



**Minutes**

**Of the**

**Ordinary Meeting of Council**

**Held on**

**Wednesday, 21 March 2012**

**At 9.01am**

**In**

**The Council Chambers**  
**Maddock St, Mukinbudin**

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Nil

**13. Closure of Meeting**

Minutes of the Ordinary Meeting of Council held in Council Chambers, Maddock Street, Mukinbudin on 21<sup>st</sup> March 2011.

**1. Declaration of Opening**

- 1.1 The Shire President declared the Meeting open at 9.01am

**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 9.02am.

Trish O'Neil & Jessica Collins representing the CRC

Concerned about the status of the garden at the CRC, when will the water system be looked at and an automatic water system be installed.

**The new horticulturalist will be meeting with various groups in the coming week and the CRC will be on that list.**

Is there a plant replacement program as several plants have died.

**Depends on what is wanted to be replaced so that it all matches, however plants will be replaced.**

- 2.3 Declaration of public question time closed

The Shire President will declare public question time closed 9.07am

**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
CW Geraghty		Town Ward
BE Watson		Wilgoyne Ward
KD Lancaster	(at 9.15am)	Town Ward
SR Palm		Bonnie Rock Ward
KR Sippe		Town Ward
JD O'Neil		Bonnie Rock Ward
SG Ventris		Town Ward

**3.2 Apologies:**

Nil

**3.3 On leave of absence:**

Nil

**3.4 Staff:**

Trevor Smith	Chief Executive Officer
Ellen Della Bosca	Deputy Chief Executive Officer
Bob Edwards	(entered the meeting at 9.41am) Works Supervisor
Julian Goldacre	(entered the meeting at 1.47pm – 2.35pm) EHO/BS

**3.5 Visitors:**

Nil

**3.6 Gallery:**

Trish O'Neil – left the meeting at 9.07am  
Jess Collins – left the meeting at 9.07am

**3.7 Applications for leave of absence**

**Council Decision Number: 593**

Voting Requirements: Simple Majority

**Move: Cr Geraghty                      seconded: Cr Watson**

That Cr Lancaster can have a leave of absence for the April Ordinary Council Meeting on 18<sup>th</sup> April 2012.

**Carried 8/0**

**4. Petitions, deputations and presentations**

**4.1 Petitions**

Nil

**4.2 Deputations**

Nil

**4.3 Presentations**

Cr Sandie Ventris – WALGA Councillors Course

Cr John O'Neil – WALGA Councillors Course

Both successfully completed

- Councillor Roles & Responsibilities
- Ethics and Conduct of an Elected Member

**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 15<sup>th</sup> February 2012**

**Recommendation**

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

**Council Decision Number – 594**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Comerford**

**That the Minutes of the Ordinary Meeting of Council held on the 15<sup>th</sup> February 2012 be accepted as a true and correct record of proceedings. With changes to Cr O’Neil and Cr Ventris being present at the meeting. Cr Geraghty from Town Ward not Bonnie Rock Ward**

**Carried 8/0**

**6.1.1 Business Arising from Minutes**

- Sign at Doig Road

- Mukinbudin Cafe

Cr Sippe declared an interest

**Council Decision Number: 595**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

**Seconded: Cr O’Neil**

**That Council allow Cr Sippe to remain in the meeting for the discussion but be required to leave the chambers to vote.**

**Carried 8/0**

**Dawn Lancaster entered the meeting at 9.15am.**

- Digital TV

- Electrician

- Spring Festival

- Cleaning Staff

- Contacting the Minister for Education, regarding the future of the Mukinbudin District High School.

**Bob entered the meeting at 9.41am.**

**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 February 2012</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	13 March 2012
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 29<sup>th</sup> February 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 29194, 29237-29283, 29286 and Transfers D/D139.1112 to D/D164.1112 totalling \$237,362.13 for payments made in February 2012, be passed for payment.

**Council Decision Number – 601**

Voting Requirements – Simple Majority

**Moved: Cr O'Neil**

**Seconded: Cr Palm**

**That the list of payments to today's meeting on Vouchers – Muni 29194, 29237-29283, 28286 and Transfers D/D139.1112 to D/D164.1112 totalling \$237,362.13 for payment made in February 2012, be passed for payment.**

**Carried 9/0**

<b>8.1.2 Monthly Financial Report – February 2012</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	13 March 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 29<sup>th</sup> February 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 29<sup>th</sup> February 2012 and note and material variances greater than \$15,000 or 20%.

**Council Decision Number – 602**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Ventris**

**That Council adopt the Monthly Financial Report for the period ending 29<sup>th</sup> February 2012 and note any material variance greater than \$15,000 or 20%.**

**Carried 8/0**

**Cr Watson left the meeting at 2.56pm and returned at 2.59pm**

**Cr Ventris left the meeting at 2.57pm and returned at 3.00pm**

<b>8.1.3 Policy 1.6.4 – Petty Cash Float</b>	
Location:	Shire
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	13 March 2012
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

### **Background**

At the Council meeting held on the 16<sup>th</sup> June 2011 Council adopted amendments to Policy 1.6.4 – Petty Cash Float. Since this adoption I have noticed that the figure for Till 1 is \$200 not \$100 as originally adopted.

### **Comment**

A change to this policy has been attached.

### **Recommendation**

That Council adopt the amendments to the Policy 1.6.4 Petty Cash Float as per attachment.

### **Council Decision Number – 603**

Voting Requirements – Simple Majority

**Moved: Cr Lancaster**

**Seconded: Cr Sippe**

**That Council adopt the amendments to the Policy 1.6.4 Petty Cash Float as per attachment.**

**Carried 8/0**

**Sippe leave 3.10pm back at 3.12pm**

**Ellen left at 3.16pm returned at 3.19pm**

## 8.2 Chief Executive Officer Reports

8.2.1 NEWROC	
Location:	NEWROC
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	13 February 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

### **Background**

There has been one NEWROC Council Meeting held on Tuesday 28 February 2012. Minutes from the Council Meeting are attached.

### **NEWROC Regional Waste Study Tour 20/21 February**

Notes from the Regional Waste Study tour are attached. A slide show presentation will be shown at the meeting.

### **NRMOs**

Mukinbudin did not receive any applications for the NRMO position. Nungarin and Trayning are interviewing for a shared position (6 days per week between two people). If an appointment is made the CEO has requested that Mukinbudin purchase one working day per week. The cost of this would be about \$12,000 p/a plus travel. This arrangement can be monitored to see if it serves the requirements of the district and any grant applications.

### **Regional Accommodation Project**

NEWROC Council has approved the Royalties for Regions regional project to provide accommodation for a range of uses across NEWROC to be spread across Mukinbudin, Koorda and Mt Marshall in the first year and then across Wyalkatchem, Trayning and Nungarin in the second year. The accommodation has to be multipurpose and suitable for a range of occupants. The project will be promoted a long term strategy with a ultimate focus on aged housing combined with the provision of a greater level of aged care, both in-house and also some high dependency units.

Mukinbudin Council now needs to determine the priority for the town in terms of housing types and location.

### **Consultation:**

NEWROC CEOs

### **Officer recommendation:**

That Council note the report on the NEWROC Council Meeting be noted.

**Council Decision Number – 604**

**Voting Requirements – Absolute Majority**

**Moved: Cr Watson**

**Seconded: Cr Comerford**

**That Council note the report on the NEWROC Council Meeting be noted.**

**Carried 9/0**

# NEWROC

**NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS**

PO Box 95 Trayning WA 6479

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## Council Meeting

Tuesday 28 February 2012

Council Chambers  
Shire of Wyalkatchem



## MINUTES



Shire of Trayning



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## NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes of the Ordinary Meeting of Council held at the Council Chambers,  
Shire of Wyalkatchem on Tuesday 28 February 2012 commencing at 2.07pm

# MINUTES

## 2. OPENING AND ANNOUNCEMENTS

The Chairperson Cr Trevor Lamond opened the meeting at 2.07 pm and welcomed Council delegates and CEOs.

## 3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

### 3.1 Attendance

Cr Trevor Lamond	Chairperson	President, Shire of Trayning
Cr Shane Boyd	Delegate	Deputy President, Shire of Koorda
Cr Paul Gillett	Delegate	President, Shire of Mt Marshall
Cr Gary Shadbolt	Delegate	President, Shire of Mukinbudin
Cr Eileen O'Connell	Delegate	President, Shire of Nungarin
Cr Quentin Davies	Deputy Delegate	Deputy President, Shire of Wyalkatchem
Niel Mitchell	CEO NEWROC and Director Corporate Capacity, Shire of Trayning	
David Burton	Director Community Development and Regulatory Services, Shire of Koorda	
Matthew Gilfellon	Director Environment, Shire of Mt Marshall	
Trevor Smith	Director Economic Development and Tourism, Shire of Mukinbudin	
Bill Fensome	Director Transport and Infrastructure, Shire of Nungarin	
Peter Kocian	Director Emergency Management and Health, Shire of Wyalkatchem	
John Watson	Executive Officer	

### 3.2 Apologies

Cr Susan Bruse	Delegate	President, Shire of Wyalkatchem
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### 3.3 Guests

Cr Eric Anderson	Observer	Shire of Wyalkatchem
Mrs Rhona Hawkins	Observer	Deputy CEO, Shire of Wyalkatchem

<b>4. PRESENTATIONS</b>
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Nil

## **5. MINUTES OF MEETINGS**

### **5.1 Minutes of Ordinary Meetings**

#### **5.1.1 Minutes of Ordinary Meeting of NEWROC held on 13 December 2011**

Minutes of the meeting held 13 December 2011 have previously been circulated to Member Local Governments, a further copy is attached (**Attachment 1**).

#### **RECOMMENDATION:**

That the Minutes of the NEWROC Meeting of Council held on 13 December 2011 be confirmed as a true and correct record of proceedings.

**RESOLUTION:**      **Moved: Cr O'Connell**                      **Seconded: Cr Gillett**

**That the Minutes of the NEWROC Meeting of Council held on 13 December 2011 be confirmed as a true and correct record of proceedings.**

**CARRIED 6/0**

#### **5.1.2 Business Arising**

Nil

## **5.2 Minutes of Committee Meetings**

### **5.2.1 NEWROC Executive Committee Meeting held on 31 January 2012**

Presenting the Minutes of the NEWROC Executive Committee Meeting held 31 January 2012. These Minutes are provided as **Attachment 2**.

#### **RECOMMENDATION:**

That the Minutes of the NEWROC Executive Committee Meeting held on 31 January 2012 be received.

**RESOLUTION:**      **Moved: Cr Gillett**                      **Seconded: Cr Shadbolt**

**That the Minutes of the NEWROC Executive Committee Meeting held on 31 January 2012 be received.**

**CARRIED 6/0**

### **5.2.2 Business Arising – Executive Committee 31 January 2012**

Nil

## 6. FINANCIAL MATTERS

### 6.1 Project Balances Report

**Portfolio:** Corporate Capacity  
**File Reference:** 42-2 Finance Audit and Compliance  
**Reporting Officer:** Tanika McLennan  
**Disclosure Of Interest:** No interest to disclose  
**Date:** 8 February 2012  
**Attachments:** None  
**Consultation:** Nil  
**Statutory Environment:** Nil  
**Voting Requirement:** Simple majority

**Executive Officer Comment:**

Following are the project balances for the Period Ending 31 January 2012.

Project Balances 31-January-2012				
Detail	Balance 01-Jul-11 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
NRM Officer	32,024.60	-	(5,667.94)	26,356.66
WWF Auction	11,898.32	-	-	11,898.32
Corridors Across NEWROC	1,436.24	-	(1,501.75)	(65.51)
Joint Planning Project	6,000.00	-	-	6,000.00
NEW Seed Supply	1,527.58	-	-	1,527.58
NEWROC Promotion	5,981.09	-	-	5,981.09
Community Safety & Crime Prevention	801.00	-	-	801.00
Medical Scholarship	3,086.00	14,715.00	-	17,801.00
Central Wheatbelt Visitor Centre	(1,091.00)	-	-	(1,091.00)
Oil Mallee (Second Project)	(373.57)	-	-	(373.57)
Waste Management Strategy 2 & 3	21,120.00	-	(3,195.00)	17,925.00
Engineering Technical Officer	-	-	-	-
Shared Financial Services	-	-	-	-
Next Gen Study Tour 2010 - SA	1,010.90	-	(1,388.91)	(378.01)
Wheatbelt Way - CLGF Grant	-	1,348,000.00	(28,188.31)	1,319,811.69
Wheatbelt Way - Interest	-	20,688.56	-	20,688.56
Wheatbelt Way - Marketing	-	120,000.00	(24,099.00)	95,901.00
Next Gen Study Tour 2011 - NSW	-	44,991.00	(49,890.52)	(4,899.52)
	83,421.16	1,548,394.56	(113,931.43)	1,517,884.29

**RECOMMENDATION:**

That the Project Balances Report for the period ending 31 January 2012 be received.

**RESOLUTION:** Moved: Cr Boyd Seconded: Cr O'Connell

That the Project Balances Report for the period ending 31 January 2012 be received.

**CARRIED 6/0**

## 6.2 Payment List

**Portfolio:** Corporate Capacity  
**File Reference:** 42-2 Finance Audit and Compliance  
**Reporting Officer:** Tanika McLennan  
**Disclosure Of Interest:** No interest to disclose  
**Date:** 8 February 2012  
**Attachments:** None  
**Consultation:** Nil  
**Statutory Environment:** Nil  
**Voting Requirement:** Simple majority

### **Executive Officer Comment:**

Following is a list of payments for the period **1 January 2012 to 31 January 2012**.

### **Working Account**

Chq/EFT	Date	Name	Description	Amount
6	30/01/2012	FEE BANK FEES	BANK FEES	63.00
400054	06/01/2012	AUSTRALIAN TAXATION OFFICE	BAS	13178.00
400055	06/01/2012	STARTRACK EXPRESS	FREIGHT ON MOISTURE METERS	36.87
400056	06/01/2012	TRADE AND INVESTMENT	SALT BAGS	2660.04
400057	06/01/2012	VERNON CONTRACTING	WHEATBELT WAY PROJECT OFFICER	1303.50
400058	06/01/2012	Western Mineral Fertilisers	BOOK DO YOU KNOW YOUR LIMITING FACTOR?	209.35
400059	13/01/2012	COURIER AUSTRALIA	FREIGHT ON SNAKE BAGS, TONGS, ANIMAL TRAPS	208.74
400060	13/01/2012	Navaid's (wa) Pty Ltd	GPS's	1776.00
400061	13/01/2012	SHIRE OF KOORDA	CLUB DEVELOPMENT OFFICER SCHEME	3666.30
400062	13/01/2012	SHIRE OF MT MARSHALL	CLUB DEVELOPMENT OFFICER SCHEME	3666.30
400063	13/01/2012	SHIRE OF MUKINBUDIN	CLUB DEVELOPMENT OFFICER SCHEME	3666.30
400064	13/01/2012	SHIRE OF NUNGARIN	CLUB DEVELOPMENT OFFICER SCHEME	3666.30
400065	13/01/2012	SHIRE OF TRAYNING	CLUB DEVELOPMENT OFFICER SCHEME	3666.30
400066	13/01/2012	SHIRE OF WYALKATCHEM	CLUB DEVELOPMENT OFFICER SCHEME	3666.30
400067	13/01/2012	WA POULTRY & COAST TO COAST VERMIN TRAPS	SNAKE BAGS, TONGS, ANIMAL TRAPS	3750.00
				<b>45183.30</b>

### **Investment Account**

Chq/EFT	Date	Name	Description	Amount
JNL	19/01/2012	WORKING ACCOUNT	TRANSFER	15000.00
				<b>15000.00</b>

### **RECOMMENDATION:**

That accounts paid from 1 January 2012 to 31 January 2012, as listed, be endorsed.

Working	\$45,183.30
Investment	<u>\$15,000.00</u>
	<b>\$60,183.30</b>

**RESOLUTION:**      **Moved: Cr O'Connell**      **Seconded: Cr Gillett**

**That accounts paid from 1 January 2012 to 31 January 2012, as listed, be endorsed.**

**CARRIED 6/0**

### **6.3 Financial Statements (Schedule 2 - 14) - January 2012**

**Portfolio:** Corporate Capacity  
**File Reference:** 42-2 Finance Audit and Compliance  
**Reporting Officer:** Tanika McLennan  
**Disclosure Of Interest:** No interest to disclose  
**Date:** 8 February 2012  
**Attachments:** None  
**Consultation:** Nil  
**Statutory Environment:** Nil  
**Voting Requirement:** Simple majority

**Executive Officer Comment:**

Attachment 3 incorporates the statutory Financial Statements comprising Schedules 2 to 14 for the period to 31 January 2012.

**RECOMMENDATION:**

That the Financial Statements Report for the period ending 31 January 2012 be received.

**RESOLUTION:**      **Moved: Cr Boyd**      **Seconded: Cr Shadbolt**

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**That the Financial Statements Report for the period ending 31 January 2012 be received.**

**CARRIED 6/0**

## 7. MATTERS FOR CONSIDERATION

### 7.1 Regional Accommodation Project

<b>Portfolio:</b>	Transport and Infrastructure
<b>File Reference:</b>	092.1 Regional Accommodation Project
<b>Reporting Officer:</b>	Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	13 January 2012
<b>Attachments:</b>	Nil
<b>Consultation:</b>	Executive Committee
<b>Statutory Environment:</b>	Nil
<b>Voting Requirement:</b>	Simple majority

#### **Executive Officer Comment:**

#### **Background:**

At the December 2011 NEWROC Council meeting consideration of this project for a CLGF grant application was deferred to allow -

- NEWROC member councils to attend a Forum to be held by the Wheatbelt Development Commission on aged accommodation projects for the region; and
- NEWROC member councils to review the Kirkgate Report (NEWROC Accommodation Needs Study - December 2011)

During the discussions at the December NEWROC Council meeting the Accommodation Needs Study (Kirkgate Report) was refined down to optional projects involving either -

- a) The construction of 9+ "community housing" units across 3 or more NEWROC Shires from the 2011-12 CLGF Grant funds; or
- b) A phased project for the construction of aged accommodation units in NEWROC Shires, including independent living units and residential high care facilities for aged persons.

The Shire of Wyalkatchem has circulated to all member Councils details of the residential high care facility project study it has commissioned.

#### **Comment:**

NEWROC Executive at its January meeting discussed the two options available for this years CLGF regional grant and noted that the "aged accommodation" proposal was unlikely to be ready in time for submission during this current years round of grant applications. Both the Shire of Wyalkatchem study and the Wheatbelt Development Commission's proposed taskforce review of aged accommodation needs across the broad region could impact on the timing of this proposed project.

Executive considered NEWROC should submit the 'community housing project' for funding in this year with housing to be developed in the Shires of Koorda, Mt Marshall and Mukinbudin. The 'aged accommodation project' would then, subject to the findings of the abovementioned two studies, become the priority project for CLGF funding in 2012-13 with units to be developed in the Shires of Nungarin, Trayning and Wyalkatchem.

The Wheatbelt Development Commission held its consultation meeting on 31 January. The outcome was agreement to commission a study to review all aged accommodation needs across the entire region. This study would commence in March and was targeted to conclude mid-year 2012.

#### **Recommendation**

**The Executive Committee recommends to the NEWROC Council that -**

1. The CLGF grant funds available in 2011-12 be allocated to the development of community housing accommodation in the Shires of Koorda, Mt Marshall and Mukinbudin, with such housing designed to meet Australian Standards for Aged Accommodation;
2. Subject to the outcomes of the Aged Care Plan currently being developed, the CLGF grant funds available to the region for 2012-13 be allocated to developing all types of residential aged accommodation, including independent living units and high care accommodation in the Shires of Nungarin, Trayning and Wyalkatchem.
3. An amount up to 5% of the 2011-12 CLGF grant be allocated to the engagement of a Project Officer to prepare the business case and grant application for the proposed community housing accommodation project, to pursue other funding sources that may supplement the funds available for this project and to progress the project as directed by the NEWROC Executive through the Director of Emergency Management and Health (Peter Kocian); and
4. The Director and Executive Officer endeavour to locate a suitable candidate for this Project Officer position and report direct to the February NEWROC Council meeting.

---

**RESOLUTION:**      **Moved: Cr Davies**                      **Seconded: Cr Gillett**

---

**That NEWROC Council agree that -**

1. The CLGF grant funds available in 2011-12 be allocated to the development of community housing accommodation in the Shires of Koorda, Mt Marshall and Mukinbudin, with such housing designed to meet Australian Standards for Aged Accommodation;
2. Subject to the outcomes of the Aged Care Plan currently being developed, the CLGF grant funds available to the region for 2012-13 be allocated to developing all types of residential accommodation, particularly to aged care standards and including independent living units and high care accommodation in the Shires of Nungarin, Trayning and Wyalkatchem.
3. An amount up to 5% of the 2011-12 CLGF grant be allocated to the engagement of a Project Officer to prepare the business case and grant application for the proposed community housing accommodation project, to pursue other funding sources that may supplement the funds available for this project and to progress the project as directed by the NEWROC Executive through the Director of Emergency Management and Health (Peter Kocian); and
4. The Director and Executive Officer be delegated authority to recruit a suitable Project Officer for this project.

**CARRIED 6/0**

## 7.2 **Local Television Services - Digital Switchover Options**

<b>Portfolio:</b>	Not Allocated
<b>File Reference:</b>	
<b>Reporting Officer:</b>	Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	13 February 2012
<b>Attachments:</b>	Nil
<b>Consultation:</b>	
<b>Statutory Environment:</b>	Nil
<b>Voting Requirement:</b>	Simple majority

### **Executive Officer Comment:**

Regional Development Australia - Wheatbelt (RDA) has emailed seeking NEWROC Councils responses to a letter from the Department of Broadband, Communications and the Digital Economy which requested that Councils advise by 15 February 2012 whether they intend to opt-in to the Satellite Subsidy Scheme or whether they will upgrade their own self-help retransmission towers to digital at their cost.

RDA is aware that many Councils are still considering the options. RDA believes the deadline imposed is unreasonable and it intends to write to Minister Conroy requesting an extension to allow sufficient time for councils to consider these options.

RDA considers:

- 1) There is no imperative for Councils to make this decision now when the switch over to digital is not scheduled to take place in our region until June 2013
- 2) The ACMA guidelines for self-help providers have not yet been finalised so there is still uncertainty over the exact requirements for providing the service
- 3) Consultations with technicians and final costings for the upgrade (which are imperative to making an informed decision) are likely not to have been undertaken by the self-help providers as yet.

The Executive also noted the inequity in these proposed arrangements where those areas opting into the satellite scheme will qualify for subsidies, but those electing to take the retransmission option will receive no support.

### **Recommendation**

**The Executive has recommended to the NEWROC Council that -**

1. **Local Federal Members of Parliament Barry Haase MP and Tony Crook MP be strongly urged to make representations on behalf of this region for a resolution to this dilemma including the continuation of the retransmission subsidy for communities which wish to continue with that service; and**
2. **The WALGA Zone be requested to pursue this issue with the Federal Government on behalf of regional communities.**

---

**RESOLUTION:**      **Moved: Cr Boyd**      **Seconded: Cr Gillett**

**That NEWROC Council -**

1. **Write to local Federal Members of Parliament Barry Haase MP and Tony Crook MP to strongly urge them to make representations on behalf of this region for a resolution to this dilemma including the continuation of the retransmission subsidy for communities which wish to continue with that service; and**
2. **Request the WALGA Zone to pursue this issue with the Federal Government on behalf of regional communities.**

**CARRIED 6/0**

### **7.3 The Wheatbelt Way Project**

The Project Officer's report to December 2011 is included at **Attachment 4** to this Agenda.

Participating Councils have also provided a brief update to the last NEWROC Executive meeting on progress with the Project components within their Shires. In summary it appears that most Councils anticipate completion within the project on timelines.

The construction of buildings associated with the project is mostly underway or in design / tender stages. Purchase of common signs and development of the marketing program are presently being addressed by the Project Officer

**Submitted for information.**

***This report was noted by the NEWROC Council.***

#### **7.4 Future Grant Funding Proposals**

NEWROC Council resolved in August 2011 to list eight potential projects for further research and development of grant proposals in anticipation of future funding announcements. At a subsequent Executive meeting the need for an Operational Plan for NEWROC encompassing shared staffing arrangements for the region was added to this list.

These project descriptions are listed in **Attachment 5**, the development of more detailed project briefs will be undertaken as a priority for consideration with the NEWROC 2012-13 budget.

**Submitted for information.**

*This report was noted by the NEWROC Council. A further item as follows was added to the list of potential NEWROC projects -*

**Health Services**

**Attracting general practice services to the region.**

## 8. LATE ITEMS as notified, introduced by decision of the Meeting

## 9. EMERGING ISSUES

### 9.1 NEWROC Council Issues

### 9.2 WALGA Zone Issues

## 10. 2012 MEETING SCHEDULE

31 January	Executive	Shire of Wyalkatchem
28 February	Council	Shire of Wyalkatchem
27 March	Executive	Shire of Koorda
24 April	Council	Shire of Koorda
15 May	Executive	Shire of Mount Marshall
26 June	Council	Shire of Mount Marshall
24 July	Executive	Shire of Mukinbudin
28 August	Council	Shire of Mukinbudin
25 September	Executive	Shire of Nungarin
23 October	Council	Shire of Nungarin
27 November	Executive	Shire of Trayning
11 December	Council	Shire of Trayning

## 11. CLOSURE OF MEETING

There being no further business the Chairperson declared the meeting closed at 3.43 pm.

### DECLARATION

These minutes were confirmed by the NEWROC Council at the meeting held on

Signed \_\_\_\_\_

Person presiding at the meeting at which these minutes were confirmed

## Attachment 3

**NEWROC**  
**SCHEDULE 02 - GENERAL FUND SUMMARY**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>MUNICIPAL FUND</b>			<b>Budget</b>		<b>YTD Budget</b>		<b>Actual</b>	
			<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>
			<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING</b>								
General Purpose Funding	03		75,000.00	100.00	57,507.00	56.00	52,916.75	57.30
Governance	04		12,000.00	71,700.00	12,000.00	42,318.00	0.00	957.95
Law, Order, Public Safety	05		0.00	0.00	0.00	0.00	0.00	0.00
Health	07		29,430.00	28,000.00	29,430.00	16,331.00	14,715.00	0.00
Education & Welfare	08		0.00	0.00	0.00	0.00	0.00	0.00
Housing	09		0.00	15,000.00	0.00	0.00	0.00	11,901.82
Community Amenities	10		3,000.00	3,500.00	1,757.00	3,500.00	0.00	3,195.00
Recreation & Culture	11		0.00	650.00	0.00	378.00	20,000.00	20,648.00
Transport	12		140,000.00	140,000.00	81,676.00	81,669.00	0.00	2,429.12
Economic Services	13		1,558,490.00	1,287,460.67	1,547,872.00	778,108.00	1,533,679.56	110,736.43
Other Property & Services	14		0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL - OPERATING</b>			<b>1,817,920.00</b>	<b>1,546,410.67</b>	<b>1,730,242.00</b>	<b>922,360.00</b>	<b>1,621,311.31</b>	<b>149,925.62</b>
<b>CAPITAL</b>								
General Purpose Funding	03		0.00	0.00	0.00	0.00	0.00	0.00
Governance	04		0.00	0.00	0.00	0.00	0.00	0.00
Law, Order, Public Safety	05		0.00	0.00	0.00	0.00	0.00	0.00
Health	07		0.00	0.00	0.00	0.00	0.00	0.00
Education & Welfare	08		0.00	0.00	0.00	0.00	0.00	0.00
Housing	09		0.00	0.00	0.00	0.00	0.00	0.00
Community Amenities	10		0.00	0.00	0.00	0.00	0.00	0.00
Recreation & Culture	11		0.00	0.00	0.00	0.00	0.00	0.00
Transport	12		0.00	0.00	0.00	0.00	0.00	0.00
Economic Services	13		0.00	0.00	0.00	0.00	0.00	0.00
Other Property & Services	14		0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL - CAPITAL</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>1,817,920.00</b>	<b>1,546,410.67</b>	<b>1,730,242.00</b>	<b>922,360.00</b>	<b>1,621,311.31</b>	<b>149,925.62</b>
Less Depreciation Written Back				0.00		0.00		0.00
Less Profit/Loss Written Back			0.00	0.00	0.00	0.00	0.00	0.00
Less Movement in Accrued Interest	9302900			0.00		0.00		0.00
Less Movement in Salaries & Wages	9301900			0.00		0.00		0.00
Less Movement in Deferred Pensioner Rates	9200900			0.00		0.00		0.00
Less Movement in Deferred Pensioner ESL	9200901			0.00		0.00		0.00
Less Movement in Current Annual Leave Provision	9320900			0.00		0.00		0.00
Less Movement in Non Current Annual Leave Provision	9420900			0.00		0.00		0.00
Less Movement in Current LSL Provision	9321900			0.00		0.00		0.00
Less Movement in Non Current LSL Provision	9421900			0.00		0.00		0.00
Plus Proceeds from Sale of Assets			0.00		0.00		0.00	
Plus Transfer from Restricted Cash (Other)			0.00		0.00		0.00	
Less Transfer to Restricted Cash (Other)			0.00		0.00		0.00	
<b>TOTAL REVENUE &amp; EXPENDITURE</b>			<b>1,817,920.00</b>	<b>1,546,410.67</b>	<b>1,730,242.00</b>	<b>922,360.00</b>	<b>1,621,311.31</b>	<b>149,925.62</b>
Surplus/Deficit July 1st B/Fwd			0.00		0.00		210,721.09	
			<b>1,817,920.00</b>	<b>1,546,410.67</b>	<b>1,730,242.00</b>	<b>922,360.00</b>	<b>1,832,032.40</b>	<b>149,925.62</b>
Surplus/Deficit C/Fwd				271,509.33		807,882.00		1,682,106.78
			<b>1,817,920.00</b>	<b>1,817,920.00</b>	<b>1,730,242.00</b>	<b>1,730,242.00</b>	<b>1,832,032.40</b>	<b>1,832,032.40</b>

**NEWROC**  
**SCHEDULE 02 - GENERAL FUND SUMMARY**  
**Financial Statement for Period Ended**  
**31 January 2012**

**SURPLUS/DEFICIT SUMMARY C/FWD REPRESENTED BY:**

		<b>31/01/2012</b> <b>YTD Actuals</b>		<b>30/06/2011</b> <b>Prior Year Actuals</b>	
<b>Cash at Bank &amp; On Hand</b>					
Newroc Funds Bank	9100900	(16,317.09)		181,946.59	
Newroc Funds Investment Bank Account	9100901	1,660,654.76		0.00	
Cash On Hand	9100902	0.00	<b>1,644,337.67</b>	0.00	<b>181,946.59</b>
<b>Restricted Assets - Reserves</b>					
		0.00	0.00	0.00	0.00
<b>Receivables</b>					
Sundry Debtors Control	9111900	37,957.42		31,548.34	
Gst Receivable	9113900	3,215.69		0.00	
		0.00	<b>41,173.11</b>	0.00	<b>31,548.34</b>
<b>Stock on Hand</b>					
		0.00	0.00	0.00	0.00
<b>TOTAL CURRENT ASSETS</b>			<b>1,685,510.78</b>		<b>213,494.93</b>
<b>Payables</b>					
Sundry Creditors Control	9300900	(3,404.00)		0.00	
Gst Payable	9304900	0.00		(2,773.84)	
Withholding Tax Payable	9306900	0.00		0.00	
		0.00	<b>(3,404.00)</b>	0.00	<b>(2,773.84)</b>
<b>Reserves</b>					
		0.00	0.00	0.00	0.00
<b>TOTAL CURRENT LIABILITIES</b>			<b>(3,404.00)</b>		<b>(2,773.84)</b>
<b>Adjustments</b>					
		0.00	0.00	0.00	0.00
<b>NET CURRENT ASSETS</b>			<b>1,682,106.78</b>		<b>210,721.09</b>

NEWROC

**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
Financial Statement for Period Ended  
31 January 2012

PROGRAMME SUMMARY	Budget		YTD Budget		YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<b>OPERATING EXPENDITURE</b>						
General Purpose		100.00		56.00		57.30
<b>OPERATING REVENUE</b>						
General Purpose	75,000.00		57,507.00		52,916.75	
<b>SUB-TOTAL</b>	<b>75,000.00</b>	<b>100.00</b>	<b>57,507.00</b>	<b>56.00</b>	<b>52,916.75</b>	<b>57.30</b>
<b>CAPITAL EXPENDITURE</b>						
General Purpose		0.00		0.00		0.00
<b>CAPITAL REVENUE</b>						
General Purpose	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>75,000.00</b>	<b>100.00</b>	<b>57,507.00</b>	<b>56.00</b>	<b>52,916.75</b>	<b>57.30</b>

