

Policy Implications

There are no policy implications in this item.

Financial Implications

There are no financial implications in this item.

Strategic Implications

There are no strategic implications in this item.

Recommendation

That Council endorse the Audit Committee's decision to accept the Budget Review for 2010/2011 and set the Budget Variance of \$15,000 and/or 10%.

Council Decision Number – 407

Voting Requirements – Simple Majority

Moved: Cr Geraghty

Seconded: Cr Watson

That Council endorse the Audit Committee's decision to accept the Budget Review for 2010/2011 and set the Budget Variance of \$15,000 and/or 10%.

Carried 9/0

MEETING ADJOURNMENT MORNING TEA (10.27AM – 10.54AM)

The meeting was adjourned at 10.27am for morning tea and was reconvened at 10.54am.

8.1.4 Shire of Mukinbudin Uniform Policy	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

Executive Summary

That Council endorse the following:
Adopt 1.2.9 Uniform Policy as presented.

Appendices

Draft Policy 1.2.9 Uniform Policy

Background

The Shire of Mukinbudin currently does not have specific policy relating to standard of dress for its employees, as part of the Shire's commitment to addressing the standard of Customer Service, it is suggested that implementing a uniform policy that covers such things as standard of dress code, will go a long way towards staff creating a better image to its customers. All employees of the Shire should be setting a good example, and taking pride in how we are seen is very important to the image of the Shire.

Commentary

Administration:

All employees should use discretion in wearing attire that is appropriate for the office and customer interaction. A company uniform also creates an impression of a team environment to the customer being greeted at the office, and the uniform allows a member of the public to easily identify an employee. How an employee presents to work reflects the image of the shire and has a significant impact on the way we are viewed by customers, employees and the general public.

Managers will be responsible for ensuring that the policy guidelines are met. The standards apply to all employees – full time and part time.

Council contributes towards the cost of employee uniforms when the Annual Budget is set each year.

Cleaning Staff:

Cleaning staff are to also wear a uniform which is not only for occupational health and safety reasons, but also identify them as Council employees. The allowance will be set as per Budget Allocation.

Outside Staff:

Outside staff employees, including the Works Manager/Pool Manager are also eligible for a uniform allowance, which is not only for occupational health and safety reasons, but also identify them as Council employees. The allowance will be set as per Budget Allocation.

If Council are to adopt the proposed policy 1.2.9 – Uniform Policy, the policy outlines the process that Management can take to ensure employees abide by the guidelines of the policy.

Part of the OH &S Regulations states that protective work wear is required by employees when using machinery/hazardous materials, or working outside in the elements.

Consultation

Trevor Smith – CEO

Ellen Della Bosca – DCEO

Bob Edwards – Works Supervisor

Statutory Environment

OH&S Legislation

Policy Implications

Adoption of new Policy 1.2.9 – Uniform Policy as presented

Financial Implications

Funding for uniforms will be subject to Council Budget adoption each year.

It is recommended that as part of the 2011/12 Budget the following contributions by Council be:

Administration Staff:

Maximum Annual Funding:

Full Time Officers - \$400

Part Time and Relieving Officers - \$200 or Pro Rata

Contract Staff – As per individual contract agreement

Note: Officers must complete their probationary period before becoming eligible for the funding.

Outside Staff:

Maximum Annual Funding:

Full Time Officers - \$500

Contract Staff – As per individual contract agreement

Note: Any uniform purchase by an employee over and above the specified limit set at Budget must be borne by the employee.

Funding for uniforms will be subject to Council Budget each year.

Strategic/Risk Implications

Minimal to low

Officer Recommendation

That Council adopt 1.2.9 Uniform Policy as presented.

Council Decision Number – 408

Voting Requirements – Absolute Majority

Moved: Cr Lancaster

Seconded: Cr Comerford

That Council adopt 1.2.9 Uniform Policy as presented

Carried 9/0

8.2 Chief Executive Officer Reports

8.2.1 NEWROC	
Location:	NEWROC
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

Background

A NEWROC Executive Meeting meeting was held on 22 March 2011 in Koorda. Minutes from the Meeting are attached. Note: all the resolutions from this meeting are still to be considered by NEWROC Council.

Items for discussion

One: Regional Waste Facility

Discussion on the concept for a regional waste resource recovery facility noted the following –

- ROEROC and Kojonup have apparently established successful facilities and a fact finding visit to both was supported
- New waste management legislation under consideration by Government is likely to impose higher compliance requirements on local disposal sites
- Coordination of the renewal dates on current waste collection contracts for the member councils was supported
- Waste site ‘mining’ for recyclable material was underway in several member councils, Sims metal and a local contractor are currently utilised

RESOLVED that it be recommended to the NEWROC council that a joint tender for waste collection services be developed and advertised, providing an option for member councils to opt-in under the contract as required.

Note: While the Executive do not support the development of a regional waste facility and believe that it would not be a cost effective operation it may be necessary to pursue the matter for when the State Government, through the EPA or DEC, keep placing more onerous conditions on smaller local refuse facilities. If a regional site is going to be a huge cost burden on the ratepayers we need to be able to provide evidence to support our assumptions.

