



Minutes

Of the

Ordinary Meeting of Council

Held on

Thursday, 19 September 2012

At 9.10am

In

The Council Chambers  
Maddock St, Mukinbudin

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## **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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Nil

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Nil

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Nil

**13. Closure of Meeting**

Minutes of the Ordinary Meeting of Council held in Council Chambers, Maddock Street, Mukinbudin on 19<sup>th</sup> September 2012

**1. Declaration of Opening**

1.1 The Shire President declared the Meeting open at 9.10am

**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
RJ Comerford	Deputy President	Wattoning Ward
BE Watson		Wilgoyne Ward
KD Lancaster		Town Ward
SG Ventris		Town Ward
SR Palm		Bonnie Rock Ward
JD O'Neil		Bonnie Rock Ward
CW Geraghty		Town Ward

3.2 Apologies:

NIL

3.3 On leave of absence:

Kylie Sippe  
Cr Kylie Sippe is on an approved leave of absence

3.4 Staff:

Trevor Smith	Chief Executive Officer
Ellen Della Bosca	Deputy Chief Executive Officer
Bob Edwards (at 2.04pm – 2.55pm)	Works Supervisor
David Smith (at 2.04pm – 2.34pm)	Horticulturist

3.5 Visitors:

Nil

3.6 Gallery:

Nil

3.7 Applications for leave of absence:

Nil

**4. Petitions, deputations and presentations**

4.1 Petitions

4.2 Deputations

4.3 Presentations

Angelo Nardi (entered at 11.04am and left at 12.02pm) Synergy Soft

Mark Burbridge (entered at 11.04am and left at 12.02pm) Synergy Soft

**5. Announcements by the Presiding person without discussion**

Ms Claire Baker, NRMO, will be joining Council for lunch.

**6. Confirmation of the Minutes of previous meetings**

- 6.1 Confirmation of Minutes for the Ordinary Meeting of Council held on the 15<sup>th</sup> August 2012

**Recommendation**

That the Minutes of the Ordinary Meeting of Council held on the 15<sup>th</sup> August 2012 be accepted as a true and correct record of proceedings.

**Council Decision Number – 697**

Voting Requirements – Simple Majority

**Moved: Cr Palm**

**Seconded: Cr Ventris**

**That the Minutes of the Ordinary Meeting of Council held on the 15<sup>th</sup> August 2012 be accepted as a true and correct record of proceedings.**

**Carried 8/0**

6.1.1 Business Arising from Minutes

- Sporting club responsibilities and complex – letter to be sent
- TV Reception in Town – information in Muka Matters and Mail Box
- Bush Fires becoming a SES, up to the Bush Fire Brigade – to research further

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



## 8. Reports of Committees and Officers

### 8.1 Deputy Chief Executive Officer Reports

<b>8.1.1 List of Payments August 2012</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Katharine Collins

*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 31<sup>st</sup> August 2012, 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 29611 – 29667 and Transfers D/D8.1213 to D/D14.1213, D/D16.1213 to D/D33.1213, D/D37.1213 totalling \$517,114.67 for payments made in August 2012, be passed for payment.

#### **Council Decision Number – 698**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

**Seconded: Cr Palm**

**That the list of payments to today's meeting on Vouchers – Muni 26911 – 29667 and Transfers D/D8.1213 to D/D14.1213, D/D16.1213 to D/D33.1213, D/D37.1213 totalling \$517,114.67 for payment made in August 2012, be passed for payment.**

**Carried 8/0**

<b>8.1.2 Monthly Financial Report – July 2012</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	7 September 2012
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 31<sup>st</sup> July 2012 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 31<sup>st</sup> July 2012 and note and material variances greater than \$15,000 or 20%.

**Council Decision Number – 699**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty                      Seconded: Cr Palm**

**That Council adopt the Monthly Financial Report for the period ending 31<sup>st</sup> July 2012 and note any material variance greater than \$15,000 or 20%.**

**Carried 8/0**

## 8.2 Chief Executive Officer Reports

<b>8.2.1 NEWROC</b>	
Location:	NEWROC
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	3 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

### **Background**

A NEWROC Council meeting was held in Mukinbudin on Tuesday 28<sup>th</sup> August 2012. The minute are attached.

### **Business Arising**

#### 7.1 2011/2012 CLGF Regional Grant Application – Accommodation Project Stage 1

This application is awaiting approval of the project. The application has passed through the Department of Regional Development and Lands and is currently with either the Director's General group or with State Cabinet.

The Department had requested three additional conditions be added to the project which have been fulfilled. (1) That independent costings were prepared to prevent cost escalation. (2) That the Shires demonstrate financial commitment to the project. (3) That the Shires confirm that rental income derived from the project will only be utilised towards maintenance of the properties.

#### 7.2 2012/2013 CLGF Regional Grant Application – Accommodation Project Stage 2

This application will be used by the shires of Trayning, Wyalkatchem and Nungarin to continue the theme commenced in Stage 1. As the funding announcement has only just been made the applications are yet to be developed.

#### 7.3 Shire of Wyalkatchem – Aged Care Plan 2012 – Verso Consultants

Cr Holdsworth explained the reasons the Shire of Wyalkatchem commissioned the report from Verso and how it provides a basis for the Council to progress action on implementing Aged Care Services in the district.

#### 7.4 North Eastern Wheatbelt Primary Care Service Charter

The Shire of Wyalkatchem has forwarded for NEWROC consideration a draft agreement between the six NEWROC Councils confirming participation in a study to develop “new and innovative general practice and primary care models and methods” for the region. This concept has been discussed in general terms at a previous NEWROC meeting but did not receive full support from all Councils.