NEWROC

**SCHEDULE 03 - GENERAL PURPOSE FUNDING**  
Financial Statement for Period Ended  
31 January 2012

GENERAL PURPOSE	Budget		YTD Budget		Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<b>OPERATING EXPENDITURE</b>						
2031001 Bank Fees & Charges		100.00		56.00		57.26
2031002 Rounding		0.00		0.00		0.04
<b>OPERATING REVENUE</b>						
3031001 Subscriptions - General	54,000.00		54,000.00		45,330.00	
3031002 Interest Income	6,000.00		3,507.00		7,586.75	
3031003 Contributions - Clgf Business Cases	15,000.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>75,000.00</b>	<b>100.00</b>	<b>57,507.00</b>	<b>56.00</b>	<b>52,916.75</b>	<b>57.30</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - GENERAL PURPOSE</b>	<b>75,000.00</b>	<b>100.00</b>	<b>57,507.00</b>	<b>56.00</b>	<b>52,916.75</b>	<b>57.30</b>

## NEWROC

**SCHEDULE 04 - GOVERNANCE**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>PROGRAMME SUMMARY</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>	
	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING EXPENDITURE</b>						
Governance		71,700.00		42,318.00		957.95
<b>OPERATING REVENUE</b>						
Governance	12,000.00		12,000.00		0.00	
<b>SUB-TOTAL</b>	<b>12,000.00</b>	<b>71,700.00</b>	<b>12,000.00</b>	<b>42,318.00</b>	<b>0.00</b>	<b>957.95</b>
<b>CAPITAL EXPENDITURE</b>						
Governance		0.00		0.00		0.00
<b>CAPITAL REVENUE</b>						
Governance	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>12,000.00</b>	<b>71,700.00</b>	<b>12,000.00</b>	<b>42,318.00</b>	<b>0.00</b>	<b>957.95</b>

## NEWROC

**SCHEDULE 04 - GOVERNANCE**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>MEMBERS OF COUNCIL</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>Actual</b>	
	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING EXPENDITURE</b>						
2041001 Executive Officer - Services		47,700.00		27,825.00		0.00
2041002 Executive Officer - Travel		5,100.00		2,975.00		0.00
2041003 Executive Officer - Accommodation & Meals		1,200.00		700.00		0.00
2041004 Executive Officer - Project Work		0.00		0.00		0.00
2041005 Audit & Compliance		1,200.00		1,200.00		0.00
2041006 Legal Fees		1,000.00		581.00		0.00
2041007 Office Expenses		2,500.00		1,456.00		676.82
2041008 Seminars And Conferences		1,000.00		581.00		281.13
2041009 Shared Financial Services - Consultant		12,000.00		7,000.00		0.00
<b>OPERATING REVENUE</b>						
3041001 Subscription - Shared Financial Services	12,000.00		12,000.00		0.00	
<b>SUB-TOTAL</b>	<b>12,000.00</b>	<b>71,700.00</b>	<b>12,000.00</b>	<b>42,318.00</b>	<b>0.00</b>	<b>957.95</b>
<b>CAPITAL EXPENDITURE</b>						
		0.00		0.00		0.00
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - MEMBERS OF COUNCIL</b>	<b>12,000.00</b>	<b>71,700.00</b>	<b>12,000.00</b>	<b>42,318.00</b>	<b>0.00</b>	<b>957.95</b>

NEWROC

**SCHEDULE 05 - LAW, ORDER & PUBLIC SAFETY**  
Financial Statement for Period Ended  
31 January 2012

<b>PROGRAMME SUMMARY</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<u>OPERATING EXPENDITURE</u>						
Law, Order & Public Safety		0.00		0.00		0.00
<u>OPERATING REVENUE</u>						
Law, Order & Public Safety	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<u>CAPITAL EXPENDITURE</u>						
Law, Order & Public Safety		0.00		0.00		0.00
<u>CAPITAL REVENUE</u>						
Law, Order & Public Safety	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

NEWROC

**SCHEDULE 05 - LAW, ORDER, PUBLIC SAFETY**  
Financial Statement for Period Ended  
31 January 2012

<b>LAW, ORDER &amp; PUBLIC SAFETY</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>Actual</b>	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<u>OPERATING EXPENDITURE</u>						
		0.00		0.00		0.00
<u>OPERATING REVENUE</u>						
3051001 Community Safety And Crime Prevention	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<u>CAPITAL EXPENDITURE</u>						
		0.00		0.00		0.00
<u>CAPITAL REVENUE</u>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - LAW, ORDER &amp; PUBLIC SAFETY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## NEWROC

**SCHEDULE 07 - HEALTH**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>PROGRAMME SUMMARY</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>	
	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$
<b>OPERATING EXPENDITURE</b>						
Bonded Medical Scholarship		28,000.00		16,331.00		0.00
<b>OPERATING REVENUE</b>						
Bonded Medical Scholarship	29,430.00		29,430.00		14,715.00	
<b>SUB-TOTAL</b>	<b>29,430.00</b>	<b>28,000.00</b>	<b>29,430.00</b>	<b>16,331.00</b>	<b>14,715.00</b>	<b>0.00</b>
<b>CAPITAL EXPENDITURE</b>						
Bonded Medical Scholarship		0.00		0.00		0.00
<b>CAPITAL REVENUE</b>						
Bonded Medical Scholarship	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>29,430.00</b>	<b>28,000.00</b>	<b>29,430.00</b>	<b>16,331.00</b>	<b>14,715.00</b>	<b>0.00</b>

## NEWROC

**SCHEDULE 07 - HEALTH**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>BONDED MEDICAL SCHOLARSHIP</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>Actual</b>	
	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$
<b>OPERATING EXPENDITURE</b>						
2071001 Kununoppin Bonded Medical Scholarship Payments		28,000.00		16,331.00		0.00
<b>OPERATING REVENUE</b>						
3071001 Kununoppin Bonded Medical Scholarship - Subscriptions	29,430.00		29,430.00		14,715.00	
<b>SUB-TOTAL</b>	<b>29,430.00</b>	<b>28,000.00</b>	<b>29,430.00</b>	<b>16,331.00</b>	<b>14,715.00</b>	<b>0.00</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - BONDED MEDICAL SCHOLARSHIP</b>	<b>29,430.00</b>	<b>28,000.00</b>	<b>29,430.00</b>	<b>16,331.00</b>	<b>14,715.00</b>	<b>0.00</b>

NEWROC

SCHEDULE 08 - EDUCATION & WELFARE  
Financial Statement for Period Ended  
31 January 2012

PROGRAMME SUMMARY	Budget		YTD Budget		YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<u>OPERATING EXPENDITURE</u>						
<u>OPERATING REVENUE</u>						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL EXPENDITURE</u>						
<u>CAPITAL REVENUE</u>						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - PROGRAMME SUMMARY	0.00	0.00	0.00	0.00	0.00	0.00

**NEWROC**

**SCHEDULE 09 - HOUSING**  
Financial Statement for Period Ended  
31 January 2012

<b>PROGRAMME SUMMARY</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>	
	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$
<b>OPERATING EXPENDITURE</b>						
Housing		15,000.00		0.00		11,901.82
<b>OPERATING REVENUE</b>						
Housing	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,901.82</b>
<b>CAPITAL EXPENDITURE</b>						
Housing		0.00		0.00		0.00
<b>CAPITAL REVENUE</b>						
Housing	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,901.82</b>

**NEWROC**

**SCHEDULE 09 - HOUSING**  
Financial Statement for Period Ended  
31 January 2012

<b>HOUSING</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>Actual</b>	
	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$
<b>OPERATING EXPENDITURE</b>						
2091001 Business Case - Clg Regional Housing Project		15,000.00		0.00		11,901.82
<b>OPERATING REVENUE</b>						
	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,901.82</b>
<b>CAPITAL EXPENDITURE</b>						
		0.00		0.00		0.00
<b>CAPITAL REVENUE</b>						
	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - HOUSING</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,901.82</b>

## NEWROC

**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>PROGRAMME SUMMARY</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>	
	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$
<b><u>OPERATING EXPENDITURE</u></b>						
Wate Management		0.00		0.00		3,195.00
Statutory Planning		3,500.00		3,500.00		0.00
<b><u>OPERATING REVENUE</u></b>						
Wate Management	0.00		0.00		0.00	
Statutory Planning	3,000.00		1,757.00		0.00	
<b>SUB-TOTAL</b>	<b>3,000.00</b>	<b>3,500.00</b>	<b>1,757.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>3,195.00</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Wate Management		0.00		0.00		0.00
Statutory Planning		0.00		0.00		0.00
<b><u>CAPITAL REVENUE</u></b>						
Wate Management	0.00		0.00		0.00	
Statutory Planning	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>3,000.00</b>	<b>3,500.00</b>	<b>1,757.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>3,195.00</b>

## NEWROC

**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>WASTE MANAGEMENT</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>Actual</b>	
	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$
<b><u>OPERATING EXPENDITURE</u></b>						
2101001 Waste Management Strategy Exp		0.00		0.00		3,195.00
<b><u>OPERATING REVENUE</u></b>						
3101001 Waste Management Strategy Grant	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,195.00</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
		0.00		0.00		0.00
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - WASTE MANAGEMENT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,195.00</b>

**NEWROC**  
**SCHEDULE 10 - COMMUNITY AMENITIES**  
**Financial Statement for Period Ended**  
**31 January 2012**

STATUTORY PLANNING	Budget		YTD Budget		Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<u>OPERATING EXPENDITURE</u>						
2102001 Joint Planning - Consultants		3,500.00		3,500.00		0.00
<u>OPERATING REVENUE</u>						
3102001 Joint Planning - Subscriptions	3,000.00		1,757.00		0.00	
<b>SUB-TOTAL</b>	<b>3,000.00</b>	<b>3,500.00</b>	<b>1,757.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>
<u>CAPITAL EXPENDITURE</u>						
		0.00		0.00		0.00
<u>CAPITAL REVENUE</u>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - STATUTORY PLANNING</b>	<b>3,000.00</b>	<b>3,500.00</b>	<b>1,757.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>

## NEWROC

## SCHEDULE 11 - RECREATION &amp; CULTURE

Financial Statement for Period Ended

31 January 2012

PROGRAMME SUMMARY	Budget		YTD Budget		YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<b>OPERATING EXPENDITURE</b>						
NEW Arts		650.00		378.00		650.00
NEW Clubs		0.00		0.00		19,998.00
<b>OPERATING REVENUE</b>						
NEW Arts	0.00		0.00		0.00	
NEW Clubs	0.00		0.00		20,000.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>650.00</b>	<b>0.00</b>	<b>378.00</b>	<b>20,000.00</b>	<b>20,648.00</b>
<b>CAPITAL EXPENDITURE</b>						
NEW Arts		0.00		0.00		0.00
<b>CAPITAL REVENUE</b>						
NEW Arts	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>0.00</b>	<b>650.00</b>	<b>0.00</b>	<b>378.00</b>	<b>20,000.00</b>	<b>20,648.00</b>

## NEWROC

## SCHEDULE 11 - RECREATION &amp; CULTURE

Financial Statement for Period Ended

31 January 2012

NEW Arts	Budget		YTD Budget		Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<b>OPERATING EXPENDITURE</b>						
2111001 New Arts - Literary Luncheon		650.00		378.00		650.00
<b>OPERATING REVENUE</b>						
3111001 New Arts - Subscriptions	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>650.00</b>	<b>0.00</b>	<b>378.00</b>	<b>0.00</b>	<b>650.00</b>
<b>CAPITAL EXPENDITURE</b>						
		0.00		0.00		0.00
<b>CAPITAL REVENUE</b>						
	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - NEW Arts</b>	<b>0.00</b>	<b>650.00</b>	<b>0.00</b>	<b>378.00</b>	<b>0.00</b>	<b>650.00</b>

**NEWROC**  
**SCHEDULE 11 - RECREATION & CULTURE**  
**Financial Statement for Period Ended**  
**31 January 2012**

NEW Clubs	Budget		YTD Budget		Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<u>OPERATING EXPENDITURE</u>						
2112001 New Clubs Expenditure		0.00		0.00		19,998.00
<u>OPERATING REVENUE</u>						
3112001 New Clubs Income	0.00		0.00		20,000.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000.00</b>	<b>19,998.00</b>
<u>CAPITAL EXPENDITURE</u>						
		0.00		0.00		0.00
<u>CAPITAL REVENUE</u>						
	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - NEW Clubs</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000.00</b>	<b>19,998.00</b>

## NEWROC

**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>PROGRAMME SUMMARY</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>	
	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$
<b>OPERATING EXPENDITURE</b>						
Engineering Technical Officer		140,000.00		81,669.00		2,429.12
<b>OPERATING REVENUE</b>						
Engineering Technical Officer	140,000.00		81,676.00		0.00	
<b>SUB-TOTAL</b>	<b>140,000.00</b>	<b>140,000.00</b>	<b>81,676.00</b>	<b>81,669.00</b>	<b>0.00</b>	<b>2,429.12</b>
<b>CAPITAL EXPENDITURE</b>						
Engineering Technical Officer		0.00		0.00		0.00
<b>CAPITAL REVENUE</b>						
Engineering Technical Officer	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>140,000.00</b>	<b>140,000.00</b>	<b>81,676.00</b>	<b>81,669.00</b>	<b>0.00</b>	<b>2,429.12</b>

## NEWROC

**SCHEDULE 12 - TRANSPORT**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>ENGINEERING TECHNICAL OFFICER</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>Actual</b>	
	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$
<b>OPERATING EXPENDITURE</b>						
2121001 Engineering Technical Officer - Salary		100,000.00		58,331.00		0.00
2121002 Engineering Technical Officer - Superannuation		5,000.00		2,919.00		0.00
2121003 Engineering Technical Officer - Office Expenses		5,000.00		2,919.00		2,429.12
2121004 Engineering Technical Officer		30,000.00		17,500.00		0.00
		0.00		0.00		0.00
<b>OPERATING REVENUE</b>						
3121001 Engineering Technical Officer - Subscriptions	140,000.00		81,676.00		0.00	
<b>SUB-TOTAL</b>	<b>140,000.00</b>	<b>140,000.00</b>	<b>81,676.00</b>	<b>81,669.00</b>	<b>0.00</b>	<b>2,429.12</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - ENGINEERING TECHNICAL OFFICER</b>	<b>140,000.00</b>	<b>140,000.00</b>	<b>81,676.00</b>	<b>81,669.00</b>	<b>0.00</b>	<b>2,429.12</b>

## NEWROC

**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>PROGRAMME SUMMARY</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>	
	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$	<b>Revenue</b> \$	<b>Expenditure</b> \$
<b><u>OPERATING EXPENDITURE</u></b>						
Rural Services		92,460.67		74,770.00		58,449.12
NEW Seed Supply Service		0.00		0.00		0.00
Tourism & Area Promotion		15,000.00		15,000.00		0.00
The Wheatbelt Way		1,180,000.00		688,338.00		52,287.31
<b><u>OPERATING REVENUE</u></b>						
Rural Services	49,990.00		49,990.00		44,991.00	
NEW Seed Supply Service	500.00		301.00		0.00	
Tourism & Area Promotion	15,000.00		15,000.00		0.00	
The Wheatbelt Way	1,493,000.00		1,482,581.00		1,488,688.56	
<b>SUB-TOTAL</b>	<b>1,558,490.00</b>	<b>1,287,460.67</b>	<b>1,547,872.00</b>	<b>778,108.00</b>	<b>1,533,679.56</b>	<b>110,736.43</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
Rural Services		0.00		0.00		0.00
NEW Seed Supply Service		0.00		0.00		0.00
Tourism & Area Promotion		0.00		0.00		0.00
The Wheatbelt Way		0.00		0.00		0.00
<b><u>CAPITAL REVENUE</u></b>						
Rural Services	0.00		0.00		0.00	
NEW Seed Supply Service	0.00		0.00		0.00	
Tourism & Area Promotion	0.00		0.00		0.00	
The Wheatbelt Way	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - PROGRAMME SUMMARY</b>	<b>1,558,490.00</b>	<b>1,287,460.67</b>	<b>1,547,872.00</b>	<b>778,108.00</b>	<b>1,533,679.56</b>	<b>110,736.43</b>

**NEWROC**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**31 January 2012**

<b>RURAL SERVICES</b>	<b>Budget</b>		<b>YTD Budget</b>		<b>Actual</b>	
	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b><u>OPERATING EXPENDITURE</u></b>						
2131001 Nrm Officer Expenditure		32,024.60		18,683.00		5,667.94
2131002 Wwf Auction Expenditure		10,446.07		6,097.00		0.00
2131003 Corridors Across Newroc		0.00		0.00		1,501.75
2131005 Oil Mallee Project No 2 Expenditure		0.00		0.00		0.00
2131006 Avon Catchment Council Salinity Project Expenditure		0.00		0.00		0.00
2131009 Next Gen Study Tour 2010 - Sa		0.00		0.00		1,388.91
2131010 Next Gen Study Tour Nsw 2011 Exp		49,990.00		49,990.00		49,890.52
<b><u>OPERATING REVENUE</u></b>						
3131001 Nrm Officer Income	0.00		0.00		0.00	
3131002 Wwf Auction For Landcare Recovery	0.00		0.00		0.00	
3131003 Corridors Across Newroc	0.00		0.00		0.00	
3131005 Oil Mallee Project No2	0.00		0.00		0.00	
3131009 Next Gen Study Tour 2010	0.00		0.00		0.00	
3131010 Next Gen Study Tour 2011 - Grant	49,990.00		49,990.00		44,991.00	
<b>SUB-TOTAL</b>	<b>49,990.00</b>	<b>92,460.67</b>	<b>49,990.00</b>	<b>74,770.00</b>	<b>44,991.00</b>	<b>58,449.12</b>
<b><u>CAPITAL EXPENDITURE</u></b>						
<b><u>CAPITAL REVENUE</u></b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - RURAL SERVICES</b>	<b>49,990.00</b>	<b>92,460.67</b>	<b>49,990.00</b>	<b>74,770.00</b>	<b>44,991.00</b>	<b>58,449.12</b>

**NEWROC**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**31 January 2012**

NEW SEED SUPPLY SERVICE	Budget		YTD Budget		Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<u>OPERATING EXPENDITURE</u>						
2132001 Seed Collection Expenses		0.00		0.00		0.00
<u>OPERATING REVENUE</u>						
3132001 Sale Of Seeds	500.00		301.00		0.00	
<b>SUB-TOTAL</b>	<b>500.00</b>	<b>0.00</b>	<b>301.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<u>CAPITAL EXPENDITURE</u>						
<u>CAPITAL REVENUE</u>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - NEW SEED SUPPLY SERVICE</b>	<b>500.00</b>	<b>0.00</b>	<b>301.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**NEWROC**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**31 January 2012**

TOURISM & AREA PROMOTION	Budget		YTD Budget		Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<u>OPERATING EXPENDITURE</u>						
2133001 Contribution To Central Wheatbelt Visitors Centre		15,000.00		15,000.00		0.00
2133002 Newroc Promotion		0.00		0.00		0.00
2133003 New Travel Map Production		0.00		0.00		0.00
<u>OPERATING REVENUE</u>						
3133001 Central Wheatbelt Visitors Centre - Subscription	15,000.00		15,000.00		0.00	
3133002 Promotion - Subscriptions	0.00		0.00		0.00	
3133003 New Travel Map - Subscriptions	0.00		0.00		0.00	
<b>SUB-TOTAL</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>
<u>CAPITAL EXPENDITURE</u>						
<u>CAPITAL REVENUE</u>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - TOURISM &amp; AREA PROMOTION</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>

**NEWROC**  
**SCHEDULE 13 - ECONOMIC SERVICES**  
**Financial Statement for Period Ended**  
**31 January 2012**

THE WHEATBELT WAY	Budget		YTD Budget		Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<b>OPERATING EXPENDITURE</b>						
2134001 The Wheatbelt Way - Marketing		80,000.00		46,669.00		24,099.00
2134002 The Wheatbelt Way - Project Officer		45,000.00		26,250.00		6,536.00
2134003 The Wheatbelt Way - Trail Infrastructure		125,000.00		72,919.00		0.00
2134004 The Wheatbelt Way - Building Infrastructure		930,000.00		542,500.00		21,652.31
<b>OPERATING REVENUE</b>						
3134001 The Wheatbelt Way - Cigf Grant	1,348,000.00		1,348,000.00		1,348,000.00	
3134002 Shire Contributions - Wheatbelt Way Marketing	120,000.00		120,000.00		120,000.00	
3134003 Cigf Interest - Wheatbelt Way	25,000.00		14,581.00		20,688.56	
<b>SUB-TOTAL</b>	<b>1,493,000.00</b>	<b>1,180,000.00</b>	<b>1,482,581.00</b>	<b>688,338.00</b>	<b>1,488,688.56</b>	<b>52,287.31</b>
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>SUB-TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL - THE WHEATBELT WAY</b>	<b>1,493,000.00</b>	<b>1,180,000.00</b>	<b>1,482,581.00</b>	<b>688,338.00</b>	<b>1,488,688.56</b>	<b>52,287.31</b>

NEWROC

**SCHEDULE 14 - OTHER PROPERTY & SERVICES**  
Financial Statement for Period Ended  
31 January 2012

PROGRAMME SUMMARY	Budget		YTD Budget		YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<u>OPERATING EXPENDITURE</u>						
<u>OPERATING REVENUE</u>						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL EXPENDITURE</u>						
<u>CAPITAL REVENUE</u>						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - PROGRAMME SUMMARY	0.00	0.00	0.00	0.00	0.00	0.00

## ATTACHMENT 4

## Wheatbelt Way

## Project Officer Report - Linda Vernon

December 2011

Main Activities	Milestone Date	% Complete	Comments/Notes
<b>1. Finalise Procurement Plan and obtain quotes.</b>	Aug/Nov 2011	70%	<ul style="list-style-type: none"> <li>Quotes to be submitted by 16<sup>th</sup> January 2012 and then successful businesses contracted from 1 February 2012 for identified infrastructure.</li> </ul>
<b>2. Prepare Marketing Strategy and Management Plan.</b>	Aug/Nov 2011	5%	<ul style="list-style-type: none"> <li>Kirkgate Consulting (and associated companies) appointed to complete Marketing Strategy &amp; Management Plan.</li> <li>Letter of Engagement and Schedule of Fees and Services completed.</li> <li>Initial meeting held with them on the 12 December in Trayning, work to commence in the New Year.</li> </ul>
<b>2a. – Marketing Plan</b>	Jun 2012	5%	<ul style="list-style-type: none"> <li>Initial Workshop being organised for Tuesday 14<sup>th</sup> February 2012 in Mukinbudin with Shire and identified representatives attending.</li> </ul>
<b>2b. Trail Branding and Graphic Design</b>		5%	<ul style="list-style-type: none"> <li>Tangelo Creative will be undertaking this activity with initial feedback/information sort from them at the February Workshop.</li> </ul>
<b>2c. Trail Maps and Booklets</b>		5%	<ul style="list-style-type: none"> <li></li> </ul>
<b>2d. Interpretative Signage</b>		5%	<ul style="list-style-type: none"> <li></li> </ul>
<b>2e. Audio CD's</b>		5%	<ul style="list-style-type: none"> <li>Rodney Stratton and I are developing a script for Audio CD at present and researching existing information.</li> </ul>
<b>2f. Website</b>		5%	<ul style="list-style-type: none"> <li>Quotes received.</li> </ul>
<b>3. Infrastructure Procurement.</b>	Sept 2011 – Aug 2012	0%	<ul style="list-style-type: none"> <li>Still seeking quotes.</li> <li>Liaison with 3 local builders in seeking quotes as well as businesses external to area for comparison.</li> </ul>
<b>4. Infrastructure Installation.</b>	Oct 2011- Apr 2012	0%	<ul style="list-style-type: none"> <li>Meeting with EHO Julian Goldacre to identify Building Compliance/Licensing requirements of infrastructure to be installed in reserves etc.</li> </ul>
<b>5. Develop maintenance plan.</b>	May/Aug 2012	0%	<ul style="list-style-type: none"> <li></li> </ul>
<b>6. Trail Launch</b>	Aug/Sept 2012	0%	<ul style="list-style-type: none"> <li></li> </ul>
<b>7. Project Management and Reporting</b>	Dec 2012	5%	<ul style="list-style-type: none"> <li>Q2 reporting due 28 Jan 2012.</li> </ul>

**ATTACHMENT 5**

<b>PROJECT TITLE</b>	<b>BRIEF DESCRIPTION</b>	<b>ACTION AND ADDITIONAL INFORMATION</b>
Accommodation	Provision of aged and general accommodation to satisfy demand within the region.	
Adult Day Care Facilities	Respite services to provide relief periods for home carers of aged and disabled residents.	
Business Incubator Scheme	Provision of business premises and family accommodation to attract needed industry, trades and service industries into the region.	
Local Airport Development	Improve the standards of other airports in the region, following the upgrade of the Wyalkatchem airport.	WDC advise that Mukinbudin and Nungarin would fall within the 'remote' zone classification for federal government support under the Regional Aviation Access Program.
Regional Landfill Facilities	Infrastructure required for regional landfill if that proceeds.	
Solar Power	Development of a regional PV facility to feed power into the interconnected electricity grid.	
Living Communities	A model to identify and facilitate local community aspirations.	Discussions held with the Shire of Goomalling and contact for consultant ascertained.
Strategic Skills Shortages Study	Research trades and business skills shortages in the region to initiate programs to attract or develop those priority skills.	
NEWROC Operational Plan	Develop an operational plan for NEWROC to enable it to provide regional shared staffing resources and other regional services as required.	

## **Waste Study Tour 20<sup>th</sup> & 21<sup>st</sup> of February 2012 DRAFT NOTES for review**

### **Bendering (Shire of Kondinin) ROEROC Regional Landfill**

Roe Regional Organisation of Councils comprising the Shires of Corrigin, Kondinin, Kulin and Narembeen.

- Centrally positioned to give equal travel distances to landfill
- Total area of 64 Hectares, gained by the combined Shires through a land purchase at 'market' rate (helped by fact farmer was a Shire President)
- Contract to operate landfill awarded to AVON Waste for a period of 10 years, now 4 years into contract (when tendered some local operators applied)
- Weigh Bridge of 100tons capacity ROEROC funded
- Large Shed 14m X 7m = 98m<sup>2</sup> and quite high
- Portapotty ablution
- KeyCard entry mechanism
- Water Tank for fire fighting purposes
- Front End loader and roller crusher owned and supplied by AVON Waste
- Utility locked in enclosed portion of large shed which carries a water tank (locked UP)
- Wind blow rubbish resulting from orientation of landfill trenches and odd weather patterns caused concern from neighboring farmer and is being addressed through AVON waste
- Generally a North-South trench orientation
- First fenced section lifespan of 20 years
- Grant funding as made available is fully utilised
- Closed to public
- Fees – minimal generated
- Landfill waste originates from 4 licensed Transfer Stations and kerb side collection bins (240ltr MGB) (see below) waste collected from all 4 Shires in one day
- ROEROC digs trench for AVON Waste, trench is wide and long (as recommended by Ian Watkins) and estimated that day at around \$7,000 to \$10,000 depending on difficulty to dig
- Conglomerate rock noticed as waves in recent trench, initial bore samples declared the ground to be suitable
- Issue identified that AVON Waste needs to pick up wind blown waste which as mentioned concerns neighboring farmer.
- DEC visits each year, depending on DEC Officer Issues are highlighted or not, depends who turns up. Expect 3 visits a year
- Working area fenced by 1.8m high mesh fence

### **Kondinin Transfer Station**

- Previously old tip, still registered with a portion licensed for transfer facility, asbestos accepted
- Issues with old tip was I started filling up with water, DEC freaked out
- Manned 4 half days a week – works well

- Portapotty ablution
- Double car port shed enclosed with two side verandah with miscellaneous items collected by person manning tip (form of recycling)
- One utility with fire fighting kept in shed
- \$22K to build up approach pad to drop zone (concrete)
- Waste goes into a group of 8m3 red waste bins (prevents wind blown rubbish) which are picked up and transported to the landfill at Bendering
- Farmers have access to a group of recycle bins on an exchange basis
- General recycling bins for clubs works well
- Cardboard is collected and crushed and moved onto market by volunteers (Lions Club)
- Initial issues with waste being dumped at fence line after hours
- No worksafe issues

#### NOTES:

- Costs more (figures of \$56K per Shire is mentioned prior to this trip) but no choice as landfills existing had issues and needed to be addressed. Customer reception has been positive
- 240ltr MBG bins used but option for 120ltr MGB available at reduced rates
- Contractor used to dig pit on behalf of the Shire for AVON Waste at the Bendering landfill
- Initial difficulty finding site for regional landfill, Bendering landfill 2000m from nearest dwelling (500m the minimum as per EPA Act)
- Initial costs per Shire to get Bendering up and running - \$25K landfill + \$25K for weighbridge (outside funding) = \$200K

#### WAGIN

Wagin Waste Management Group (WWMG) comprising Shires of Wagin, Woodanilling, West Arthur, Williams, Cuballing, Pingelly, Wickepin, Narrogin, Wandering, Dumbleyung and Lake Grace and the Town of Narrogin. 10 Shires

- Presently an ongoing effort to secure land for the regional landfill – two deals feel through due to:
  - Farmer wanted way above market value for 170 acres of land; 200% mark up + conditions over remnant bush land
  - Neighbours placed pressure on farmer who eventually withdrew offer, had spoken to farmer at Bendering in Kondinin
- People originally written to when prospective sites identified, of three two responded with above results the rest not interested, back to square one.
- SWMP – no mention of a regional waste facility, the Shires own initiate, a need existed to close some landfill sites due to historical poor placement
- Projects Officer employed Mr Lindsay Stevens

- Wagin Group is main Shire focus and now takes up most of CEOs time
- Preliminary work done at remaining site before asking price increased revealed tests at 1.5m were good and test holes to 10m were also promising. Clay content of subsoil was at industry standard for lining landfills of  $10^{-10}$  in size
- Presently time taken to get this far 2.5 to 3 years in total, now back to square one (recommendation of compulsory land acquisition offered)
- Cost analysis – some work done in this area (initial cost of \$7K per Shire per year agreeable for land acquisition)
- To ROC or not to ROC – political agreements legally binding drawn up to prevent Shires opting out. John Woodhouse solicitor setting up agreements between partner Shires. Idea floated that under the LGA 1995 can form Inc companies and take a 49.9% hold. Max Trenorden bill of the SA model for LGs moving through parliament and would also help.
- Ray Davies – LGMA Conference paper put forward about Partnership with ‘for profit’ organisations. Tim Fowler – LGD (not sure why his name came up, maybe to do with business units?)
- In 15 yrs no more Perth landfills – option exists to take Perth waste!?
- Within the Wagin group 3 landfills within the 10 need to close soon
- Some Shires have opted in/opted out/opted in (refer above to firewall that in future agreements)
- Was discussed that Mr Kim Gory King Waste doing the banister project aiming to take waste from Perth
- The Wagin model described as: Framework is right, Co-operation exists and good governance of system

#### Kojonup

##### Group of 4 Shires for waste with room for expansion

- Original Recycling Station built 10 years ago in Kojonup, community built assets, Shire supplied part timer (X Shire worker retired) Backloading done by Shire. Lost money to the tune of \$60K a year
- Tender drawn up for Kerbside rubbish collection of waste and recyclables. Awarded to local private waste contractor and cheaper than the original recycling only above mentioned
- Waste & Transfer station built on Shire land, previously old landfill site. Also operates a MRF (Municipal Recycling Facility). Key points for a private operator taking on waste is Volume, Scheduling and Unit Rate – contractors know best (cost recovery and then some)
- Mr Paul Webb contractor – 10 year deal, contract written to keep operator sharp
- DEC issues – water runoff, concrete pads
- 5000 to 6000 (critical mass amount of lifts) pickups a week (240ltr MGB bins) X 3m3 front lifts for Kojonup and Katanning. Volume + Full Trucks = better return
- Very large sheds containing workshop and recycling centre manned by four persons, labour intensive
- Trucks back into top of shed and tip recyclables into the bucket, conveyor takes pass the 4 persons for sorting

- Heavy duty cardboard compactor bales cardboard (\$100K piece of asset) ready market for cardboard to AMCOR who pay on the day every month. Cardboard stockpiles until economical to shift.
- Greenwaste dropped off, not allowed to burn (license condition but could have been appealed due to low value and high cost of mulching) end product low value, need \$5 to \$10 per car trailer - not cost recovery. Has been identified that mulching during roadside greenwaste collection enables more quality controls.
- CBH grain tarps – difficult to market but can sell
- Standardised bin transfer station – better for contractors
- Better management of tipsites – compaction important
- 30,000 tons landfill carbon threshold
- Public commitment good – no issues
- 50% LG and 50% Private model is working well
- After hours disposal when gate locked available for recyclables

#### AVON Waste York

- Located in industrial area of York
- New facility replaces original MRF
- Trucks dump recyclables which is then placed into a transport trailer
- All recyclables taken to facility in Perth at cost: \$80 Gate Fee = \$40 per ton of recyclables
- 35 tons a week shifted
- Cardboard taken direct

#### Northam

- Large licensed landfill inside a valley
- Landfill operation set up by Ian Watkins
- 25,000 tons of waste received, not all waste goes into hole
- Manned gate house
- Electronic weigh bridge (sends data to Northam office)
- 80 year life span
- \$1.5 million a year budget some left over for spending on upgrades and waste programs
- 20,000 population catchment area
- Waste accepted at \$47 a ton presently
- 4 septage ponds for liquid waste
- Rehab occurs after overburden settles, good success
- Dedicated crew and plant
- Landfill moves up and into the valley
- Rainfall not an issue due to water ingress mitigation

#### Toodyay

- Manned site, bloke ahs been there for over 15 years, sealed area, useful items stockpiles, oldest regional transfer station- 20 years old

- Sheds for useful items as well as a Household hazardous Waste storage facility, fully funded by Waste Authority
- On site fellow has full salvage rights to 'compliment' income
- 10 tip passes issues or pay
- Waste goes into large front lift bins
- People required to sort out recyclables before dropping off
- E-Waste accepted, costs the Shire \$25K a year but Waste Authority puts in 50%, for now

<b>8.2.2 WALGA Great Eastern Country Zone</b>	
Location:	Zone
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	13 February 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

### **Background**

The Great Eastern Country Zone held an in person meeting at Bencubbin on Thursday 1 March 2012. Minutes from the meeting are attached. Cr Rod Comerford and Ellen Della Bosca, Acting CEO, attended the meeting.