The joint tendering of rubbish and recycling is recommended by the Executive as a cost effective means of providing the service across NEWROC.

Two: Employment of Engineering Technical Officer

This matter has been pursued previously by NEWROC without success due to lack of suitable applicants. The NEWROC Executive Officer, Mr John Watson, is currently working for the WA Institute of Engineers and may be able to assist with the proposal.

The Executive resolution is as follows:

RESOLUTION: **Moved: Neil Mitchell** **Seconded: Linda Longmuir**

That the Executive recommend to the NEWROC Council that –

- 1. The proposal to recruit an Engineering Technical Officer to provide engineering technical work for member councils on a shared services basis be reaffirmed;**
- 2. The position description and conditions of service be reaffirmed and the budget provision for salaries and benefits be increased by 10% to allow for salary movements and greater flexibility when recruiting;**
- 3. The position be advertised as soon as practicable; and**
- 4. The option for the recruitment of a trainee be included in the advertisement and supported.**

CARRIED

Note: The Executive make this recommendation in the light of the aging group of Works Supervisors in NEWROC who will retire in the next few years taking a great amount of knowledge and experience with them. Additionally, the Engineer at Mt Marshall will be able to train and supervise the ETO.

Three: Regional Aged and Public Housing Priority Project

In relation to future regional projects for Royalties for Regions money it was proposed that Aged and Public Housing is a priority consideration for NEWROC Councils. By producing a “Regional Plan” to address this issue over the next five years, and directing up to 80% of the funds toward it, there is an excellent chance of obtaining matching funds from the Federal Government and other agencies and qualifying for Joint Venture funding. The resolution or consideration by NEWROC Council is:

RESOLUTION: **Moved: Neil Mitchell** **Seconded: Peter Kocian**

That the Executive recommends to the NEWROC Council that a priority project for funding under the Country Local Government Fund Regional Group Grants Scheme over the next three years be the provision of residential accommodation in the region as follows –

- 1. Accommodation needs in relation to aged accommodation and public housing be funded across all member councils;**
- 2. Eighty percent of the available funding under this grant scheme be allocated each year to these housing needs over the next three years;**
- 3. This be distributed for construction projects on a priority needs basis (established by the NEWROC Council) each year and providing for dwellings units to be constructed in not more than three member council areas each year;**
- 4. Additional funding sources for aged and public housing from State and Federal Governments be investigated; and**
- 5. The twenty percent of the funds remaining in each years grant allocation be reserved for other emerging priority projects and if not allocated to such, the funds be included into the residential accommodation project for that year.**

CARRIED

Note: This does not preclude the adoption of other regional projects following the public consultation process currently underway.

Four: Regional Shared Financial Services Project

The Executive Committee identified the Resource Sharing Goal from the Strategic Plan as an immediate priority NEWROC could investigate.

The Plan proposes –

“To promote inter-council co-operation and resource sharing opportunities where these add value and do not diminish the way individual councils provide services to their communities, (to)
3.1 Enhance the finance / compliance capability of individual councils through resource sharing”

RESOLUTION: **Moved: Peter Kocian** **Seconded: Matthew Gilfellow**

That the Executive recommends to the NEWROC Council that –

- 1. A project to research the feasibility of regional shared financial services be endorsed;**
- 2. The Finance Managers (D/CEO) from each member council be invited to form a Working Group to research the proposal and frame recommendations to NEWROC;**
- 3. The first stage of the project be for the Working Group to collate information on each councils current costs in financial and IT services; and**
- 4. The Working Group also considers whether a budget allocation from NEWROC would be required to progress the project during the 2011-2012 year.**

The Finance Managers (DCEOs) from each Council will be invited to the next Executive Meeting to develop and progress this project.

Officer recommendation:

That the report on the NEWROC Executive Meeting held 22 March 2011 be noted.

Council Decision Number – 409

Voting Requirements – Absolute Majority

Moved: Cr Geraghty

Seconded: Cr Palm

That Council note the report on the NEWROC Executive Meeting held 22 March.

Carried 9/0

8.2.2 WALGA Great Eastern Country Zone	
Location:	Zone
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

Background

The Great Eastern Country Zone held an in person meeting in Merredin on 24 March 2011.

The Minutes from this meeting are attached.

At the time of writing the agenda the author had not time to go through the minutes to seek items of importance. These will be highlighted at the meeting.

Recommendation

That Council note the report on the WALGA Great Eastern Zone Meeting held 24 March 2011.

Council Decision Number – 410

Voting Requirements – Simple Majority

Moved: Cr Sippe

Seconded: Cr Jones

That Council note the report on the WALGA Great Eastern Zone meeting held 24 March 2011.

Carried 9/0

8.2.3 Local Government Reform – Update	
Location:	Shire
File Ref:	
Applicant:	CEO
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

Background

There has been little movement in the reform process in the past month. A letter has been sent to WALGA inviting Cr Troy Pickard to visit Mukinbudin and Nungarin to address the issue however it is too soon at this point to expect a response.

Further details on the reform process may be available at the meeting.

