



Minutes

Of the

Ordinary Meeting of Council

Held on

Wednesday, 21 September 2011

At 9.06am

In

The Council Chambers  
Maddock St, Mukinbudin

## **Table of Contents**

- 1. Declaration of Opening**
  - 1.1 Declaration of Opening
  
- 2. Public Question Time**
  - 2.1 Response to previous questions taken on notice
  - 2.2 Declaration of Public Question time open
  - 2.3 Declaration of public time closed
  
- 3. Record of Attendance, apologies, approved leave of absence**
  - 3.1 Present
  - 3.2 Apologies
  - 3.3 On Leave of Absence
  - 3.4 Staff
  - 3.5 Visitors
  - 3.6 Gallery
  - 3.7 Applications for leave of absence
  
- 4. Petitions, Deputations, Presentations**
  - 4.1 Petitions
  - 4.2 Deputations
  - 4.3 Presentations
  
- 5. Announcements by the presiding member without discussion**
  
- 6. Confirmation of minutes of previous meetings**
  - 6.1 Confirmation of Minutes of Meeting held 17 August 2011
    - 6.1.1 Business Arising from Minutes
  
- 7. Matters for which the meeting may be closed**
  
- 8. Reports of Committees and Officers**
  - 8.1 Deputy Chief Executive Officer's Report**
    - 8.1.1 List of Payments August 2011
    - 8.1.2 Monthly Financial Report – June 2011
    - 8.1.3 Monthly Financial Report – July 2011
    - 8.1.4 Monthly Financial Report – August 2011

All hard copies of finance reports will be presented at meeting due to illness.  
Emailed copies may be available prior to the meeting.

  - 8.2 Chief Executive Officer's Report**
    - 8.2.1 NEWROC
    - 8.2.2 WALGA Great Eastern Zone

- 8.2.3 Local Government Reform
- 8.2.4 Tier Three Rail Alliance
- 8.2.5 Review of the Country Local Government Fund
- 8.2.6 Mukinbudin LCDC Trust Funds
- 8.2.7 Eastern Wheatbelt Biosecurity Group Inc
- 8.2.8 Chief Executive Officer's Report

**8.3 Environmental Health Officer's Report**

- 8.3.1 Building Licenses

**8.4 Caravan Park Manager's Report**

- 8.4.1 Caravan Park Manager's Report

**8.5 Pool Managers Report**

- 8.5.1 Pool Managers Report

**8.6 NRM Officer's Report**

- 8.6.1 NRM Officer's Report - Late Report due to illness

**8.7 Work Supervisor's Report**

- 8.7.1 Work Supervisor's Report

**9. Information Report**

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

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

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

- 12.1 Caravan Park Ablutions Block – Consideration of Tenders

**13. Closure of Meeting**

Minutes of the Ordinary Meeting of Council held in Council Chambers, Maddock Street, Mukinbudin on 21 September 2011.

**1. Declaration of Opening**

1.1 The Shire President declared the Meeting open at 9.06am

**2. Public Question Time**

2.1 Response to previous questions taken on notice.

2.2 Declaration of public question time opened

The Shire president declared public question time open at 9.06am

2.3 Declaration of public question time closed

The Shire President declared public question time closed at 9.07am

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

3.1 Present:

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

3.2 Apologies:

3.3 On leave of absence:

3.4 Staff:

Trevor Smith	Chief Executive Officer
Ellen Della Bosca	Deputy Chief Executive Officer

3.5 Visitors:

3.6 Gallery:

3.7 Applications for leave of absence:

**4. Petitions, deputations and presentations**

4.1 Petitions

4.2 Deputations

4.3 Presentations

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

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

6.1 Confirmation of Minutes for the Ordinary Meeting of Council held on the 17<sup>th</sup> August 2011

**Recommendation**

That the Minutes of the Ordinary Meeting of Council held on the 17<sup>th</sup> August 2011 be accepted as a true and correct record of proceedings.