### **Items for Discussion**

Items that Councillors wish to discuss may be raised at the meeting.

### **Emerging Issues**

Emerging issues that Councillors wish to discuss may be raised at the meeting.

### **Recommendation**

That Council note the report of the WALGA Great Eastern Zone Meeting.

### **Council Decision Number – 605**

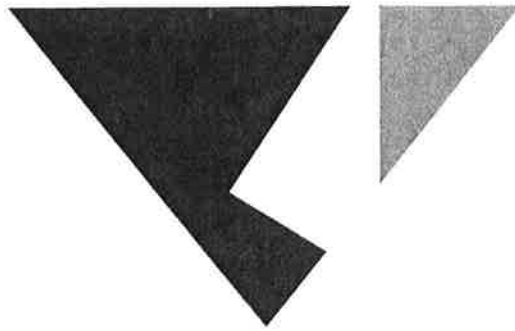
Voting Requirements – Simple Majority

**Moved: Cr Sippe**

**Seconded: Cr Palm**

**That Council note the report of the WALGA Great Eastern Zone Meeting.**

**Carried 9/0**



# **WALGA**

## **GREAT EASTERN COUNTRY ZONE**

### **Minutes**

**Thursday 1 March 2012  
In-Person Meeting**

**Bencubbin Recreation Complex,  
Marsh Road (off Hammond Street)  
Bencubbin**

**Commencing at 10.08am**

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# Minutes

## Great Eastern Country Zone of WALGA

Thursday 1 March 2012  
Commencing at 10.08am

### 1.0 OPENING AND WELCOME

Following the meeting's opening at 10.08am, Cr Paul Gillett, President Shire of Mt Marshall, welcomed everyone to Bencubbin.

### 2.0 ATTENDANCE AND APOLOGIES

#### Attendance

Cr Eileen O'Connell (Chair)  
Cr Stephen Strange  
Mr Steve O'Halloran  
Cr Graham Cooper  
Mr Peter Naylor  
Cr Rodney Forsyth  
Mr Darren Friend  
Cr Ricky Storer  
Mr David Burton  
Cr Donna Crook  
Cr Ken Hooper  
Mr Greg Powell  
Cr Rod Comerford  
Ms Ellen Della Bosca  
Cr Paul Gillett  
Cr Robert Breakell  
Mr Matthew Giffellon  
Cr Rhonda Cole  
Cr Kellie Mortimer  
Mr Frank Peczka  
Cr Jim Taylor  
Mr Graham Stanley  
Cr Trevor Lamond  
Cr Geoff Waters  
Mr Niel Mitchell  
Cr Louis Geier  
Mr John Merrick,  
Cr Susan Bruse  
Mr Peter Kocian  
Cr Romolo Patroni  
Mr Jeff Sowiak

President, Shire of Nungarin  
President, Shire of Bruce Rock  
CEO, Shire of Bruce Rock  
Councillor, Shire of Cunderdin  
CEO, Shire of Cunderdin  
Deputy President, Shire of Kellerberrin  
CEO, Shire of Kellerberrin  
President, Shire of Koorda  
CEO, Shire of Koorda  
President, Shire of Merredin  
Councillor, Shire of Merredin  
CEO, Shire of Merredin  
Deputy President, Shire of Mukinbudin  
Deputy CEO, Shire of Mukinbudin  
President, Shire of Mt Marshall  
Deputy President, Shire of Mt Marshall  
CEO, Shire of Mt Marshall  
President, Shire of Narembreen  
Deputy President, Shire of Narembreen  
CEO, Shire of Narembreen  
Councillor, Shire of Nungarin  
CEO, Shire of Tammin  
President, Shire of Trayning  
Deputy President, Shire of Trayning  
CEO, Shire of Trayning  
President, Shire of Westonia  
A/CEO, Shire of Westonia  
President, Shire of Wyalkatchem  
CEO, Shire of Wyalkatchem  
President, Shire of Yilgarn  
CEO, Shire of Yilgarn

Ms Helen Westcott  
at 3.15pm)  
Mr Bruce Wittber

Joint Executive Officer (left meeting at 3.00pm, returned  
Joint Executive Officer

## **WALGA Representatives**

Mr Wayne Scheggia, Deputy CEO

## **Guests**

Hon Mia Davies MLC, Member for the Agricultural Region (left meeting 12.55pm)

Hon Brian Ellis MLC, Member for the Agricultural Region (left meeting at 3.00pm)

Hon Max Trenorden MLC, Member for the Agricultural Region (left meeting at 3.00pm)

Superintendent Harry Heavens APM, Superintendent Wheatbelt Police District (arrived at approximately 11.15am)

Mr David Naughton, Project Director SIHI Initiative (arrived at noon, left at the lunch break)

Ms Geraldine Ennis, A/Director WA Country Health Services Wheatbelt (arrived at noon, left at the lunch break)

Mr Tim Shackleton, Community Engagement Consultant, SIHI Initiative (arrived at noon, left at the lunch break)

Mr James McCluskey, Project Officer, Reporting and Evaluation Country Local Government Fund, Department of Regional Development and Lands (arrived at 11.20am)

Mr Gavin McKay, Project Manager, Reform Strategies Department of Local Government (arrived at approximately 11.30am, left at approximately 2.30pm)

## **Apologies**

Cr Dale Metcalf, President Shire of Dowerin

Mr Dacre Alcock, CEO Shire of Dowerin

Cr Stan McDonnell, President, Shire of Kellerberrin

Cr Martin Morris, Deputy President Shire of Merredin

Cr Gary Shadbolt, President Shire of Mukinbudin

Mr Trevor Smith, CEO Shire of Mukinbudin

Cr John Shadbolt, Deputy President Shire of Nungarin

Mr Bill Fensome, CEO Shire of Nungarin

Cr Scott Uphill, President Shire of Tammin

Hon John Castrilli, MLA Minister for Local Government

Hon Matt Benson-Lidholm MLC, Member for the Agricultural Region

Hon Philip Gardiner MLC, Member for the Agricultural Region

Hon Brendon Grylls, MLA Member for Central Wheatbelt

Ms Rebekah Burges, Executive Officer Regional Development Australia Wheatbelt

Ms Wendy Newman, Director Wheatbelt Development Commission

## **3.0 DECLARATION OF INTEREST**

Nil

## 4.0 ANNOUNCEMENTS AND ELECTION OF ZONE REPRESENTATIVES

### 4.1 Election of Zone President, Zone Deputy President and up to Three Zone Executive Committee Members

**Reporting Officer:** Helen Westcott, Executive Officer/Returning Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 20 February 2012

**Attachments:** Nil

#### **Background:**

The Great Eastern Country Zone Constitution provides that "... at the ordinary meeting following local government general elections for a two (2) year term commencing at the conclusion of that ordinary meeting" elect a Zone President, Zone Deputy President and two or three Executive Committee members.

#### **Executive Officer Comment:**

Nominations were called and closed on Friday 17 February 2012. All Member Councils were advised on Monday 20 February 2012 of the outcome of the nomination process.

The following nominations were received for the positions of Zone President, Zone Deputy President and two or three Executive Committee members:

#### **Zone President Nominations**

Cr Eileen O'Connell – Shire of Nungarin

#### **Zone Deputy President Nominations**

Cr Eileen O'Connell – Shire of Nungarin

#### **Zone Executive Committee Nominations (3 positions)**

Cr Rhonda Cole – Shire of Narembeen

#### **Election of Zone President**

There being only sufficient nominations to fill the position of Zone President, Cr Eileen O'Connell will be declared elected to the position of Zone President for 2012/2014.

#### **Election of Zone Deputy President**

With the election of Cr O'Connell as President there are no nominations to fill the position of Zone Deputy President. This position will be filled from nominations invited from the floor of the meeting.

#### **Election of Zone Executive Committee**

As there is only one nomination being Cr Rhonda Cole for the three positions on the Zone Executive Committee, Cr Cole will be declared elected and for the two unfilled position nominations will be invited from the floor of the meeting.

The following process will be followed in regard to the election for the Zone Deputy President and two Executive Committee members:

- President will invite nominations from the floor for the positions; and
- Should a ballot be required the following process will be followed:
  - Prior to the ballot nominees for the position will be extended the opportunity to provide a two (2) minute election bid to delegates;
  - The ballot will conducted as a secret ballot;
  - Each voting delegate to the Great Eastern Country Zone will be entitled to cast one (1) vote in the ballot process, with the "first past the post" method of election being used; and

- The candidates with the greater number of votes will be elected with the result being announced to the meeting.

In the event of a tie between two candidates a second ballot will be conducted immediately between those two candidates.

The Acting President Cr O'Connell handed the meeting over to the Executive Officer to conduct the election of the Zone President.

#### **Election of Zone President**

The Executive Officer announced that as there were only sufficient nominations to fill the position of Zone President, Cr Eileen O'Connell is declared elected to the position of Zone President for 2012/2014.

The Executive Officer handed the meeting back to Cr O'Connell.

#### **Election of Zone Deputy President**

The President invited nominations for the position of Deputy President

Cr Stephen Strange was nominated by Mr O'Halloran.

There being no further nominations Cr Strange was declared elected.

#### **Election of Zone Executive Committee Cr Cole**

The President advised that Cr Rhonda Cole had been elected but two further vacancies exist and invited nominations from the floor.

Cr Geoff Waters nominated by Cr Strange

Cr Donna Crook nominated by Cr Cole

There being no further nominations Cr Waters and Cr Crook were declared elected.

#### **Note:**

The office bearers for the Great Eastern Country Zone for 2012/2014 are as follows:

President:	Cr Eileen O'Connell
Deputy President:	Cr Stephen Strange
Executive Committee:	Cr Rhonda Cole
	Cr Donna Crook
	Cr Geoff Waters

## **4.2 Election of Zone Representatives to the Local Government Grain Infrastructure Group and Health MOU Group**

**Reporting Officer:** Helen Westcott, Executive Officer/Returning Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 20 February 2012

**Attachments:** Nil

### **Background:**

The Zone is represented on the Local Government Grain Infrastructure Group and Health MOU Group. It is appropriate to conduct elections for these positions as part of the process to elect Zone office bearers.

Cr Stan McDonnell currently represents the Zone on the Local Government Grain Infrastructure Group with Cr Stephen Strange as his deputy.

The Zone is currently represented on the Health MOU Group by Cr Eileen O'Connell, Cr Ken Hooper, and Mr Steve O'Halloran.

Nominations will be invited from the floor for these positions.

Representatives do not have to be a voting delegate to the Zone.

### **Election of Local Government Grain Infrastructure Group Member and Deputy Member**

The President invited nominations for the position of Local Government Grain Infrastructure Group Member

Cr Stan McDonnell nominated by Cr Patroni

Cr Stephen Strange nominated by Mr O'Halloran

The President advised that an election would be required.

As a result of the ballot Cr Strange was declared elected.

The President invited nominations for the position of Local Government Grain Infrastructure Group Deputy Member.

Cr Stan McDonnell nominated by Cr Patroni

There being no further nominations Cr McDonnell was declared elected.

### **Election of Health MOU Members**

The President invited nominations for the three positions on the Health MOU Group.

Mr Steve O'Halloran by Cr Strange

Cr Eileen O'Connell nominated by Cr Taylor

Cr Ken Hooper nominated by Cr Crook

There being no further nominations Cr Hooper, Cr O'Connell and Mr O'Halloran was declared elected.

**RESOLUTION:** Moved: Cr Cole Seconded: Cr Geier

**That the ballot papers used in the conduct of the Local Government Grain Infrastructure Group delegate be destroyed.**

**CARRIED**

**RESOLUTION:**                      **Moved: Cr Strange**                      **Seconded: Cr Waters**

**That the Great Eastern Country Zone extend a vote of thanks to Cr McDonnell for his contribution to the work of the Local Government Grain Infrastructure Group.**

**CARRIED**

## **5.0 GUEST SPEAKERS / DEPUTATIONS**

### **5.1 Mr David Naughton, Project Director SIHI Initiative (12.30pm)**

Mr David Naughton, Project Director SIHI Initiative, Mr Tim Shackleton, Community Engagement Consultant, SIHI Initiative and Ms Geraldine Ennis, A/Director WA Country Health Services Wheatbelt, will provide delegates with an update on the work to date of the SIHI.

**A copy of the PowerPoint presentation used during the presentation by David Naughton, Tim Shackleton and Geraldine Ennis forms an attachment to the Minutes.**

Refer also to Item 8.3

### **5.2 Superintendent Harry Heavens APM, Superintendent Wheatbelt Police District (1.45pm)**

Superintendent Harry Heavens APM is the Wheatbelt District's new superintendent having replaced Superintendent Catherine Bullen APM in November last year.

Prior to coming to the Wheatbelt, Superintendent Heavens was Superintendent for the South East Metropolitan Region. He has done extensive country service, having worked at Quairading and has had postings that have included Kalgoorlie and Geraldton.

The Executive Officer extended an invitation to Superintendent Heavens to afford him an opportunity to meet Zone Member Councils and provide an overview of current policing issues across the area covered by the Great Eastern Country Zone.

### **5.2 Mr James McCluskey, Project Officer, Reporting and Evaluation Country Local Government Fund, Department of Regional Development and Lands (2.15pm)**

Mr James McCluskey, Project Officer Reporting and Evaluation Country Local Government Fund, Department of Regional Development and Lands, will provide an update on the guidelines and principles to be followed in applying for the regional component of the Country Local Government Fund (CLGF) in 2011/2012.

**A copy of the PowerPoint presentation used during the presentation by James McCluskey forms an attachment to the Minutes.**

## **6.0 MINUTES**

### **6.1 Confirmation of Minutes from a Meeting of the Great Eastern Country Zone held Thursday 24 November 2011 (Attachment)**

#### **RECOMMENDATION:**

That the Minutes of the meeting of the Great Eastern Country Zone held Thursday 24 November 2011 be confirmed as a true and accurate record of the proceedings.

**RESOLUTION:**                      **Moved: Cr Crook**                      **Seconded: Cr Geier**

**That the Minutes of the meeting of the Great Eastern Country Zone held Thursday 24 November 2011 be confirmed as a true and accurate record of the proceedings.**

**CARRIED**

### **6.2 Business Arising from Minutes of a Meeting of the Great Eastern Country Zone held Thursday 24 November 2011**

Nil

### **6.3 Confirmation of Minutes from a Special Meeting of the Great Eastern Country Zone held Wednesday 25 January 2012 (Attachment)**

#### **RECOMMENDATION:**

That the Minutes of the special meeting of the Great Eastern Country Zone held Wednesday 25 January 2012 be confirmed as a true and accurate record of the proceedings.

**RESOLUTION:**                      **Moved: Cr Cole**                      **Seconded: Cr Cooper**

**That the Minutes of the special meeting of the Great Eastern Country Zone held Wednesday 25 January 2012 be confirmed as a true and accurate record of the proceedings.**

**CARRIED**

### **6.4 Business Arising from Minutes of a Meeting of the Great Eastern Country Zone held Wednesday 25 January 2012**

Nil

### **6.5 Notes from the Zone Roundtable held Wednesday 3 August 2011 (Attachment)**

Presenting the Notes from the Zone Roundtable held Wednesday 3 August 2011.

#### **Executive Officer Comment:**

Nil

#### **RECOMMENDATION:**

That the Notes from the Zone Roundtable held Wednesday 3 August 2011, as circulated, be received.

**RESOLUTION:**                      **Moved: Cr Waters**                      **Seconded: Cr Lamond**

**That the Notes from the Zone Roundtable held Wednesday 3 August 2011, as circulated, be received.**

**CARRIED**

## **6.6 Minutes of the Wheatbelt Health MOU – Tuesday 11 October and Tuesday 13 December 2011 (Attachments)**

### **Background:**

Presenting the confirmed Minutes of the Wheatbelt Health MOU Group Meetings held Tuesday 11 October and Tuesday 13 December 2011.

### **Executive Officer Comment:**

Nil

### **RECOMMENDATION:**

That the minutes of the Wheatbelt Health MOU Meetings held Tuesday 11 October 2011 and Tuesday 13 December 2011, as circulated, be received.

**RESOLUTION:**                      **Moved: Cr Gillett**                      **Seconded: Cr Mortimer**

**That the minutes of the Wheatbelt Health MOU Meetings held Tuesday 11 October 2011 and Tuesday 13 December 2011, as circulated, be received.**

**CARRIED**

## **6.7 Minutes of the Local Government Grain Infrastructure Group – Friday 3 February 2012 (Attachments)**

### **Background:**

Presenting the unconfirmed Minutes of the Local Government Grain Infrastructure Group (LGGIG) held Friday 3 February 2012. In addition to the Minutes of the meeting of the 3 February 2012 the revised Terms of Reference and listing of current membership are also attached.

### **Executive Officer Comment:**

The Executive Officer of the LGGIG has also requested that the Zone considers the recently revised, and endorsed, Terms of Reference for the LGGIG.

Revision of the Terms of Reference was required to accommodate the inclusion of the East, South and South-East Metropolitan Zones into the LGGIG. A number of operational changes were also made. These are now submitted to all member Zones for endorsement. A marked up copy of the revised Terms of Reference is attached so that the changes can be identified.

### **RECOMMENDATION:**

That:

1. the Minutes of the Local Government Grain Infrastructure Group meeting held Friday 3 February 2012, as circulated, be received; and
2. the Great Eastern Country Zone endorse the amended Terms of Reference.

**RESOLUTION:**                      **Moved: Cr Geier**                      **Seconded: Cr Storer**

**That:**

1. **the Minutes of the Local Government Grain Infrastructure Group meeting held Friday 3 February 2012, as circulated, be received; and**
2. **the Great Eastern Country Zone endorse the amended Terms of Reference.**

**CARRIED**

## 7.0 FINANCE

### 7.1 Financial Statement for period ending 31 January 2012

From Executive Officer

#### Background:

Presenting the financial statement for the period 1 July 2011 to 31 January 2012.

#### Executive Officer Comment:

Nil

#### RECOMMENDATION:

That the Statement of Financial Position for the period ending 31 January 2012, as attached, be received.

**RESOLUTION:** Moved: Cr Bruse Seconded: Cr Gillett

**That the Statement of Financial Position for the period ending 31 January 2012, as attached, be received.**

**CARRIED**

### 7.2 List of Accounts Paid

From Executive Officer

#### Executive Officer Comment:

Accounts paid during the period 1 November 2011 to 31 January 2012.

#### Accounts Paid:

Cheque	Date	Payee	For	Amount incl GST
136	011111	Deputy Commissioner of Taxation	September BAS	3,695.00
137	011111	Narembeen Tourist Group	Catering September Zone Meeting	1,500.00
138	151111	Shire of Merredin	Catering Special Zone Meeting 13 June 2011	1,036.00
139	271111	BHW Consulting	Professional Services July, August and September 2011	6,846.69
140	281211	Great Eastern Country Zone	Transfer to Investment A/c	30,000.00
141	190112	Department of Agriculture and Food	Meeting Room Hire Health MOU	80.00
TOTAL				\$43,157.69

#### RECOMMENDATION:

That the Accounts Paid for the period 1 November 2011 to 31 January 2012 totalling \$43,157.69 be approved.

**RESOLUTION:**                      **Moved: Cr Hooper**                      **Seconded: Cr Gillett**

**That the Accounts Paid for the period 1 November 2011 to 31 January 2012 totalling \$43,157.69 be approved.**

**CARRIED**

### **7.3      Bank Account Arrangements**

*From    Executive Officer*

#### **Background:**

With the change of Zone office bearers it is appropriate to update the bank account arrangements. It is also appropriate to consider whether the Zone wishes to adopt a practice of using electronic fund transfer (EFT) where practical.

#### **Executive Officer Comment:**

Currently the signing arrangement provides for all payments to be made by cheque with cheques to be signed by the President or Deputy President and one of the two Joint Executive Officers.

This arrangement does not allow the Zone to keep "pace" with changing technology in that payments cannot be made by EFT. Most local governments operate within an EFT environment and as a consequence make most payments electronically.

The technology is available to allow payments electronically with two signatures to approve the payments. Each year the Zone books of account are audited which provides a further safeguard and assurance to the Zone members.

The further issue to be considered is the daily limit that would be applied to the EFT arrangement. Currently the limit is \$1500 per day.

#### **RECOMMENDATION:**

That the Great Eastern Country Zone:

1. accept the principle of using electronic fund transfer, where practical, subject to any transfer being approved by two authorised people;
2. President Cr..... and Deputy President Cr..... together with Joint Executive Officers Helen Westcott and Bruce Wittber be appointed the signatories for all Great Eastern Country Zone bank accounts;
3. bank accounts be operated on the basis of two signatories one of whom shall be the President or Deputy President; and
4. Executive Committee be granted delegated authority to adopt new banking procedures and limits should that be required.

**RESOLUTION:**                      **Moved: Cr Hooper**                      **Seconded: Cr Cole**

**That the Great Eastern Country Zone:**

1. **accept the principle of using electronic fund transfer, where practical, subject to any transfer being approved by two authorised people;**
2. **President Cr Eileen O'Connell and Deputy President Cr Stephen Strange together with Joint Executive Officers Helen Westcott and Bruce Wittber be appointed the signatories for all Great Eastern Country Zone bank accounts;**
3. **bank accounts be operated on the basis of two signatories one of whom shall be the President or Deputy President; and**
4. **Executive Committee be granted delegated authority to adopt new banking procedures and limits should that be required.**

**CARRIED**

## **8.0 ZONE BUSINESS**

### **8.1 Review of Country Local Government Fund**

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 20 February 2012

**Attachments:** Copy of letter from Western Australian Regional Development Trust

**Background:**

The Zone at its meeting on Thursday 24 November 2011 met with Mr Andrew Murray, Chair of the WA Regional Development Trust, and Ms Rachel Reynolds from the Department of Regional Development to discuss the review of the Country Local Government Fund.

**Executive Officer Comment:**

Mr Murray has now forwarded a letter advising that the review has been handed to the Minister for Regional Development. A copy of the letter forms an attachment to the Agenda.

**RECOMMENDATION:**

That the letter from the Western Australian Regional Development Trust be noted.

**RESOLUTION:**                      **Moved: Cr Waters**                      **Seconded: Cr Crook**

**That the letter from the Western Australian Regional Development Trust be noted.**

**CARRIED**

## 8.2 Reclamation/Recycling Scheme for Waste Oil

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 20 February 2012

**Attachments:** Nil

### **Background:**

At the WE-ROC Council meeting held Wednesday 26 October 2011 the Shire of Kellerberrin raised the issue of the increasing problem associated with waste oil. Following discussion on the issue, Council agreed that the matter should be referred to the Great Eastern Zone for further discussion and a request that WALGA investigate the potential for a reclamation/recycling scheme similar to Drum Muster.

### **Executive Officer Comment:**

No further comment.

### **RECOMMENDATION:**

That WALGA be requested to investigate the potential for a reclamation/recycling scheme similar to Drum Muster.

**RESOLUTION:**                      **Moved: Cr Storer**                      **Seconded: Cr Gillett**

**That WALGA be requested to investigate the potential for a reclamation/recycling scheme similar to Drum Muster.**

**CARRIED**

### 8.3 Southern Inland Health Initiative

**Reporting Officer:** Niel Mitchell, CEO Shire of Trayning  
Trevor Smith, CEO Shire of Mukinbudin  
Helen Westcott, Executive Officer

**Disclosure of Interest:** The Executive Officer provides Executive Support Services to the Health MOU Group

**Date:** 20 February 2012

**Attachments:** Nil

**Background:**

The Shire of Trayning at its Council meeting on 14 December 2011 considered a matter relating to the Southern Inland Health Initiative (SIHI) and in particular the implementation of the plans associated with the SIHI.

The Shire of Trayning resolved as follows:

*That the Great Eastern Country Zone of WALGA be requested to –*

- a) pursue a meeting of the Wheatbelt Health MOU Group with Parliamentarians for the region to discuss the growing concerns with the Southern Inland Health Initiative, and*
- b) lobby the Minister for Health and local Parliamentarians for independent oversight of SIHI, in a similar manner and similar principles to the WA Regional Development Trust oversight of the Royalties for Regions Program administered by the Dept of Regional Development and Lands, and that this should be implemented immediately, and*
- c) request the WA Local Government Association to pursue the independent oversight of SIHI with the Minister for Health, as a matter of urgency.*

To provide background to the above resolution an extract from Shire of Trayning's minutes for its meeting in December 2011 is provided (accessed from the Shire of Trayning's website).

*Following an email from Tim Shackleton, who is working as a consultant for community engagement for SHI, I advised him –*

*Some time ago I was speaking to a couple of senior Health Dept people, and then later to Max Trenorden MLC and Phillip Gardiner MLC, and it seemed to me that the implementation of some SIHI activities was at odds with the political intentions. My impression was reinforced in a recent meeting with the Wheatbelt GP Network, and certainly borne out last week at a meeting of NEWROC, WEROC and the Westonia-Yilgarn RTG, where others also expressed concern.*

*The concerns that are most prominent at the moment are –*

- 1. The clear political intention from discussion with Max and Phillip, that SIHI would do something to relieve the current financial strain on Shires that are paying buckets of money to retain GP services (particularly) in the region. This was strongly contradicted in a discussion I had with Felicity Jeffries.*
- 2. The redirection of funding/services away from the Wheatbelt. My recollection of a discussion with Paul West is that the Wheatbelt GP Network has lost funding for several important programs, and the funds re-directed elsewhere, such as Bunbury. I struggle with the rationale behind this, and for me, it is a clear indication that the bureaucratic imperatives are pre-eminent over effectiveness.*
- 3. The lack of direction for Merredin Hospital. My Deputy President reported to me on a meeting he had recently attended where –*
  - a. The people responsible for the area didn't know what was in the area*
  - b. There's been \$9 million set aside for years for the upgrade of Merredin Hospital, and there's still a heap of mucking around planning, and wondering what to do. It's more than time that someone actually did something.*

*I'm sure that others, more informed than me, would be able to list a range of other concerns with the current direction of SIHI.*

*I've spoken with Helen Westcott who is the Executive Officer for the Wheatbelt Health MOU Group and suggested that she get Health Dept representatives and Max Trenorden to a meeting of the Group to*

*discuss SIHI and whether or not it is on track. From my perspective, at the moment, it seems to be being diverted into a program more about meeting the Health Dept priorities rather than meeting the political and community requirements.*

*I'd also suggest, that given the funds involved, that the Health Dept should be held accountable to independent oversight for the whole of SIHI, in the same way that the WA Regional Development Trust has oversight of Royalties for Regions being administered by the Dept of Regional Development and Lands.*

**Executive Officer Comment:**

The Shire of Mukinbudin passed a similar resolution at an Ordinary Meeting of Council held Wednesday 14 December 2011.

The SIHI funding is a significant program within the Wheatbelt and other localities as it extends through the Wheatbelt, Goldfields, South West and Great Southern but excludes the Albany, Bunbury, Geraldton and Kalgoorlie hospitals. The map below shows the SIHI'



Much of the support for the SIHI was developed by the Health MOU Group of which the Zone is a member, along with representatives from the Avon Midland and Central Country Zones, the WA Country Health Services, the Wheatbelt GP Network and the Wheatbelt Development Commission.

The Health MOU Group has established a good working relationship with the SIHI project team and in particular with Mr David Naughton, the SIHI Project Director.

This has enabled the Health MOU Group to be kept informed of progress in the development of the SIHI project and how local government can best input into the implementation of the SIHI.

As the Executive Officer of the Health MOU Group, the Zone's Executive Officer considers there would be support for a meeting with Members of Parliament to discuss the issues that may be of interest and concern to Member Councils in how the SIHI is being "rolled out" and the impact that it is having on affected communities. To ensure such a meeting is as productive as possible it would be also beneficial to have representatives of the SIHI and the WA Country Health Service in attendance in order that all parties gain an appreciation of the complex issues being addressed.

In regard to the proposal to lobby the Minister for Health for an independent oversight of the SIHI project it is thought that if any oversight is required the WA Regional Development Trust, which was established under the *Royalties for Regions Act 2009*, would be the appropriate body to provide independent and impartial advice on the SIHI project to the Minister for Regional Development and if needs to the Minister for Health.

As Member Councils would be aware, the Minister for Regional Development referred a review of the Country Local Government Fund to the WA Regional Development Trust. It would therefore appear that the Trust has the resources to undertake the oversight role being proposed by the Shire of Trayning/Shire of Mukinbudin resolution, if required.

The third part of the Shire's resolution relates to WALGA seeking the support of the Minister for Health to pursue independent oversight of SIHI. It is the view of the Executive Officer that this approach is not necessary should the WA Regional Development Trust be tasked with oversight of the SIHI's implementation, with ongoing reports to the Minister for Regional Development and then in turn to the Minister for Health.

**RECOMMENDATION:**

That the Great Eastern Country Zone:

1. request the Wheatbelt Health MOU Group meet with relevant Members of Parliament, representatives of the Southern Inland Health Initiative and the WA Country Health Service, to discuss issues relating to the "roll out" of the Southern Inland Health Initiative and that the Executive Committees of the Great Eastern Country Zone, Central Country Zone and Avon Midland Country Zone be invited to attend; and
2. request the Minister for Regional Development to consider seeking a review by the WA Regional Development Trust on the effectiveness of the implementation of the Southern Inland Health Initiative being funded under Royalties for Regions.

It was agreed to defer the matter until a presentation from the Southern Inland Health Initiative Director Mr David Naughton.

This matter was dealt with at Item 10.8.

**MOTION:** **Moved: Cr Forsyth** **Seconded: Cr Waters**

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That the Great Eastern Country Zone:

1. request the Wheatbelt Health MOU Group meet with relevant Members of Parliament, representatives of the Southern Inland Health Initiative and the WA Country Health Service, to discuss issues relating to the "roll out" of the Southern Inland Health Initiative and that the Executive Committees of the Great Eastern Country Zone, Central Country Zone and Avon Midland Country Zone be invited to attend; and
2. request the Minister for Regional Development to consider seeking a review by the WA Regional Development Trust on the effectiveness of the implementation of the Southern Inland Health Initiative being funded under Royalties for Regions.

**MOTION:** **Moved: Cr Patroni** **Seconded:**

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That the matter lie on the table.

Motion lapsed for want of a seconder.

**The original motion was put and lost.**

## 8.4 Regional Mobile Communications Project

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 20 February 2012

**Attachments:** Telstra Next G Network Coverage Proposed Phase 1 Coverage Map

### **Background:**

On Tuesday 31 January 2012 the Minister for Regional Development, Hon Brendon Grylls, and the Minister for Science and Innovation, Hon John Day, announced that Telstra had been awarded \$39.2million in Royalties for Regions funding under the Regional Mobile Communications Project (RMCP).

The RMCP should provide Western Australia's regional, rural and remote communities and businesses with access to a self-sustainable and affordable mobile voice and wireless broadband service through the delivery of 113 sites along major roads and highways across the State and in several regional communities over the next 3 years.

### **Executive Officer Comment:**

The Executive Officer sought clarification on the location of the new towers and whilst the attached map is very small it is apparent that there are limited new towers to be installed across the Wheatbelt and in turn across the area that encompasses the Great Eastern Country the Zone.

Analysis of the map suggests that there will be new towers at Kondinin, Wickepin and Darkan. Further clarification has been sought on the location of the new towers but at the time of writing the agenda this information was not available.

It is noted that coverage along the Great Eastern Highway is unlikely to be improved beyond the current coverage as the map appears to identify the area as adequately covered by existing Next G coverage with external "car-kit" antenna.