Comment

The Shire President and the Chief Executive Officer have been requested by the Minister for Local Government to attend a Whole of Local Government Forum in Perth on 12 May. The subject is “Local Government in Western Australia – Planning for Change”.

The forum is to consider the major demographic, environmental and economic changes likely to impact on the local government sector in Western Australia over the next 20 years and beyond to be considered from metropolitan, regional city, rural and remote area perspectives as these changes will be different for each area.

The purpose of the forum is to give local governments an opportunity to identify what these challenges are likely to be and to engage with each other on these issues, and to discuss how best to respond in a way which meets the changing needs of our communities.

Recommendation

That Council note the report on Local Government Reform.

Council Decision Number – 411

Voting Requirements – Simple Majority

Moved: Cr Crook

Seconded: Cr Jones

That Council note the report on Local Government Reform.

Carried 9/0

8.2.4 2010/2011 Roads Program Adjustment – CBH access/egress	
Location:	Shire
File Ref:	EC.DV.2
Applicant:	Farmers
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

Background

At the previous Council meeting in March 2011 the matter of traffic flow from CBH was raised and a meeting was arranged with farmers, transport operators and CBH to discuss options, especially relating to trucks exiting the CBH site during the 2011 harvest.

A proposal had been put forward for a temporary exit road to be constructed to the north of the site exiting to the North Road alongside Hutton and Northey. Built to a minimum standard the gravel road was to be 1.1 km long and require culverts to be installed on the CBH site. This proposal did not follow the route of the planned heavy vehicle by-pass adopted by Council in 2005.

A counter proposal was put by the Shire for a 1.1km gravel road built to 9 metres wide following the proposed northern boundary of the CBH site and exiting to the North Road at the Strugnell Street intersection. This road would be the correct dimensions and be in the correct location to form the first part of the by-pass. The estimated cost of the road, including culverts is \$75,000.

Comment

Council will have noted from Agenda Item 8.1.3, Budget Review, that the 2010/2011 road program will be unable to be completed as adopted.

Attached is a proposed variation to the program which includes the \$75,000 required for the CBH road. Also included is the expenditure on three roads not in the original budget.

Due to time constraints and as the funding from CBH is unknown it is proposed to drop Graham Road and Nungarin North Road from the program. This would leave the remaining works for this financial year as the completion of the Blackspot intersection works on the Mukinbudin-Kununoppin Road, the Strugnell Street drain at the front of the Fire Station, the CBH Road, and the Mukinbudin-Wialki Road widening and Haystack corner. Some further bitumen work may also be undertaken however this does not involve the mobilisation of Shire plant.

The Mukinbudin-Wialki Road works would be the last undertaken in the current financial year and would continue until 30 June. From the 1 July 2011 these works would continue until the amount of Regional Road Group money for that project in the 2011/2012 year was expended. This will allow a continuation of the one project over two financial years being a better use of resources.

Consultation

Farmers, Transport Operators, CBH

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

The total amount spent on capital works road construction would not alter significantly enough to warrant a budget variation. This is because the amount of money spent is generally determined by the amount of available man hours.

Strategic Implications

Nil

Recommendation

That Council adopt the revised capital expenditure road construction program as attached for the remainder of the 2010/2011 financial year.

Council Decision Number – 415

Voting Requirements – Simple Majority

Moved: Cr Watson

Seconded: Cr Palm

That Council adopt the revised capital expenditure road construction program as attached for the remainder of the 2010/2011 financial year.

Carried 9/0

Left for bus ride at 2.10pm and returned at 3.10pm

8.2.5 Eastern Wheatbelt Declared Species Group - Incorporation	
Location:	Eastern Wheatbelt
File Ref:	
Applicant:	CEO
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

Background

The EWDSG has been working on incorporation for a long time and now the documentation is ready for adoption in principle by the member Councils. The draft rules, and an amendment to the definition of members are attached.

Consultation

Local Government
State Government

Statutory Environment

Legislation relating to Incorporated Bodies

Policy Implications

Nil

Financial Implications

The incorporation of the group will secure funding from DAFWA under the DSG model until at least June 2012 and enable the group to secure R4R for wild dog control for at least the next couple of years \$100 000 pa.

Strategic Implications

Nil

Recommendation

That Council endorse in principle the draft rules for incorporation of the Eastern Wheatbelt Declared Species Group and the proposed amendments to the membership as attached.

Council Decision Number – 412

Voting Requirements – Simple Majority

Moved: Cr Palm

Seconded: Cr Watson

That Council endorse in principle the draft rules for incorporation of the Eastern Wheatbelt Declared Species Group and the proposed amendments to the membership as attached.