**Council Decision Number – 504**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Palm**

**That the Minutes of the Ordinary Meeting of Council held on the 17<sup>th</sup> August 2011 be accepted as a true and correct record of proceedings.**

**Carried 7/0**

6.1.1 Business Arising from Minutes

- 16 Cruickshank Road – to be discussed in camera
- Acquittals – R4R with Auditors, ABC nearly finished
- Caravan Park Headworks progress
- Bitumen road edges
  - Koorda-Bullfinch Road est of town to Shire boundary complete
  - North East Road complete
  - Mukinbudin Kununoppin Road and Mukinbudin Wialki Roads to be done concurrently

**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 June 2011</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	19 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

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

#### **Background**

A list of payments submitted to Council on 30<sup>th</sup> June 2011, for confirmation in respect of accounts already being paid or for the authority to those unpaid. These are not all payment made in June as we are waiting for some invoices to still arrive.

#### **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 28871 – 28907 totalling \$12,045.72 for payments made in June 2011, be passed for payment.

#### **Council Decision Number – 516**

Voting Requirements – Simple Majority

**Moved: Cr Sippe**

**Seconded: Cr Geraghty**

**That the list of payments to today's meeting on Vouchers – Muni 28871 – 28907 totalling \$12,045.72 for payment made in June 2011, be passed for payment.**

**Carried 7/0**



<b>8.1.2 Monthly Financial Report – June 2011</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	19 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

### **Background**

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

The Monthly Statement of Financial Activity for the period ending 30<sup>th</sup> June 2011 is attached for Councillor Information, and consisting of;

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

### **Financial Implications**

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

### **Statutory Environment**

General Financial Management of Council

Council 2009/10 Budget

Local Government Financial Management Regulation 34 1996

Local Government Act 1995 section 6.4

### **Policy Implication**

Council is required annual to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$15,000 or 20%.

### **Recommendation**

That Council adopt the Monthly Financial Report for the period ending 30<sup>th</sup> June 2011 and note and material variances greater than \$15,000 or 20%.

<b>Council Decision Number – 520</b>
--------------------------------------

Voting Requirements – Simple Majority

**Moved: Cr Palm**

**Seconded: Cr Comerford**

**That Council adopt the Monthly Financial Report for the period ending 30<sup>th</sup> June 2011 and note any material variance greater than \$15,000 or 20%.**

**Carried 7/0**

### **8.1.3 List of Payments July 2011**

Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	19 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

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

### **Background**

A list of payments submitted to Council on 31<sup>st</sup> July 2011, for confirmation in respect of accounts already being paid or for the authority to those unpaid. These are not all payment made in June as we are waiting for some invoices to still arrive.

### **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 28830 – 28899 and Transfers D/D1.1112 to D/D19.1112 totalling \$166,182.30 for payments made in July 2011, be passed for payment.

### **Council Decision Number – 517**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Watson**

**That the list of payments to today's meeting on Vouchers – Muni 28830 – 28899 and Transfers D/D1.1112 to D/D19.1112 totalling \$166,182.30 for payment made in July 2011, be passed for payment.**

**Carried 7/0**

### **8.1.4 List of Payments August 2011**

Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	19 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

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

### **Background**

A list of payments submitted to Council on 31<sup>st</sup> August 2011, for confirmation in respect of accounts already being paid or for the authority to those unpaid. These are not all payment made in June as we are waiting for some invoices to still arrive.

### **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 28900 – 28945 and transfers D/D8.1112 and D/D9.1112 to D/D16.1112 to D/D38.1112 totalling \$263,041.96 for payments made in August 2011, be passed for payment.

### **Council Decision Number – 518**

Voting Requirements – Simple Majority

**Moved: Cr Watson**

**Seconded: Cr Comerford**

**That the list of payments to today's meeting on Vouchers – Muni 28900 – 28945 and transfers D/D8.1112 and D/D9.1112 to D/D16.1112 to D/D38.1112 totalling \$263,041.96 for payment made in August 2011, be passed for payment.**

**Carried 7/0**

### **MEETING ADJOURNED FOR LUNCH (12.34PM TO 1.46PM)**

Cr Comerford adjourned the meeting for lunch at 12.34pm and returned at 1.46pm.