The matter is submitted for Zone consideration.

### **Additional Comment:**

The meeting was also advised that towers would also be constructed at both Bencubbin and Koorda.

The Hon Mia Davies MLC advised there was supporting documentation behind the map and she would provide that to the Executive Officer.

### **Noted**

## 8.5 Wheatbelt Conference 2012 - *Working Together for Regional Advantage* - Update

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 23 February 2012

**Attachments:** Nil

### **Background:**

Work on the program for the Wheatbelt Conference, now to be held in York at the York Recreation and Convention Centre on Thursday 29 March and Friday 30 March 2012, has been finalised. A copy of the program is outlined below:

### **Program (subject to change):**

#### **Thursday 29 March 2012**

12.00 noon	Lunch
12.45 pm	Opening Welcome to Country - Michelle Bateman Welcome Address - Cr Tony Boyle, President Shire of York
1.00 pm	Setting the Scene - Jon Doust
1.30 pm	Keynote Address 1 Dr Sue van Leeuwen, CEO Leadership WA
2.30 pm	Keynote Address 2 Stephen Collins, Acidlabs Canberra (Conversation, Collaboration, Community)
3.30 pm	Afternoon Tea
4.00 pm	Workshops – held concurrently (1) Health <ul style="list-style-type: none"> <li>• Doug Faircloth, Verso Consulting</li> <li>• David Naughton, Southern Inland Health Initiative</li> <li>• Prof Geoff Riley, Rural Clinical School of WA</li> </ul> (2) Housing <ul style="list-style-type: none"> <li>• Genevieve Errey, Department of Housing</li> <li>• John Dastlik, Housing Industry Association</li> <li>• A representative of the 4WD VROC</li> </ul>
5.00 pm	Lawn Bowls – Inter-zone social bowls
6.15 pm	Conclusion of Day 1 – Prepare for Conference Dinner
7.00 pm for 7.30 pm	Conference Dinner Dinner Speaker: Caroline Robinson 2011 Australian Rural Industries Research and Development Corporation Rural Woman of the Year.

#### **Friday 30 March 2012**

8.30 am	Introduction to Day 2
8.35 am	Launch of the Wheatbelt Strategic Framework
8.45 am	Keynote Address 3 Prof Stuart Hill, University of Western Sydney "The Sandbox Syndrome"
10.45 am	Morning Tea
11.15 am	Case Study – Peel Leaders Group
11.45 am	Developing the Regions – Mr Ian Fletcher, Executive Chair Regional Development Council

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12.15 pm	Close of Conference by the Avon Midland Country Zone President
12.30 pm	Lunch and Delegates Depart

The MC for the conference will be Mr Gerry Gannon.

**Executive Officer Comment:**

An invitation has been extended to Hon Gary Gray MP Special Minister of State by the Wheatbelt RDA to launch the Wheatbelt Strategic Framework.

**RECOMMENDATION:**

That the report on the 2012 Wheatbelt Conference be noted and Member Councils be encouraged to attend.

<b>RESOLUTION</b>	<b>Moved: Cr Bruse</b>	<b>Seconded: Cr Hooper</b>
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**That the report on the 2012 Wheatbelt Conference be noted and Member Councils be encouraged to attend.**

**CARRIED**

## 8.6 FESA Operational Circular 19/2012 – Shortening of Prohibited and Restricted Burn Periods

**Reporting Officer:** Greg Powell, CEO Shire of Merredin  
Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 23 February 2012

**Attachments:** FESA Operational Circular 19/2012 – Shortening of Prohibited and Restricted Burn Periods

### Background:

Member Councils will have received a copy of FESA Operational Circular 19/2012 regarding the State Solicitor Officer's interpretation of Sections 18 and 18 of the *Bush Fires Act 1954* and advice to FESA Regional Directors on this interpretation.

A number of Member Councils have expressed concern that FESA's directive on the basis of this information has the potential to further erode local decision making processes.

### Executive Officer Comment:

The CEO Shire of Merredin may wish to add further comment.

The matter is presented for consideration by Member Councils.

### RESOLUTION

Moved: Cr Crook

Seconded: Cr Hooper

**That the Great Eastern Country Zone request WALGA lobby the State Government to amend the *Bush Fires Act 1954* to allow flexibility at the local level in regard to Prohibited and Restricted Burning Periods.**

**CARRIED**

## **9.0 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS**

*Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council*

### **9.1 Review of WALGA State Council Agenda - Matters for Decision**

From Executive Officer

#### **Background:**

WALGA State Council meets every two months and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The Zone is able to provide comment or submit an alternate recommendation that is then presented to the State Council for consideration.

#### **5.1 Constitutional Recognition (05-074-03-0001 WFS)**

##### **WALGA Recommendation**

1. That State Council note;
  - a. the publication of the report of the Expert Panel on the recognition of Local government in the Australian Constitution;
  - b. the Panel's majority conditional support for the specific financial recognition of local government in the Australian Constitution; and
  - c. that the Commonwealth government is yet to consider the recommendations of the Expert Panel and the key conditions for supporting Local Government recognition, viz:
    - negotiating with the States to achieve their support for the financial recognition option.
    - adopting steps to achieve informed and positive public engagement.
2. That ALGA be requested to clarify the likely costs to State Associations and/or local governments of any campaigning for a referendum at the earliest opportunity.

#### **ZONE COMMENT:**

Zone support

#### **5.2 Review of 2011 Local Government Elections – Member Feedback (06-024-01-001 JMcG)**

##### **WALGA Recommendation**

That WALGA advocate on behalf of the Sector for improvements to the Local Government Elections process by:

1. Recommending the Western Australian Electoral Commission (WAEC) continue to improve their Returning Officer training programs to ensure they are robust and that Returning Officers are only released to their duties upon adequate completion of this training;
2. Proposing the development of Rules of Conduct for Elections, that have capacity to disqualify a candidate where a breach occurs in relation to misleading, false and defamatory statements;
3. Propose the development of a Candidates' Code of Conduct;
4. Encouraging the WAEC to develop a reporting mechanism that will assist in the calculation of the cost of running a postal election, where a Local Government seeks compensation for its

direct involvement in the postal voting process due to a breakdown in document distribution processes.

5. Continuing to advocate for an appropriate amendment to the Local Government Act that will address principles of price competitiveness and consumer choice in the conduct of postal elections.

#### **ZONE COMMENT:**

Zone support

#### **5.3 Local Government Services Delivery to Discrete Aboriginal Communities Forum – Draft Communiqué (05-032-02-0010 JH)**

#### **WALGA Recommendation**

That State Council endorses the draft communiqué developed at the WALGA Forum held 5 December 2011 on Service Delivery to Aboriginal Communities as follows:

"In order for Local Governments to engage in the transfer of responsibility for municipal services delivery to Aboriginal communities, in accordance with the *National Partnership Agreement on Remote Aboriginal Housing 2008*, the following pre-requisites must be put in place:

1. A written commitment by the Commonwealth and State Governments to the transition principles for the transfer of services (attached);
2. Agreement to defer any change in service delivery or existing funding levels to communities to at least July 2013 or after, to provide sufficient time for community engagement and business planning by Local Governments;
3. Confirmation of the quantum of funding that will be transferred to Local Government to undertake service delivery, and the mechanism to do so;
4. Identification and confirmation of the outcomes that are to be achieved through the transfer of responsibilities and service 'normalization' to Aboriginal communities;
5. Confirmation of which Aboriginal communities are to be included in the 'normalization of service delivery' process in the short and long term;
6. A commitment by the Commonwealth to fund and lead a comprehensive Aboriginal community consultation and engagement program, in conjunction with affected Local Governments, to ascertain community views and support for the proposed changes. The program must commence by March 2012;
7. Funding to be made available to individual Local Governments by July 2012, for the employment (including overheads) of the additional resources required by each Local Government to undertake the activities required to plan for and implement the new arrangements/responsibilities related to service delivery to communities;
8. Confirmation of the timeframe for the transition of delivery eg 10 years / 20 years and commitment to developing regional / local implementation plans with affected Local Governments.
9. That the definition of Municipal Services shall be more clearly defined taking into account the executive function provisions of Section 3.18 of the Local Government Act 1995:
  - I. *A Local Government is to administer its local laws and may do all other things that are necessary or convenient to be done for, or in connection with, performing its functions under this Act.*
  - II. *In performing its executive functions, a Local Government may provide services and facilities.*
  - III. *A Local Government is to satisfy itself that services and facilities that it provides:–*
    - a) *integrate and coordinate , so far as practicable, with any provided by the Commonwealth, the State or any public body;*
    - b) *do not duplicate, to an extent that the Local Government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and*
    - c) *are managed efficiently and effectively.*
10. A commitment by the State Government to address the lack of understanding of Local Government functions by the Commonwealth and State agencies in relation to community development and governance needs.

11. A commitment to pursue support from the Commonwealth to address the devastating effect that the reform of the CDEP program is having on the functionality and cohesiveness of remote communities that needs to be resolved urgently.
12. A commitment to the establishment of a high level committee, that includes senior officers from the Department of Premier and Cabinet, Department of Indigenous Affairs, Department of Treasury and Finance, Department of Local Government, Western Australia Local Government Association (WALGA) and others as necessary, to oversee the process for transfer. WALGA representatives will be: Ricky Burges, Chief Executive Officer, Graeme Campbell, President, Shire of Broome, and Allison Hailes, Executive Manager Planning and Community Development.

**ZONE COMMENT:**

Zone support

**5.4 Draft Development Control Policy 1.8 – Canal Estates and Artificial Waterway Developments (05-036-03-0027 VJ)**

**WALGA Recommendation**

That State Council:

1. Endorse the interim submission to the WA Planning Commission on the review of Draft Development Control Policy 1.8 – Canal estates and artificial waterway developments; and
2. Request the State Government to legislate for a total ban on future canal estates as it creates an unsustainable form of residential development.

**ZONE COMMENT:**

This matter does not affect Zone Member Councils and as such the Zone has not commented other than to note the report.

**5.5 Review of the Heritage of Western Australia Act 1990 – Discussion Paper (05-036-03-0022 VJ)**

**WALGA Recommendation**

1. That State Council endorse the interim submission to the Heritage Council on the Discussion Paper - Review of the Heritage of Western Australia Act 1990.
2. That further consultation with the Local Government sector be undertaken during the preparation and release of the Green Bill for a new Heritage Act for WA.

**ZONE COMMENT:**

Zone support

**5.6 Draft Structure Plan Preparation Guidelines (05-036-03-0026 VJ)**

**WALGA Recommendation**

1. That the interim submission to the WA Planning Commission on the draft Structure Plan Preparation Guidelines be endorsed.
2. The State Government be advised that the Local Government sector is disappointed on the lack of progress and consultation on the preparation of the General Provisions for Local Planning Schemes (GPLPS) Regulations, to guide the approval process for structure planning within WA.

**ZONE COMMENT:**

Zone support

**5.7 Metropolitan Region Scheme Amendment 1221/41 – Banjup Urban Precinct (05-036-03-0028 VJ)**

**WALGA Recommendation**

1. That the interim submission to the WA Planning Commission on the Metropolitan Region Scheme Amendment 1221/41 – Banjup Urban Precinct be endorsed.
2. WALGA advocates for the deferral of the amendment until a comprehensive review of State Planning Policy 2.3 – Jandakot Groundwater Protection policy is finalised.

**ZONE COMMENT:**

This matter does not affect Zone Member Councils and as such the Zone has not commented other than to note the report.

**5.8 Mid West Regional Planning and Infrastructure Framework (05-036-03-029 CG)**

**WALGA Recommendation**

That the interim submission to the Western Australia Planning Commission regarding the review of the Mid West Regional Planning and Infrastructure Framework be endorsed.

**ZONE COMMENT:**

This matter does not affect Zone Member Councils and as such the Zone has not commented other than to note the report.

**5.9 The National Disability Insurance Scheme and the Every Australian Counts Campaign (05-021-03-001 RS)**

**WALGA Recommendation**

That the National Disability and Carers Alliance *Every Australian Counts* campaign be endorsed.

**ZONE COMMENT:**

Zone support

**5.10 Update on Funding and Contracting Reforms for Not-for-Profit Community Service Providers – Implications for Local Government (05-018-03-0005 RS)**

**WALGA Recommendation**

That WALGA advocate to the WA State Government that funding increases under the Funding and Contracting Reforms for Not-for-Profit Community Service Providers should include Local Government and request that Local Government representation be included in the Premier's Partnership Forum.

**ZONE COMMENT:**

Zone support

**5.11 Physical Activity Framework for Western Australia (05-053-02-0001 RS)**

**WALGA Recommendation**

That the Physical Activity Taskforce Physical Activity Framework for Western Australia 2012-2016 be endorsed.

**ZONE COMMENT:**

Zone support

## **5.12 Public Libraries Regional Model (05-012-04-0002 JH)**

### **WALGA Recommendation**

That WALGA advise the Strategic Library Partnership Agreement Steering Committee (SPLASC) and the Library Board of Western Australia of their support for the following amendments to the Public Library Funding Allocation model:

1. Australian Bureau of Statistics population estimates for June 2010, escalated for two years to June 2012 using average population growth rates for each Local Government Area (LGA) for the five years to June 2010 be used to provide a resident population estimate for each LGA.
2. For Local Governments with a resident population of less than 10,000 people a minimum grant is provided on the basis of \$12,500 plus \$2.10 per person for the estimated resident population in excess of 1,500 people. Where a Local Government receives additional Remote Population Centre funding (as per recommendation 5 below) the population of the remote centre be subtracted from the resident population of the Local Government when determining the resident population in excess of 1,500 for minimum grant Local Governments or the per capita grant for other Local Governments.
3. The classification of Regional Centres be modified to be consistent with the most recent version of Directions 2031 (WA Planning Commission, 2010). Classification of non-metropolitan regional centres be modified to reflect a consideration of population in classifying centres.
4. Additional library materials funding for regional centres be set on the basis of a dollar amount and adjusted in line with total State Government funding allocated between Local Governments for public library resources.
5. That the distance criteria for Remote Population Centres be reduced from 50km to 25km and funding provided on the basis of 100% of the base Minimum Grant.
6. Funding for Secondary Libraries be continued and increase from 50% to 70% of the base minimum grant, to approximately maintain the dollar value of this additional resource allocation.

### **ZONE COMMENT:**

Zone support

## **5.13 Local Governments and Early Years (05-065-03-0002 RS)**

### **WALGA Recommendation**

That WALGA requests:

1. The WA State Government establish:
  - a) An Office of Early Childhood to address the lack of coordination and collaboration in early childhood services in Western Australia.
  - b) A State Early Years Strategy;
  - c) A State/Local Government Working Group to support the development and implementation of an Early Years Strategy; and
  - d) A funding mechanism to support Early Year outcomes , similar to the \$26 million Victorian Children Capital Facilities Grants; and
2. The Department of Communities to include Local Government representation on the State Early Years Network Committee.

### **ZONE COMMENT:**

Zone support

## **5.14 Local Government Child Health Facilities (05-030-03-0005 RS)**

### **WALGA Recommendation**

That WALGA:

1. Request the Minister for Health, Hon Dr Kim Hames MLA, to:
  - Develop a State Government integrated child health facility and service planning strategy in partnership with Local Government; and
  - Re-instate capital funding for child health facilities and provide an overall increase in funding for child health facilities to sustain the quality of service being collaboratively provided by Local Government and Area Health Services; and
2. Reaffirms its commitment to work with the Department of Health's Child and Adolescent Health Division (CACH) and the WA Country Health Service (WACHS) in seeking sustainable high quality child health facilities.

### **ZONE COMMENT:**

Zone support

### **RECOMMENDATION:**

That the Great Eastern Country Zone endorses all recommendations contained in the WALGA State Council Agenda except recommendations other than those recommendations separately considered.

**RESOLUTION:**                      **Moved: Cr Crook**                      **Seconded: Cr Cole**

**That the Great Eastern Country Zone endorses all recommendations contained in the WALGA State Council Agenda except recommendations relating to Items 5.4, 5.7 and 5.8 which have been noted only.**

**CARRIED**

## **9.2 Review of WALGA State Council Agenda - Matters for Noting**

- 6.1 Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)**
- 6.2 Interagency Meeting on the Priority Plan for Investment in the Swan Canning Catchment (05-064-02-0014 MJB)**
- 6.3 Local Government Capacity Building: Planning for Freight (03-034-01-0001 NH)**
- 6.4 Public Library Exchange System (05-012-04-0002 JH)**
- 6.5 WALGA Review of Emergency Management Act (05-026-0002-0002 JH)**
- 6.6 Planning and Designing for Pedestrians: Guidelines (05-001-03-004 MB & NH)**

### **RECOMMENDATION:**

That the Great Eastern Country Zone notes the matter for noting/information contained in the WALGA State Council Agenda.

**RESOLUTION:**                      **Moved: Cr Geier**                      **Seconded: Cr Mortimore**

**That the Great Eastern Country Zone notes the matter for noting/information contained in the WALGA State Council Agenda.**

**CARRIED**

### **9.3 Review of WALGA State Council Agenda - Organisational Reports**

- 7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB)**
- 7.1.2 Report on Key Activities, Governance and Strategy (01-006-03-0007 TB)**
- 7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 MM)**
- 7.1.4 Report on Key Activities, Planning and Community Development (01-006-03-0014 AH)**

#### **RECOMMENDATION:**

That the Great Eastern Country Zone notes the organisational reports contained in the WALGA State Council Agenda.

**RESOLUTION:**                      **Moved: Cr Hooper**                      **Seconded: Cr Jefferies**

**That the Great Eastern Country Zone notes the organisational reports contained in the WALGA State Council Agenda.**

**CARRIED**

### **9.4 Review of WALGA State Council Agenda - Policy Forum Reports**

- 7.2.1 President's Advisory Group**
- 7.2.2 Regional Delivery Policy Forum**
- 7.2.3 Swan Canning Policy Forum**
- 7.2.4 Planning Reform Policy Forum**

#### **RECOMMENDATION:**

That the Great Eastern Country Zone notes policy forum reports contained in the WALGA State Council Agenda.

**RESOLUTION:**                      **Moved: Cr Waters**                      **Seconded: Cr Storer**

**That the Great Eastern Country Zone notes policy forum reports contained in the WALGA State Council Agenda.**

**CARRIED**

### **9.5 WALGA President's Report (Attachment)**

The WALGA President, State Councillor or WALGA Officer will deliver this report.

#### **RECOMMENDATION:**

That the WALGA President's Report for March 2012 be noted.

**RESOLUTION:**                      **Moved: Cr Cole**                      **Seconded: Cr Cooper**

**That the WALGA President's Report for March 2012 be noted.**

**CARRIED**

## **9.6 WALGA Status Report (Attachment)**

From *Executive Officer*

### **BACKGROUND:**

Presenting the Status Report for February/March 2012 which contains WALGA's responses to the resolutions of previous Zone Meetings.

### **ZONE COMMENT:**

This is an opportunity for Zone Members to consider the response from WALGA in respect to the matters that were submitted at the previous Zone Meeting.

### **RECOMMENDATION:**

That the WALGA Status Report for February/March 2012 be noted.

**RESOLUTION:**                      **Moved: Cr Bruse**                      **Seconded: Mr O'Halloran**

**That the WALGA Status Report for February/March 2012 be noted.**

**CARRIED**

## **9.7 State Councillor Report**

Cr Eileen O'Connell

**RESOLUTION:**                      **Moved: Cr Waters**                      **Seconded: Cr Crook**

**That the State Councillors Report be noted.**

**CARRIED**

## **10.0 REPRESENTATIVE REPORTS**

### **10.1 Acting Zone President's Report**

Cr Eileen O'Connell

A copy of Cr O'Connell's report was circulated at the meeting.

A copy of the report forms an attachment to the Minutes.

**RESOLUTION:**                      **Moved: Cr Storer**                      **Seconded: Cr Lamond**

**That the Presidents Report be noted.**

**CARRIED**

### **10.2 Local Government Grain Infrastructure Working Party**

Cr Stephen Strange  
Cr Stan McDonnell

**RESOLUTION:**                      **Moved: Cr Strange**                      **Seconded: Cr Geier**

**That the Great Eastern Country Zone fully support and assist the Wheatbelt Development Commission in any future study investigating grain freight transport requirements across the Wheatbelt.**

**CARRIED**

### 10.3 Wheatbelt Health MOU Working Group

Cr Ken Hooper  
Cr Eileen O'Connell  
Mr Steve O'Halloran

Refer also to Item 8.3.

### 10.4 Agriculture and Rural Land Use Planning Advisory Group (Attachments)

Cr Mark Crees

The first meeting of the committee was held on Monday 28 November 2011.

The Group is chaired by Kim Chance.

Attached for the information of Member Councils are the presentations made to the meeting by the Department of Planning and the Wheatbelt Development Commission (WDC).

The Department of Planning's presentation details the purpose of the committee and the process that committee members will go through to arrive at the Wheatbelt Regional Planning and Infrastructure Framework (Wheatbelt PIF).

The WDC presentation provides an overview Wheatbelt.

The meeting clarified the role of the committee and recorded the strategic opportunities and constraints facing the region. There was discussion about the specific infrastructure and service issues that will need to be addressed to remove constraints to economic growth and community development. In addition to improvements in physical infrastructure across the Wheatbelt, health, education and child care are examples of services that will need to improve to support growing communities and attract and retain a workforce.

The active participation of State Government agencies will be required to address many of the infrastructure and service constraints. A number of suggestions on how government agencies could be encouraged to place a priority on servicing the Wheatbelt were made.

A second meeting is scheduled for Wednesday 14 March 2012, with the meeting to be held in Jurien. It is anticipated that this will be last time the Advisory Group meets.

A draft of the Wheatbelt PIF will be available for public comment by the middle of the year. Whilst comment on the draft will be sought the timeframe for comment will be short. The Wheatbelt PIF will then be finalised and implementation commenced.

### 10.5 Department of Local Government (Attachment)

Mr Gavin McKay Senior Engagement and Communications Officer, Reform Strategies

Attached is the Director General's Report for March 2012.

#### **RECOMMENDATION:**

That the Director General's Report for March 2012 be noted.

**RESOLUTION:**                      **Moved: Cr Geier**                      **Seconded: Cr Lamond**

**That the Director General's Report for March 2012 be noted.**

**CARRIED**

### 10.6 Main Roads WA

Nil

## **10.7 Department of Regional Development and Lands**

Mr James McCluskey, Project Officer, Reporting and Evaluation Country Local Government Fund,  
Department of Regional Development and Lands

## **10.8 WA Country Health Service**

11.55am Meeting adjourned

12.00noon Meeting resumed

At this point the meeting received the presentation from Mr David Naughton.

12.55pm Meeting Adjourned for lunch

1.45pm meeting resumed after lunch

At this point agenda item 8.3 was considered by the meeting but is recorded in sequence.

## **10.9 Wheatbelt Development Commission**

Nil

## **10.10 Regional Development Australia Wheatbelt (RDA Wheatbelt)**

Cr Graham Cooper provided a brief update on the RDA Wheatbelt's current projects/activities.

Cr Cooper is Deputy Chair of RDA Wheatbelt.

## **10.11 Members of Parliament**

Hon Mia Davies MLC, Member for the Agricultural Region  
Hon Brian Ellis, MLC Member for the Agricultural Region  
Hon Max Trenorden MLC, Member for the Agricultural Region

## **10.12 WA Police Service**

Superintendent Harry Heavens APM, Superintendent Wheatbelt Police District

## **11.0 OTHER BUSINESS**

### **11.1 Request by Synergy for Back Payment on Street Lighting – Shire of Narembeen**

The Shire of Narembeen raised the recent request from Synergy for back payment of street lighting charges that had arisen as a result of a review of infrastructure records.

**RESOLUTION:**                      **Moved: Mr O'Halloran**                      **Seconded: Cr Strange**

**That the Great Eastern Country Zone support WALGA in it negotiations with Synergy in respect to the back payment of street lighting charges and request WALGA to provide regular updates on progress of this matter.**

**CARRIED**

## 11.2 Annual Meeting of Electors – Shire of Merredin

The Shire of Merredin raised the issue of the need to hold an annual meeting of electors as required by s5.27 of the *Local Government Act 1995*.

The Shire sought support for request to remove the mandatory requirement to conduct such meetings whilst still allowing the opportunity to conduct special meetings as and when required by the community or the Council.

**RESOLUTION:**                      **Moved: Cr Hooper**                      **Seconded: Cr Cole**

**That the Great Eastern Country Zone request that WALGA advocate the removal of the mandatory requirement to conduct annual meeting of electors as required by s5.27 of the *Local Government Act 1995*.**

**CARRIED**

## 12.0 URGENT BUSINESS as permitted by the Zone President

Nil

## 13.0 DATE, TIME AND PLACE OF NEXT MEETING

In-Person Meeting

Thursday 26 April 2012 - Shire of Mukinbudin

## 14.0 CLOSURE

There being no further business the Chair declared the meeting closed at 3.13pm

### DECLARATION

These minutes were confirmed by the Great Eastern Country Zone at the meeting held on 26 April 2012

Signed \_\_\_\_\_

Person presiding at the meeting at which these minutes were confirmed

<b>8.2.3 Local Government Reform – Update</b>	
Location:	Shire
File Ref:	
Applicant:	CEO
Date:	13 February 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith- CEO

### **Background**

Aside from the Metropolitan review there is no update to the reform process.

### **Comment**

Nil

### **Recommendation**

No recommendation needed.

### **Council Decision Number –**

Voting Requirements – Simple Majority

**Moved: Cr**

**Seconded: Cr**

**No recommendation needed.**

**Carried /**

<b>8.2.4 GP Participation in SIHI – proposal from Shire of Wyalkatchem</b>	
Location:	NEWROC
File Ref:	
Applicant:	Shire of Wyalkatchem
Date:	13 March 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

#### **Background:**

The Shire of Wyalkatchem has written to all NEWROC Shires seeking views on whether Council would consider participating in a regional practice model under a private practice arrangement. A copy of their letter is attached.

Their concerns are based on the level of financial support provide to Doctors under SIHI and the likelihood that this will result in Wyalkatchem losing their Doctor. Effectively their argument is that the combined purchasing power of the NEWROC Councils would be able to provide a sustainable service. They argue that the communities of NEWROC demand this service even though it is not a local government responsibility.

#### **Comment:**

The four Shires of the Kununoppin Medical Practice have already had this discussion hence the purchase of the Medical Practice and the employment of a Doctor. The financial sustainability of the practice is also old news with the Medical Practice subsequently being handed to the Wheatbelt GP Network with the promise of a lower net loss.

When the Wheatbelt GP Network recruits a new Doctor the financial benefits provided by SIHI will be incorporated into the financial package and the Kununoppin Medical Practice will benefit from this. Additionally the Practice will benefit from the investment already made into the Notre Dame Scholarship which could provide an additional Doctor within two years.

The Wyalkatchem proposal doesn't provide any additional benefits to the Kununoppin Medical Practice Shires and also requires the Shire to run a private practice which is the model that we have just moved away from.

If the proposal is based on the argument that by combining the practices that a better economy of scale is reached then Wyalkatchem should be considering joining the Wheatbelt GP Network which enjoys far greater economies of scale than could be reached with six NEWROC Shires.

#### **Statutory Environment:**

Nil

#### **Policy Implications:**

Nil

**Financial Implications:**

The financial implications are unknown and would be akin to signing a blank cheque. There is no reason to believe that the situation would be any better than our current arrangements which the Kununoppin Medical Practice Committee have spent much time negotiating with the GP Network.

**Strategic Implications:**

The Kununoppin Medical Practice commenced a strategic initiative six years ago with the introduction of the medical scholarship. This proposal could actually undermine the viability of the Kununoppin Practice and threaten the future of the Kununoppin Hospital if the Doctors were to be located at Wyalkatchem.

**Recommendation:**

That the Shire of Mukinbudin note the proposal but decline to participate on the basis of actions already undertaken through the Kununoppin Medical Practice in conjunction with the Wheatbelt GP Network.

**Council Decision Number – 606**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

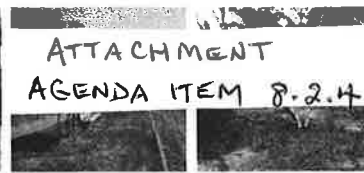
**Seconded: Cr Ventris**

**That the Shire of Mukinbudin note the proposal but decline to participate on the basis of actions already undertaken through the Kununoppin Medical Practice in conjunction with the Wheatbelt GP Network.**

**Carried 9/0**

# Shire of Wyalkatchem

"Strange Name - Beaut Place"



ATTACHMENT  
AGENDA ITEM 8-2.4

Cnr Flint Street and Honour Ave  
P.O. Box 224  
Wyalkatchem W.A. 6485

Email: [general@wyalkatchem.wa.gov.au](mailto:general@wyalkatchem.wa.gov.au)

Phone: (08) 9681 1166

Fax: (08) 9681 1003

29 FEB 2012

Our Ref: 24.20.02

Your Ref:

Enquiries: Peter Kocian

24 February 2012

Mr Trevor Smith  
Chief Executive Officer  
Shire of Mukinbudin  
P.O. Box 67  
MUKINBUDIN WA 6479

	TO	SIGN	DATE
CEO	✓		13/3
DCEO	✓		29/2
SAO			
WS			
EHO			
LIB			
CDO			
SPOOL			
FILE			

DOC ID: 80/0212

Dear Trevor

## GP PARTICIPATION IN SOUTHERN INLAND HEALTH INITIATIVE

As you may be aware, the WA Country Health Service have approached the majority of doctors in the Wheatbelt seeking formal confirmation of their intention to participate in the Southern Inland Health Initiative arrangements in the district. These negotiations have been conducted without consultation with local government who in many cases have recruited the doctors and offer significant financial support.

The WACHS payments are linked to emergency and primary health care service provision in nominated towns and district centres including Northam. The participation payments are extremely generous including a \$50,000 retainer and \$200 per hour for the emergency roster. This amounts to the equivalent of \$150,000 per year for a single emergency shift per week at Northam Hospital.

The Shire of Wyalkatchem believes that it will only be a matter of time before communities lose their doctors to the main regional centres due to the attractive cash incentives being provided. With local government being provider of last resort, those communities that wish to retain their doctor will be forced to offer additional financial incentives.

Whilst it is argued that local governments should not be subsidising unsustainable general practice, the weight of community expectation and pressure forces local government to do so. In Wyalkatchem's case, more than 25% of the residents turned out to a community meeting and mandated a local general practice service.

The Wyalkatchem Medical Practice currently receives patients from the following communities; Koorda (32%), Wyalkatchem (40%), Dowerin (11%), Bencubbin (3%), Trayning (2%), Beacon (3%), Wongan Hills (3%), and elsewhere (7%).

If local medical practices were to collapse, your community members in all likelihood would be forced to travel to the nearest regional centre. Pressure will come to bear on individual local governments.

I am therefore seeking your views on whether your Council would consider participating in a regional practice model under a private practice arrangement. I am positive that with the current level of financial support being offered by local government, that we would be able to aggregate this expenditure to achieve a more sustainable general practice model. Should local governments continue to pursue local solutions in isolation, I believe that some of our existing general practices will collapse placing enormous pressure on those that still operate and on the regional centres.

Yours sincerely

A handwritten signature in black ink, appearing to be 'PK' or similar initials, written in a cursive style.

Peter Kocian

**CHIEF EXECUTIVE OFFICER**

<b>8.2.5 Swimming Pool Tender – Stage Two</b>	
Location:	Shire
File Ref:	
Applicant:	Council
Date:	14 March 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

**Background:**

The Shire of Mukinbudin has been successful in Stage Two grant funding from the Department of Sport and Recreation for the Mukinbudin Swimming Pool.

The features of Stage Two and estimated costs are included as an attachment to this item.

Excluding GST the total project budget is estimated at \$782,000 and the grant funding is \$260,000. This requires the Shire to provide \$522,000. It is anticipated that the entire Shire contribution will be provided by Royalties for Regions Years 3 and 4. Depending on the balance of the Voluntary Pool Levy at the end of the financial year Council may wish to draw some funds from this account.

The Pool Managers will also be requesting some additional items in the 2012/2013 budget that the Pool Levy could be used for including: shade to cover the shallow end of the main pool, moving the BBQ or covering the current BBQ with shade, a permanent shade solution for the ladies change rooms, some paving around the sheds at the far end of the pool, painting of the kids pools. Council will need to make a decision on these items once quotes have been received and all other competing budget items are listed in the draft budget.

**Comment:**

The CEO has called for tenders for the project, closing on 3 April which will allow Council to award a contract at the April Council meeting. The tender documentation is included as an attachment to this item.

**Statutory Environment:**

Local Government Act and Regulations regarding tendering.

**Policy Implications:**

Nil

**Financial Implications:**

Stage Two of the Swimming Pool upgrade is contained in the Forward Capital Works Plan

**Strategic Implications:**

Nil

**Recommendation:**

That Council approve the actions of the CEO in calling for tenders for Stage Two of the Swimming Pool upgrade and note that a decision will be required at the April meeting of Council.