Carried 9/0

8.2.6 Chief Executive Officer's Report	
Location:	Shire
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	9 March 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

1. Meetings

22 March	NEWROC Executive @ Koorda CEO
24 March	WALGA Great Eastern Zone Meeting @ Merredin CEO
25 March	Hon. Brendon Grylls, M.P. CEO, DCEO, Cr Shadbolt, Cr Watson
30 March	LEMAC Joint Exercise – Kununoppin Hospital Evacuation Police, Hospital, Emergency Services, Local Government
11 April	CBH Access Meeting CEO, Cr Shadbolt, Cr Palm, Cr Crook
13 April	Joint Venture Housing Committee of Council CEO, DCEO, Cr Crook, Cr Lancaster, Cr Sippe

2. Staff

Horticulturalist Advertised - closes Friday 22nd April

3. Professional Development

Ellen Della Bosca and Carly Inferrera attended a two day LGMA conference at Margaret River. Carly successfully applied for a scholarship to attend this event and attended at no cost to Council. The conference theme was leadership.

Recommendation

That Council note the Chief Executive Officer's Report.

Council Decision Number – 413

Voting Requirements – Simple Majority

Moved: Cr Watson

Seconded: Cr Jones

That Council note the Chief Executive Officer's Report.

Carried 9/0

- **Notified received \$16,000 disabilities services facility for automatic door**
- **\$1.3 mill R4R tourist trail development**

- Pony club/Drive In/Go Kart/ Old Men's Shed – spending \$850/year cost on water to Council.
- Central Wheatbelt visitors centre indicated for more services be prepared to go to \$2,500 ea year. MDN has asked 16 shire's for \$10,000 each.
- MDN Regional Ranger Service – shire want to move from an annual fee to \$75.00 an hour fee.
- Kununoppin Medical Practise
- Swimming Pool received the CSRFF Grant \$160,000, called tenders and recieved
- 4. Special Council Meeting ~ 4th May
- SRRG
- Koala gone missing in Park, can get it fixed for \$500 or get a new one for around \$1,000, replace with new one
- Smoking in Playgrounds signage (stickers)
- Local Government Convention Program

MEETING ADJOURNMENT LUNCH (12.36PM – 1.35PM)

Cr Comerford called for an adjournment to the meeting at 12.36pm for lunch. The meeting was reconvened at 1.35pm.

8.4.1 Mukinbudin Caravan Park Manager's

8.4.1 Mukinbudin Caravan Park Report	
Location:	Mukinbudin
File Ref:	
Applicant:	Terry & Lyn Lawrie
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Terry & Lyn Lawrie
Author:	Terry & Lyn Lawrie

Very quiet for month of March with S.C.U. usage at 33%, cabins 39% and van park at 11%. There were 5 enquiries for S.C.U.s we could not satisfy but all 5 downgraded to cabins. We also had 1 enquiry for 4 x S.C.U.s for 2 weeks that we could not accommodate.

May I suggest it would be a good idea to replenish the tea, coffee, sugar and milk in the cabins on a daily basis for people who are staying more than 1 night. This would be a minimal cost but perhaps a valuable service.

At the moment everything appears to be on hold awaiting the completion of the park plan and the arrival of the new ablutions block and camp kitchen. We would appreciate some feedback from our suggestions from last month re Norm Bates' van and poetry competition.

Mrs Watson has kindly offered to show us around the local tourist attractions. Hopefully this will have been done before this meeting thereby arming us with a more extensive knowledge of the area.

Recommendation

That Council note the above Report.

Council Decision Number – 416

Voting Requirements – Simple Majority

Moved: Cr Watson

Seconded: Cr Crook

That Council note the above Report.

Carried 9/0

2005/2006 Totals		2006/2007 Totals	
Accommodation		Accommodation	
	\$		\$
Self Contained Units	\$19,358.08	Self Contained Units	\$22,820.21
Barracks	\$11,082.32	Barracks	\$9,753.06
Sites	\$10,521.76	Sites	\$17,095.20
Washing Machine	\$1,171.16	Washing Machine	\$981.35
TOTALS	\$42,133.32	TOTALS	\$50,649.82

2007/2008 Totals		2008/2009 Totals	
Accommodation		Accommodation	
	\$		\$
Self Contained Units	\$27,304.76	Self Contained Units	\$37,214.39
Barracks	\$5,422.75	Barracks	\$10,554.55
Sites	\$11,244.47	Sites	\$16,773.76
Washing Machine	\$678.16	Washing Machine	\$663.63
TOTALS	\$44,650.14	TOTALS	\$65,206.33

2009/2010 Totals	
Accommodation	
	\$
Self Contained Units	\$33,567.84
Barracks	\$9,096.35
Sites	\$15,504.70
Washing Machine	\$1,036.36
TOTALS	\$59,205.25

2010/2011 Totals

Accommodation		YTD	Jul 2009	Expenses Jul10
	\$	\$	\$	\$
Self Contained Units	\$4,977.27	\$4,977.27	\$2,740.91	0.00
Barracks	\$1,213.62	\$1,213.62	\$127.28	0.00
Sites	\$1,365.78	\$1,365.78	\$883.64	2,988.07
Washing Machine	\$101.00	\$101.00	\$140.91	0.00

Accommodation		YTD	Aug 2009	Expenses Aug10
	\$	\$	\$	\$
Self Contained Units	\$5,546.36	\$10,523.63	\$2,471.81	297.72
Barracks	\$381.83	\$1,595.45	\$556.36	0.00