#### 7.5 The Wheatbelt Way Project

The Wheatbelt Way was officially launched at the Dowerin Field Days by the Hon. Brendon Grylls, M.P., Minister for Regional Development and Lands. All Shires now are required to finish infrastructure projects and erect the remaining directional and location signage as soon as possible.

**Comment:**

With regard to item 7.4 North Eastern Wheatbelt Primary Care Service Charter the Shire of Mukinbudin has not supported these discussions previously on the basis that the Kununoppin Medical Practice has only recently entered into the agreement with the Wheatbelt GP Network and it is only now that the practice is turning around financially with Dr Walker. The Practice also has the Notre Dame student nearing completion of her course and residency requirements and she could be available to the practice in 2013 or 2014.

NEWROC has a list of "Future Grant Proposals and Current Priority Projects". The concept of "medical practice and health care" can be added to this list and be progressed along with any number of projects as required.

**Officer recommendation:**

That Council:

1. note the minutes of the NEWROC Council meeting held on Tuesday 28<sup>th</sup> August 2012; and
2. inform NEWROC that Council will not be signing the North Eastern Wheatbelt Primary Care Service Charter and request that the matter be referred to NEWROC's list of "Future Grant Proposals and Current Priority Projects" where it can be progressed as required.

**Council Decision Number – 700**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

**Seconded: Cr Ventris**

**That Council:**

- 1. note the minutes of the NEWROC Council meeting held on Tuesday 28<sup>th</sup> August 2012; and**
- 2. inform NEWROC that Council will not be signing the North Eastern Wheatbelt Primary Care Service Charter and request that the matter be referred to NEWROC's list of "Future Grant Proposals and Current Priority Projects" where it can be progressed as required.**

**Carried 8/0**

<b>8.2.2 WALGA Great Eastern Country Zone</b>	
Location:	Zone
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	4 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

### **Background**

The last meeting of the Great Eastern Zone was in Cunderdin on Thursday 30<sup>th</sup> August. The CEO and Cr Comerford attended. The Minutes from the meeting are attached.

### **Business Arising**

#### **8.1 2013 Wheatbelt Conference**

As the 2012 Conference in York was deemed to be a success a conference is planned for 2013 and Merredin has been recommended as the preferred location.

#### **8.2 Local Government Amendment (Regional Subsidiaries) Bill 2010**

Refer to the resolution on page 16 of the minutes for the concerns that the Zone has with the Bill as amended by the minister for Local Government.

### **Officer Recommendation:**

That Council note the minutes of the WALGA AGM held 30<sup>th</sup> August 2012.

### **Council Decision Number – 701**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

**Seconded: Cr O'Neil**

**That Council note the minutes of the WALGA AGM held 30<sup>th</sup> August 2012**

**Carried 8/0**

<b>8.2.3 Local Government Reform – Update</b>	
Location:	Shire
File Ref:	
Applicant:	CEO
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith- CEO

No movement on local government reform was noted.

**Officer Recommendation:**

No recommendation required.

**Council Decision Number –**

Voting Requirements – Simple Majority

**Moved: Cr**

**Seconded: Cr**

**Carried /**

<b>8.2.4 Bushfire Advisory Committee – Meeting 3 September 2012</b>	
Location:	Shire
File Ref:	CS.BC.4
Applicant:	BAC
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

**Background:**

The Bushfire Advisory Committee met on Monday 3<sup>rd</sup> September 2012. The minutes of the meeting are attached.

**Business Arising:**

- Training
- Mukinbudin Information Day
- Volunteer Emergency Service Brigade
- DEC
- Incident Control Room
- Knapsacks
- Rain Water Tank
- Permits

**Restricted Burning Period**

Restricted Burning	19 Sept 2012 – 31 Oct 2012
Prohibited Burning	1 Nov 2012 – 31 Jan 2013
Restricted Burning	1 Feb 2013 – 15 Mar 2013

These dates can be varied by seven days at a time should circumstance warrant.

**Statutory Environment:**

Bush Fires Act 1954

**Policy Implications:**

The Shire only has 3 policies in relation to Bush Fire Control.

- 1.3.1 Harvest Bans (Public Holidays)
- 1.3.2 Harvest Bans (Method of Imposing)
- 1.3.3 Fire Brigades (Membership Forms)

**Financial Implications:**

Nil.

The equipment and infrastructure requests should be funded from the ESL.

**Strategic Implications:**

Nil



**Recommendation:**

That Council note the minutes of the Bushfire Advisory Committee meeting held on 3 September 2012.

**Council Decision Number – 702**

Voting Requirements – Simple Majority

**Moved: Cr Palm**

**Seconded: Cr O’Neil**

**That Council note the minutes of the Bushfire Advisory Committee meeting held on 3 September 2012**

**Carried 8/0**

<b>8.2.5 Local Emergency Management Committee – Meeting 4 September 2012</b>	
Location:	Shire
File Ref:	CS.ES.2
Applicant:	LEMC
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Katharine Collins
Author:	Trevor Smith - CEO

**Background:**

The Local Emergency Management Committee met on Tuesday 4<sup>th</sup> September 2012. The minutes from the meeting are attached.

**Business arising:**

- 4.1.1 Mukinbudin LEMC Business Plan for 2012/2013
- 4.1.2 Mukinbudin Local Emergency Management Arrangements
- 4.1.3 Contact List
- 4.1.4 LEMC Exercise

Following the meeting Yvette Griggs from FESA sent Katharine Collins (the Executive Officer for the LEMC) an email congratulating her on the work that she did in creating the Business Plan and the Emergency Management Arrangements.

**Statutory Environment:**

It is a State Government requirement that:

1. the Shire have a LEMC;
2. the Shire President chairs the LEMC;
3. the LEMC meets a minimum of four times per year; and
4. the LEMC holds an exercises on an annual basis.