**Council Decision Number – 607**

Voting Requirements – Simple Majority

**Moved: Cr Lancaster**

**Seconded: Cr Sippe**

**That Council approve the actions of the CEO in calling for tenders for Stage Two of the Swimming Pool upgrade and note that a decision will be required at the April meeting of Council.**

**Carried 9/0**

## PROJECT BUDGET

### ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component.

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
Replace pipework and install new ringmain and return pipe work to balance tank	68,000	74,800	Wetdeck Pools
Install Wetdecks to Health Department Specifications with finger grips to side of pool	258,750	284,625	Wetdeck Pools
Install anti wave start blocks and replace all hand rails and ladders	61,700	67,870	Wetdeck Pools
Install Disabled Ramp	127,000	139,700	Wetdeck Pools
Refurbishment of Control joints and decommission centre channel	32,000	35,200	Wetdeck Pools
Install new concourse paving including new concourse drainage system	54,300	59,730	Wetdeck Pools
Repaint Olympic Pool	50,000	55,000	Wetdeck Pools
Accommodation, Meals and travel	75,000	82,500	Wetdeck Pools
Plans, Hydraulic engineer and structural engineer allowance	25,000	27,500	Wetdeck Pools
Earth bonding to all metallic items including electrical certificate	3,750	4,125	Wetdeck Pools
Installation of new control joint to eliminate cracking	25,000	27,500	Wet deck Pools
Project Signage	1500.00	1,650.00	Allow \$1,500 ex GST if your project exceeds \$250,000
Donated materials			
Volunteer expenses			
<b>Sub Total</b>	<b>782,000</b>	<b>860,200</b>	
<b>Cost escalation</b>			<i>Please explain amount used</i>
<b>a) Total project expenditure</b>	<b>782,000</b>		

- At least two written quotes are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A lighting plan must be supplied showing lux and configuration.
- Projects that do not meet Australian Design Standards are ineligible for funding.

## Shire of Mukinbudin

Reference	Tender 02-2011.2012
Brief Description	Mukinbudin Swimming Pool Upgrade Works Stage 2
Close of Tender	4.00 pm, Tuesday 3 <sup>rd</sup> April 2012
Address for Delivery	SHIRE OF MUKINBUDIN PO Box 67 Mukinbudin WA 6479  Fax – 08 9047 1239 Email – <a href="mailto:ceo@mukinbudin.wa.gov.au">ceo@mukinbudin.wa.gov.au</a> (refer conditions)

## 1 REQUEST

### 1.1 CONTRACT REQUIREMENTS IN BRIEF

The Shire of Mukinbudin is seeking a suitable contractor to undertake the works for Stage 2 of the Mukinbudin Swimming Pool upgrade.

The successful Tenderer will be required to work with nominated Council staff and representatives in the delivery of this contract.

A mandatory site inspection is required as part of this Request.

### 1.2 TENDER DOCUMENTS

This Request for Tender is comprised of the following parts:

- (a) Part 1 – Shire's Request (read and keep this part);
- (b) Part 2 – Property Specifications (read and keep this part); and
- (c) Part 3 – Tenderer's Offer (complete and return this part).

### 1.3 DEFINITIONS

Below is a summary of some of the important defined terms used in this Request:

<b>Deadline:</b>	The deadline for lodgement of your Tender;
<b>Offer:</b>	The Tenderer's Offer in part 3 of this document;
<b>Request:</b>	This document;
<b>Tender:</b>	Your completed Offer form;
<b>Tenderer:</b>	Someone who has or intends to submit an Offer to the Local Government.

### 1.4 HOW TO PREPARE YOUR TENDER

- (a) Carefully read all parts of this document.
- (b) Ensure you understand the requirements
- (c) Complete the Offer (Part 3) in all respects.
- (d) Make sure you have signed the Offer form.
- (e) Lodge your Tender before the Deadline.

### 1.5 CLOSE OF TENDER

Close of tender is – 4.00pm, Tuesday 3<sup>rd</sup> April 2012

### 1.6 SHIRE TENDER

In accordance with the Local Government (Functions and General) Regulations r.14 (4) (d), it is advised that the Shire will not be submitting a tender for the subject of this Request.

### 1.7 CONTACT PERSON

#### Contractual and Specification Enquiries

Name: Ellen Della Bosca  
Phone: (08) 9047 1102  
Fax: (08) 9047 1239  
Email: dceo@mukinbudin.wa.gov.au

## 1.8 CONDITIONS OF TENDERING

### TENDER CONDITIONS

- The successful tenderer shall take out Public Liability Insurance during the currency of the contract in respect to death or bodily injury to any person and damage to property for the sum of \$10 million, in respect of any one occurrence. In addition the tenderer shall carry the requisite Workers Compensation Insurance. The letting of the tender will be subject to the successful tenderer disclosing full details of their insurance cover including a copy of their current policies.
- Tenderers shall advise of their earliest start date and estimated finish date (See selection criteria 1.10(c)(i) ).
- A profile of the tenderer shall be included in the submission giving details of projects of a similar nature to that called for in this tender, which have been successfully completed by the tenderer.
- The successful tenderer shall ensure that the building site is maintained in a safe condition at all times and that all people on the site shall adhere to safe work practices.
- The tenderer shall at his own expense, allow to mobilize and demobilize all plant, machinery, vehicles, operators, materials and associated equipment, necessary to complete the project.
- The successful tenderer shall enter a formal contract with the Shire of Mukinbudin, which will include a provision for an appropriate form of financial surety for the Shire of Mukinbudin for the duration of the contract and for a maintenance defect period and retention amount when the work has been completed.
- Council reserves the right to accept or reject any tender submitted.

### LODGEMENT

- a) Each tenderer must complete the Offer Form attached to this Request.
- b) The Offer Form attached with the particulars and conditions attached must be delivered to the Shire in a sealed envelope endorsed with the relevant tender number:
  - (i) by placement in the tender box at the Shire of Mukinbudin, Maddock St., Mukinbudin, WA;
  - (ii) by posting to the Shire at the Shire of Mukinbudin, PO Box 67, Mukinbudin, WA 6479.
  - (iii) must be received by the Shire prior to close of tender.
  - (iv) Tenders received after the Deadline will not be accepted.
- c) Tenders submitted by facsimile or electronic mail will be accepted, subject to –
  - (i) the originals of fax and emailed tenders, postmarked prior to close of tender, must be received by the time the decision is to be made
  - (ii) emailed tenders will only be accepted in PDF format
  - (iii) as electronic submission is less secure than hand or mail delivery, no responsibility is accepted by the Shire if there should be disruption to telecommunications services.

### ADDITIONAL INFORMATION

Tenderers are welcome to supply any additional information which they consider relevant.

## 1.9 TENDER EVALUATION PROCESS

Tenders will be assessed using the information provided in each submission.

The following evaluation methodology will be used to evaluate tenders received by the deadline:

- (i) tenders are checked for completeness and compliance. Tenders that do not contain all information requested, or make an offer that does not meet the specifications set out, may be excluded from evaluation.

- (ii) Tenders are assessed against the Selection Criteria. Tendered prices and other relevant matters are considered as part of the assessment.
- (iii) The most suitable tenderers may be short listed, and may be required to clarify the Tender

### 1.10 SELECTION CRITERIA

The Shire will adopt a value for money approach to assessment of tenders.

Tenders will be assessed against price, compliance and qualitative criteria to determine the most advantageous outcome to the Shire. This means that, although price is considered, the Tender containing the best price may not necessarily be accepted, nor will the highest ranked of the qualitative criteria.

- a) Price consideration – the tendered price will be considered along with related factors affecting the total submission
- b) Compliance – will not be point scored, but assessed on a “Yes / No” basis as to whether the criterion is satisfactorily met. A negative assessment against any criterion may eliminate the tender from consideration.

Although as upgrade works, full compliance with the standards is not mandatory, it is the Shire's intention that the works be as close to those requirements as is reasonable, given our financial constraints, recent works completed and equipment purchases etc.

- c) Qualitative criteria – in determining the most advantageous tender, regard will also be had to the following –
  - I. estimated time of commencement and completion, with work schedule and timeline (note 1.15 Completion Date)
  - II. relevant experience and capability in swimming pool construction/upgrade work
  - III. experience in construction in country areas
  - IV. value to the district
- d) Health Department of WA – comment and approvals of plans and proposals may be sought from the Health Dept.

### 1.11 SPECIFICATION SCHEDULE

The works are –

Main Pool – Internal surface:

- Remove and replace scum gutters creating a level deck pool with wet decks. Finished water height at shallow end to be 1.2m
- Refurbishment of pool heads, 750mm wide to accommodate and supply ‘Anti’ start blocks or similar at both ends of pool.
- Remove and replace all hand rails and ladders
- Install disabled ramp entry/beach entry to northern side of pool conforming to regulations, concrete cutting and demolition included
- Install finger grips from 12.5m point
- Install depth markers and safety signage to Health Department Specifications

Pipes –

- replace all inlets from plant room to pools and returns to balance tank with PVC
- separate pipes for inlet and return for toddler's pool

Main bowl –

- Decommission centre channel

- Installation of new control joint in shallow end across entire pool end to eliminate existing crack
- Refurbishment of control joints
- Re-paint Olympic pool with pale blue chlorinated rubber

Concourse –

- Remove and replace concourse around Olympic pool only, including a retaining wall between this concourse and the toddlers pool. Include entrance ramps on the southern and northern sides, from the toddlers pools to the Olympic pool.
- Remove and install new concourse drainage system

All materials, supplies and equipment for installation are to be sourced by the tenderer from a reputable firm and the cost provided for in the tender submission.

Materials and works are to comply with relevant Australian Standards –

- a) AS-3979 Swimming Pools
- b) AS-1477 PVC Pipe & Fittings
- c) AS-2032 Installation of PVC pipe work
- d) AS-1345 Identification of Piping, Conduits & Ducts
- e) AS-3974 Pipe Supports
- f) AS-4041 Pressure Piping
- g) AS-2610 Commercial Spa Standards
- h) FINA Guidelines

For the duration of the above scope of works and work schedule, the Shire's representative will inspect various stages of the works and will be available to discuss issues pertaining to the schedule and scope of works at any time.

The Shire commissioned a number of reports on the status of the facility over several years, which led to the decision to proceed with these works. These reports will be made available on request.

A number of local tradespeople may be available to provide their services for various aspects, e.g. building, electrical, tiling etc.

## **1.12 FUTURE WORKS**

Future works – ( not part of this tender)

- (i) Toddlers pool – to be determined  
rebuild with beach entry, or install beach entry  
water features (fountain, spray etc)
- (ii) Lighting –  
possible upgrade to enable night use of pool – to be determined

## **1.13 PRICING**

Pricing is to be to be exclusive of GST

## **1.14 PROGRESS PAYMENTS**

A schedule of proposed progress payments shall be provided for in the tender. These should be linked to the works schedule detailed in the Selection Criteria.

The works will be inspected by a suitably qualified person at the completion of works, and any aspect not fit for purpose will be required to be rectified, prior to final payment being made.

**1.15 COMPLETION DATE**

In order for the pool to be ready for the 2012-2013 summer, completion including testing and commissioning by 30 September 2012 is essential.

**1.16 TENDER TO INFORM ITSELF**

The tenderer is deemed to have:

- a) carried out a site inspection and examined the tender documents and other information made available by the Shire for the purpose of tendering;
- b) examined information relevant to the risks of contingencies and other circumstances having an effect on its tender and which is obtainable by the making of enquiries; and
- c) satisfied itself as to the correctness and sufficiency of its tender and that its tender price covers the cost of complying with all its obligations under the Tender Documents and all matters and things necessary for due and proper performance and completion of the Tender Documents.

## **2 PROPERTY SPECIFICATIONS**

### **2.1 PROPERTY LOCATION**

The property is located at Cruickshank Road, Mukinbudin.

The tenderer is expected to familiarise themselves with the property and take all necessary dimensions.

**3 TENDERER'S OFFER**

Chief Executive Officer  
 Shire of Mukinbudin  
 PO Box 67  
 MUKINBUDIN WA 6479

**TENDER No. 2.2011-12**

<b>Tender submitted from: (Principal)</b>		
Trading address		
Mailing address		
Contact person		
Contact details	Phone: Fax: Email	
Estimated dates for	Commencement	
	Completion	
Additional information attached		

## Pricing Schedule

Item	Tender Price excluding GST
Main Pool – Internal surface: <ul style="list-style-type: none"> <li>Remove and replace scum gutters creating a level deck pool with wet decks. Finished water height at shallow end to be 1.2m</li> <li>Refurbishment of pool heads, 750mm wide to accommodate and supply 'Anti' start blocks or similar at both ends of pool.</li> <li>Remove and replace all hand rails and ladders</li> <li>Install disabled ramp entry/beach entry to northern side of pool conforming to regulations, concrete cutting and demolition included</li> <li>Install finger grips from 12.5m point</li> <li>Install depth markers and safety signage to Health Department Specifications</li> <li>Install new eye bolts for lane ropes to be attached at the eastern and western ends of the pool</li> </ul>	
Pipes <ul style="list-style-type: none"> <li>replace all inlets from plant room to pools and returns to balance tank with PVC</li> <li>separate pipes for inlet and return for toddler's pool</li> </ul>	
Main bowl <ul style="list-style-type: none"> <li>Decommission centre channel</li> <li>Installation of new control joint in shallow end across entire pool end to eliminate existing crack</li> <li>Refurbishment of control joints</li> <li>Re-paint Olympic pool with pale blue chlorinated rubber</li> </ul>	
Concourse – <ul style="list-style-type: none"> <li>Remove and replace concourse around Olympic pool only, including a retaining wall between this concourse and the toddler's pool. Include entrance ramps on the southern and northern sides, from the toddlers pools to the Olympic pool.</li> <li>Remove and install new concourse drainage system</li> </ul>	

## Discounts

Are you prepared to allow a discount for prompt settlement of accounts?	
If you are offering different discounts for different periods, or other discounts such as volume discounts, please provide details.	

Signed on behalf of the Principal	
Name of person signing:	
Position	
Date	

<b>8.2.6 Shire Superannuation Contributions</b>	
Location:	Shire
File Ref:	
Applicant:	Council
Date:	13 March 2012
Disclosure of Interest:	See below
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

**Disclosure of Interest:**

The CEO receives the additional co-contribution payments of 5.5% and would be a beneficiary of a policy allowing for a 6% matching contribution. If the graduated scale of payments was adopted but the maximum kept at 5.5% there would be no benefit to the CEO.

**Proposal:**

To adopt a Council policy for a more equitable method of making matching superannuation contributions to employees thereby enhancing their employment conditions.

**Background:**

The Shire of Mukinbudin pays the compulsory Government 9% Superannuation guarantee and an additional 5.5% if the employee contributes 5% of their salary. There is no in between mark or graduated scale of payments if an employee cannot afford to contribute 5% of their salary. There is no formal Council policy regarding superannuation payments and the history of the current arrangements is not known to the CEO or DCEO.

At a recent visit from the WA Local Government Superannuation Fund representative it was suggested that it would be more beneficial to employees if the Shire contributed matching payments on a scale up to 5.5%. That is; 1% for 1%, 2% for 2% etc up. This would enable those employees who could possibly afford to contribute less than 5% to obtain a matching contribution. To address the current 5% for 5.5% at the top end it is proposed to go to a 6% for 6% at the top end and match 5% with 5%.

The same issue was raised recently at a meeting of the NEWROC Shared Financial Services Group (the DCEOs meet regularly to look at systems and issues across NEWROC).

**Current Contributions**

Employee	Shire
1%	0%
2%	0%
3%	0%
4%	0%
5%	5.5%
6%	5.5%
>6%	5.5%

**Proposed Contributions**

Employee	Shire
1%	1%
2%	2%
3%	3%
4%	4%
5%	5%
6%	6%
>6%	6%

**Comment:**

Currently only 11 out of 22 eligible employees are taking advantage of the additional payments. While not all employees will be in a financial position to make additional contributions some may be able to make smaller payments and receive matching contributions.

A clause may need to be included in the policy to account for any employees currently making the 5% contributions and receiving 5.5% matching contributions to continue with that arrangement if they did not wish to increase their contributions to 6%.

**Statutory Environment:**

Nil

**Policy Implications:**

It is proposed to formally adopt a Council Policy on superannuation contributions.

**Financial Implications:**

The current superannuation contribution from Council is \$113,584 p/a. This comprises the 9% guarantee and some 5.5% contributions. The maximum possible exposure to Council if all employees made co-contributions under the current arrangements is \$142,339 p/a. (It is possible for this to occur at any time although unlikely.) Under the 6% proposal the maximum exposure is \$147,247 p/a if every employee moved to make the maximum co-contribution.

If the only change was that employees currently contributing 5% (5.5% matching) moved to 6% (6% matching) then the total increase in Council contributions would be \$2,680 p/a.

It would be anticipated, and it is the purpose of the proposal, that some of the employees currently not making any co-contributions would make at least some contributions.

By giving the proposed policy an implementation date of 1 July 2012 and notifying employees immediately it is likely that Council will be able to know the budget requirements when adopting the 2012/2013 budget.

**Strategic Implications:**

It is intended that the adoption of this policy helps make the Shire of Mukinbudin more attractive to employees and enhance recruitment and retention.

**Recommendation:**

That Council adopt a Council Policy 1.2.9 "Superannuation Payments" and that the Policy allows for:

- matching contributions above the 9% superannuation guarantee for amounts in whole percentage points from 1% to 6%;
- a clause capping the total Shire contribution to 15% should the superannuation guarantee increase from the current level of 9%;
- employees currently contributing 5% and receiving 5.5% to continue this arrangement; and
- an implementation date of 1 July 2012.

**Council Decision Number –**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr**

**That Council adopt a Council Policy 1.2.9 “Superannuation Payments” and that the Policy allows for:**

- 1. Matching contributions above the 9% superannuation guarantee for amounts in whole percentage points from 1% to 6%;**
- 2. A clause capping the total Shire contribution to 15% should the superannuation guarantee increase from the current level of 9%;**
- 3. Employees currently contributing 5% and receiving 5.5% to continue this agreement; and**
- 4. An implementation date of 1 July 2012.**

**Carried /**

**Motion Lapsed.**

**Ellen Della Bosca left the meeting at 4.19pm and returned at 4.26pm**

<b>8.2.7 Chief Executive Officer's Report</b>	
Location:	Shire
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	14 March 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

## **1. Meetings**

16/17 Feb	Interviews – Horticulturalist and Depot CEO, DCEO, WS
20/21 Feb	NEWROC Waste Management Study Tour CEO, WS, Cr Lancaster
22 Feb	Spring Festival Meeting CEO, Cr Shadbolt
28 Feb	NEWROC Council @ Wyalkatchem CEO, Cr Shadbolt
1 March	Great Eastern Zone WALGA DCEO, Cr Comerford
12 March	Pool Tender Stage Two CEO, DCEO, CSO, Pool Manager
14 March	Bill Crook – Rates Meeting CEO and Councillors
14 March	Caravan Park Campers Kitchen Design Meeting CEO, Caravan Park Manager and Councillors
15 March	Berringbooding Tank Meeting with Dept of Water CEO, Crs Watson and Palm

## **2. Staff**

### **New**

David Smith – Horticulturalist  
Brian Morrell – Works Crew

Cleaning Staff – A review of all cleaning staff positions has yet to be finalised.

NRMO – No applications for this position were received. The CEO has negotiated with the Shires of Nungarin and Trayning to purchase one day a week of their new job sharing NRMOs.

### **3. Current/Emerging Issues**

#### **Recommendation**

That Council note the Chief Executive Officer's Report.

#### **Council Decision Number – 608**

Voting Requirements – Simple Majority

**Moved: Cr O'Neil**

**Seconded: Cr Lancaster**

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

**Carried 8/0**

**Cr Watson left the meeting at 4.28pm**

**Ellen entered the meeting at 1.51pm**

<b>8.3.1 Building Act 2011</b>	
Location:	Shire
File Ref:	
Applicant:	Julian Goldacre - EHO
Date:	14 March 2012
Disclosure of Interest:	NIL
Responsible Officer	Julian Goldacre - EHO
Author:	Julian Goldacre - EHO

### **Attachments**

- No. 1 - 'Building Act 2011 - The New Terms'
- No. 2 - 'Roles and responsibilities of Permit Authorities'
- No. 3 - Building Permit Approvals Process – Uncertified Applications
- No. 4 - Building Permit Approval Process – Certified Applications
- No. 5 - Occupancy Permit /Building Approval Certificate Process
- No. 6 - Table of Proposed Delegations for the New Building Act 2011
- No. 7 - Proposed Fee Structure under the New Building Act 2011

### **Background**

The State Government has progressed through Parliament legislation that will change the future of the building approvals process throughout Western Australia (WA).

The *Building Act 2011* was given Royal Assent on 11 July 2011 and is expected to be proclaimed together with supporting Regulations on 2 April 2012.

The new Act aligns with the following recently proclaimed complementary Acts:

- *Building Services( Registration ) Act 2011;*
- *Building Services (Complaint Resolution & Administration) Act 2011; and*
- *Building Services Levy Act 2011.*

The *Building Act 2011* will replace Parts VIII, IX and XV of the current *Local Government (Miscellaneous Provisions) Act 1960* as the building control legislation. The existing Building Regulations 1989 will be replaced by the Building Regulations 2012 to support the new *Building Act 2011*.

With the introduction of the new *Building Act 2011* there will be key changes that will affect local governments as it will introduce changes such as:

- Private Certification (allows plans to be approved outside of the Shire)
- Permit Authorities and Special Permit Authorities
- Timeframe for approvals.
- Occupancy Permits and Building Approval Certificates.
- Applying for Building Permit when ready to build or occupy.
- Consent to affect other land.
- Local government no longer able to certify their own building projects

The Act will also set out the role of local government (Permit Authority) which can be categorised into the following three (3) main functions:

1. Building Approval Certificates (Uncertified Applications);
2. Permit approval and issue (Building and Occupancy Permits); and
3. Enforcement.

Within the Act there are new terms used and the Building Commission has released a paper with the common terms used in the Act (**Refer to Attachment No. 1**). Furthermore the roles and responsibilities of a Permit Authority is also attached (**Refer to Attachment No. 5**).

The intent of the Act is to give the head of power to enable matters to be done and the Regulations will deal with the day to day operation of the Act.

#### **Comment**

The *Building Act 2011* will replace much of the *Local Government (Miscellaneous Provisions) Act 1960*, and amends a range of associated Acts. The key objectives of the new Act are:

- To provide a comprehensive system of building control in WA;
- Reduce building approval times;
- Set standards for building and demolition work in WA; and
- Deal with building or demolition work that affects other land.

The Act will bring significant changes to the building approvals process, from the design stage through to the occupation of a building and covers all types of buildings within WA. It will establish Permit Authorities, to issue permits and notices/orders, ensure enforcement of permits and retain building records. A Permit Authority can be a local government, Special Permit Authority (a group of local governments) or State Government.

The *Building Act 2011* enables local governments to deal with issues it cannot deal with under existing legislation, for example, the removal of fences without consent. In addition, the penalties for non - compliance are quite severe in that there are in some offences with escalating penalties up to gaol terms for repeat offenders. This enables the local government to take a more proactive role in enforcement of the building control legislation to ensure buildings are constructed in compliance with legislative requirements and appropriate standards within the community.

It is an expectation that local government will be carrying out routine inspection to ensure compliance with building standards and procedures in accordance with the Act. It is anticipated that there will be an additional role for the local government to undertake audits of applications being submitted for accuracy and compliance with the relevant codes and standards.

Under the Act, a local government will be a Permit Authority and this is a separate function to that of a certifier. The Permit Authority checks that the application is complete and has the associated certificate (Certificate of Design Compliance) included within the application. The required permits and supporting certificates are:

Permit	Certificate Required with Permit Application
--------	--

Building Permit	Certificate of Design Compliance	
Demolition Permit	Nil	
Occupancy Permit	<b>New Buildings (with a current Certificate of Design Compliance)</b>	<b>Existing Buildings</b>
	Certificate of Construction Compliance	Certificate of Building Compliance; or Building Approval Certificate

The above certificates will only confirm that the building conforms to building regulations and requirements. It may, but does not have to, certify that the building meets other laws or requirements such as the Shire's Town Planning Scheme, environmental health and engineering requirements, heritage requirements and the like. It will be the role of the Permit Authority to ensure that the application is consistent with these requirements, including any other that are specific to the local government - such as footpath deposits, and the Permit Authority will also be required to ensure that all levies and fees are paid.

The Permit Authority will be responsible for issuing all relevant permits under the Act, including:

1. Building Permits;
2. Demolition Permits;
3. Occupancy Permits; and
4. Building Approval Certificates.

The local government as the Permit Authority will be required under the Act to still provide a certification service for Class1 and 10 buildings (single house on a single lot and incidental structures to dwellings) where it will be required to issue a certificate that the building complies with the Building Code (Certificate of Design Compliance) and other associated legislation. The local government as a service to the community may also provide a certification service for all other classifications of buildings (public & commercial) where certification from a registered building surveyor is required under the Act.

To provide this service all necessary requirements under the *Local Government Act 1995* are required to be met, in particular:

- Section 3.18 Performing executive functions; and
- Section 3.59 Commercial enterprises by local government.

Certification documents can only be signed by a registered building surveyor. On the other hand, Permits can only be signed by 'authorised persons'.

Registered building surveyors are those who are accredited through the Building Commission and at the time of the proclamation of the Act hold a current accreditation. The position of Building Surveyor accredited by the Building Commission cannot be delegated as it is a statutory function under the *Building Act 2011* and *Building Services (Registration) Act 2011*. The Author has accreditation by the Building Commission for this role.

The powers that the local government has can be delegated to the Chief Executive Officer through Section 5.42 of the *Local Government Act 1995*. The Chief Executive Officer can then in turn sub-delegate those powers to an authorised person through the delegation of Section 5.44 of the *Local Government Act 1995*.

As one of the principles of the Act is to provide a reduction in the approval times for building approvals, the timeframes specified for processing applications will be tight and require local governments to perform at the most efficient level.

Applications can be either 'uncertified' or 'certified'. Uncertified applications will be required to be determined in 25 business days (**Refer to Attachment No. 2**). Certified applications are required to be determined in 10 business days (**Refer to Attachment No. 3**). The timeframes overall (**Refer to Attachment No. 6**) are important to be adhered to as failure to achieve the specified timeframes will result in the application being deemed refused and the full application fees refunded to the applicant. Notwithstanding the refund and the refusal the application will still be required to be determined for no fee and furthermore the determination is appealable through the State Administrative Tribunal (SAT).

During the assessment if there is any additional information required the local government may 'stop the clock' and request the additional information to be provided within 21 days. Upon the receipt of the additional information within the specified timeframe the 'clock is reset' and the local government is to continue to assess the application within the specified timeframe. If the additional information is not received within the specified timeframe then the application is deemed refused and the fees are retained. The local government as the Permit Authority is also responsible to issue the Occupancy Permit which will enable a building to be occupied (**Refer to Attachment No. 4**). Occupancy permits are required for all other classification of buildings (commercial premises - Class 2, 3, 4, 5, 6, 7, 8 and 9) and replace the now Certificate of Classification.

The issuing of an Occupancy Certificate requires an inspection to be undertaken by a registered building surveyor and if the building is compliant with the Building Permit issued by the Permit Authority a Certificate of Construction Compliance can be issued. The owner of the building is then required to apply through the Permit Authority for an Occupancy Permit. The timeframe for determining the Occupancy Permit application is 10 business days with the ability to request for additional information to be provided within 21 days. Applications not determined in the specified timeframes require the application fees are to be refunded to the applicant.

Essentially, the implications of the Act on the Shire's current procedures relating to the processing of building applications is that the applicant when applying for a building permit (building licence) must ensure that all relevant approvals applicable to the development have been obtained before making the application to the local government for a building permit (hence the recent front counter staff training sessions). This effectively ceases the common practice of lodging simultaneous applications for building and planning, or the local government holding applications for an extended period of time until the applicant finalises all outstanding requirements. The key differences between the existing and new building processes can be summarised as follows:

### *Current Process for Residential Class 1 and 10 and Commercial 2 to 9*

- Application lodged with local government.
- Assessed for Building Code Australia compliance.
- External referrals to other agencies (FESA, Water Corporation, etc.).
- Internal assessment for compliance with Planning, Environmental Health and Technical Services requirements.
- Approval issued.

### *Under the Building Act 2011*

#### *Uncertified Application Class 1 and 10*

- Applicant to obtain external approvals from FESA, Water Corporation, Heritage Council etc.
- Application lodged with local government.
- Assessed for Building Code Australia compliance.
- Internal assessment for compliance with Planning, Environmental Health and Technical Services requirements.
- Approval issued.

#### *Certified Application Class 1 and 10 and 2 to 9*

- Applicant to obtain all required approvals necessary from FESA, Water Corporation, Heritage Council and the Shire's Planning, Environmental Health and other authorities as required and Technical Services.
- Applicant obtains Certificate of Design Compliance (in relation to Building Code Australia compliance).
- Application lodged with local government.
- Internal assessment for compliance with Planning, Environmental Health and Technical Services requirements.
- Approval issued.

### *Delegation of Powers*

A Special Permit Authority or a local government will be able under section 127 of the *Building Act 2011* to delegate any of its powers or duties as a Permit Authority to an employee of the Special Permit Authority or a local government (under the *Local Government Act 1995* - section 5.36). The power and the duties of the Permit Authority in relation to both the approval or enforcement roles cannot be delegated to the private sector. The delegation is to be in writing, executed by, or on behalf of, the Special Permit Authority or local government. The person that has the delegated power cannot on delegate those powers to someone else.

The areas in the Act where reference to the local governments having the ability or requirements to perform tasks and delegation from the Council to employees as required is set out as follows (**More details refer to Attachment No. 7**):

- Section 20 - Grant of building permit;
- Section 21 - Grant of demolition permit;

- Section 22 - Further grounds for not granting an application;
- Section 50 - Grant of occupancy permit, building approval certificate Strata type properties
- Section 58 - Grant of occupancy permit, building approval certificate;
- Section 96 - Authorised persons;
- Section 110 - Building orders; and
- Section 139 - Presumptions about authority to do certain things.

Currently under the Shires Delegation Authority Register there is one section being C2 relating to Building Control. It is recommended that the existing delegations remain in place and until the Building Act 2011 becomes operative on the 2 April 2012; then the recommended delegations within this item along with the new fees are also enacted.

It is recommended that the following new delegation statements be added to the current Shires Delegation Authority Register and be promulgated upon the enacting of the *Building Act 2011* on the 2 April 2012:

#### *Grant of Building Permit*

This delegation is required to enable the Shire to effectively and efficiently fulfil its obligations under the Act in relation to the issuing of building permits to ensure good governance in building control.

Delegation Number	Grant of Building Permit
Officer	Delegation
Chief Executive Officer - Sub-Delegated to: Principal Building Surveyor	Authority to grant or refuse to grant building permits.
Reference	
<i>Building Act 2011</i> Section 20	

#### *Grant of Demolition Permit*

This delegation is required to enable the Shire to effectively and efficiently fulfil its obligations under the Act in relation to the issuing of demolition permits to ensure good governance in building control.

Delegation Number	Grant of Demolition Permit
Officer	Delegation
Chief Executive Officer - Sub - Delegated to: Principal Building Surveyor	Authority to grant or refuse to grant demolition permits.
Reference	
<i>Building Act 2011</i> Section 21	

#### *Further Grounds Not to Grant a Permit*

This delegation is required to enable the Shire to effectively and efficiently fulfil its obligations under the Act in relation to refusing permits due to incorrect or inconsistent applications to ensure good governance in building control.

<b>Delegation Number</b>	<b>Not to Grant a Permit</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub - Delegated to:</b> Principal Building Surveyor	Authority to refuse to grant Building Permits or Demolition Permits if it appears: 1. There appears to be an error in the documents or information provided in the application; or 2. If an application is inconsistent with: <ul style="list-style-type: none"> <li>• A function that the Permit Authority has under written law; or</li> <li>• An agreement between the Permit Authority and the applicant.</li> </ul>
<b>Reference</b>	
<i>Building Act 2011 Section 22</i>	

*Grant of Occupancy Permits, Building Approval Certificates for Strata type properties*

This delegation is required to enable the Shire to effectively and efficiently fulfil its obligations under the Act in relation to issuing Occupancy Permits and Building Approval Certificates for existing buildings to ensure good governance in building control.

<b>Delegation Number #</b>	<b>Grant of Occupancy Permit – Strata, Building Approval Certificate - Strata</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub-Delegated to:</b> Principal Building Surveyor	Authority to grant, modify or refuse to grant Occupancy Permits or Building Approval Certificates.
<b>Reference</b>	
<i>Building Act 2011 Section 50</i>	

*Grant of Occupancy Permits, Building Approvals/Certificates*

This delegation is required to enable the Shire to effectively and efficiently fulfil its obligations under the Act in relation to issuing Occupancy Permits and Building Approval Certificates for existing buildings to ensure good governance in building control.