### **8.1.5 Monthly Financial Report – July 2011**

Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	19 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

### **Background**

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

The Monthly Statement of Financial Activity for the period ending 31<sup>st</sup> July 2011 is attached for Councillor Information, and consisting of;

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

### **Financial Implications**

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

### **Statutory Environment**

General Financial Management of Council

Council 2009/10 Budget

Local Government Financial Management Regulation 34 1996

Local Government Act 1995 section 6.4

### **Policy Implication**

Council is required annual to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$15,000 or 20%.

### **Recommendation**

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

<b><u>Council Decision Number – 521</u></b>
---

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Comerford**

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

**Carried 7/0**

## **8.2 Chief Executive Officer Reports**

### **8.2.1 NEWROC**

Location:	NEWROC
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	14 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

### **Background**

NEWROC Council held a meeting on Tuesday 23 August 2011 at Mukinbudin. The minutes are attached.

### **Matters Determined at the Meeting**

- 6.1 Waste Management Strategy
- 6.2 Regional Accommodation Needs Study
- 6.3 Future Grant Funding Proposals
- 6.4 Community Emergency Services Manager – Proposal
- 6.5 Regional Subsidiaries Legislation – Private Members Bill
- 7.1 Water Corporation – Maintenance of Dams and Catchment Areas

Councillors wishing to discuss any of these issues can raise questions at the meeting or contact the CEO during business hours.

### **Recommendation:**

That Council note the minutes of the NEWROC Council meeting held on 23 August and pass any concerns to the NEWROC delegate and the CEO.

### **Council Decision Number – 505**

Voting Requirements – Absolute Majority

**Moved: Cr Lancaster**

**Seconded: Cr Sippe**

**That Council note the minutes of the NEWROC Council meeting held on 23 August and pass any concerns to the NEWROC delegate and the CEO.**

**Carried 7/0**

<b>8.2.2 WALGA Great Eastern Country Zone</b>	
Location:	Zone
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	15 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

**Background**

An in person WALGA Great Eastern Zone meeting will be held at Narembeen on Thursday 29<sup>th</sup> September. An email requesting Councillor numbers for this meeting was circulated on 13 September.

The agenda for the Zone meeting was not available at the time of preparing the Council agenda.

**Recommendation**

To be advised

**Council Decision Number –**

Voting Requirements – Simple Majority

**Moved: Cr**

**Seconded: Cr**

**Carried**



<b>8.2.3 Local Government Reform – Update</b>	
Location:	Shire
File Ref:	
Applicant:	CEO
Date:	15 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

No reform matters have been raised in the previous month.

The Hon Max Trenorden indicated at a recent meeting that he was still confident that his Private Members Bill on Regional Subsidiaries would be passed.

**Recommendation**

To be advised

**Council Decision Number –**

Voting Requirements – Simple Majority

**Moved: Cr**

**Seconded: Cr**

**Carried**

<b>8.2.4 Tier Three Rail Alliance</b>	
Location:	Wheatbelt
File Ref:	
Applicant:	Alliance
Date:	15 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

### **Background**

Councillors have been regularly kept up to date with emails detailing the progress of the Tier Three Rail Alliance.

On Tuesday 13 September Cr Shadbolt, CEO and DCEO had a meeting with the Hon Max Trenorden, the Hon Phil Gardiner and Brian Christie (Research Officer for Phil Gardiner) regarding Tier Three Rail.

A petition has been received from the Alliance for the Shire to collect signatures for presentation to the Legislative Council.

### **Attachments**

Letter from Max Trenorden following the meeting dated 15 September.

Latest update from the Rail Alliance received 8 September.

Labor Press Release dated 6 September.

Petition for the Legislative Council received from the Alliance 12 September.

### **Strategic Implications**

There are no immediate implications for Mukinbudin regarding Tier Three rail lines however the strategic implications across the Wheatbelt of rail closures and also on metropolitan roads remain the same.