**Policy Implications:**

Nil

**Financial Implications:**

There may be a small cost to holding an annual exercise.

**Strategic Implications:**

Nil

**Recommendation:**

That Council note the minutes of the Local Emergency Management Committee held on Tuesday 4<sup>th</sup> September 2012.

**Council Decision Number – 703**

Voting Requirements – Simple Majority

**Moved: Cr Lancaster**

**Seconded: Cr Geraghty**

**That Council note the minutes of the Local Emergency Management Committee held on Tuesday 4<sup>th</sup> September 2012.**

**Carried 8/0**

<b>8.2.6 State Barrier Fence – Enforcement</b>	
Location:	Shire
File Ref:	HS.PV.5
Applicant:	Cr Watson
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

**Background:**

There have been reports of the State Barrier Fence (also known as the Vermin Proof Fence) being cut by and of the access road generally being used illegally. On 8<sup>th</sup> August DAFWA issued a press release which was featured recently in Muka Matters. The article highlighted the fines of up to \$2,000 that could be imposed for using the access road without permission.

**Comment:**

Cr Watson feels that the State Government has not been serious enough about enforcing the law to discourage illegal use and wilful destruction.

As the article highlighted, “poisons, traps and firearms are used along the fence by doggers to control wild dog populations and it is not a safe place for the public”.

Also, it is not known what the penalty for wilful destruction of the fence is but Cr Watson and the CEO feel that it should be a lot higher than \$2,000.

**Consultation**

Adrian Chesson - EWDSG

**Statutory Environment:**

To be confirmed

**Policy Implications:**

Nil

**Financial Implications:**

The intrusion of dogs, emus and vermin generally into farm land restricts farming choices and ultimately devalues land which would cause a drop in land values and therefore rateability and a drop in Council income. Simply, farmers along the fence are not able to run sheep because of vicious attacks by wild dogs.

The Shire of Mukinbudin, and many others, financially support the EWDSG and this money will be less effective if all aspects of feral animal control are not policed or enforced.

**Strategic Implications:**

The intrusion of dogs, emus and vermin generally into farm land restricts farming choices and could lead to a reduction in employment in the Shire and a reduction in the Shire's gross domestic product.

**Recommendation:**

For Council's consideration.

**Council Decision Number – 704**

Voting Requirements – Simple Majority

**Moved: Cr Watson**

**Seconded: Cr Palm**

**That Council write to the Minister expressing our concerns that the current fines are inadequate and the enforcement by the department could be strengthened to be taken into consideration in the drafting of the new regulations.**

**Carried 8/0**

<b>8.2.7 Town Dam Pump Replacement</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Trevor Smith - CEO
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

**Background:**

Council has requested that the town dam pump replacement be deferred to enable a complete costing of the project to be compiled. All prices referred to are exclusive of GST.

**Comment:**

The quote from Mukinbudin Electrical Contractor is for \$5075. (Attached)

This quote covers surge protection, connecting pumps, upgrade of mains, upgrade of a new board in shed, a light and power point. There will be an additional charge from Western Power to disconnect and reconnect the power. Previous work completed by Western Power for the Shire indicates this amount will be about \$500.

The quote from ADAM Water Solutions remains at \$33,516. (Attached)

The other supplier declined to requote on the system.

The Shire would need to supply and construct the shed, form the pad, improve the water channel, and do all other earthworks including the trenching for the electrical wiring and repositioning the internal power pole.

**Statutory Environment:**

Local Government Act 1995

As the amount is under \$100,000 the work does not have to be tendered however written quotes are preferred where available.

**Policy Implications:**

The local purchasing policy applies.

**Financial Implications:**

An amount of \$30,000 was budgeted however the remainder can form part of the 2012/2013 Royalties for Regions application.

**Strategic Implications:**

The replacement of the pump and upgrade of the electrical system will allow a more efficient watering of the oval with automatic injection of chemicals. The location has also been subject to frequent lightning strikes and/or power surges which has caused damage to the system and has resulted in long periods without the capability to water the oval, generally in summer.

**Recommendation:**

That Council:

1. accepts the quote of \$33,988 from Adam Water Solutions for the supply and installation of the new pump system for the town dam; and
2. accepts the quote of \$5,075 from Mukinbudin Electrical to undertake the required electrical works.

**Council Decision Number – 707**

Voting Requirements – Absolute Majority

**Moved: Cr Lancaster**

**Seconded: Cr O’Neil**

**That Council**

- 1. accepts the quote of \$33,988 from Adam Water Solutions for the supply and installation of the new pump system for the town dam; and**
- 2. accepts the quote of \$5,075 from the Mukinbudin Electrical to undertake the required electrical works**
- 3. amend the 2012/2013 budget by transferring an amount up to \$15,000 from account number E145415 Office Equipment Lease to account number E168547 Town Dam Pump for the supply and installation of the new pump system for the town dam.**

**Carried 8/0**

**David Smith and Bob Edwards entered the meeting at 2.04pm.  
David Smith left the meeting at 2.34pm**

<b>8.2.8 Mukinbudin Nursing Post</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Trevor Smith - CEO
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

**Background:**

The Council and the community of Mukinbudin have been actively considering the need for a new building for the Nursing Post for at least three years. A committee was formed and has raised about \$20,000. Both federal and state funding avenues were examined however the State Government convinced Council not to follow up federal funding as the State Government was undertaking a capital work program using Royalties for Regions money and the Mukinbudin Nursing Post was on the list for replacement.

The following is an extract of an email that was sent to Councillors from the CEO on 24 August 2012. It is the most up to date knowledge of where we are at the moment and was written following a discussion between Graham Leverington of WACHS and the CEO. Graham came to a Council meeting with Tim Shackleton a couple of months ago.