Sites	\$ 1,455.44	\$ 2,821.22	\$ 651.81	4,981.41
Washing Machine	\$ 77.27	\$ 178.27	\$ 174.55	0.00

Accommodation		YTD	Sep 2009	Expenses Sep10
	\$	\$	\$	\$
Self Contained Units	\$ 2,583.18	\$ 13,106.81	\$ 3,959.09	23.04
Barracks	\$ 1,209.09	\$ 2,804.54	\$ 590.00	23.04
Sites	\$ 3,644.05	\$ 6,465.27	\$ 1,920.00	3,970.30
Washing Machine	\$ 145.45	\$ 323.72	\$ 109.09	0.00

Accommodation		YTD	Oct 2009	Expenses Oct10
	\$	\$	\$	\$
Self Contained Units	\$ 3,368.18	\$ 16,474.99	\$ 5,607.30	23.04
Barracks	\$ 1,172.74	\$ 3,977.28	\$ 1,227.26	23.04
Sites	\$ 3,260.43	\$ 9,725.70	\$ 3,886.34	7,191.42
Washing Machine	\$ 109.09	\$ 432.81	\$ 227.27	0.00

Accommodation		YTD	Nov 2009	Expenses Nov10
	\$	\$	\$	\$
Self Contained Units	\$ 2,873.64	\$ 19,348.63	\$ 868.18	105.82
Barracks	\$ 2,048.19	\$ 6,025.47	\$ 204.55	0.00
Sites	\$ 1,585.44	\$ 11,311.14	\$ 1,085.29	4,782.64
Washing Machine	\$ 100.00	\$ 532.81	\$ 70.00	0.00

Accommodation		YTD	Dec 2009	Expenses Dec10
	\$	\$	\$	\$
Self Contained Units	\$ 3,329.10	\$ 22,677.73	\$ 2,623.64	80.00
Barracks	\$ 2,149.99	\$ 8,175.46	\$ 2,250.00	7,070.00
Sites	\$ 1,161.81	\$ 12,472.95	\$ 421.82	3,049.84
Washing Machine	\$ 83.64	\$ 616.45	\$ 27.27	0.00

Accommodation		YTD	Jan 2010	Expenses Jan11
	\$	\$	\$	\$
Self Contained Units	\$ 2,170.00	\$ 24,847.73	\$ 4,822.73	0.00

Barracks	\$ 709.09	\$ 8,884.55	\$ 1,068.18	0.00
Sites	\$ 336.53	\$ 12,809.48	\$ 259.09	690.94
Washing Machine	\$ 51.82	\$ 668.27	\$ 70.00	0.00

Accommodation		YTD	Feb 2010	Expenses Feb11
	\$	\$	\$	\$
Self Contained Units	\$ 2,159.09	\$ 27,006.82	\$ 1,977.27	\$ 108.10
Barracks	\$ 1,934.09	\$ 10,818.64	\$ 363.64	\$ 267.37
Sites	\$ 200.45	\$ 13,009.93	\$ 1,690.91	\$ 8,606.58
Washing Machine	\$ -	\$ 668.27	\$ 14.55	\$ 0.00

Accommodation		YTD	Mar 2010	Expenses Mar11
	\$	\$	\$	\$
Self Contained Units	\$ 1,824.51	\$ 28,831.33	\$ 4,281.82	\$ 31.20
Barracks	\$ 1,310.93	\$ 12,129.57	\$ 200.00	\$ 0.00
Sites	\$ 323.64	\$ 13,333.57	\$ 640.00	\$ 5,908.57
Washing Machine	\$ 29.09	\$ 697.36	\$ 26.36	\$ 0.00

TOTAL INCOME	\$	\$ 54,991.83	\$ 48,238.92	\$ 50,222.14
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****Note: Sites income includes Ventris Rental and Power Usage****

8.5.1 Swimming Pool Manager

8.5.1 Mukinbudin Swimming Pool Report	
Location:	Mukinbudin
File Ref:	CS.CS.5
Applicant:	Kaye Bunney - Manager
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Kaye Bunney - Manager
Author:	Kaye Bunney - Manager

Pool Closed

The pool is now closed for the season. 3 kids braved the freezing water on Sunday afternoon for their last swim.

Design

Jan Nibbelink, an Architecture honours student from Curtin has chosen Mukinbudin to design a new country pool. He has taken photos and asked questions about the environmentally sound practices we have at the pool and also been in touch with Terry at the caravan park to seek information from him to include tourism aspects in his design. Squires have sent him a photo from the opening day of the pool and by luck he took a photo from nearly the exact same point. His design should be finished by June and he will send us a copy.

Pool Upgrade

Only one company (ACS) has been and looked at the pool in view of submitting a tender.

Pool Painting

All pools badly need painting again. The wading pool is losing coverage quite quickly and soon will be back to bare cement again. The main pool has patches of nonexistent paint and so looks dirty.

Fence and Shades

The west fence will need to be fixed soon as the prevailing wind now is pushing it the opposite way to the storm that originally broke the posts. The 2 shades that were wrecked in the 2 separate storms have been taken to the shire depot to await insurance claims.