### **Financial Implications**

The three recommendations listed in the letter from Max Trenorden do not have any immediate financial implications for the Shire. There may be a long term implication if Royalties money was diverted from other uses for Tier Three Rail.

A request is that the Shires in the Alliance consider the options in an attempt to obtain an agreed position which we can present to the Minister.

As Mukinbudin would not be directly affected by redirecting money from the Tier Three zone it might be fairer to go along with the preference of those Councils who are.

### **Recommendation**

That the Shire:

1. support the petition for the re-investment in grain freight rail lines and advertise its presence at the Shire for signatures; and

2. inform the Alliance that the Shire of Mukinbudin is prepared to support the view of those Shires directly affected by Tier Three closures with regard to the recommendations outlined by Max Trenorden.

**Council Decision Number – 506**

Voting Requirements – Simple Majority

**Moved: Cr Sippe**

**Seconded: Cr Palm**

**That Council**

1. support the petition for the re-investment in grain freight rail lines and advertise its presence at the Shire for signatures; and
2. inform the Alliance that the Shire of Mukinbudin is prepared to support the view of those Shires directly affected by Tier Three closures with regard to the recommendation outlined by Max Trenorden.

**Carried 7/0**

<b>8.2.5 Review of the Country Local Government Fund</b>	
Location:	State
File Ref:	
Applicant:	WALGA
Date:	15 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

### **Background**

The Minister for Regional Development and Lands, Hon Brendon Grylls, has announced a review of the Royalties for Regions Country Local Government Fund (CLGF). The review is to be completed by 31 January 2012. An attachment details the review parameters.

### **Issues**

WALGA have previously requested that the State Government retain a percentage of the R2R fund to be paid directly to local governments instead of 100% of the fund in years 3 and 4 going to a regional body for regional projects. This point is worth reiterating on the basis that while regional economic projects (capacity building) are worthwhile it is still necessary to have the infrastructure in place in towns to attract and retain population. An annual figure of between 25% to 50% of R2R funds coming direct to local government would allow for proper maintenance of all major infrastructure items.

### **Consultation**

The State Government will consult with local government, including WALGA.

### **Statutory Environment**

The CLGF is contained in legislation however the formula for distribution is not and can be altered, effectively by a cabinet decision of whichever party is in power.

### **Policy Implications**

Nil

### **Financial Implications**

The continued operation of the fund, in any form, will allow rural local governments the opportunity to provide facilities without either excessive rating increases or extensive borrowings.

### **Strategic Implications**

The Shire's Forward Capital Works Planning over the next five years is contingent on the continued operation of the R2R fund.

**Recommendation**

That the Shire of Mukinbudin responds to WALGA and makes an individual submission to the CLGF review.

**Council Decision Number – 507**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

**Seconded: Cr Palm**

**That the Shire of Mukinbudin responds to WALGA and makes an individual submission to the CLGF review.**

**Carried 7/0**

<b>8.2.6 Mukinbudin LCDC Trust Funds</b>	
Location:	Shire
File Ref:	
Applicant:	x
Date:	15 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

### **Background**

The Department of Agriculture has contact the Shire seeking to formally wind-up the Mukinbudin LCDC. Apparently the LCDC basically ceased to meet back in 2002 or 2003 and did not inform the State Government that it was disbanded or ceasing to meet.

LCDCs can only be wound up by the Commissioner of Soils and Land Conservation.

### **Issues**

The Shire of Mukinbudin has an amount of \$11,878 held in trust. While the paperwork relating to this money cannot be found it is likely that the money is left over from the operations of the LCDC and was given to the Shire as a “like minded body” capable of carrying out land conservation or similar works. The older of the Shire’s tree planters may also have been “gifted” to the Shire by the LCDC.

The State does not want the money or the tree planter, and indeed would need to prove ownership to obtain either. However if the Shire can pass a resolution stating that to the best of our knowledge that the LCDC has wound up and any assets are to be used by the Shire of Mukinbudin as part of a NRM program then the State Government can complete it’s paperwork.