*Graham's update is that WACHS have:*

- 1. only just finished building audits on 37 sites across the Wheatbelt; and*
- 2. completed their Health Services Planning for the Wheatbelt.*

*WACHS are now in the process of matching service delivery to existing buildings.*

*This will take 2-3 months to complete.*

*The recommendations then go to State Cabinet.*

*(Cabinet is only going to sit until November and then nothing happens until after the State Elections next March so the timing is a bit perilous.)*

*While Graham cannot confirm rumours about the Mukinbudin Nursing Post he indicated that the building is unsuitable and too small. They will probably be looking at a new site with more space, which brings our green field site on the east of Bent Street into play.*

*This will also allow for an uninterrupted service if they are not rebuilding on the existing site.*

*We may be able to do a bit of a land swap and take possession of the Nursing Post land.*

*It would then be logical for St John to move as well across to the new site.*

*This frees up ½ acre for more aged housing and facilities in the future.*

*So everything sounds promising but nothing is in concrete.*



**Comment:**

Until Cabinet approves the capital expenditure the Department of Health are unlikely to progress any ideas on either location or size. It would be hoped, though not an absolute certainty, that the State Government will consult further with Council on this matter.

Council, and the community, have therefore a limited opportunity to create a list of preferences based on land size, ownership, proximity to services and proximity to existing aged independent living units. If this list is ready, along with solid reasons for and against each site, Council has a greater chance of influencing the outcome. Any argument regarding land size however could be an unknown until the Government outlines the services that the Nursing Post will offer and whether there are plans to expand the range of services in the future.

The choice of location could also be influenced by Council's own Strategic Planning with regard to aged care and housing and the location of future independent living units and/or higher care level aged units, such as a Lodge or Respite Centre.

Assuming that Mukinbudin is in line for a new Nursing Post there are realistically only four locations where suitable land parcels exists.

**21-23 Maddock Street**

The existing Nursing Post site is a 1000sqm block with an adjoining block of 1000sqm occupied by the St John ambulance.

**25-27 Maddock Street**

Currently in private ownership this is a double block on 2000sqm with one house.

**38-46 Calder Street**

This location consists of five blocks totalling about 5000sqm this is the site of the former District Club. 46 Calder Street is the existing building currently used by the upholsterer while the other four blocks are vacant. This is crown land so ownership is not an issue.

**Bent Street**

This is vacant Shire land east of Bent Street and south of the Tyre shop. There is enough land to have a decent set back from the commercial area and Bent Street and allow for any future expansion if required.

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Unknown

**Strategic Implications:**

Will likely be a factor in choosing a preferred location.

**Recommendation:**

That Council create a list of locations for consideration by the State Government containing reasons for and against each site.

**MEETING ADJOURNMENT LUNCH (12.37PM – 1.46PM)**

Cr Comerford called an adjournment to the meeting for lunch at 12.37pm and reconvened at 1.46pm

**Council Decision Number – 706**

Voting Requirements – Simple Majority

**Moved: Cr Ventris**

**Seconded: Cr Palm**

**That the CEO prepare a list of potential sites having regard to the input of Councillors and that the list be circulated to Councillors for further refinement if required prior to the October meeting of Council.**

**Carried 8/0**

<b>8.2.9 Ward Boundary Review</b>	
Location:	Shire
File Ref:	OR.BO.2
Applicant:	L G Advisory Board
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

**Background:**

The Shire of Mukinbudin conducted a Ward Boundary review in 2011 after which Council advised the Local Government Advisory Board that it would conduct a further review before the 2013 Council elections.

Local Governments with Wards are expected to keep the variation in voter numbers within a 10% tolerance. In 2011 the Lake Brown Ward had a negative variance of 22%. In 2012 this variance has grown to 28% while the Wattoning Ward has achieved a positive variance of 18%.

Ward	Actual January 2011 Electors			
	No.	Crs	Per Cr	% Variation
Bonnie Rock	86	2	43.00	-4.21
Lake Brown/Dandanning Town	35	1	35.00	-22.03
Wattoning	192	4	48.00	6.93
Wilgoyne	49	1	49.00	9.16
	42	1	42.00	-6.44
<b>Total</b>	404	9	44.89	0.00

Ward	Actual July 2012 Electors			
	No.	Crs	Per Cr	% Variation
Bonnie Rock	84	2	42.00	-2.58
Lake Brown/Dandanning Town	31	1	31.00	-28.09
Wattoning	180	4	45.00	4.38
Wilgoyne	51	1	51.00	18.30
	42	1	42.00	-2.58
<b>Total</b>	388	9	43.11	0.00

**Comment:**

Overall voter numbers have dropped from 404 to 388 however examination of the rolls indicates over 30 individuals who are missing or need to change address details with the Electoral Commission. Unfortunately the Shire cannot force these changes although we can proactively advertise for people to check the rolls and make changes themselves.

For interest a 10 year trend is presented across all wards.

<b>Trends</b>	<b>02</b>	<b>03</b>	<b>04</b>	<b>05</b>	<b>06</b>	<b>07</b>	<b>08</b>	<b>09</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>Change</b>
<b>Bonnie Rock</b>	102	96	98	101	101	95	93	95	86	86	84	<b>-18</b>
<b>Lake Brown/Dand</b>	47	40	39	40	39	33	36	38	38	33	31	<b>-16</b>
<b>Town</b>	213	216	203	206	201	197	198	191	193	185	180	<b>-33</b>
<b>Wattoning</b>	50	52	51	48	47	47	44	46	47	52	51	<b>1</b>
<b>Wilgoyne</b>	49	46	46	43	45	48	45	43	41	43	42	<b>-7</b>
<b>Total</b>	<b>461</b>	<b>450</b>	<b>437</b>	<b>438</b>	<b>433</b>	<b>420</b>	<b>416</b>	<b>413</b>	<b>405</b>	<b>399</b>	<b>388</b>	<b>-73</b>

Raw census data shows a 161 person reduction over a similar ten year period from the 2001 census to the 2011 census. This would indicate a net movement out of the Shire of 88 persons who do not vote (i.e. children) although being a net figure it doesn't account for births and deaths.