Change rooms

Both change rooms need a coat of paint, in particular the doors and door frames. The boys change room hasn't been painted since November 1998.

Swim Club Shed

Noel is coming in the near future to move the gear we need stored from the swim club shed. All the actual swim club equipment is going to be farmed out for the winter. There is also some gear that will be moved from the plant room if it is to be demolished. Bob has this under control.

Chair Lift

The chair lift needs repairing or replacing

Change room shade

The shade over the ladies change room will need 2 new poles when it is replaced under insurance from the storm. At the moment, the end of the shade attached to the kiosk roof is damaging the brick walls supporting the roof.



Attendance

This year has been the worst attendance I have seen and I don't think I even threw any one out this season. I must be getting soft.

Season	November	December	January	February	March	April	Total
1998/99	1315	3171	1972	3244	1523	29	11,254
1999/00	1727	4061	1573	2944	988	38	11,331
2000/01	2580	3905	1654	1980	1422	175	11,776
2001/02	2060	2825	1702	3400	1643	48	11,678
2002/03	2588	3115	2084	3814	1830	99	13,520
2003/04	2406	3960	2103	2908	1433	103	12,913
2004/05	2182	4082	1985	2974	1530		12,753
2005/06	1744	3099	1755	1585	931	49	9,183
2006/07	1966	3253	1768	2117	1349	60	10,527
2007/08	2031	1614	1835	1584	1232	11	8,307
2008/09	788	3017	2140	1592	1056	166	8759
2009/2010	1564	2531	1874	1798	1077	34	8878
2010/2011	1765	1993	1522	1249	1197	87	7,813
							138,692

Recommendation

That Council note the above Report.

Council Decision Number – 417

Voting Requirements – Simple Majority

Moved: Cr Geraghty

Seconded: Cr Sippe

That Council note the above Report.

Carried 9/0

Council Decision Number - 418

Voting Requirements – Simply Majority

Moved: Cr Sippe

Seconded: Cr Lancaster

Vote of thanks to Kaye Bunney for all the extra work that has been done throughout the year.

Moved: Cr Sippe

Seconded: Cr Lancaster

Carried 9/0

8.6.1 Natural Resource Management Officer's Report

8.6.1 Natural Resource Management Officer's Report	
Location:	Shire
File Ref:	
Applicant:	Tracey Hobbs
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Tracey Hobbs
Author:	Tracey Hobbs

Courses/Workshops/Meetings attended

- I attended the Wheatbelt NRM (W NRM) Soil Incentive Program Meeting in Northam on the 11th of March.
- Dylan & I together with the other NRMOs ran a Soil Health Forum at Merredin on the 15th of March. This was part of our Caring for our Country (CfoC) Project.
- Dylan & I & the NEWROC NRMOs ran a field walk at Nungarin on the 30th of March. This was also part of our CfoC project and looked at both our Direct Seeding and our Fodder Shrub trials.
- I attended the two day Master Tree Growers course in Bencubbin on the 3rd & 4th of April. One of my W NRM projects was hosting the afternoon of the 3rd and I was presenting on the 4th.

In the Office

- Together with of the other NEWROC NRMOs, Dylan and I have submitted the following grant applications for NEWROC:
 - Next Gen Farmers – similar to last years. We will take 12 farmers from NEWROC over to NSW to meet up with farmers and look at saltbush sheep grazing & marketing, sheep grazing systems on fodder shrubs, biological farming and other ag trials. This will also incorporate some leadership and team building events.
 - Women Farmers – although we had several other ideas of taking the women to look at different niche 'farming' ideas we were running out of time so we have submitted an application to run an accredited seed collecting course in NEWROC. There has been some interest in this throughout NEWROC.
- Together with Samantha Pickering (NRMO Nungarin & Trayning) we submitted a Grant application to Department of Environment and Conservation (DEC) for 'Engaging the Community to Secure a Biodiverse Future'. This project will run over the three shires, it will enable us to purchase 3 camera traps each, involves flora & fauna surveys, fox & rabbit baiting and a community awareness event.
- Dylan was working on a couple of shire applications for the DEC grant but we realised that we were not going to have enough time or information to complete either one of these properly. Below are the project ideas and planned outcomes:
 - Improvements to the walk trail – at a later date we would like to meet with interested community members and design a detailed plan. From this we can draw a move accurate budget and look at submitted it next year or for another appropriate grant.

- Conservation at Barbarlin and Wundowlin and the protection of the butterfly – same as above. We as though that it would be better to wait until all of the road works are complete and that DEC has done what they are planning to do. Chris Phoebe from DEC was away at the time and no one else in Merredin really knew what they were doing at the site. Some of this grant will be included in the combined DEC submission that we did with Nungarin and Trayning.
- I went out with Phil Lewis from WWF to set up some camera traps prior to the course on the 14-15th of April and to look at site for the training.

Farmer Contact

- Dylan & I have been doing the shire site visits for this year's planting for our CfoC project. Dylan has been learning how to do these.
- I have had a farmer bring in several photos on things that he would like identified. I have forwarded these onto other departments and have found out that they are Hawk Moth larvae and core rot in fruit but I am still waiting confirmation.