This will allow the Shire to close that particular trust account and budget to spend the funds on NMR projects, either this year or next.

### **Consultation**

Mr Greg Sole – last known chair of the Mukinbudin LCDC.

### **Financial Implications**

The money would need to be spent on new projects, not absorbed into the Shire budget for existing budget items.

### **Strategic Implications**

Nil

**Recommendation**

That the Shire of Mukinbudin write to the Commissioner of Soils and Land Conservation stating that the LCDC ceased to exist in 2003 and that while no records exist it is likely that the Shire is holding funds in Trust which it will spend on NRM projects if the State Government formally winds up the LCDC.

**Council Decision Number – 508**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Lancaster**

**That the Shire of Mukinbudin write to the Commissioner of Soils and Land Conservation stating that the LCDC ceased to exist in 2003 and that while no records exist it is likely that the Shire is holding funds in Trust which it will spend on NRM projects if the state Government formally winds up the LCDC.**

**Carried 7/0**

<b>8.2.7 Eastern Wheatbelt Biosecurity Group Inc.</b>	
Location:	Wheatbelt
File Ref:	
Applicant:	EWBG Inc.
Date:	15 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

### **Background**

The Eastern Wheatbelt Biosecurity Group Inc has suggested that the Chair of the group be rotated around the 10 member Shires bi-annually and that the Treasury function rotates with the Chair. A Notice of Motion is attached.

### **Issues**

Predetermining the position of the Chair may not suit all member Council Councils or delegates however in such arrangements (as with NEWROC) there is often the ability to skip a Shire if circumstances dictate that would be desirable.

It is assumed that executive support is still provided to the Group by the State Government.

### **Consultation**

Member Shires

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

### **Recommendation**

That, subject to Shires being able to opt out of their turn if required, that the motion of the Eastern Wheatbelt Biosecurity Group Inc be supported.

### **Council Decision Number – 509**

Voting Requirements – Simple Majority

**Moved: Cr Palm**

**Seconded: Cr Watson**

**That subject to Shires being able to opt out of their turn if required, that the motion of the Eastern Wheatbelt Biosecurity Group Inc be supported.**

**Carried 7/0**



<b>8.2.8 Chief Executive Officer's Report</b>	
Location:	Shire
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	15 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

## 1. Meetings

- 23 August NEWROC Council @ Mukinbudin  
Cr Lancaster
- 26 August Central Wheatbelt Branch LGMA @ Nungarin  
CEO, DCEO
- 29 Sept CWVC Workshop @ Merredin  
Ray Watson
- 30 Sept Wheatbelt Way Meeting @ Mukinbudin  
CEO, CSO, Shire of Trayning, Shire of Mt Marshall
- 12 Sept Interviews – Caravan Park and Swimming Pool Managers Positions  
CEO, DCEO, Kaye Bunney
- 13 Sept Kununoppin Medical Practice Meeting @ Trayning  
Cr Shadbolt and CEO
- 13 Sept Tier Three Rail - Max Trenorden, Phil Gardiner, Brian Christie @ Mukinbudin  
Cr Shadbolt, CEO, DCEO

## 2. Staff

Appointments Caravan Park and Swimming Pool Managers – Luke and Tania Sprigg

Departures Nil

Training 22/23 August AIM – Diploma of Management – CEO

## 3. Other updates

Nursing Post

**MEETING ADJOURNMENT – MORNING TEA (10.40AM TO 11.10AM)**

The meeting was adjourned at 10.40am for Morning tea and reconvened at 11.10am.

**Recommendation**

That Council note the Chief Executive Officer's Report.