**Statutory Environment:**

Local Government Act 1995

Before carrying out a review the local government has to give local public notice that a review is to be carried out and the public have six weeks to make a submission to Council after the date of publication.

As well as public submissions the Council is to take into account:

- community of interests;
- physical and topographical features;
- demographic trends;
- economic factors; and
- the ratio of Councillors to electors in the various wards.

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Recommendation:**

That:

1. Council advertise its intention to carry out a review of ward boundaries in accordance with the Local Government Act 1995; and
2. Council advertise for people to check their electoral roll status and update where required.

**Council Decision Number – 705**

Voting Requirements – Simple Majority

**Moved: Cr Palm**

**Seconded: Cr Lancaster**

That:

1. Council advertise its intention to carry out a review of ward boundaries in accordance with the Local Government Act 1995; and
2. Council advertise for people to check their electoral roll status and update where required.

**Carried 8/0**

**MEETING ADJOURNMENT MORNING TEA (10.34am – 11.04am)**

The meeting was adjourned for morning tea at 10.34am and reconvened at 11.04am.

**MEETING ADJOURNMENT (12.02PM – 12.08PM)**

The meeting was adjourned so Angelo and Mark could pack away their presentation at 12.02pm and reconvened at 12.08pm.

<b>8.2.10 Chief Executive Officer's Report</b>	
Location:	Shire
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	9 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

## **1. Meetings - Past**

- 14<sup>th</sup> Aug “Community Investment Vehicles” 7.00pm @ Sports Complex  
Bendigo Bank Board, Council, Planning and Development
- 22<sup>nd</sup> Aug WDC – Planning Forum @ Bruce Rock  
CEO, DCEO, Cr Shadbolt
- 24<sup>th</sup> Aug LGMA Branch Meeting @ Nungarin  
CEO, DCEO
- 28<sup>th</sup> Aug NEWROC Council @ Mukinbudin  
CEO, Cr Shadbolt
- 29<sup>th</sup> Aug Wheatbelt Way Launch @ Dowerin Field Days  
CEO, CSO, Cr Shadbolt, Mrs Ray Watson
- 30<sup>th</sup> Aug Great Eastern Zone WALGA @ Cunderdin  
CEO, Cr Comerford
- 3<sup>rd</sup> Sept Bushfire Advisory Committee  
Cr Palm, CEO
- 4<sup>th</sup> Sept Mukinbudin LEMC  
CEO, Ms Katharine Collins, Cr Shadbolt
- 5<sup>th</sup> Sept Baptistcare - Welshpool  
CEO
- 7<sup>th</sup> Sept Boodie Rats Cheque Presentation by Mia Davies (R4R)  
CEO, Cr Lancaster and Boodie Rats Committee and parents
- 18<sup>th</sup> Sept Director General Regional Development – Perth  
CEO
- 18<sup>th</sup> Sept Brookfield Rail – Welshpool  
CEO

### **Meetings – Future**

- 25<sup>th</sup> Sept NEWROC Executive  
CEO
- 23<sup>rd</sup> Oct NEWROC Council  
CEO, Cr Shadbolt

## **2. Staff**

Katharine Collins – Annual Leave (and Honeymoon) – 17<sup>th</sup> Sept to 12<sup>th</sup> Oct  
Ellen Della Bosca – Annual Leave (and Honeymoon) – 31<sup>st</sup> Aug to 17<sup>th</sup> Sept  
Trevor Smith – Annual Leave (no Honeymoon) – 10<sup>th</sup> Sept to 14<sup>th</sup> Sept  
Ann Brandis – 20/21 Sept – CDO Conference in Fremantle

### 3. Current/Emerging Issues

Auto Gas Feasibility estimates – to be referred to Council’s long term strategic planning and Mukinbudin Planning and Development.

Deep Sewer Possible extension to industrial area – looking at feasibility and pricing – while there has been no response from Water Corporation the State Government is investigating options for rural towns.

Berringbooding Tank The Heritage Study is underway. An update on the Engineering study will be provided at the meeting.

#### **Recommendation**

That Council note the Chief Executive Officer’s Report.

#### **Council Decision Number – 708**

Voting Requirements – Simple Majority

**Moved: Cr Palm**

**Seconded: Cr Ventris**

**That Council note the Chief Executive Officer’s Report.**

**Carried 8/0**

### 8.3.1 Environmental Health Officer's Report

<b>8.3.1 Disability Access and Inclusion Plan 2012 - 2017</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Shire of Mukinbudin
Date:	10 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Julian Goldacre
Author:	Julian Goldacre

#### **Attachments**

Shire of Mukinbudin Disability Access and Inclusion Plan 2012 - 2017

#### **Background**

During the 2007-2008 year the Shire of Mukinbudin adopted the Shires Disability Access and Inclusion Plan 2008-2012. This plan replaced the previous format under the Shires Disability Service Plan prior to 2007.

#### **Comment**

It is a requirement of the Disability Act 1993 that all local and state government authorities develop and implement a Disability Access and Inclusion Plan (DAIP) that outlines the ways in which the authority will ensure that people with disabilities have equal access to its facilities and services. This plan was adopted in the 2007-2008 year and is now subject to review as required every five years.

Other legislation underpinning access and inclusion includes the Equal Opportunity Act 1984 and the Commonwealth Disability Discrimination Act 1992 (DDA), both of which make discrimination on the basis of a person's disability unlawful. While Action Plans are not compulsory under the DDA, they can assist organisations become more accessible and inclusive, and can provide some clarity during disability discrimination proceedings. A DAIP may also satisfy the DDA's requirements for Action Plans.