Recommendation

That Council note the above Report.

Council Decision Number – 419

Voting Requirements – Simple Majority

Moved: Cr Crook

Seconded: Cr Sippe

That Council note the above Report.

Carried 9/0

8.7.1 Work's Supervisor

8.7.1 Work's Supervisor's Report	
Location:	Mukinbudin
File Ref:	
Applicant:	Bob Edwards
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Bob Edwards
Author:	Bob Edwards

MAINTENANCE GRADING

Once the Flood Damaged sections had been attended to attention was turned to the school bus routes. Will Jenkins is kept informed of the reports from the public that are received and tries to get onto them as quickly as he can bearing in mind that one maintenance grader services the entire Shire.

KOORDA/ BULLFINCH ROAD (Final section to Nungarin Boundary)

The final 3.6 km section of widening to the East Boundary has been sealed with the first coat. A second coat will be applied to 7.2 kms at the full width at a later date. Renewal of the culvert at Lake Brown is still to be done.

NUNGARIN NORTH/ KUNUNOPPIN INTERSECTION (Black Spot)

Progress has been slow with several interruptions through storm events, a vehicle movement ban and bitumen works. The gravel is being transported approximately eighteen kilometres. Despite this the work is expected to be completed by the middle of May.

MALLEE DRIVE AND GIMLETT WAY

A pavement repair which was profiled and cement stabilised at this intersection has been sealed.

POT HOLE REPAIRS

The ever growing number of pot holes in our roads will be repaired in the coming weeks.

ROAD AND STREET SIGNAGE

Quite a few signs have been either renewed or re-fixed. Guide posts are continually being destroyed by motorists and an effort will have to be made in the near future to replace those smashed off.

FLOOD DAMAGE

Detailed paperwork has been prepared for Main Roads to recoup money spent on road opening and restoration following three separate flood events in February and March. The total amount will be approximately \$55,000.

MOSQUITO FOGGING

Fogging has commenced and is now taking place weekly until further notice. The preferred night is Wednesday to avoid sports training.

Recommendation

That Council note the above Report.

Council Decision Number – 414

Voting Requirements – Simple Majority

Moved: Cr Comerford

Seconded: Cr Watson

That Council note the above Report.

Carried 9/0

- × Lukin St potholes**
- × Lansdell St Drainage**
- × Grade Walk trail**
- × New House – Fence**
- × Harry Road/Ogilvie Road possibly a flood damage claim**
- × Maintenance Grading**
- × Wialki Road Shoulders**
- × Speed Signs on Bent**
- × Berringbooding Road needs grading**
- × White Posts being run over**

9. Information Report

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 Proposed Cultural Centre – Regional Development Australia Fund	
Location:	Mukinbudin
File Ref:	
Applicant:	Shire
Date:	13 April 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Ann Brandis - CSO

Background:

In 2008/09 an application was made through the Regional and Local Community Infrastructure, Strategic Projects fund for the building of a Regional Cultural Centre and the development of the tourism precinct in Strugnell Street opposite Mukinbudin Steel Fabricators. This grant was unsuccessful. Since then Stronger Rural Communities funding with a limit of \$300,000 became available and it was decided to get proper concept drawings for this project so a preliminary costing could be obtained. These drawings were completed by Eastern & Guest Design and have been viewed by Council. The drawings indicated that the cost of the building excluding the fit out would be approximately \$600,000 so the project was ineligible for the Stronger Rural Communities and the function room at the complex has since benefited from this grant.

An opportunity has now risen through the Regional Development Australia Fund for Council to apply for funds for infrastructure and this project is eligible according to the guidelines. There are two proposed stages with the first closing in early May 2011 of which we will not have an application ready. However the second round will close late 2011 – with no date supplied. An application could be prepared for this round. However the project needs to be investment ready and ready to go so construction drawings are now required for a detailed costing and also to be ready to go if successful. Reading through the guidelines the program is very similar to the old Regional Partnerships Grants that we built the Men's shed with. For projects worth less than \$5,000,000 matching funding is not required, however in all applications priority will be given to those projects with contributions from other sources.

I have contacted Dave Guest from Eastern & Guest Designs to give advice on how long the drawings will take and the approximate cost of these drawings. We will need Architectural construction drawings and the Engineers design and approvals. Dave has advised that the project drawings could commence immediately with a possible completion of late August.

The proposed cost for these drawings is:

1. Architectural construction drawings - \$12,500 ex GST and these will comprise of
 - i. Site Plan
 - ii. Ground floor plan
 - iii. First floor plan
 - iv. Elevations (2 of)
 - v. Wet area details (2 of)
 - vi. Electrical schematic
 - vii. Kitchen design and details
 - viii. Stairs Details

- ix. Fire escape details
 - x. Window and door schedule
2. Engineers structural design and drawings - \$10,600 ex GST and will include:
- i. Ground slab and footings (for main building only)
 - ii. Framed wall specification
 - iii. Steel framed wall structures
 - iv. Roof support structure and awning details (steel roof truss design by roof truss manufacturer).
 - v. Suspended timber/steel floor frame
 - vi. Columns, T-lintels and other minor structural details as required.