**Council Decision Number – 510**

Voting Requirements – Simple Majority

**Moved: Cr Palm**

**Seconded: Cr Sippe**

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

**Carried 7/0**

### 8.3. Environmental Health Officer Report

8.3.1 Building Licenses Issued	
Location:	Mukinbudin
File Ref:	
Applicant:	Julian Goldacre – EHO/BS
Date:	14 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Julian Goldacre – EHO/BS
Author:	Julian Goldacre – EHO/BS

Building License Number	Date Plans received	Date building license issued	Owners name & address	Builders/contractors Name, Address, Phone number & Registration No	Building Location and Lot Size (m2) (Lot & Street No)	Floor Area (m2)	Value of work	Description of work 1 New, addition, demolition 2 Type of building eg house, patio etc 3 Type of roof covering 4 Type of frame work used 5 Type of floor
3/11-12	9/8/2011	10/8/2011	Mr P Allison 17 Memorial Avenue Mukinbudin WA 6479	Mr P Allison 17 Memorial Avenue Mukinbudin WA 6479	17 Memorial Avenue Mukinbudin WA 6479	36m2	\$750	Re-erection of 2 <sup>nd</sup> hand shed steel frame and cladding with concrete footings
4/11-12	10/8/2011	10/8/2011	Mr D Spencer & Ms K Collins 5 Calder Street Mukinbudin WA 6479	Mr D Spencer & Ms K Collins 5 Calder Street Mukinbudin WA 6479	Collins 5 Calder Street Mukinbudin WA 6479	56m2	\$2,500	Steel columns, steel roofed and concrete footing Patio

Building License Number	Date Plans received	Date building license issued	Owners name & address	Builders/contractors Name, Address, Phone number & Registration No	Building Location and Lot Size (m2) (Lot & Street No)	Floor Area (m2)	Value of work	Description of work 1 New, addition, demolition 2 Type of building eg house, patio etc 3 Type of roof covering 4 Type of frame work used 5 Type of floor
5/11-12	27/7/2011	12/8/2011	CBH Group Railway Street Koorda WA 6475	CBH Group Railway Street Koorda WA 6475	Sprigg Street Wheat Bin Bonnie Rock WA	27.6m <sup>2</sup>	\$5,000	Steel framed & roofed patio with limestone retaining wall
6/11-12	6/7/2011	19/8/2011	Dept of Housing 99 Plain Street, East Perth, 6004	Mr C Batty CJB Carpentry 12 Hilton Way Narembeen WA 6369	12 Cruickshank Road Mukinbudi WA 6479	28m <sup>2</sup>	\$5,000	Steel framed & roofed patio in concrete footings

I CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE PARTICULARS GIVEN IN THIS RETURN ARE A TRUE AND COMPLETE RECORD OF PROPOSED BUILDING OPERATIONS KNOWN TO THIS LOCAL AUTHORITY.

Date 10/September/2011.....

(Signature)

*J Goldacre*.....

### **Statutory Requirements**

Comply with the Shire of Mukinbudin's Town Planning Scheme No 4, Building Regulations 1989, the Building Code of Australia, and the Home Building Contracts Act 1991.

### **Recommendation**

That Council approve the Building Licences for August 2011.

**Council Decision Number – 511**

Voting Requirements – Simple Majority

**Moved: Cr Comerford**

**Seconded: Cr Watson**

**That Council approve the Building Licences for August 2011.**

**Carried 7/0**

#### 8.4.1 Mukinbudin Caravan Park Manager's

<b>8.4.1 Mukinbudin Caravan Park Report</b>	
Location:	Mukinbudin
File Ref:	
Applicant:	Terry & Lyn Lawrie
Date:	14 September 2011
Disclosure of Interest:	NIL
Responsible Officer	Terry & Lyn Lawrie
Author:	Terry & Lyn Lawrie

Occupancy this month was 66% for S.C.U.s, 25% for cabins and 35% for caravans.

We believe that serious attention needs to be paid to the signage as for some time we have been suspicious that some travellers see the pool car park and building and believe that's the caravan park. With the tyres delineating parking areas and the pool building looking like a toilet block it could easily be. This we noticed because of the number of vans coming along Cruickshank Road from the west that slow down as if to enter then drive on past as the proper park cannot be seen from the road (all one sees is a dirt road heading to ?). Over the last month we have paid particular attention and seen some people even enter the carpark and then come around. I also have spoken to 2 travellers parked in the street that had earlier driven past and had not stopped. Both came back after I pointed out the van park was behind the pool and then booked in for the night.