<b>Delegation Number</b>	<b>Grant of Occupancy Permits, Building Approval Certificate</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub-Delegated to:</b> Principal Building Surveyor	Authority to grant, modify or refuse to grant Occupancy Permits or Building Approval Certificates.

Reference
<i>Building Act 2011</i> Section 58

#### *Authorised Persons*

This delegation is required to enable the Shire to effectively and efficiently fulfil its obligations under the Act in relation to the appointment of officers to conduct the duties of the Act to ensure good governance in building control.

Delegation Number	Authorised Persons
Officer	Delegation
Chief Executive Officer	Authority to appoint authorised persons for the purpose of the <i>Building Act 2011</i>
Reference	
<i>Building Act 2011</i> Section 96	

#### *Building Orders*

Within the Act permit authorities including local governments, will have the necessary power to ensure that work complies with a building or demolition permit, that buildings are used in accordance with an occupancy permit and that buildings comply with the building code and standards. The local government may take enforcement action when a building is built or demolished without a building or demolition permit. A permit authority that issued the permit may take enforcement action if building work:

- Contravenes a building, demolition or occupancy permit;
- Is unfit for use or occupancy;
- Is a danger to occupants or adjoining owners; or
- Is used in contravention of the Act or regulations.

The Building Act therefore provides greater power and expectations of local government in the role of building enforcement. This delegation will enable the Shire to deal with non-compliance matters in an effective and efficient manner to enable the Shire to fulfil its obligations under the Act in relation to issuing of orders to ensure good governance in building control.

Delegation Number	Building Orders
Officer	Delegation
Chief Executive Officer - Sub-Delegated to Principal Building Surveyor	Authority to issue Building Orders in relation to: <ul style="list-style-type: none"> <li>• Stop work, demolish/remove a building, alter a building or evacuate a building, where there is a contravention of a provision of the <i>Building Act</i>;</li> <li>• Take specific action to prevent contravention of the Act;</li> <li>• Finish an outward facing side of a wall;</li> <li>• Buildings which are considered as being unsafe or not fit for human habitation.</li> </ul>
Reference	

*Presumptions about Authority to do Certain Things*

This delegation is required to enable the Shire to have an appropriate person appointed under the Act to sign prosecution documentation as required.

Delegation Number	Presumptions About Authority to do Certain Things
Officer	Delegation
Chief Executive Officer	Authority to commence prosecution.
Reference	
Building Act 2011 Section 139	

*Building Act Fee Structure*

*Statutory Fees*

Statutory fees are fees prescribed by the state government and are set out in Regulations. The prescribed building fees as set out in the *Building Regulations 1989* are statutory fees imposed by the state government. Given these fees are not a fee charge by or a fee that the '*local government wishes to impose*', the local government is not required to advertise these statutory fees under the *Local Government Act 1995*.

The *Building Act 2011* statutory fees have been set for applications for building (Section 16 (l)), demolition (Section 16 (l)), and occupancy permits (Section 54(4) (d)). The Act also introduces a number of other applications which fees can now be charged for.

Currently, statutory building fees are set in Regulation 24 of the Building Regulations 1989. This Regulation will be amended to reflect the new rates and the various types of applications and permits that statutory fees will be applied to (**Refer to Attachment No. 8**). Additional permits and applications to which new statutory fees will be applied are as follows:

- Application for Occupancy Certificate;
- Application for temporary Occupancy Permit;
- Application for modification of an Occupancy Certificate; and
- Application for a replacement of an Occupancy Permit (or Certificate of Classification).

*Non-Statutory Fees*

Non-statutory fees are those which are imposed by the local government for a service which it has chosen to offer without any legislative requirement to do so. Under Section 6.19 of the *Local Government Act 1995*, non-statutory fees imposed by the local Government after the adoption of the Shire's budget are required to be advertised. When advertising the fee, the local government is required to advertise the fee charged and the service being delivered for the fee.

Under the *Building Act 2011*, the local government has the opportunity to provide a service to the community to carry out inspections for the purpose of either obtaining appropriate certificates to enable applications to be made to the local government for building related permits to be issued, or to carry out inspections for the builder if required under the issued Certificate of Design Compliance for the Building Permit. Also the builder is required to submit a Certificate of Completion to the local government within seven (7) days of completing the works.

The Certificate of Completion is to note that any inspections that were required (as stated on the Design Compliance Certificate) during construction have been carried out and that the required certificates of inspection have been attached to the Certificate of Completion. The inspections required during the construction can be carried out by any competent person and the local government may be requested or offer to undertake these inspections for the builder and as such charge the appropriate fee for this service.

As this is a non-statutory fee which is imposed by the local government it is required to be advertised in accordance with Section 6.19 of the *Local Government Act 1995*.

Based on the current salaries and overheads for the current building surveyor the recovery rate for a staff member is approximately \$45.00 per hour. When considering the fee for the service of doing inspections, allowances for the following provision should be taken into account:

1. Travel at \$0.91 per kilometre + time travelled based on Full Time Employee rate [FTE])
2. Inspection time -minimum 30 minutes; and
3. Administration and preparation of documentation - minimum 30 minutes (preparation, report, printing, registering and storage).

The minimum cost for an inspection would be 1 hour at \$45.00 per hour + \$0.91 per kilometre + time travelled, therefore it is recommended that the building inspection fee be a minimum of \$90.00 ++ .

Based on the above recommended inspection fees and the expected amount of inspections, the total revenue would not be a major trading activity in relation to the *Local Government Act 1995* and the Local Government (Function and General) Regulations 1996.

In summary the *Building Act 2011* establishes Permit Authorities with the power to administer building control and issue permits within its district and introduces reform in the processing and documentation in applying and issuing permits for building, demolition and occupancy. Provisions have been made in the Act to ensure appropriate delegations and appointments are adopted to ensure the Shire's obligations under the Act are complied with.

Fees for existing statutory applications have been amended and additional statutory fees for new application types have been included. Also under the Act there is the ability for the local government to provide additional services such as building inspections.

Local governments still maintain the responsibility for enforcement of non-compliance matters, with some increased powers to assist in the gathering of evidence and increased penalties for severe breaches of the Act.

It is recommended that Council adopt new delegations to enable the Shire to effectively and efficiently fulfil its obligations under the Act; and introduce fees for the Shire to undertake building inspections.

### **Consultation**

Honourable Simon O'Brien MLA Minister for Finance; Commerce; Small Business  
Mr T Bush President Australian Institute of Building Surveyors National & Principal Building Surveyor City of Belmont  
Mr J Mitchell Manager Developmental Services Coolgardie-Kambalda (formally at Merredin)  
Mrs M Dennis Manager Developmental Services Katanning  
Mr L Thomas PEHO/BS Goomalling-Dowerin  
Mr P Gow Building Commission Director  
Mr P Scalzi Building Commission  
Mr T Smith CEO

### **Policy Implications**

The Shire's building policies may be required to be reviewed following the promulgation and operation of the *Building Act 2011*

### **Statutory Requirements**

*Local Government Act 1995*  
*Local Government (Miscellaneous Provisions) Act 1960*  
*Building Act 2011*  
*Building Services Levy Act 2011*  
*Building Services (Complaint Resolution & Administration) Act 2011*  
Local Government (Function and General) Regulations 1996.  
Building Regulations 2012

### **Financial Implications**

Fees for certification of Class 1 and 10 buildings as required of a permit authority along with permit issuing is prescribed therefore not unlike present circumstances. Fees raised through building licenses for 2010-2011 were \$1017.84 which is reflective of the economic times. There is the potential of further income in the form of additional prescribed fees for the issuing of additional permits introduced into the new Act. The inspection service fees noted above has no cost benefit as it is a fee for service and based on recovery cost only.

### **Recommendation:**

1. That Council note the comments contained in this report relating to the *Building Act 2011*:
2. That Council upon promulgation of the *Building Act 2011* rescind the following Building Delegations being delegations 21- Demolition Licenses, 22 - License to Deposit Materials on or Excavate Adjacent to a Street, 23 - Notice of Required Alterations to Building and 24 - Stop Work Orders from the Delegation Authority Register and adopt the following new delegation title for delegation number 20 being 'Building Act functions' and insert the following delegation statements -

<b>Delegation Number 20 - A</b>	<b>Grant of Building Permit</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub-Delegated to:</b> Principal Building Surveyor	Authority to grant or refuse to grant building permits.
<b>Reference</b>	
<i>Building Act 2011 Section 20</i>	

<b>Delegation Number 20 - B</b>	<b>Grant of Demolition Permit</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub - Delegated to:</b> Principal Building Surveyor	Authority to grant or refuse to grant demolition permits.
<b>Reference</b>	
<i>Building Act 2011 Section 21</i>	

<b>Delegation Number 20 - C</b>	<b>Not to Grant a Permit</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub - Delegated to:</b> Principal Building Surveyor	<p>Authority to refuse to grant Building Permits or Demolition Permits if it appears:</p> <ol style="list-style-type: none"> <li>1. There appears to be an error in the documents or information provided in the application; or</li> <li>2. If an application is inconsistent with: <ol style="list-style-type: none"> <li>i) A function that the Permit Authority has underwritten law; or</li> <li>ii) An agreement between the Permit Authority and the applicant.</li> </ol> </li> </ol>
<b>Reference</b>	
<i>Building Act 2011 Section 22</i>	

<b>Delegation Number 20 - D</b>	<b>Grant of Occupancy Permits – Strata, Building Approval Certificate - Strata</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub-Delegated to:</b> Principal Building Surveyor	Authority to grant, modify or refuse to grant Occupancy Permits or Building Approval Certificates.
<b>Reference</b>	
<i>Building Act 2011 Section 50</i>	

<b>Delegation Number 20 - E</b>	<b>Grant of Occupancy Permits, Building Approval Certificate</b>
<b>Officer</b>	<b>Delegation</b>

<b>Chief Executive Officer - Sub-Delegated to:</b> Principal Building Surveyor	Authority to grant, modify or refuse to grant Occupancy Permits or Building Approval Certificates.
<b>Reference</b>	
<i>Building Act 2011</i> Section 58	

<b>Delegation Number 20 - F</b>	<b>Authorised Persons</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer</b>	Authority to appoint authorised persons for the purpose of the <i>Building Act 2011</i>
<b>Reference</b>	
<i>Building Act 2011</i> Section 96	
<b>Delegation Number 20 - G</b>	<b>Building Orders</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub-Delegated to</b> Principal Building Surveyor	Authority to issue Building Orders in relation to: <ul style="list-style-type: none"> <li>• Stop work, demolish/remove a building, alter a building or evacuate a building, where there is a contravention of a provision of the <i>Building Act</i>;</li> <li>• Take specific action to prevent contravention of the Act;</li> <li>• Finish an outward facing side of a wall; Buildings which are considered as being unsafe or not fit for human habitation.</li> </ul>
<b>Reference</b>	
<i>Building Act 2011</i> Section 110	

<b>Delegation Number 20 - G</b>	<b>Presumptions About Authority to do Certain Things</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer</b>	Authority to commence prosecution.
<b>Reference</b>	
<i>Building Act 2011</i> Section 139	

3. Note that the Schedule of Fees and Charges will be amended to incorporate the new statutory building fees set in the *Building Regulations 1989* as amended and gazetted;
4. That the Shire Schedule of Fees and Charges will be amended to incorporate the new statutory building fees set in the *Building Regulations 2012 Schedule 2* as (amended and gazetted) upon enactment of the *Building Act 2011*;
5. Approve the intention to introduce a building inspection service fee at \$45.00 + \$0.91 per kilometre + staff FTE time travelled;
6. Authorise the Shire to advertise the proposed building inspections service fee pursuant to Section 6.19 of the *Local Government Act 1995*.

**Council Decision Number – 597**

Voting Requirements – Majority

**Moved: Cr Comerford**

**Seconded: Cr Palm**

**That Council;**

- 1. note the comments contained in this report relating to the *building Act 2011*;**
- 2. upon promulgation of the *Building Act 2011* rescind the following Building Delegations being delegations 21 – Demolition Licences, 22-Licence to deposit Materials on or Excavate Adjacent to a Street, 23 – Notice of Required Alterations to Building and 24 – Stop Works Orders from the Delegation Authority Register and adopt the following new delegation title for delegation number 20 being 'Building Act Functions' and name the delegated 'authorised persons' as Chief Executive Officer Mr Trevor Smith and Principal Environments Health Officer/Building Surveyor Mr Julian Goldacre and insert the following delegation statements -**

<b>Delegation Number 20 - A</b>	<b>Grant of Building Permit</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub-Delegated to: Principal Building Surveyor</b>	Authority to grant or refuse to grant building permits.
<b>Reference</b>	
<i>Building Act 2011</i> Section 20	
<b>Delegation Number 20 - B</b>	<b>Grant of Demolition Permit</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub - Delegated to: Principal Building Surveyor</b>	Authority to grant or refuse to grant demolition permits.
<b>Reference</b>	
<i>Building Act 2011</i> Section 21	
<b>Delegation Number 20 - C</b>	<b>Not to Grant a Permit</b>
<b>Officer</b>	<b>Delegation</b>

<b>Chief Executive Officer - Sub - Delegated to:</b> Principal Building Surveyor	Authority to refuse to grant Building Permits or Demolition Permits if it appears: 1. There appears to be an error in the documents or information provided in the application; or 2. If an application is inconsistent with: i) A function that the Permit Authority has underwritten law; or ii) An agreement between the Permit Authority and the applicant.
<b>Reference</b>	
<i>Building Act 2011 Section 22</i>	
<b>Delegation Number 20 - D</b>	<b>Grant of Occupancy Permits – Strata, Building Approval Certificate - Strata</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub-Delegated to:</b> Principal Building Surveyor	Authority to grant, modify or refuse to grant Occupancy Permits or Building Approval Certificates.
<b>Reference</b>	
<i>Building Act 2011 Section 50</i>	
<b>Delegation Number 20 - E</b>	<b>Grant of Occupancy Permits, Building Approval Certificate</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub-Delegated to:</b> Principal Building Surveyor	Authority to grant, modify or refuse to grant Occupancy Permits or Building Approval Certificates.
<b>Reference</b>	
<i>Building Act 2011 Section 58</i>	
<b>Delegation Number 20 - F</b>	<b>Authorised Persons</b>
<b>Officer</b>	<b>Delegation</b>

<b>Chief Executive Officer</b>	Authority to appoint authorised persons for the purpose of the <i>Building Act 2011</i>
<b>Reference</b>	
<i>Building Act 2011</i> Section 96	
<b>Delegation Number 20 - G</b>	<b>Building Orders</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer - Sub-Delegated to</b> Principal Building Surveyor	Authority to issue Building Orders in relation to: <ul style="list-style-type: none"> <li>• Stop work, demolish/remove a building, alter a building or evacuate a building, where there is a contravention of a provision of the <i>Building Act</i>;</li> <li>• Take specific action to prevent contravention of the Act;</li> <li>• Finish an outward facing side of a wall; Buildings which are considered as being unsafe or not fit for human habitation.</li> </ul>
<b>Reference</b>	
<i>Building Act 2011</i> Section 110	
<b>Delegation Number 20 - G</b>	<b>Presumptions About Authority to do Certain Things</b>
<b>Officer</b>	<b>Delegation</b>
<b>Chief Executive Officer</b>	Authority to commence prosecution.
<b>Reference</b>	
<i>Building Act 2011</i> Section 139	
<p>3. Note that the Schedule of Fees and Charges will be amended to incorporate the new statutory building fees set in the <i>Building Regulations 1989</i> as amended and gazetted;</p> <p>4. That the Shire Schedule of Fees and Charges will be amended to incorporate the new statutory building fees set in the <i>Building Regulations 2012 Schedule 2</i> as (amended and gazetted) upon enactment of the <i>Building Act 2011</i>;</p> <p>5. Approve the intention to introduce a building inspection service fee at \$45.00 + \$0.91 per kilometre + staff FTE time travelled;</p> <p>6. Authorise the Shire to advertise the proposed building inspections service fee pursuant to Section 6.19 of the <i>Local Government Act 1995</i>.</p> <p>Carried 9/0</p>	

## The New Terms - What do they Mean?

(With *Building Act 2011* section numbers)

### Permit Authority - s124 to s127

A permit authority is the organisation that grants all the permits that are required under the new building approval system. It ensures that all statutory requirements for the lodgement of a permit application are met, and that the paperwork is complete.

It also has responsibility for keeping building records and providing building information to the Building Commission. A permit authority has an enforcement role and can issue building orders to require builders to rectify building work that doesn't meet approved requirements.

### Registered Building Surveyor - (*Building Services (Registration) Act*)

A registered building surveyor can work in either the private sector or the government sector. They are registered under the *Building Services (Registration) Act* in one of three tiers. A level 1 building surveyor can certify any building, a level 2 can certify a building no higher than 3 storeys and less than 2000sqm in area and until 30 June 2013 a building surveyor-technician can certify buildings no higher than 2 storeys and no more than 500sqm in area. After 30 June 2013 there will only be level 1 and 2 building surveyors. They are the only ones who can sign a certificate of design, construction or building compliance.

### Certified Application - All Buildings - s14

A certified application has a certificate of design compliance prepared before the application is lodged. The permit authority (normally the local government) will then issue the permit within 10 business days. If the prescribed time elapses without a permit being issued or the application being rejected, the application is deemed refused.

### Uncertified Application - Class 1 & 10 Buildings - s17

For prescribed buildings only (classes 1 and 10 in the National Construction Code), the *Building Act 2011* requires a local government, in its role as a permit authority, to accept an uncertified application. The permit authority must arrange for a registered building surveyor to sign a certificate of design compliance and issue the permit within 25 business days. If the prescribed time elapses without a permit being issued or the application being rejected, the application is deemed refused.

## **Building Permit - No building work without a building permit - s9**

A building permit under the *Building Act 2011* is essentially the same as a building licence under the *Local Government (Miscellaneous Provisions) Act*. On the day the *Building Act 2011* commences, all existing building licences issued under the old Act will have effect as building permits under the new Act.

## **Certificate of Design Compliance - s19**

All certified applications for a building permit must include a certificate of design compliance. This must be signed by a registered building surveyor and state that the building will comply with each building standard that applies to it. It can be issued by a local government (if the registered building surveyor is employed by the local government), or a registered building surveying contractor (if the registered building surveyor is employed by the contractor).

## **Demolition Permit - s15**

A demolition permit is required for any demolition work, when demolishing either a full building or part of a building.

A demolition permit under the *Building Act* is essentially the same as a demolition licence under the *Local Government (Miscellaneous Provisions) Act*. On the day the *Building Act 2011* commences, all demolition licences will have effect as demolition permits.

## **Notice of Completion - s33**

The builder or the demolition contractor must submit a notice of completion to the relevant permit authority within 7 days of completion of the building or demolition work. A notice of completion states the building work for which the permit was granted has been completed and is required for all buildings and incidental structures for which a building permit or demolition permit has been issued.

A notice of completion establishes the end date of the building or demolition permit for compliance and record keeping purposes. It also signifies the point from which the builder or demolition contractor has fulfilled his obligations regarding compliance with the *Building Act*.

## **Occupancy Permit - s40 to s65**

Except for class 1 and 10 buildings, before a completed building is occupied, an occupancy permit must be obtained from the permit authority. It is evidence that a building has been lawfully constructed and is safe to occupy for the use stated on the permit. An occupancy permit covers a number of different situations:

- To occupy a completed building
- To occupy temporarily an uncompleted building
- To approve an additional temporary use of a building
- To approve a permanent change of a building's use or classification
- For registration of a strata scheme or plan of re-subdivision
- To approve retrospectively unauthorised work
- To bring an existing building into the *Building Act* framework.

An application for an occupancy permit must be accompanied by a:

- Certificate of construction compliance (for new buildings); or
- Certificate of building compliance (for existing buildings).

On the day the *Building Act* commences, a certificate of classification for an existing building will be taken to be an occupancy permit. Buildings under construction will need an occupancy permit before they can be occupied.

## **Building Approval Certificate - s46 to s65**

This can be used in circumstances where an occupancy permit is not applicable, such as for class 1 and 10 buildings, or incidental structures. It provides certainty that a building or incidental structure meets the relevant requirements, and can be used to approve retrospectively previously unauthorised work. It can also be used for registration of strata title plans.

## **Certificate of Construction Compliance - s56**

A certificate of construction compliance, signed by a registered building surveyor, certifies that the building has been constructed in accordance with the certificate of design compliance and the building permit, all associated plans, specifications and conditions, and that the building is safe to occupy. The builder named on the building permit is responsible for constructing the building correctly.

## **Certificate of Building Compliance - s57**

A certificate of building compliance, signed by a registered building surveyor, certifies that an existing building complies with the applicable building standards.

For an existing building that was authorised under the laws of the time, the standards are those that applied at the time of its construction. The certificate of building compliance confirms that there are no obvious departures from the original building approval, and that it is safe to occupy.

For an existing, but unauthorised building, or for a change of use or classification, the applicable standards are those for new buildings. The registered building surveyor, when signing the certificate, is confirming that the building will perform to the level set for new buildings, for the proposed use or classification, and that it is safe to occupy.

DRAFT

## The Roles and Responsibilities of a Permit Authority

The permit authority is a fundamental part of the building approvals process. Its primary purpose is to ensure that all permit applications are correct and to issue permits to applicants and owners. The permit authority also has the role of record keeper and ensures conformity with the building laws.

## Changes for Local Government

In becoming a permit authority, there is a range of different choices that each local government will need to consider to make the most of the opportunities that the *Building Act 2011* brings. The Act requires local government to change the way they currently operate their building approvals systems.

## The New Role of Local Government

The role of local government in the new building approvals process is split between three main functions:

- Building certifying services
- Permit approval and issuing
- Enforcement

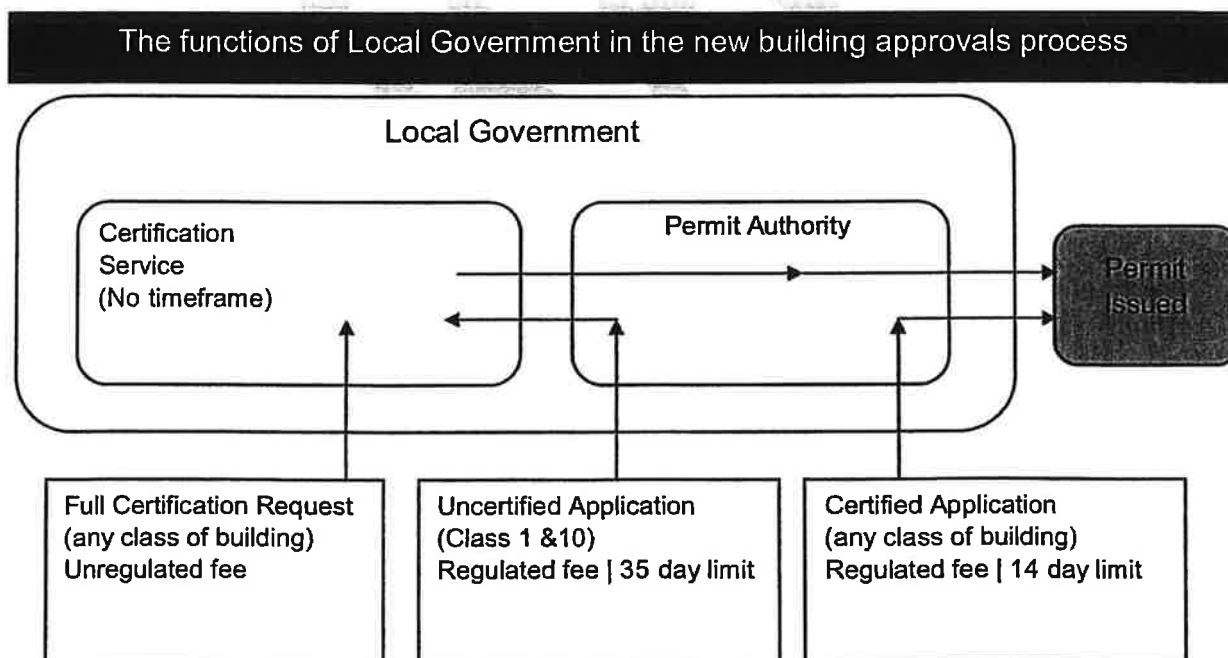


Figure 1

## Local Government Permit Authorities

### Permit Approval and Issuing

A local government will be a permit authority under the Act. This is a separate function to that of a certifier. The permit authority checks the application for a permit is complete and has the associated certificate included in the application. The permits and supporting certificates are:

Permit	Certificate	
Building Permit	Certificate of Design Compliance	
Demolition Permit	No Certificate	
Occupancy Permit	New Buildings (with a current Certificate of Design Compliance)	Existing Buildings
	Certificate of Construction Compliance	Certificate of Building Compliance

Table 1

A correctly filled out certificate mentioned in *Table 1* will only confirm that the building conforms to building regulations and requirements. It may, but doesn't have to, certify the building meets other laws or requirements, such as planning, health, fire or heritage requirements. It is the role of the permit authority to ensure that the application is consistent with these requirements, including any that are specific to the local government – such as footpath deposits. In addition the permit authority must ensure that all levies and fees are paid.

### Dealing with applications for building permits (s16 to s35)

The *Building Act* treats the process of certifying compliance with building standards; and the process of dealing with an application and issuing a building permit as separate processes. The certification of compliance is opened up to competition, and may be done by a local government in the same way as previously, or it may be done by a private sector building surveyor. Local governments can continue to offer the same service that they currently do, with less restriction on the fees charged or the time taken, and can offer enhanced services in competition with the private sector and other local governments if they wish.

### Request for certifying services

An applicant may ask a local government to provide a certifying service. This will let the applicant lodge a set of drawings and specifications with the local government for it to provide a certificate of design compliance, arrange for the completion of the building permit application form and then process the application as a certified application under section 14 of the *Building Act*. The

local government may charge whatever fee it wants to provide this service and there is no required time limit.

When the application is ready for lodgement the local government must then process the application within the time prescribed for a certified application. The prescribed time limits, and other formal requirements for certified applications, apply once the completed application form is lodged.

Unless an applicant presents a complete application for a certified application or an uncertified application on the appropriate forms (see below) the local government is entitled to consider any lodgement of drawings and specifications for approval as a request for certifying services. A local government should explain the two-stage process, the local government's policy and fees for the certifying service, and the options available to use a private certifier to lodge a certified application, or if appropriate, the right to lodge an uncertified application.

An application lodged in the form used under the repealed *Local Government (Miscellaneous Provisions) Act* can be treated as a request for certifying services. This service includes getting the information necessary to complete the new certified application form. When the form is completed the permit authority will lodge it and process it as a certified application.

#### **Certified Application (s14)**

If an applicant presents a completed application form for a certified application together with a certificate of design compliance it should be treated as a certified application under the *Building Act* section 14. The application must be processed within the prescribed time, and for the prescribed fee. If the application is not complete the permit authority may request further information under section 18. If the application does not comply with the requirements of section 16, or the permit authority is not satisfied under section 20 it may refuse the application.

A checklist of the requirements of section 16 and section 20 are detailed in *tables 3 and 4* within this guide.

#### **Uncertified Application (s17)**

If an applicant presents a completed application form for an uncertified application it must be processed within the prescribed time, and for the prescribed fee. An applicant may require the permit authority to deal with an application as an uncertified application, and in that case the prescribed time limits and fees will apply. If the application is not complete the permit authority may request further information under section 18. If the application does not comply with the requirements of section 16, or the permit authority is not satisfied under section 20 it may refuse the application.