The PEHO/BS has worked closely with the Disability Services Commission WA key staff to ensure the Shires new DAIP meets legislative requirements and integrates current Shire operational practices. This can be seen in the Strategies towards the end of the DAIP document which is the key to the DAIP and what will be reported on each year to the Disability Services Commission WA. A Mr lance Hogg A/Senior Disability Access Officer and Mr Mark Hutson Senior Disability Access Officer of the Disability Services Commission WA have both scrutinised the Shires DAIP 2012-2017 and assisted the author to produce a compliant document. Furthermore Mr Lance Hogg granted the Shire and extension of two months to the 31 July 2012 deadline for submitting the Shires DAIP 2012-2017 and the author is appreciative of this.

The Shire has uploaded the DAIP document onto the website and sent out questionnaires to the public for comment on Shire access and inclusion in areas of buildings, events and services. One submission was received and in areas of building accessibility it was circled 'No' although no particular building was identified; this said the older buildings in the Shire will as upgrades/renovations are carried out will be brought up to a better accessible standard where it



is identified it is not. Other comments were in the positive or not applicable to the submitting person. Thanks are given to the person who submitted this questionnaire and is invited to visit the Shire office to discuss further access and inclusion matters.

**Policy Implications**

Nil

**Statutory Requirements**

*Disability Act 1993*

*Equal Opportunity Act 1984*

*Commonwealth Disability Discrimination Act 1992*

**Financial Implications**

As areas are identified for access and inclusion improvements these will be undertaken subject to funding and/or budget allocations with care and consideration for the needs of persons with disabilities.

**Recommendation**

That Council adopts the Shire of Mukinbudin Disability Access and Inclusion Plan 2012 – 2017 and that this adopted plan is presented to the Disability Services Commission Western Australia for their consideration and endorsement.

**Council Decision Number – 709**

Voting Requirements – Simple Majority

That Council adopts the Shire of Mukinbudin Disability Access and Inclusion Plan 2012 – 2017 and that this adopted plan is presented to the Disability Services Commission Western Australia for their consideration and endorsement.

**Moved: Cr Geraghty**

**Seconded: Cr Ventris**

**Carried 8/0**

<b>8.3.2 Mobile Telephone Tower – Planning Application</b>	
Location:	Lot 7 N°33 Shadbolt Street Mukinbudin
File Ref:	Property
Applicant:	Telstra
Date:	10 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Julian Goldacre
Author:	Julian Goldacre

### **Attachments**

1. Planning Solutions, Urban and Regional Planning application for telecommunications development Lot 7 N°33 Shadbolt Street Mukinbudin.
2. Application details for telecommunications infrastructure Lot 7 No33 Shadbolt Street Mukinbudin

### **Background**

On the 10 September 2012 a planning application for telecommunications infrastructure was received at the Shire office.

### **Comment**

As can be viewed in the attachment the proposed development involves the installation of two 3.3m omnidirectional antennas on top of the existing telecommunications tower located on Lot 7 N°33 Shadbolt Street presently used for the purpose of telecommunications. The antennas proposed are part of the State Government's Regional Mobile Communications Project network. Telstra has been contracted to deploy and manage this State Government initiative. It is also proposed that future telecommunication infrastructure will be installed to host Police and Emergency Services communications. The site chosen has been assessed as the most suitable.

As shown in Appendix 2 of the attachment the two antennas represent only 10% of the main structure height and even less in area therefore the visual amenity affected is most minimal resulting in effectively the dish at the top having a pair thin rabbit ears.

The Shire of Mukinbudin Town Planning Scheme No4 does not list telecommunications as a specific develop although it is a consideration for subdivisions. Therefore section 4.4.2 (a) of the TPS is most appropriate due to:

- inimal amenity impact if at all due to being located on an already long established telecommunications infrastructure;
- The telecommunication infrastructure is important for future subdivision considerations
- Will provide terrestrial mobile, voice and high speed wireless data broadband to improve highway and town to town coverage thus benefiting the greater community

A review of the predicted Electromagnetic Emissions (EME) found in Appendix 3 of attachment 1 reveals minimal EME and is thus compliant with the mandated exposure limits set by the Australian Communications and Media Authority (ACMA). The PEHO/BS looked further into the EME literature and it is evident the levels, when emitted, are most minimal.

### **Policy Implications**

Nil

### **Statutory Requirements**

*Planning and Development Act 2005*

*Radiocommunications Act 1992*

Shire of Mukinbudin Town Planning Scheme No 4

State Planning policy No 5.2 – Telecommunications Infrastructure

### **Financial Implications**

Planning application fee of \$139.

### **Council Decision Number – 696**

Voting Requirements – Simple Majority

**Moved: Cr Steve Palm**

**Seconded: Cr Brian Watson**

That Council approves the planning application proposal as put forward by Planning Solutions, Urban and Regional Planning for telecommunications infrastructure being two 3.3m antennas located on the top of the existing telecommunications mast located on Lot 7 N<sup>o</sup> 33 Shadbolt Street Mukinbudin.

**Carried 8/0**

#### 8.4.1 Mukinbudin Caravan Park Manager's

<b>8.4.1 Mukinbudin Caravan Park Report</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Luke and Tania Sprigg
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith
Author:	Luke and Tania Sprigg

The park continues to surprise us in the amount of patrons to stay here, both commercial and tourist people utilizing cabins and powered sites. Cabins and powered sites have been completely booked out several times during August/September, 9 nights we turned away people looking for a cabin.

The new ablutions block is scheduled to be officially opened during the Spring Festival but should be in use that week with a temporary power connection.