#### **Recommendation**

That Council note the above Report.

#### **Council Decision Number – 513**

Voting Requirements – Simple Majority

**Moved: Cr Palm**

**Seconded: Cr Comerford**

**That Council note the above Report.**

**Carried 7/0**

#### **Council Decision Number – 512**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Sippe**

**That Council block off the main entrance to the pool during the off-season so visitors can find the entrance to the Caravan Park.**

**Carried 7/0**

<b>2005/2006 Totals</b>		<b>2006/2007 Totals</b>	
<b>Accommodation</b>		<b>Accommodation</b>	
	<b>\$</b>		<b>\$</b>
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>

<b>2007/2008 Totals</b>		<b>2008/2009 Totals</b>	
<b>Accommodation</b>		<b>Accommodation</b>	
	<b>\$</b>		<b>\$</b>
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>

<b>2009/2010 Totals</b>		<b>2010/2011 Totals</b>	
<b>Accommodation</b>		<b>Accommodation</b>	
	<b>\$</b>		<b>\$</b>
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**

<b>Accommodation</b>		<b>YTD</b>	<b>Jul 2010</b>	<b>Expenses Jul11</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
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

<b>Accommodation</b>		<b>YTD</b>	<b>Aug 2010</b>	<b>Expenses Aug11</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Self Contained Units	\$ 3,281.37	\$ 5,329.98	\$ 5,546.36	0.00
Barracks	\$ 1,185.92	\$ 1,924.59	\$ 381.83	218.18
Sites	\$ 1,100.43	\$ 2,213.60	\$ 1,455.44	2,225.13
Washing Machine	\$ 44.55	\$ 80.00	\$ 77.27	0.00

<b>TOTAL INCOME</b>	<b>\$ 9,548.17</b>	<b>\$15,118.57</b>	<b>\$ 3,394.67</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:	
Applicant:	Kaye Bunney - Manager
Date:	13 September 11
Disclosure of Interest:	NIL
Responsible Officer	Kaye Bunney - Manager
Author:	Kaye Bunney - Manager

#### **Plant Room**

Robin Smith tells me the new plant room shed is expected to arrive in Muka on Friday and work will start up at the pool on Monday.

#### **Oxy Viva**

The Oxy Viva will be serviced this week while the St John Ambulance oxy viva's are serviced.

#### **New balance tank**

The new balance tank has been installed and backfilled to ground level. It has also had its final waterproof coating.

#### **Lifeguards**

I am encouraging 2 young men to do the lifeguard course to help us out over the season.

#### **Reticulation**

Watering the lawn is going to be an issue very shortly when the weather warms up a bit more as there is no reticulation at all and there is only a water line on the north side of the pool.

#### **Recommendation**

That Council note the above Report.

#### **Council Decision Number – 514**

Voting Requirements – Simple Majority

**Moved: Cr Sippe**

**Seconded: Cr Comerford**

**That Council note the above Report.**

**Carried 7/0**

### 8.7.1 Work Supervisor's Report

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

#### **POOL UPGRADE**

Hills Concrete delivered the tank and installed it in the ground alongside the existing tank. The pool contractors hooked the two tanks together using 300 mm pipe. The excavated area has since been backfilled and compacted ready to set out the Shed pad.

#### **MAINTENANCE GRADING**

Will was taken off the gravel road grading and given the task of shoulder maintenance on the Shires' bitumen roads. Prior to the Spring Festival he had completed the North East Rd. Will and Noel moved onto the Bencubbin Rd on the 13<sup>th</sup> of Sept.

#### **MUKINBUDIN – WIALKI RD (3.0 kms of bitumen shoulder widening and corner reconstruction)**

There has been no further work done on this project.

#### **GRAHAM RD (3.7 kms of gravel pavement construction)**

Approximately two kilometres of gravel pavement has been completed, with work ceasing on Friday 29<sup>th</sup> of August.