# An Overview of the New Building Approvals System

## Building Permit Approvals Process – Uncertified Applications

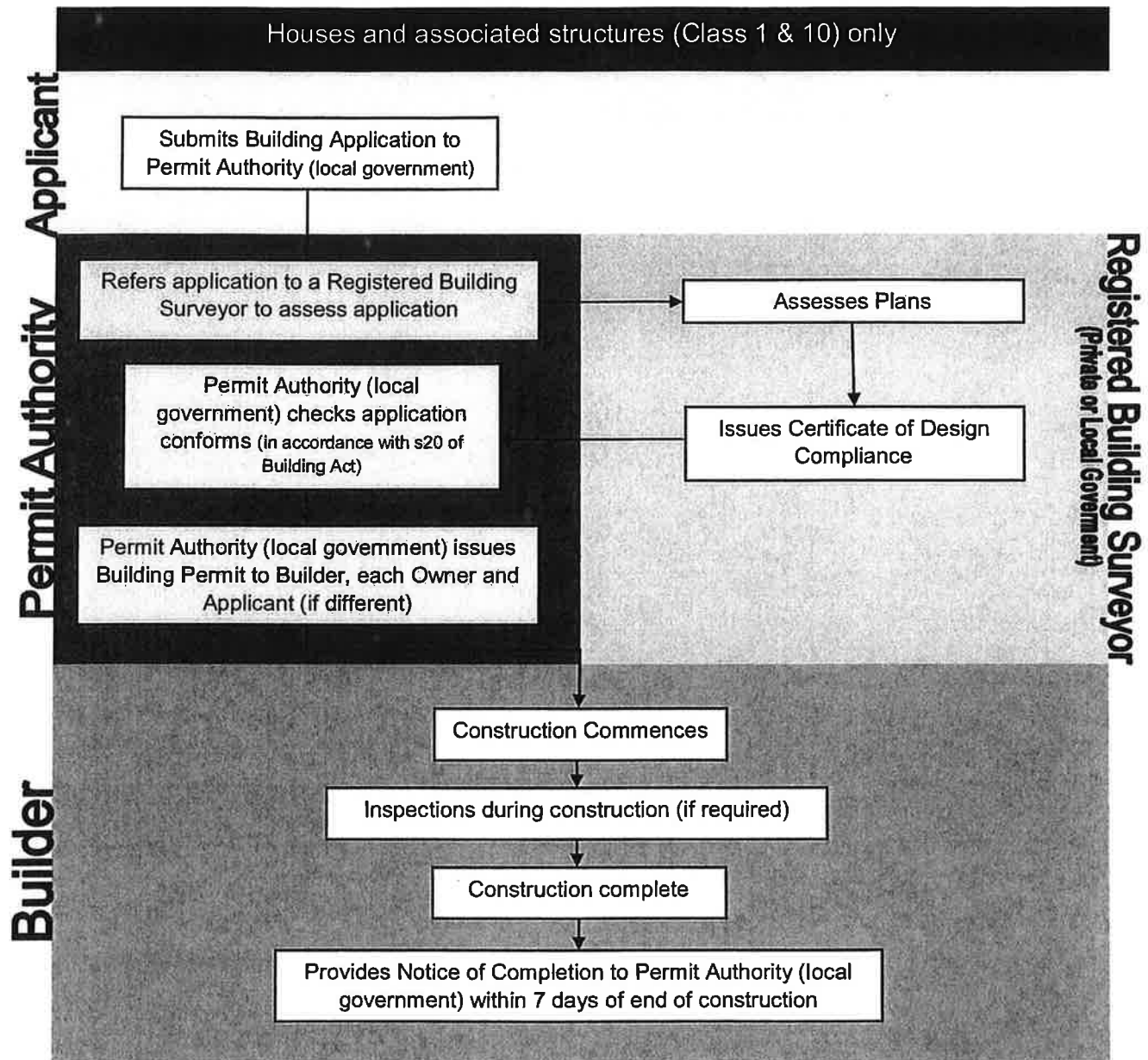


Figure 2

## Building Permit Approvals Process – Certified Applications

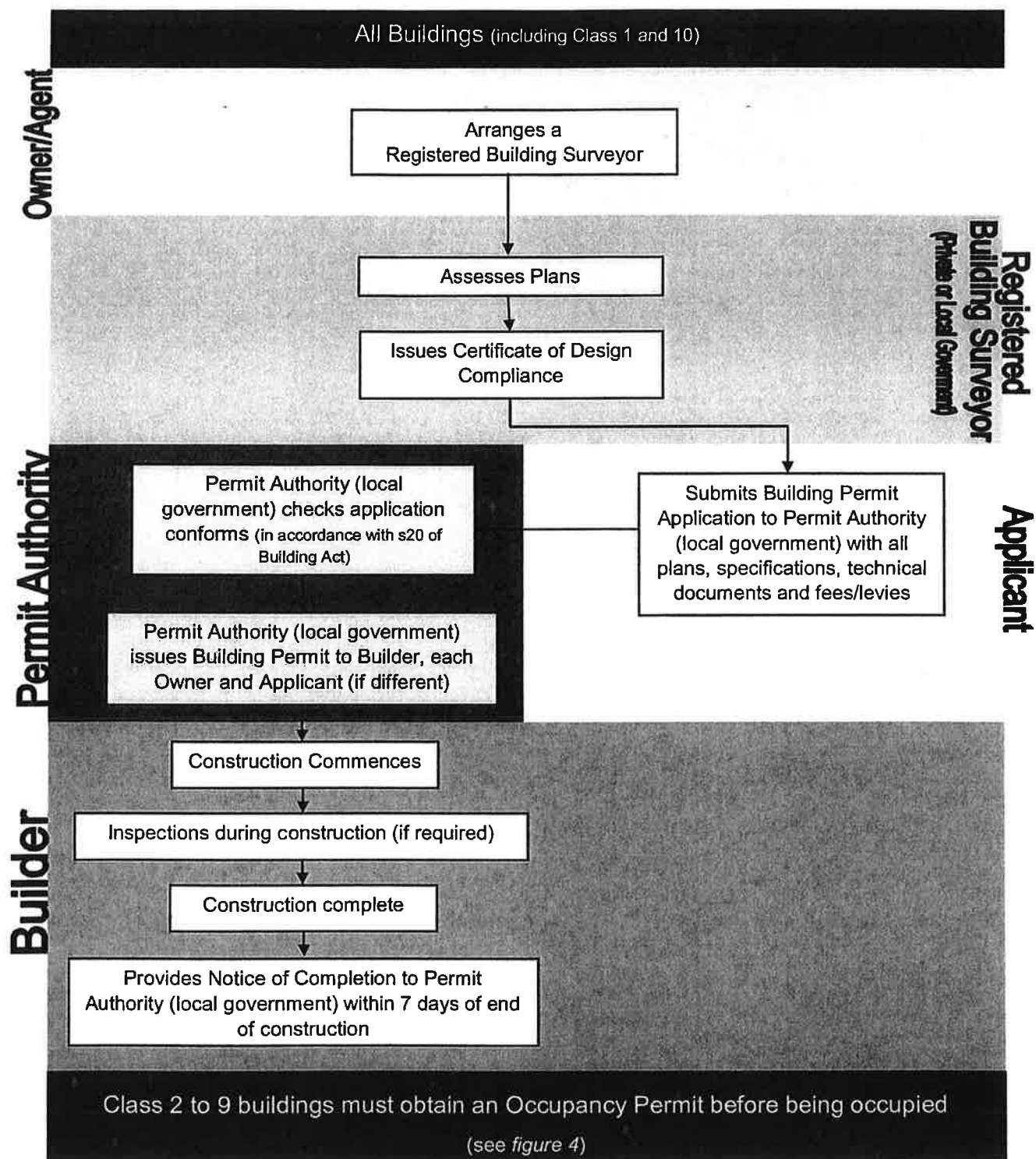


Figure 3

## ATTACHMENT 5

## Occupancy Permit/ Building Approval Certificate Process

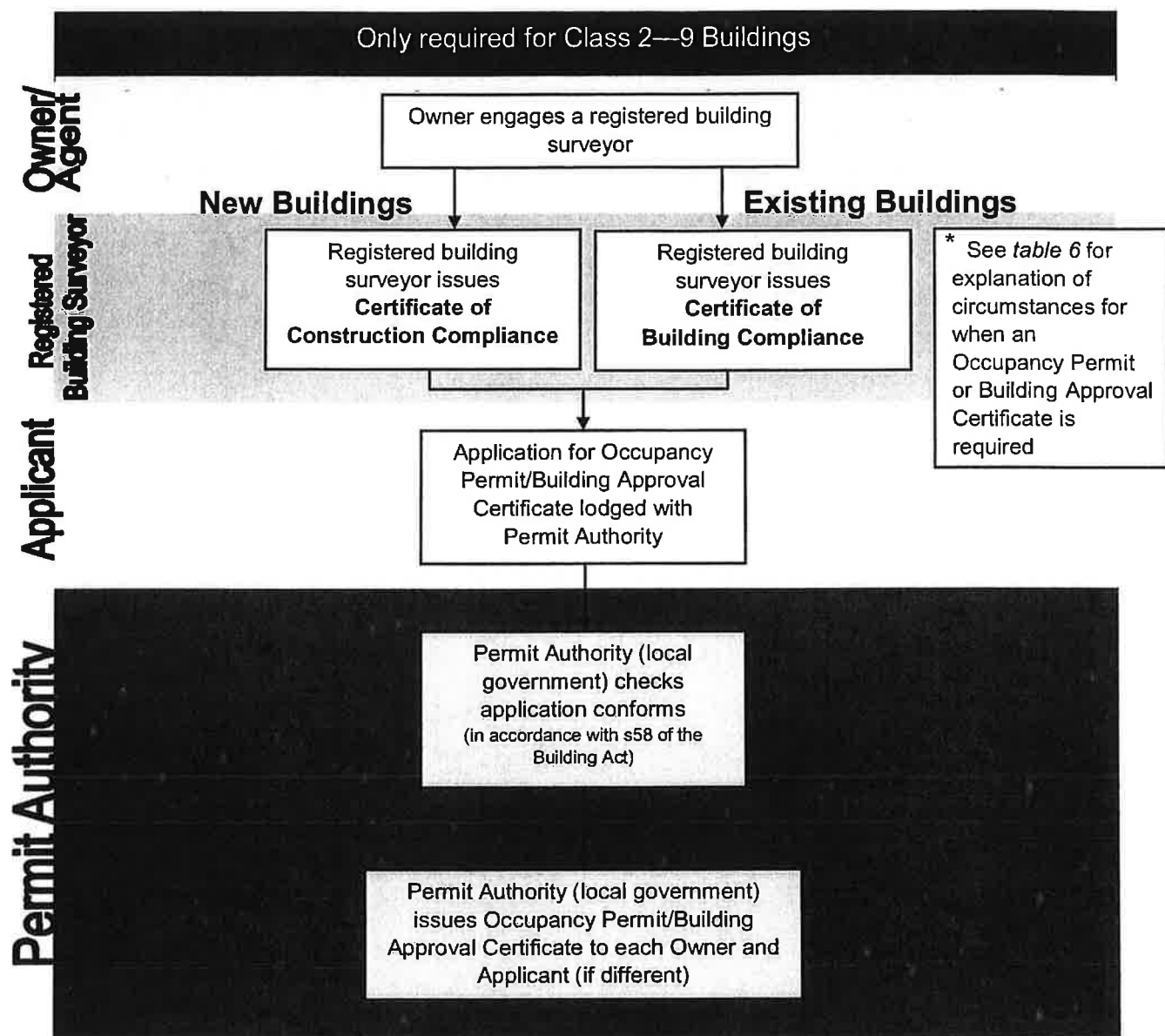


Figure 4

Item	Section of the Building Act	Section text "quoted"	Requirement of the Act	Delegation form Council required Y/N
1	6(3)	6. Permit authority for a building or incidental structure (3) If neither subsection (1) nor (2) applies, the permit authority for a building or incidental structure is the local government in whose district the building or incidental structure is, or is proposed to be, located.	This sub clause establishes who has authority over to be the permit Authority	No
2	7(2)(a) & (b)	7. Which permit authority to receive application (2) A permit authority that is the State or a special permit authority — (a) that on an application, grants a building permit, demolition permit or building approval certificate or grants or modifies an occupancy permit, must give the relevant local government details of the permit, modification or certificate; or (b) that receives a notice of completion under section 33 or a notice of cessation under section 34 must give the relevant local government details of the notice.	This sub clause is stipulating what is required to be given to the LG when a Building or occupancy permit is issued by another Permit Authority, being a State or Special Permit Authority.	No
4	7(3)	(3) In subsection (2) — relevant local government means the local government in whose district the building or incidental structure that is the subject of an application or notice is, or is proposed to be, located.	This sub clause is defining LG for the purpose of the Act.	No
5	20(q)	20. Grant of building permit (1) A permit authority to which a certified application or an uncertified application is made must grant the building permit if it is satisfied — (q) that the applicant, in relation to the building work, has complied or is complying with each provision of a local government policy or requirement, not being a written law, that is prescribed for the purposes of this paragraph; and	This sub clause is stipulating what the LG must check before it can issue a building permit. This would invoke the power to approve an application and as such would require the endorsement of the LG.	Yes

Item	Section of the Building Act	Section text "quoted"	Requirement of the Act	Delegation form Council required Y/N
6	21(m)	<p><b>21. Grant of demolition permit</b></p> <p>(1) The permit authority to which an application for a demolition permit is made must grant the demolition permit if it is satisfied —</p> <p>(m) that the applicant, in relation to the demolition work, has complied or is complying with each provision of a local government policy or requirement, not being a written law, that is prescribed for the purposes of this paragraph; and</p>	This sub clause n is stipulating what the LG must check before it can issue a building permit. This would invoke the power to approve an application and as such would require the endorsement of the LG.	Yes
7	22(2)(b)	<p><b>22. Further grounds for not granting an application</b></p> <p>(2) A permit authority to which an application is made must not grant a building permit or demolition permit if to do so would be inconsistent with —</p> <p>(a) a function that the permit authority has under any other written law; or</p> <p>(b) an agreement between the permit authority, or the local government in whose district the building or incidental structure is, or is proposed to be, located and the applicant.</p>	This sub clause is stipulating when an application can not be granted. References in the section refer to agreements that the LG may have. This would relate to a refusal and is required to be endorsed by the LG	Yes
8	58(f)	<p><b>Grant of occupancy permit, building approval certificate</b></p> <p>(1) A permit authority to which an application is made must grant or modify the occupancy permit or grant the building approval certificate applied for if it is satisfied —</p> <p>(f) that there is no current legal proceeding that has been instituted by the permit authority or a local government for a breach or alleged breach of a written law relating to the building or incidental structure; and</p>	This sub clause is stipulating what the LG must check before it can issue a building permit. This would invoke the power to approve an application and as such would require the endorsement of the LG.	Yes

Item	Section of the Building Act	Section text "quoted"	Requirement of the Act	Delegation form Council required Y/N
9	76(c) (ii)	<p>76. No encroachment without consent or court order</p> <p>(2) In subsection (1)(a) — owner —</p> <p>(c) in relation to a road, means —</p> <p>(i) the Minister for Lands; and</p> <p>(ii) whichever of the local government in whose district the road is situated, the Commissioner of Main Roads, or the Minister as defined in the Public Works Act 1902 section 2 who, under a written law, has the control and management of the road;</p>	This sub clause is identifying who the owner of land is for this part of the Act.	No
10	96(3)	<p>96. Authorised persons</p> <p>(3) A local government may, by instrument in writing, designate a person employed by the local government under the <i>Local Government Act 1995</i> section 5.36, as an authorised person for the purposes of this Act in relation to buildings and incidental structures located, or proposed to be located, in the district of the local government.</p>	This sub clause is stipulating that an Authorised person must be an employee of the LG. Under Section 5.42 of the LGA1995 the LG may delegate powers to the CEO. Under Section 5.44 of the LG A 1995 the CEO may delegate some powers to employees who are then a "Authorised person"	Yes
11	110	<p>110. Building orders</p> <p>(1) A permit authority may make an order (a <i>building order</i>) in respect of one or more of the following —</p> <p>(a) particular building work;</p> <p>(b) particular demolition work;</p> <p>(c) a particular building or incidental structure, whether completed before or after commencement day.</p> <p>(2) A building order must be in an approved form and must be directed to any one or more of the following persons as is appropriate in the case —</p>	This section of the Act enables Orders to be issued for non compliance matters in relation to buildings, demolition and incidental structures. This would invoke the power to issue the order and as such would require the endorsement of the LG.	Yes

Item	Section of the Building Act	Section text "quoted"	Requirement of the Act	Delegation form Council required Y/N
12	123 (1)(b)	<p>123. State Administrative Tribunal may disapply or modify subsidiary legislation about building etc.</p> <p>(1) In this section —  <i>building regulation or local law</i> means —  (a) a regulation under this Act; or  (b) a local law made by a local government under the Local Government Act 1995 about building work, demolition work, a standard for the construction or demolition of buildings or incidental structures, or the use and maintenance of, and requirements in relation to, existing buildings or incidental structures.</p>	This sub clause allows for the SAT to not apply or modify subsidiary legislation for the requirements to buildings under the Act.	No
13	123(4)	<p>Section text "quoted"</p> <p>(4) An order under subsection (2) has effect according to its tenor, despite anything in this Act or the <i>Local Government Act 1995</i>.</p>	This sub clause relates to the tenor of notices and enables the SAT to set alternative time frame than those noted in the LGA 1995.	No
14	124(3)	<p>124. State of WA as a permit authority</p> <p>(3) The Minister must inform each local government affected by a decision under subsection (2)(a) of the effect of the decision in relation to the local government.</p>	The sub clause relates to the Minister advising LG when the State is not considered to be a Permit Authority.	No

Item	Section of the Building Act	Section text "quoted"	Requirement of the Act	Delegation form Council required Y/N
15	125(e)	<p>125. Delegation of State's functions as permit authority</p> <p>(1) The Minister may delegate any power or duty of the Minister under section 124(2)(a) or (b) to a public body or an office holder in a public body.</p> <p>(2) In subsection (1) —  <i>public body</i> means —  but does not include a local government or regional local government.</p>	This sub clause stipulates that the Minister may delegate the functions of the State Permit Authority to a public body. This does not include a LG.	No
16	127(1)	<p>Delegation: special permit authorities and local governments</p> <p>(1) A special permit authority or a local government may delegate any of its powers or duties as a permit authority under another provision of this Act.</p>	This sub clause enables a permit Authority or LG to delegate powers or duties under the requirements of the Building Act.	no
18	127(3) & (4)	<p>(3) A delegation of a local government's powers or duties may be only to a person employed by the local government under the <i>Local Government Act 1995</i> section 5.36.</p> <p>(4) The delegation must be in writing executed by or on behalf of the special permit authority or by the local government.</p>	This sub clause stipulates to who the power can be delegated. For a LG powers can only be delegated to an employee of the LG.	No. Delegation at this level is given by the CEO.
19	132(3)	<p>132. Provision of information to Building Commissioner</p> <p>(3) A permit authority that is a special permit authority or a local government must provide a record or information requested under subsection (2) to the Building Commissioner in the prescribed manner.</p>	This sub clause stipulates the requirements for reporting to the Building Commission.	No

Item	Section of the Building Act	Section text "quoted"	Requirement of the Act	Delegation form Council required Y/N
20	133(1)(b)	<p><b>133. Prosecutions</b></p> <p>(1) A prosecution for an offence against this Act may be commenced by, and only by —</p> <p>(a) a permit authority or a person authorised to do so by a permit authority; or</p> <p>(b) a local government or a person authorised to do so by a local government.</p>	This sub clause stipulates to who the power for prosecution can be delegated. For a LG powers can only be delegated to an employee of the LG.	No. Delegation at this level is given by the CEO.
22	138(d) & (e)	<p><b>138. Allegations in prosecution notices</b></p> <p>(1) In proceedings for an offence against this Act, an allegation in the prosecution notice of any of the following matters is, in the absence of evidence to the contrary, taken to be proved —</p> <p>(d) that at a specified time the State, a specified special permit authority or a specified local government was a, or the, permit authority for a specified building or incidental structure;</p> <p>(e) that at a specified time a specified building or incidental structure was located in a specified local government district or, if located as proposed, would have been located in a specified local government district;</p>	This sub clause relates to proof of evidence in that a permit was required that the building is located in the required district for the legislation to apply	No

Item	Section of the Building Act	Section text "quoted"	Requirement of the Act	Delegation form Council required Y/N
23	139	<p>139. Presumptions about authority to do certain things</p> <p>(1) In the absence of evidence to the contrary, proof is not required in any proceedings for an offence against this Act —</p> <p>(a) that the prosecutor is authorised to commence the prosecution; or</p> <p>(b) that a signature on the prosecution notice alleging the offence is the signature of a person authorised to commence the prosecution.</p>	Sub section (b) has the reference that the person signing documents relating to prosecutions is required to be authorised. Any prosecution undertaken would need to be under the endorsement of the LG as it is the LG who is bringing the prosecution and therefore would invoke the power to approve a commencement of any action.	Yes
	140(2)(c)	<p>140. Proof of permits, declarations, obtained records</p> <p>(2) In subsection (1) —</p> <p><i>authorised certifier</i>, in relation to a permit authority —</p> <p>(c) that is a local government means the chief executive officer of the local government or a person acting with the chief executive officer's authority.</p>	This sub clause relates to who is able to certify records. The Act states that the CEO or person acting in the role of the CEO are designated as the "Authorised certifier"	No. as it is stipulated in Legislation.
24	143(5)	<p>143. Protection from liability</p> <p>(5) This section is in addition to the <i>Local Government Act 1995</i> section 9.56.</p>	This sub clause relates to the protection in liability. This sub clause supports Section 9.56 of the LGA 1995.	NO

Item	Section of the Building Act	Section text "quoted"	Requirement of the Act	Delegation form Council required Y/N
	166(2)	<p>166. <i>Local Government Act 1995</i> amended</p> <p>(1) This section amends the <i>Local Government Act 1995</i>.</p> <p>(2) After section 3.5(3) insert:</p> <p>(4A) Nothing in the <i>Building Act 2011</i> prevents a local government from making local laws under this Act about building work, demolition work, a standard for the construction or demolition of buildings or incidental structures, or the use and maintenance of, and requirements in relation to, existing buildings or incidental structures, as those terms are defined in section 3 of that Act.</p>	This sub clause reinforces the right and ability that the LG can make local laws.	No

8

## The New Building Act 2011

### Advice of Pending Fees and Charges Effective 2 April 2012

With the implementation of the New Building Act and Building Regulations scheduled for 2 April 2012, the Shire wishes to advise that it will initiate the following fees and charges relating to building work.

<b>Application for Building Permit - Class 1 and 10 building</b> Uncertified Application Certified Application	<i>Calculated inclusive of GST</i> 0.32% of estimated value but not less than \$90 0.19% of estimated value but not less than \$90
<b>Application for Building Permit - Class 2-9 building</b> Certified Application	0.09% of estimated value but not less than \$90
<b>Application to Amend a Building Permit (Uncertified Application)</b>	0.32% of estimated value but not less than \$90
<b>Request to provide Certificate of Construction Compliance</b> Includes one (1) onsite inspection and administration	\$90 minimum + Travel + Time Travelled + GST
<b>Request to provide Certificate of Building Compliance</b> Includes one (1) onsite inspection and administration	\$90 minimum + Travel + Time Travelled + GST
<b>Demolition Permit</b> Demolition of Class 1 and 10 buildings Demolition of Class 2-9 buildings	\$90 \$90 per storey
<b>Application for occupancy permit for completed Class 2-9 buildings</b>	\$90 per application
<b>Application for temporary occupancy permit for incomplete building</b>	\$90 per application
<b>Application for modification of occupancy permit for additional use of building on a temporary basis</b>	\$90 per application
<b>Application for replacement occupancy permit for permanent change of building use, classification</b>	\$90 per application
<b>Application for occupancy permit or building approval certificate for registration of strata scheme, plan or subdivision - Class 2-9 building</b>	\$100 or \$10 per strata unit, whichever is greater
<b>Application for occupancy permit or unauthorised class 2-9 building Certified</b>	0.18% of estimated value but not less than \$90
<b>Application for Building approval certificate for unauthorised work</b>	0.38% of estimated value but not less than \$90
<b>Application for occupancy permit for building with existing authorisation</b>	\$90
<b>Application for building approval certificate for building with existing authorisation (class 1 and 10 ) building</b>	\$90

<b>8.3.2 Silinger Chemical Shed Planning Application</b>	
Location:	Mukinbudin
File Ref:	Property
Applicant:	Julian Goldacre - EHO
Date:	14 March 2012
Disclosure of Interest:	NIL
Responsible Officer	Julian Goldacre - EHO
Author:	Julian Goldacre - EHO

#### **Attachments:**

1. Planning Application Schedule 6 form
2. Plan of proposed shed and location

#### **Background**

On the 14 March 2012 Mr Silinger presented with plans for a shed to house agricultural chemicals at the recently purchased newsagency located on Lot 4 Bent Street.

#### **Comment**

Pursuant to the Shire of Mukinbudin planning scheme No 4; Town Centre Zones require Council Discretion for developments. The shed covers an area of 306m<sup>2</sup> and the lean-to on the South side extends to the boundary. The function of the lean-to is to provide shelter when loading and unloading chemical supplies. Mr Silinger has informed the PEHO/BS that the concrete floor will be pitched towards the main shed to prevent any spillage entering the neighbouring property.

The proposed structure is in keeping with Shire of Mukinbudin planning scheme No 4; Town Centre Zone section 5.15.5 (b) in that the construction colour and materials used are in keeping with the existing surrounding structures including size and shape. The setbacks are acceptable for a lean-to on the boundary. The structure will be located behind the newsagents building.

The building structure will be assessed against the Building Code of Australia 2011 along with advice from Mr B Henderson at AgSafe.

#### **Consultation**

Mr Bevan Henderson AgSafe

#### **Policy Implications**

Nil

#### **Statutory Requirements**

Planning and Development Act 2005

Shire of Mukinbudin Town Planning Scheme No 4

#### **Financial Implications**

A planning fee of 0.32% of the estimated cost of development is applicable being \$192.00

Cr Steven Palm declared an Interest in the above

**Council Decision Number: 598**

Voting Requirements – Simple Majority

**Moved: Cr Sippe                      Seconded: Cr Lancaster**

**That Council allow Cr Palm to remain in the meeting for the discussion but be required to leave the chambers to vote.**

**Carried 8/0**

**Council Decision Number: 599**

Voting Requirements – Simple Majority

**Moved: Cr O'Neil      seconded: Ventris**

**That Council allow Cr Sippe to remain in the meeting for the discussion but be required to leave the chambers to vote.**

**Carried 7/0**

**Cr Palm left the meeting at 2.20pm**

**Cr Sippe left the meeting at 2.25pm**

**Council Decision Number – 600**

Voting Requirements – Simple Majority

**Moved: Cr Comerford                      Seconded: Cr Geraghty**

**That Council approve the development of the 306m2 shed structure at the rear of Lot 4 Bent Street Mukinbudin.**

**Carried 5/2**

**Cr Lancaster & Cr Watson voted against the motion**

**Cr Palm returned at 2.38pm**

**Cr Sippe returned at 2.38pm**

## SCHEDULE 6 - FORM OF APPLICATION FOR PLANNING APPROVAL

## APPLICATION FOR PLANNING APPROVAL

## OWNER DETAILS:

Name..... MATTHEW & AMBER SILINLER.....  
 Address..... PO BOX 108 MUKIMBUDIN..... Post Code..... 6477  
 Phone (work)..... 9047 1700..... (home)..... 9047 1787..... Fax..... 9047 1777..... E-Mail.....  
 Contact Person..... MATT SILINLER.....  
 Signature..... [Signature]..... Date..... 12/03/12  
 Signature..... [Signature]..... Date..... 12/03/12

*The signature of the landowner(s) is required on all applications. This application will not proceed without that signature.*

## APPLICANT DETAILS:

Name..... AS ABOVE.....  
 Address..... Post Code.....  
 Phone (work)..... (home)..... Fax..... E-Mail.....  
 Contact Person for correspondence.....  
 Signature..... Date.....

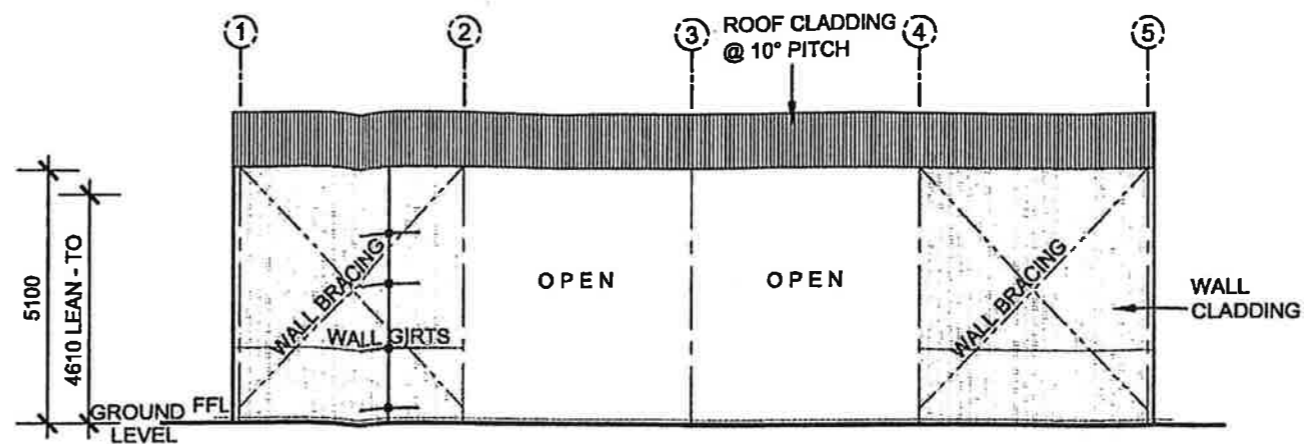
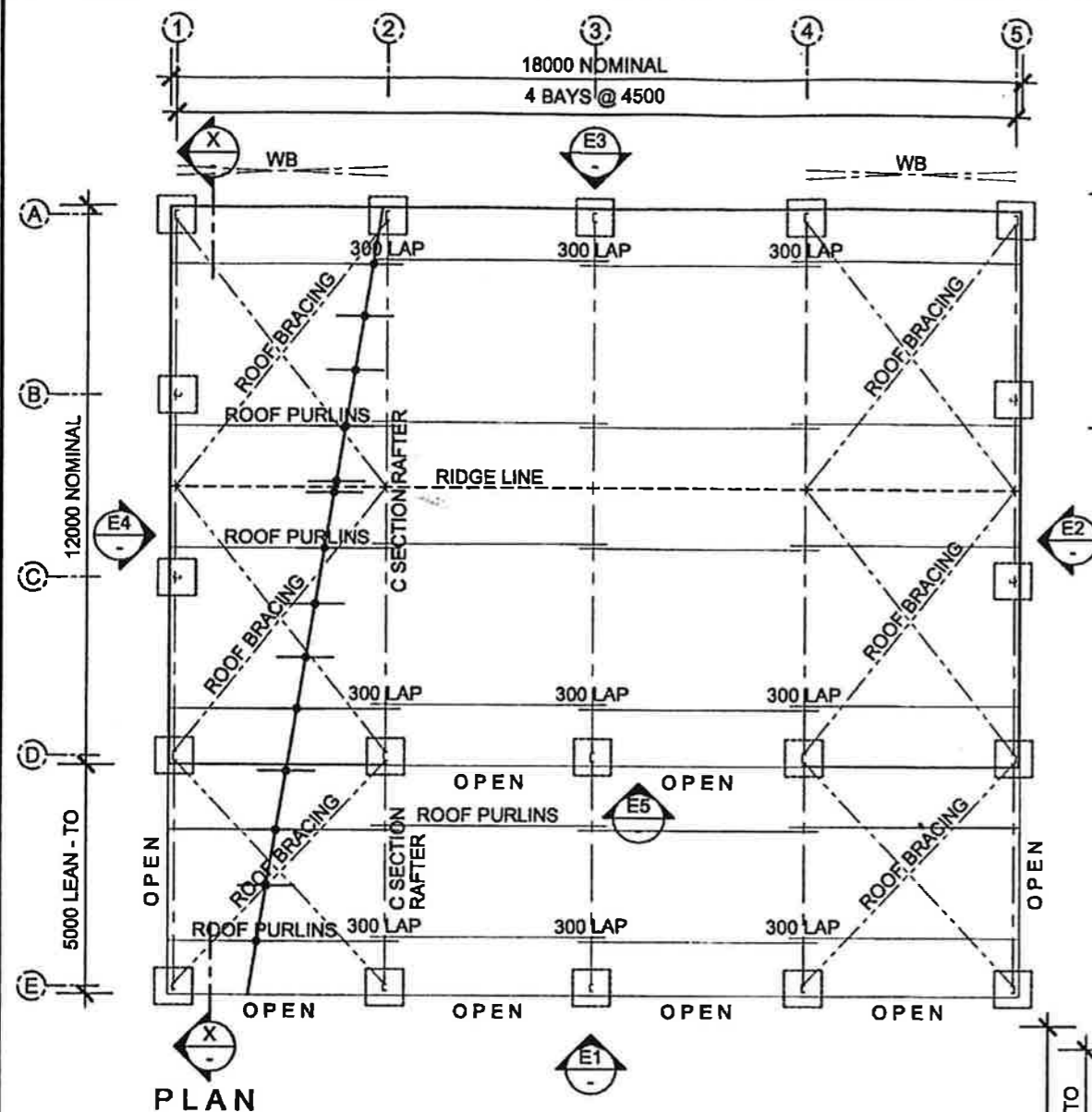
## PROPERTY DETAILS:

Lot No..... 4..... House/Street No..... 7..... Location No.....  
 Diagram or Plan No..... Certificate of Title No..... 1343..... Folio..... 551  
 Diagram or Plan No..... Certificate of Title No..... Folio.....  
 Title Encumbrances (eg, easements, restrictive covenants).....  
 Street Name..... BENT STREET..... Suburb..... MUKIMBUDIN  
 Nearest Street Intersection..... MADDOCK ST & BENT ST

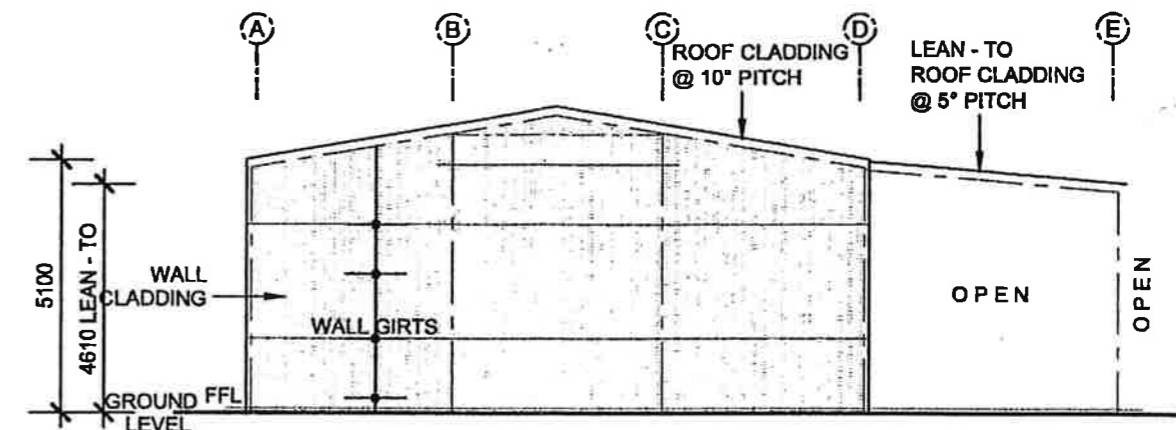
Existing Building/Land Use..... NEWS AGENCY  
 Description of proposed development and/or use..... NEWS AGENCY & AG SUPPLIES  
INCLUDING AG CHEMICAL SALES  
 Nature of any existing buildings and/or use..... NEWS AGENCY  
 Approximate cost of proposed development..... \$60,000.00  
 Estimated time of completion..... DEC 2012

## OFFICE USE ONLY

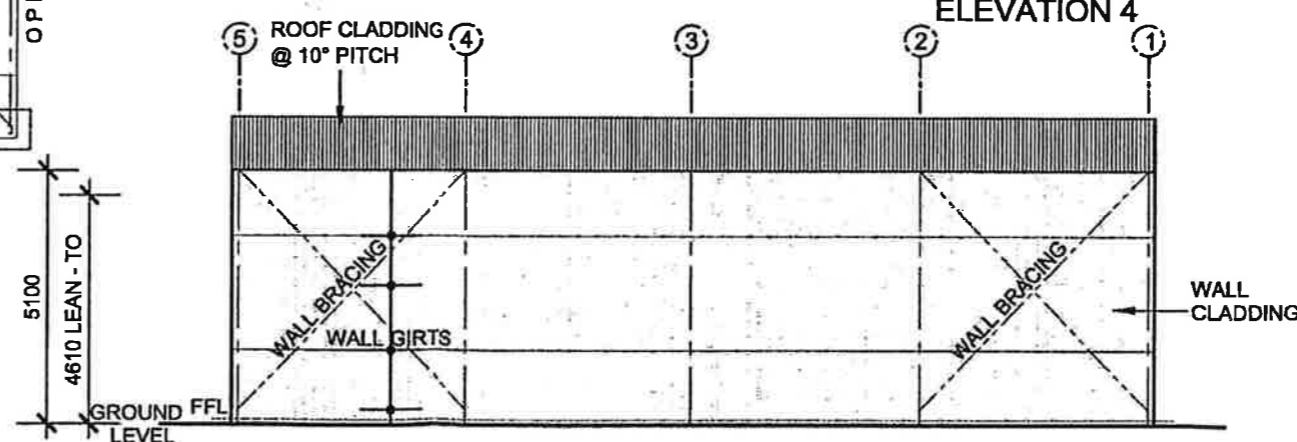
Acceptance Officer's Initials..... Date Received.....  
 Local government Reference No.....