The upgrades at park are starting to sell themselves far and wide, with patrons saying they came to Mukinbudin after hearing recommendations, improving facilities and price value. Much comment from tourists continues with recommendations of tourist site development with signs and access and including more info at sites and park. Also, we are apparently underselling our region!!

We look forward to ideas and projects for the park and would encourage investment in future budgets!

\*A plan for tall tree management may be required in coming months.

\*A small upgrade in lighting may be required for better service of park.

\*Lighting between park and hotel continues to be raised from those choosing to walk to hotel for tea.

Much needed new linen has been purchased.

Luke & Tania Sprigg

#### **Recommendation**

That Council note the above report.

#### **Council Decision Number – 710**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

**Seconded: Cr Palm**

**That Council note the above report.**

**Carried 8/0**

### 8.5.1 Swimming Pool Manager

<b>8.5.1 Mukinbudin Swimming Pool Report</b>	
Location:	Mukinbudin
File Ref:	CS.CS.5
Applicant:	Luke and Tania Sprigg
Date:	11 April 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith
Author:	Luke and Tania Sprigg

I will be looking for some guidance as my pool manager employment for season starts end of September. I am presuming I'll keep busy helping Tania at the Caravan Park here on, and manage what I can at the pool until it's ready for commissioning. I will also make myself available to help Wetdecks during construction.

The pool landscape needs to be considered now.

- 1) A 35cm Limestone wall is proposed to surround lap pool on 2 sides and also West side of kid's pool. Bryan McDonald has suggested he can supply bricks for cost, including his freight.
- 2) Also, proposing low garden wall at West end corner of facility where lawn won't grow.
- 3) We must soon make a decision for Eastern end of lap pool surface. Wetdecks proposed paving ground pool is approximately 2.5m short from fence and shed. Bryan has suggested he could lay 5m<sup>3</sup> concrete. This would also allow path access into roller door of plant room shed for pool vac cleaner.
- 4) I would consider pool limestone wall and east end surfacing a priority before pool opening.

Tania and I will be attending the Annual Pool Requalification's course in Bruce Rock in October. I attended LIWA Aquatics Conference in Fremantle and enjoyed the speakers and trade displays. I also met fellow managers willing to give friendly advice.

Luke Sprigg

#### **Recommendation**

That Council note the above Report.

#### **MEETING ADJOURNMENT VISIT TO SWIMMIN POOL (4.05PM – 4.51PM)**

The meeting was adjourned at 4.05pm to visit the swimming pool to see the renovations in progress and the meeting reopened at 4.51pm.

**Cr Watson left the meeting at 4.05pm**

**Council Decision Number – 711**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

**Seconded: Cr Ventris**

**That Council note the above Report.**

**Carried 7/0**

**Council Decision Number – 712**

Voting Requirements – Simple Majority

**Moved: Cr Lancaster**

**Seconded: Cr Palm**

**That Council accept the quote from Wetdeck Pools of \$30,600 + gst for the construction of a limestone wall at the Swimming Pool.**

**Carried: 7/0**

### 8.6.1 NRMO Report

<b>8.6.1 NRMO Report</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Claire Baker
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Claire Baker
Author:	Claire Baker

### Shires of Koorda, Wyalkatchem & Mukinbudin

Commenced position Monday 6<sup>th</sup> August 2012

#### Courses/ Workshops/ Meetings attended:

- ❖ Meeting with Lisa Clark – NRMO Mt Marshall
- ❖ Meeting with Kate Detchon – Bio-security Officer DAFWA
- ❖ Wild Dogs/ DSG Meeting (Dalwallinu)
- ❖ Sub-Soil Workshop (Merredin DAFWA)
- ❖ Meeting with Julian (EHO)
- ❖ Meeting with Phil Lewis (WWF) Wyalkatchem
- ❖ NRMO CFOC/ Biodiversity Meeting (Moorine Rock)
- ❖ Dowerin Field day – meeting with Greg Donken (mapping)

#### Certificates Completed/ Licences applied for:

- ❖ 1080 Landholders assessment certificate

#### Koorda:

- ❖ Article for Narkal Notes – New NRMO
- ❖ CFOC – Checklist produced
- ❖ Farmers called & site surveys (Post 2012 & End of Project 2010 & 2011) booked
- ❖ Begun surveying farmers properties
- ❖ Biodiversity project in South Koorda area – called and received no reply as yet – will keep trying.
- ❖ DSG/Wild Dogs – meeting in Dalwallinu, summarized meeting for Ricky Storer who couldn't make it to the meeting,
- ❖ Met with Ricky reminded him of actions – awaiting reply on landholders invoice ideas
- ❖ Biodiversity Fund Project '12-'17 (Baiting & Fencing Project Officer) – met with other NRMO's – planning
- ❖ CFOC Audit sites written up, mapped & sent to Lisa
- ❖ Will be meeting with two other NRMO's to work on a species list for each of us of photos to be taken for publications.
- ❖ Brain-storming ideas for Case Studies (2 for this shire)
- ❖ Emailed Malleefowl Preservation Group to find out existing surveys in the area – received reply – waiting till surveys completed to action.