#### **STRUGNELL ST EXTENSION**

This job has been surveyed and set out ready for work to start once the Spring Festival is out of the way, around the 13<sup>th</sup> of September.

#### **SPRING FESTIVAL**

Setting up all of the towns venues for the variety of events went off smoothly. The Works Crew were on hand every step of the way to make the Festival one of the better organised so far.

#### **OPENING OF THE FIRE STATION**

The grounds were gravelled and compacted, rubbish and weeds removed and the area raked. A small area was paved alongside the main access door. The opening was well attended.

#### **NUNGARIN Nth / KUNUNOPPIN BLACK SPOT**

The Stop and associated signs and guide posts have been installed. The new work will be finished off with a second coat of bitumen once the weather warms up.

#### **SHADBOLT ST TELSTRA PITS**

Paul Mori reinstated the paving which had been displaced when new pits were installed by the Telstra contractors. It was necessary to re-work a couple of small areas that had been affected by tree roots.

**Recommendation**

That Council note the above Report.

**Council Decision Number – 515**

Voting Requirements – Simple Majority

**Moved: Cr Palm**

**Seconded: Cr Comerford**

**That Council note the above Report.**

**Carried 7/0**

- Wialki Road shoulders need attention – to be started 26 September
- Signage in Wialki to Bonnie Rock – discuss with Shire of Mt Marshall
- Will Jenkins did a good job grading the sides of the North East Road
- Works Crew did a great job with the helping out at the Spring Festival
- Telstra Pit near Westpac has a hole under it
- Paving through Shire Garden needs tree roots removed
- White Lines on Roads i.e Stop lines – responsibility of Main Roads contractor
- Pot holes around the Shire – request to fill before harvest
- Transportation of the Vibe Roller – what are the options?
- Walk Trail needs grading and reforming in sections
- Road through Golf Club to Adam Becker's is very corrugated
- Laneways to be gravelled and graded

**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.**

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

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

***(a) a matter affecting an employee or employees;***

***(b) the personal affairs of any person;***

***(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;***

***(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;***

***(e) a matter that if disclosed, would reveal -***

***....***

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

***(3) A decision to close the meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.***

#### **Recommendation**

That Council close the meeting to members of the public in accordance with the Local Government Act 1995, Section 5.23 as Item 12.1 deals with matters contained under Section 5.23 (2).

#### **Council Decision Number – 522**

Voting Requirements – Simple Majority

**Moved: Cr Watson**

**Seconded: Cr Sippe**

**That Council close the meeting to members of the public in accordance with the Local Government Act 1995, Section 5.23 as Item 12.1 deal with matters contained under Section 5.23 (2).**

**Carried 7/0**

**Meeting closed at 2.13pm**

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

**Council Decision Number – 524**

Voting Requirements – Simple Majority

**Moved: Cr Geraghty**

**Seconded: Cr Comerford**

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

**Carried 7/0**

**The meeting was reopened at 3.37**

**Ellen Della Bosca returned at 3.38**

Bill Crook (on behalf of Community Shed) – Mukinbudin Railway Station

**Council Decision Number – 525**

Voting Requirements – Simple Majority

**Moved: Cr Sippe**

**seconded: Cr Watson**

**Allow the community shed to use Railway Station for a Museum.**

**Carried 6/1**

## **General Business**

- Income not represented when reimbursed to Shire –request to include in financial report
- Bookings at Complex – confirming sport has the priority for all bookings
- Request for change table at complex which can be accessed by males
- NEWROC Regional Funding ideas – need to keep progressing ideas for future years
- Request for progress of Grants to be included in agendas
- New Trees to be planted around town
- Fireworks – landed on the Bowling green – water green next year
- Letter to Spring Festival Committee thanking and commending them on their efforts
- Write a letter/ad in Muka Matters thanking Frank and Grant on their efforts in the search for the missing girl at Eagle Rock

### **13. Closure of Meeting**

The President thanked everyone for attending and closed the meeting at 5.26pm.