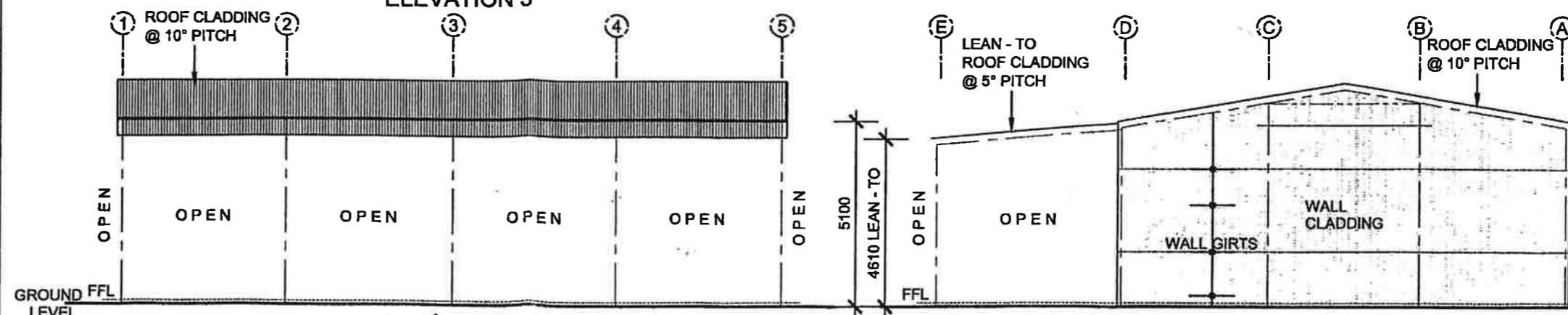
ELEVATION 5



ELEVATION 4



ELEVATION 3



ELEVATION 1

ELEVATION 2

SPECIFICATIONS		
SPANS		12000
HEIGHT (H)		5100
RAFTERS & COLUMNS	MAIN	C20024
	L-TO	C20015
PURLINS & GIRTS		TS6410 & TS6475, SPACING 1200 ENDS & 1700 INTERNALS
MULLIONS		C15024
APEX BRACES		C15024
BRACING		Ø 8mm ROD
CLADDING		0.42 BMT TRIMDEK
FLASHINGS		0.55 BMT
ROOF PITCH		10°
HEIGHT TO 5100 NAKED FOOTING SIZE		800 x 800 x 900 DEEP
DESIGN		
* WIND REGION A, TERRAIN CATEGORY 2 - 4.		
* WIND LOAD DESIGN TO AS1170		
* EARTHQUAKE ACCELERATION CO-EFFICIENT 0.15		
* SITE IDENTIFICATION: FOR SITE CLASSIFICATION A - S AS CONFIRMED BY INSPECTION TO AS2870.1		
* ALL WORKMANSHIP AND MATERIALS USED IN FABRICATION AND ERECTION SHALL COMPLY WITH ALL RELEVANT AUST. STANDARDS		



**GARAGE WHOLESALERS**  
UNIT 10, 11 HANSON STREET MADDINGTON, WA 6109  
Ph: 9459 9655 Fax: 9459 9644



Sam Nejad. B.Sc Eng, MIE Aust, CP Eng, NPER.  
PO Box 118, Geraldton, WA 6531 Ph/Fax: 99215312  
Mob: 0467579977 Email: snejad@peritasgroup.com.au

0	ISSUED FOR ENGINEERING APPROVAL
REV NO.	DETAILS

CLIENT : MUKINBUDIN STEEL  
ADDRESS: 7 BENT STREET, MUKINBUDIN WA 6479

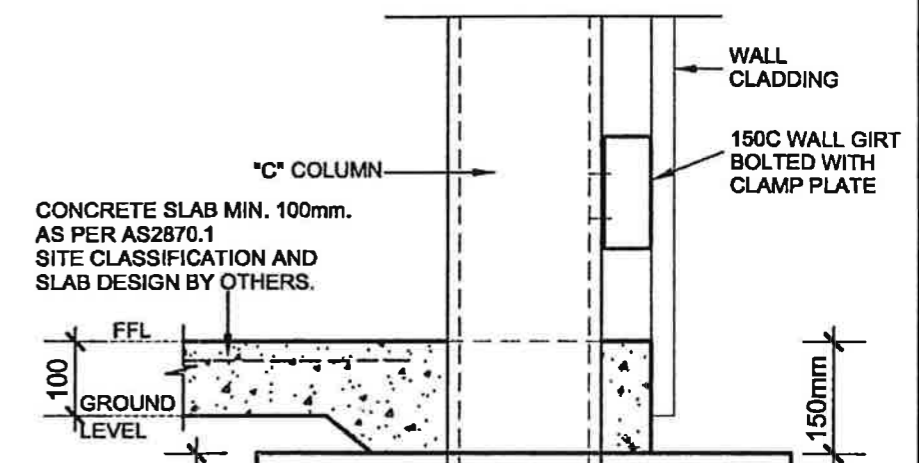
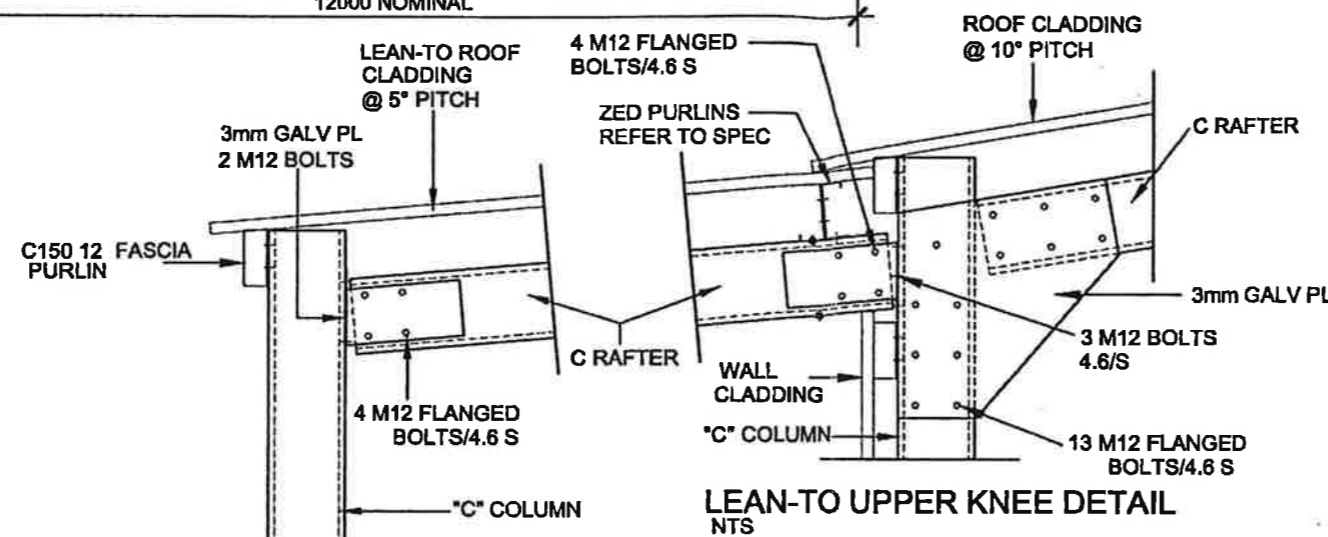
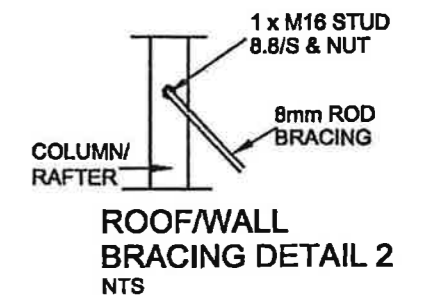
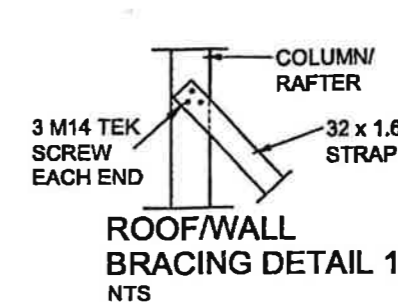
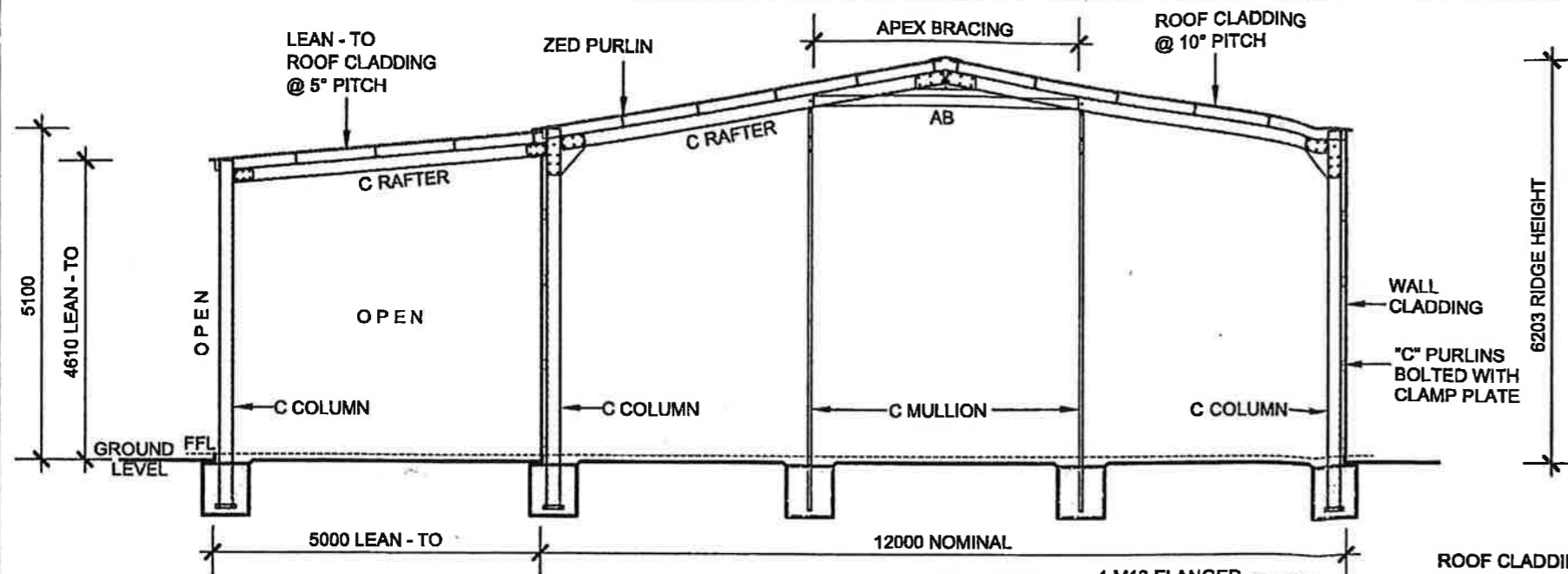
SALESMAN: CC

DATE: 16/02/12

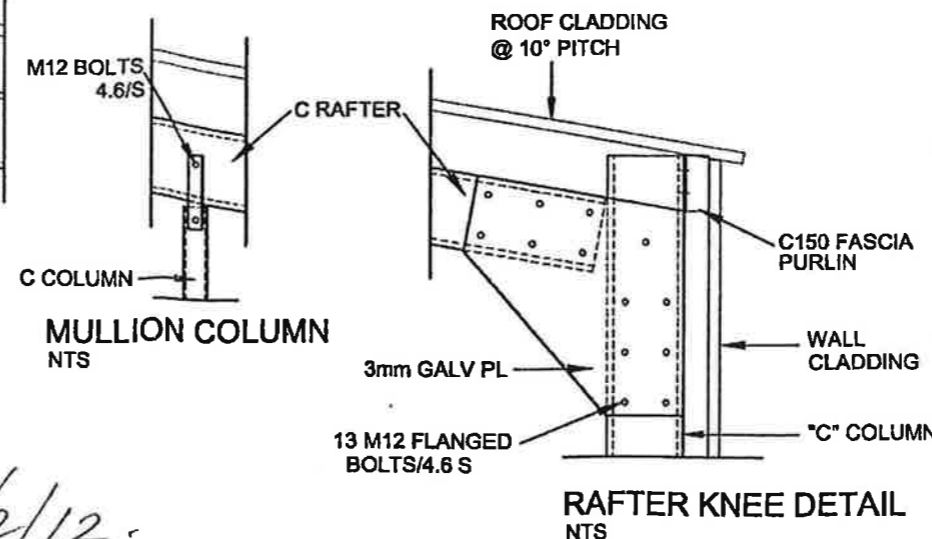
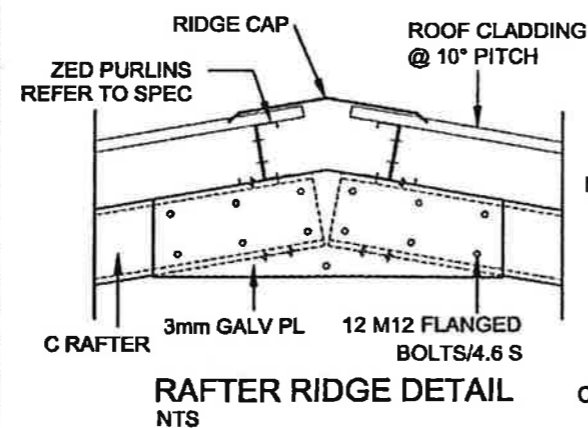
JOB NO.: GW-1159

TYPE OF SHED:  
☐ FULLY ENCLOSED  
☒ OPEN SIDED

SHEET: 1/2



LEAN-TO LOWER KNEE DETAIL  
NTS



RAFTER KNEE DETAIL  
NTS

FOOTING

# SPECIFICATIONS

SPANS	12000
HEIGHT (H)	5100
RAFTERS & COLUMNS	MAIN C20024 L-TO C20015
PURLINS & GIRTS	TS6410 & TS6475, SPACING 1200 ENDS & 1700 INTERNALS
MULLIONS	C15024
APEX BRACES	C15024
BRACING	Ø 8mm ROD
CLADDING	0.42 BMT TRIMDEK
FLASHINGS	0.55 BMT
ROOF PITCH	10°
HEIGHT TO 5100 NAKED FOOTING SIZE	800 x 800 x 900 DEEP

DESIGN  
 \* WIND REGION A, TERRAIN CATEGORY 2 - 4.  
 \* WIND LOAD DESIGN TO AS1170  
 \* EARTHQUAKE ACCELERATION CO-EFFICIENT 0.15  
 \* SITE IDENTIFICATION: FOR SITE CLASSIFICATION A - S  
 AS CONFIRMED BY INSPECTION TO AS2870.1  
 \* ALL WORKMANSHIP AND MATERIALS USED IN FABRICATION AND  
 ERECTION SHALL COMPLY WITH ALL RELEVANT AUST. STANDARDS



**GARAGE WHOLESALERS**  
 UNIT 10, 11 HANSON STREET MADDINGTON, WA 6109  
 Ph: 9459 9655 Fax: 9459 9644



Sam Nejad, B.Sc Eng, MIE Aust, CP Eng, NPER  
 PO Box 118, Geraldton, WA 6531 Ph/Fax: 99215312  
 Mob: 0467579977 Email: snejad@peritasgroup.com.au

ISSUED FOR  
ENGINEERING APPROVAL

0

REV NO. DETAILS

CLIENT : MUKINBUDIN STEEL  
 ADDRESS: 7 BENT STREET, MUKINBUDIN WA 6479

SALESMAN: CC

DATE: 16/02/12

JOB NO.: GW-1159

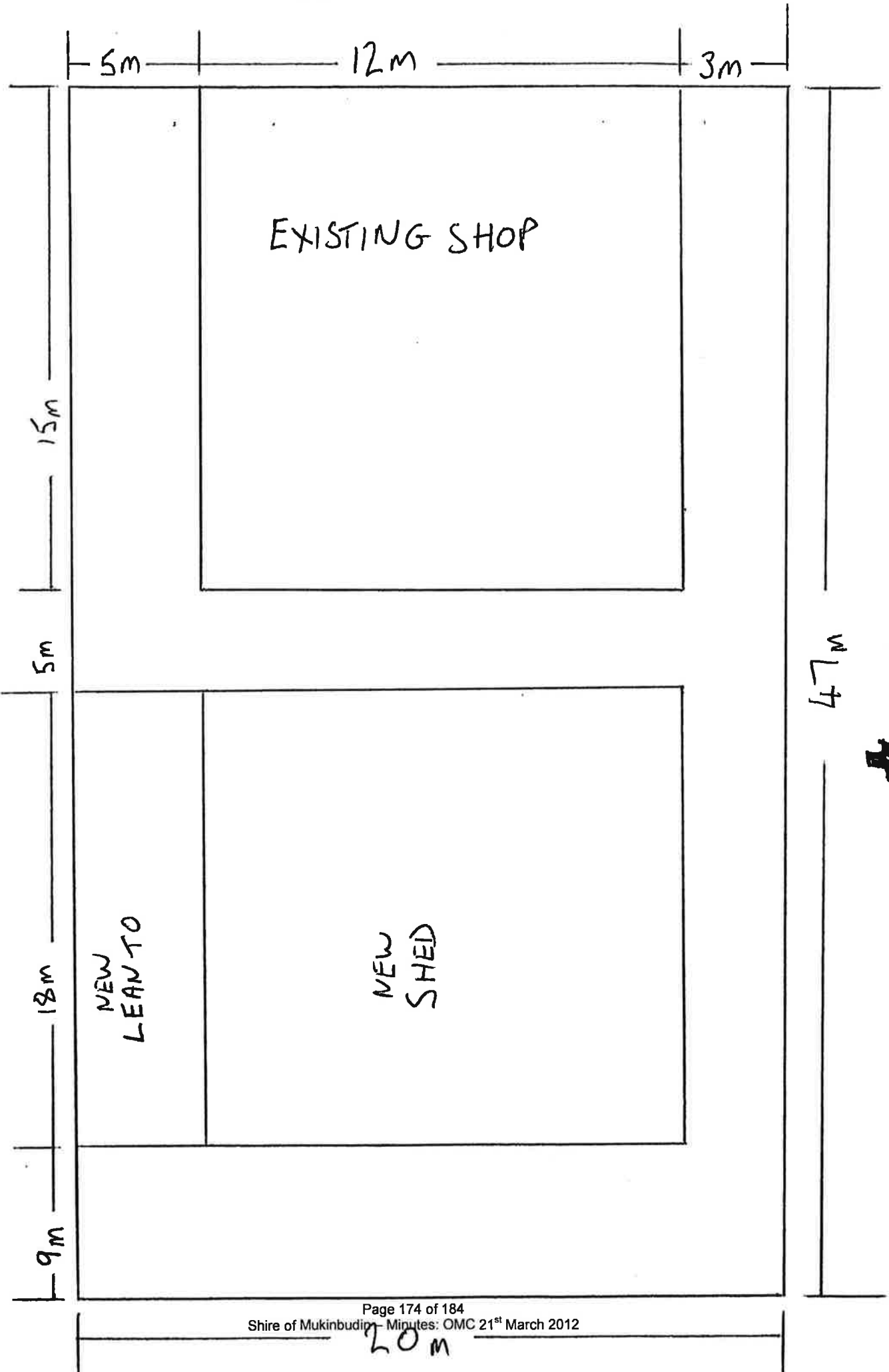
TYPE OF SHED:

☐ FULLY ENCLOSED

☒ OPEN SIDED

SHEET: 2/2

BENT ST



#### 8.4.1 Mukinbudin Caravan Park Manager's

8.4.1 Mukinbudin Caravan Park Report	
Location:	Mukinbudin
File Ref:	
Applicant:	Luke and Tania Sprigg
Date:	14 March 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith
Author:	Luke and Tania Sprigg

Caravan Park continues to be well utilized through February/March. No major problems to report. Looking forward to new ablutions and kitchen developments.

Are we putting new washing machines and dryer in new ablutions upon arrival?

We will be submitting to the 2012/2013 budget:

3 queen beds/linen for S/C units;

caretaker house maintenance, e.g. master bedroom ceiling paint, floor coverings and new blinds.

We will be obtaining quotes for the DCEO for budget consideration.

Luke & Tania Sprigg

#### **Recommendation**

That Council note the above Report.

#### **Council Decision Number – 609**

Voting Requirements – Simple Majority

**Moved: Cr Ventris**

**Seconded: Cr Palm**

**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
<b>TOTALS</b>	<b>\$42,133.32</b>	<b>TOTALS</b>	<b>\$50,649.82</b>

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
<b>TOTALS</b>	<b>\$44,650.14</b>	<b>TOTALS</b>	<b>\$65,206.33</b>

2009/2010 Totals		2010/2011 Totals	
Accommodation		Accommodation	
	\$		\$
Self Contained Units	\$33,567.84	Self Contained Units	\$38,054.93
Barracks	\$9,096.35	Barracks	\$15,604.59
Sites	\$15,504.70	Sites	\$15,817.92
Washing Machine	\$1,036.36	Washing Machine	\$845.55
<b>TOTALS</b>	<b>\$59,205.25</b>	<b>TOTALS</b>	<b>\$70,322.99</b>

#### 2011/2012 Totals

Accommodation		YTD	Jul 2010	Expenses Jul11
	\$	\$	\$	\$
Self Contained Units	\$2,048.61	2,048.61	4,977.27	0.00
Barracks	\$738.67	738.67	1,213.62	0.00
Sites	\$1,113.17	1,113.17	1,365.78	951.36
Washing Machine	\$35.45	35.45	101.00	0.00

Accommodation		YTD	Aug 2010	Expenses Aug11
	\$	\$	\$	\$
Self Contained Units	\$3,281.37	5,329.98	5,546.36	0.00
Barracks	\$	\$	\$	218.18

	1,185.92	1,924.59	381.83	
	\$	\$	\$	
Sites	1,100.43	2,213.60	1,455.44	2,225.13
	\$	\$	\$	
Washing Machine	44.55	80.00	77.27	0.00

Accommodation		YTD	Sep 2010	Expenses Sep11
	\$	\$	\$	\$
	\$	\$	\$	\$
Self Contained Units	5,216.60	10,546.58	2,583.18	486.14
	\$	\$	\$	\$
Barracks	697.75	2,622.34	1,209.09	361.78
	\$	\$	\$	\$
Sites	2,486.85	4,700.45	3,644.05	8,756.17
	\$	\$	\$	\$
Washing Machine	54.55	134.55	145.45	0.00

Accommodation		YTD	Oct 2010	Expenses Oct11
	\$	\$	\$	\$
	\$	\$	\$	\$
Self Contained Units	4,613.66	15,160.24	3,368.18	34.56
	\$	\$	\$	\$
Barracks	1,731.82	4,354.16	1,172.74	34.56
	\$	\$	\$	\$
Sites	7,020.42	11,720.87	3,260.43	9,095.72
	\$	\$	\$	\$
Washing Machine	140.46	275.01	109.09	0.00

Accommodation		YTD	Nov 2010	Expenses Nov11
	\$	\$	\$	\$
	\$	\$	\$	\$
Self Contained Units	2,559.21	17,719.45	2,873.64	174.00
	\$	\$	\$	\$
Barracks	263.65	4,617.81	2,048.19	0.00
	\$	\$	\$	\$
Sites	1,054.95	12,775.82	1,585.44	5,905.74
	\$	\$	\$	\$
Washing Machine	98.18	373.19	100.00	0.00

Accommodation		YTD	Dec 2010	Expenses Dec11
	\$	\$	\$	\$
	\$	\$	\$	\$
Self Contained Units	1,781.82	19,501.27	3,329.10	33.93
	\$	\$	\$	\$
Barracks	684.10	5,301.91	2,149.99	27.10
	\$	\$	\$	\$
Sites	632.26	13,408.08	1,161.81	6,357.08
	\$	\$	\$	\$
Washing Machine	19.09	392.28	83.64	0.00

Accommodation		YTD	Jan 2011	Expenses Jan12
	\$	\$	\$	\$
Self Contained Units	\$	\$	\$	0.00

	1,109.10	20,610.37	2,710.00	
	\$	\$	\$	
Barracks	350.00	5,651.91	709.09	0.00
	\$	\$	\$	
Sites	353.19	13,761.27	336.53	6,855.68
	\$	\$	\$	
Washing Machine	115.45	507.73	51.82	0.00

Accommodation		YTD	Feb 2011	Expenses Feb12
	\$	\$	\$	\$
	\$	\$	\$	
Self Contained Units	2,015.01	22,625.38	2,159.09	93.01
	\$	\$	\$	
Barracks	1,872.72	7,524.63	1,934.09	93.00
	\$	\$	\$	
Sites	1,210.00	14,971.27	200.45	839.17
	\$	\$	\$	
Washing Machine	\$ -	507.73	\$ -	0.00

	\$		\$
<b>TOTAL INCOME</b>	<b>45,629.01</b>	<b>\$52,043.66</b>	<b>42,542.31</b>

**\*\*Note: Sites income includes Ventris Rental and Power Usage\*\***

### 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:	14 March 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith
Author:	Luke and Tania Sprigg

Pool is great, we are enjoying our work. The new installations are working well. We would like to encourage Council to accept the opportunity to develop stage 2 of Muka pool facility, for this is timely for many important reasons.

We are considering different ideas to encourage adult ages to utilize pool more in future. Many of our town seniors say they would use the pool if they could enter the water by ramps-not ladder or chair lift. This also goes for mothers with young babies who struggle to enter lap pool via step. Would you like for us to keep the pool open over Easter and school holiday's if weather is ok?

Luke & Tania Sprigg

#### **Recommendation**

That Council:

1. note the above Report;
2. thank Luke and Tania for their input into Stage Two of the pool redevelopment; and
3. allow Luke and Tania to keep the pool open in consultation with the CEO while the weather remains warm and patronage justifies the effort.

#### **Council Decision Number – 610**

Voting Requirements – Simple Majority

**Moved: Cr Lancaster**

**Seconded: Cr Sippe**

**That Council;**

- 1. note the above report;**
- 2. thank Luke and Tania for their input into Stage Two of the pool redevelopment; and**
- 3. allow Luke and Tania to keep the pool open in consultation with the CEO while the weather remains warm and patronage justifies the effort.**

**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 March 2012
Disclosure of Interest:	NIL
Responsible Officer	Bob Edwards
Author:	Bob Edwards

#### POOL UPGRADE AND NEW HOUSE AT 11 CRUIKSHANK RD.

The Outside Crew has completed its part in these works.

#### CARAVAN PARK ABLUTION

The site work has been completed in readiness for the new unit to arrive. Once the unit is put into place and the services are hooked up the verandah area will be backfilled and prepared for the concrete slab.

#### RECREATION GROUND

The oval was looking great until the recent spell of high temperatures and a plague of grass hoppers dried it off. Watering is carried out each night except Thursdays`.

The Hockey Field has been top dressed and since this was done it has been watered and dragged each week prior to training.

#### ABNORMAL EVENT (Thunderstorm January 4<sup>th</sup> 2012)

A Claim is currently being prepared for costs arising from the necessary work to Clear Debris, Open Up and complete Pavement Repairs.

#### MAINTENANCE GRADING

Will Jenkin has been maintenance grading the Shires gravel roads since the end of the Xmas Break. Most roads are in good condition.

#### 2012 BITUMEN PROGRAM

Mukinbudin / Wialki Road (SLK 25.5 to 28.3 and SLK 35.6 to 36.3)

There has been some delays getting the road aggregate and booking a date with Bitumen Surfacing. However there is now ample aggregate on site and the spraying contractor will slot us in at the end of March.

The bitumen work that will be done will be the new widening of the old 3.7 metre seal and the full construction of the corner on the Mukinbudin/ Wialki Road.

#### NUNGARIN / KUNUNOPPIN / MUKINBUDIN INTERSECTION (Black Spot )

This intersection is to be patched and treated with a second coat 10mm seal.  
The intersection will be kerbed and marked with white lines and holding lines.

#### CRUICKSHANK ROAD.

This road will be widened and with as little work as possible to pavement corrections and repairs and it will be sealed. It is planned to remove the unsightly crossover drains similar to the work carried out in Lansdell St.

#### GRAHAM ROAD

Gravel sheeting of this road will resume possibly on Wednesday 14<sup>th</sup> March to finish off the work started in July 2011.

#### STRUGNELL ST EXTENTION

Culverts sections have been ordered for a drain that was surveyed into the road design. These should be ready for installation in late April.

The CBH culvert has now been fitted with the headwalls, making this part of the construction complete. An invoice has been raised to recover the cost of this work from CBH.

#### SIGNS AND GUIDE POSTS

A large order of signs and posts were picked up recently. There should now be enough stock to complete our Warning Sign (black on yellow) Program.

We have for a few years gone away from timber guide posts in preference to plastic, hoping that Plastic would flex enough when impacted, rather than snap as the timber posts do. We are now finding that to get a very strong plastic post we are paying up to \$25 per post with no guarantee that they are not damaged when hit, where as the timber posts can be bought for \$7 each. Hitting timber may cause enough damage to have drivers think again before vandalising our roadside markers.

#### NEWROC WHEATBELT WAY

Work has started preparing various sites to be improved for Tourism. Gravel fill for tracks and parking and the placement of concrete furniture and bollards will make up the bulk of the work however the shire crew will also be involved in putting in a concrete pad for a Tractor display shed.

#### MOSQUITO FOGGING

Fogging is being done each Wednesday evening. The new larger unit produces a good consistent blanket of fog.

#### OUTSIDE WORKS CREW

A replacement for Cameron Hodges was found in Brian Morrell who started on Wednesday the 7<sup>th</sup> March.

David Smith will start on Monday the 19<sup>th</sup> March to fill the position of Horticulturist. David brings a lot of experience through his time spent in the Golf and Orchard industries which are hugely reliant on irrigation/reticulation.

Casey Maud has been kept on as an all rounder, he is an experienced serviceman and has worked tirelessly to tidy up the Depot work areas, service all our small plant while keeping the Shires lawns and oval watered and maintained through this very hot, dry weather.

Our works crew make up is as follows:

Danny	Deputy Works Supervisor, final trim grader operator
Will	Maintenance grader operator, (Dozer operator when required)
Shane	Truck/ trailer, loader operator, Maintenance grader operator
Noel	Roller driver during road construction. Backhoe operator to keep Rubbish Tip in order and travel throughout the Shires roads to clean out culverts and drains. Maintaining the Hockey Field Surface.
Brian	6 wheel truck operator, general plant hand
Casey	Serviceman, Tractor/Slasher all road verges and Sign erection
Danal	He will work under David's supervision.

### **Recommendation**

That Council note the above Report.

### **Council Decision Number – 596**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Lancaster**

**That Council note the above Report.**

**Carried 9/0**

- Black Spot at Barbalin
- Pot Holes – McGregor Road, Maddock Street, North East Road, Kununoppin Mukinbudin Road,
- Lines at Stop Signs on Shadbolt Street
- Gravel Roads in Good condition
- Butterfly Sign – erected
- Ogilvie/Quantacutting Intersection, Jones Road, Motts Alley, McGregor crossing – needs looking at
- Maintenance on small plant – What is being done
- Hockey Oval – Best Condition it's been in for ages
- Dead Trees on Walk Trail
- Old Tip Road – When reopening
- Thanked the Shire for Helping with the Rubbish from Clean Up Australia Day
- Strugnell/Bent Street Intersection – needs blue metal to stop water erosion
- Walk Trail – Can it all be rolled, section near silo where new gravel has gone is excellent
- Culvert at CBH extension Road
- Gravel at Silo – is it going to cause water problems

- Shoots on Main Street Trees
- Bowling Green sprinkler

#### **MEETING ADJOURNMENT MORNING TEA/LUNCH (10.38AM – 1.47PM)**

The Meeting was adjourned for morning tea at 10.38am followed by a closed discussion and reconvened after lunch at 1.47pm.

**Cr Watson returned at 4.47pm**

### **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 – Meeting to be closed to the Public in accordance with the provisions of the Local Government Act 1995.**

**Nil**

#### **General Business**

- Acquittals
- Stumps under Gym – could be moving
- Shade at Complex – when is this being erected again
- Name Plaques of old farmers under trees in either Shadbolt or Greenslade St as it is the year of the Farmer
- Integrated Planning & Reporting
- Harogen House
- Main Roads – Butterfly Corner
- Dogs – Advert in Muka Matters
- Entry Statements
- Busy Bees
- Chemical Businesses
- Lake Road – Local Access Only Signs

**Ellen Della Bosca left the meeting at 5.27pm.**

#### **13. Closure of Meeting**

The president thanked everyone for attending and closed the meeting at 5.27pm.



## DECLARATION

I declare that these minutes of the Ordinary Meeting of Council held on the 21<sup>st</sup> March 2012 were confirmed at the Ordinary Meeting of Council held on 18<sup>th</sup> April 2012.

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

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

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