#### Wyalkatchem:

- ❖ Article for Wylie Weekly – New NRMO

- ❖ Farmer surveys have been completed (End of Project 2010)
- ❖ Researched and found Native Reserves Management Plan 85-95
- ❖ Reviewing management plan – was waiting on reply from DEC after 3 weeks only gave me a link back to the management plan.
- ❖ Visited Wyalkatchem Native reserve & Korrelocking native reserve – took notes on issues
- ❖ Unsure of access permits/ stake holders for reserves? Caroline to produce a current list.
- ❖ WCA Drainage program – emailed Max, researching and will be emailing other NRMO's regarding this for their feedback.
- ❖ Waste management – researched & meeting with Julian/Newroc in Nungarin.
- ❖ Airport clearing permit – emailed DEC to postpone for a year due to high expectations with offset proposal.
- ❖ Researched storm water management
- ❖ Roadside clearing – currently reading through management report and map 2005
- ❖ Met with Phil Lewis & Shauna Wells (Melissa Green – absent) – talk on Bioblitz & a possible “Wylie bush care group”
- ❖ Designed a flyer to put up around town for community awareness & advertised in Wylie Weekly & school newsletter
- ❖ Organising/planning paperwork for bush care meeting
- ❖ Formed a competition for locals to design a logo for the group with prizes gained a small amount of funding from the shire
- ❖ Planning Bio-Blitz with Mick Davis – organising porta-loos (hopefully from Mt Marshall) & marquee tents from Koorda Ag Society – will be working on setting the area up on Friday 21<sup>st</sup> Sept & driving toilets & tents there.

#### **Mukinbudin:**

- ❖ Article for Muka Matters – New NRMO
- ❖ Going through files in the office for old grant applications & old projects
- ❖ Awaiting replies on talk of existing projects – speaking with Tracey.
- ❖ Farmer site surveys majority completed ( End of Project 2010)
- ❖ Brainstormed ideas for case studies (2 for this shire)
- ❖ Met with Dylan Copeland – talk of threatened flora in the area, possible project idea to preserve.
- ❖ Will be meeting with Muka Conservation Group at next available date.

#### **Recommendation**

That Council note the above Report.

#### **Council Decision Number – 713**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

**Seconded: Cr O’Neil**

**That Council note the above Report.**

**Carried 7/0**



## 8.7.1 Work's Supervisor

8.7.1 Work's Supervisor's Report	
Location:	Mukinbudin
File Ref:	
Applicant:	Bob Edwards
Date:	7 September 2012
Disclosure of Interest:	NIL
Responsible Officer	Bob Edwards
Author:	Bob Edwards

### CARAVAN PARK UPGRADE

This project is in its final stage of completion, the concrete floor has been poured, the solar hot water unit fitted, the roof sheeting on the veranda will be put on as soon as the weather allows. Installing the new switch box, underground conduits and cable was a major job which involved several of the Shire Crew assisting the Electrician. A small Excavator was borrowed from Wet Deck Pools to dig the trench.

### TOWN DAM RETICULATION PUMP

This project is on hold for the moment. The recent rain has helped in the absence of a suitable pumping unit.

### CRUIKSHANK ROAD

This new section of new Pavement has been prepared for a Bitumen primer seal which is expected to be carried out on Tuesday 11<sup>th</sup> of September. The curbing will be laid once this is done.

### MAINTENANCE GRADING.

This work is on hold as there is no operator to take Will Jenkin`s place. Bruce Atkins will be approached to do some part time work. Forty Six Gate Road is in poor condition and McGregor South Road will have to be maintained while CBH out loads the sixty thousand tonne it is transferring to Merredin by road.

### SIGNS AND LINES

Spot Watson and crew haven't returned as yet to complete the job that they started some weeks ago. The poor weather is part of the reason for the delay.

### MUKINBUDIN – WIALKI ROAD ( Reconstruction / seal widening )

The major part of this work was to reconstruct 1.6 kilometres of failed and out of shape pavement which has now been completed. Once the crew returns to the job after the Spring Festival they will start widening the existing sealed pavement. Progress will be accelerated during this phase.

### SPRING FESTIVAL

The works crew will be involved in setting up and cleaning up for the Festival from Monday the 10<sup>th</sup> to Wednesday the 19<sup>th</sup> of September.

## VEHICLE PLANT AND MACHINERY MAINTENANCE

- The DAF truck will be taken to Kenworth DAF for a Re-call inspection of the Steering Box and a scheduled service.
- The five axle trailer will be put into Hutton and Northey for some bushing and spring replacements.
- The four Cat machines will have their scheduled one and two thousand hour services carried out by Westrac at the Shire Depot during the Spring Festival break.
- The Mitsubishi six wheel truck has undergone parts replacements to the gear linkage and air conditioner fan. The water tank which is fitted to this unit has had a new floor fitted.
- Arrangements have been made for the Komatsu Backhoe to be taken to the Komatsu workshop at Kewdale to have the Brakes renewed.
- Two Colorado utes have been ordered. It expected that the delivery will be some months away.

### Recommendation

That Council note the above Report.

### Council Decision Number – 714

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Lancaster**

**That Council note the above Report.**

**Carried 8/0**

- **46 Gate Road has been graded**
- **Potholes: Koorda Bullfinch Road near Walkers, Windbreakers, North East Road**
- **Well Done on the Spring Festival**
- **Dead Tree near Silo**
- **Grading – North McGregor and North Barbalin Roads**

**Bob left the meeting at 2.55pm**

- 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)**
- 12. Confidential Items**

**General Business**

- Fencing off Lawn at Complex – To next meeting
- Campers Kitchen – Start Date and plans and final costing before works commences
- Congratulate Dawn on the Spring Festival
- Kerbing on Cruickshank – no apparent allowance for driveways
- Clothes line at Caravan Park
- Budget Planning – need to get quotes in on time
- Community Bus – portable step for the passengers – to be purchased
- Housing – 1 Salmon Gum Alley & 25 Cruickshank Road

**13. Closure of Meeting**

The President thanked everyone for attending and closed the meeting at 5.47pm



## DECLARATION

I declare that these minutes of the Ordinary Meeting of Council held on the 19<sup>th</sup> September 2012 were confirmed at the Ordinary Meeting of Council held on 17<sup>th</sup> October 2012.

Signed: \_\_\_\_\_

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

Date: \_\_\_\_\_