There are no monies for this in the 2010/11 budget however I would like Council to consider whether they wish to:

1. submit an application for the Regional Partnership Grants to build the Mukinbudin Regional Community Centre;
2. make provision for the payment of the construction drawings in the 2011/12 budget to enable these drawings to be ordered and proceed with immediately;
3. make provision for both a cash and in kind contribution to the proposed application for the Regional Partnership Grants in the 2011/12 and/or 2012/13 budget.

Comment:

The proposed building was to house the Sandalwood Arts Centre, Regional Herbarium, a Regional Indigenous Cultural Room, a museum area, a second story with dorm style accommodation and a reception/administration area. It would be beneficial if consultation were had with the Sandalwood Arts Group and the Regional Herbarium.

Due to the detailed application needed for this project I would like a commitment from Council to either proceed or not, as it will take some months to prepare the application. If Council were to wait until the Budget meeting then there would not be enough time to prepare and submit the application.

I will also be researching any other funding options for the project such as Lotterywest. However, as stated in the guidelines priority will be given to projects that have contributions from the applicant and other sources. A verbal estimation from Dave Guest on building and fitting the project out is approximately \$800,000 without costs for equipment (ie desks, chairs etc) site works, car park and gardens.

Options:

Option 1

Submit an application for the Regional Partnership Grants to build the Mukinbudin Regional Community Centre in round 2, making provision for the payment of the construction drawings and a cash and in kind contribution for the grant application in the 2011/12 budget.

Option 2

Make provision for the payment of the construction drawings in the 2011/12 budget to enable these drawings to be on file for future funding applications.

Option 3

To not proceed with an application for the Regional Partnership Grants and the construction drawings for the Mukinbudin Regional Cultural Centre.

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

There is a cost to council for the construction drawings and also for the proposed funding application. These costs will apply in the 2011/12 budget. It is possible that any funding for the actual construction (Council's in kind works, e.g. site preparation, car park area, landscaping etc) would not apply until the 2012/2013 budget and would not require budgeting for unless the grant was successful.

Strategic Implications:

Nil

Recommendation:

That Council:

1. submit an application for the Regional Partnership Grants in Round 2 to build the Mukinbudin Regional Community Centre;
2. makes provision for the payment of the construction drawings in the 2011/2012 budget; and
3. make a provision for a cash and in kind contribution for the grant application in the 2012/2013 budget if successful.

Council Decision Number – 420

Voting Requirements – Simple Majority

Moved: Cr Jones

Seconded: Cr Palm

That Council:

- 1. submit an application for the Regional Partnership Grants in Round 2 to build the Mukinbudin Regional Community Centre;**
- 2. makes provision for the payment of the construction drawings in the 2011/2012 budget; and**
- 3. make a provision for a cash and in kind contribution for the grant application in the 2012/2013 budget if successful.**

Carried 7/2

Against - Cr Watson & Cr Sippe

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

Items 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

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 (2) (c).

Council Decision Number – 421

Voting Requirements – Simple Majority

Moved: Cr Palm

Seconded: Cr Comerford

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 (2) (c).

Carried 8/0

Meeting closed at 4.04pm

Cr Geraghty declared an interest in the item and left the meeting at 4.04

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

Council Decision Number – 423

Voting Requirements – Simple Majority

Moved: Cr Palm

Seconded: Cr Watson

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 4.17pm

Cr Geraghty re-entered the meeting at 4.17pm

Cr Crook left the meeting at 4.17pm

General Business

- × Renee Manning Ag Dept, Invite to the next Council Meeting**

Council Decision Number – 424

Voting Requirements – Simple Majority

Moved: Cr Palm

Seconded: Cr Sippe

That Council contribute \$500 to the Wheatbelt Rail Reliance.

Carried 8/0

- × Dr on Leave is it Advertised**
- × Anglican Church – upkeep**
- × Review outside workforce numbers**
- × CRC letter for new building, wanting a response. Trainee & new Coordinator working well.**
- × Lake Brown Culvert – can that be held over to the next financial year**
- × NEWCLUBS Money**
- × Butcher – are we getting one, CEO advised that he was informed that the purchase is going ahead**
- × Spring Festival – would the shire consider a Local Artist prize**
- × Shire of Trayning ask about black spot funding for the hill near Ted Waters**

Council Decision Number – 425

Voting Requirements – Simple Majority

Moved: Cr Geraghty

Seconded: Cr Sippe

That Council allow a trial using the community bus free of charge if a volunteer bus driver can be located to run community members to Merredin once a month.

Carried 8/0

13. Closure of Meeting

The President thanked everyone for attending the meeting and closed the meeting at 5.21pm



DECLARATION

I declare that these minutes of the Ordinary Meeting of Council held on the 20th April 2011 were confirmed at the Ordinary Meeting of Council held on 18th May 2011.

Signed: _____

Being the person presiding at the meeting at which these minutes were confirmed

Date: _____