



Shire of Mukinbudin

Ordinary Meeting of Council

AGENDA

Meeting to be held in Council Chambers at
15 Maddock Street, Mukinbudin
Commencing at 1.00pm Tuesday 18th August 2020

Dirk Sellenger
CHIEF EXECUTIVE OFFICER



****** DISCLAIMER ******

No responsibility whatsoever is implied or accepted by the Shire of Mukinbudin for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mukinbudin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Mukinbudin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mukinbudin. The Shire of Mukinbudin warns that anyone who has any application lodged with the Shire of Mukinbudin must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mukinbudin in respect of the application.

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

Council is committed to a code of conduct and all decisions are based on an honest assessment of the issue, ethical decision-making and personal integrity. Councillors and staff adhere to the statutory requirements to declare financial, proximity and impartiality interests and once declared follow the legislation as required.

Dirk Sellenger
CHIEF EXECUTIVE OFFICER

SUMMARY OF MEETINGS
Shire of Mukinbudin 2020

	Briefing / Workshop	Council Meeting
January	✗	✗
February	✓	✓
March	✓	✓
April	✗	✓
May	✓	✓
June	✓	✓
July	✓	✓
August	✓	✓
September	✓	✓
October	✓	✓
November	✗	✓
December	✓	✓

Briefing / Workshops will ordinarily commence at 10.00am unless agreed to change this time.

Council Meetings will ordinarily commence at 1.00pm unless Council or the President agrees to change this time.

Changes to Council Meetings must be advertised in accordance with Sect 5.4 of the Local Government Act 1995.

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. Declarations of Interest**
- 5. Petitions, Deputations, Presentations**
 - 5.1 Petitions
 - 5.2 Deputations
 - 5.3 Presentations
- 6. Announcements by the presiding member without discussion**
- 7. Confirmation of minutes of previous meetings**
 - 7.1 Confirmation of Minutes of Ordinary Meeting of Council held on 21st July 2020.
- 8. Reports**
 - 8.1 Council Monthly Information Reports**
 - 8.1.1 Receipt of August 2020 Information Report
 - 8.2 Finance Reports**
 - 8.2.1 List of Payments – July 2020
 - 8.3 Chief Executive Officer's Reports**
 - 8.3.1 NEWROC Executive Meeting Minutes
 - 8.3.2 Appointment of Chief and Deputy Fire Control Officer
 - 8.3.3 Resurfacing of Tennis Club Courts
 - 8.3.4 Capital Works Program – Additional Works
 - 8.3.5 Pool Management *Confidential*
 - 8.3.6 Potential Property Purchase *Confidential*
- 9. Elected members Motions of which previous notice has been given**
 - 9.1 Nil

- 10. Urgent Business without notice (with the approval of the President or meeting)**
 - 10.1 Nil
- 11. Dates to Remember**
 - 11.1 See attached list
- 12. Closure of Meeting**
 - 12.1 Closure of Meeting

AGENDA

Agenda of the Ordinary Meeting of Council to be held in Council Chambers, Maddock Street, Mukinbudin on 18th August 2020.

1. Declaration of Opening

- 1.1 The Shire President to declare the Meeting open at __pm

2. Public Question Time (min 15 minutes)

- 2.1 Response to previous questions taken on notice.
Nil
- 2.2 Declaration of public question time opened (minimum 15 mins)
- The Shire President to declare public question time open.
- 2.3 Declaration of public question time closed
- The Shire President to declare public question time closed.

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

- 3.1 Present:
3.1.1
- 3.2 Apologies:
3.2.1
- 3.3 On leave of absence:
3.3.1
- 3.4 Staff:
3.4.1
- 3.5 Visitors:
- 3.6 Applications for leave of absence:
3.6.1 Request for leave of absence

4. Declarations of Interest

5. Petitions, deputations and presentations

- 5.1 Petitions
- 5.2 Deputations

5.3 Presentations

6. Announcements by the Presiding person without discussion

6.1

7. Confirmation of the Minutes of previous meetings

7.1 Confirmation of Minutes for the Ordinary Meeting of Council held on the 21st July 2020.

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION

Council Decision Number -

Moved:

Seconded:

That the Minutes of the Ordinary Meeting of Council held on the 21st July 2020 be accepted as a true and correct record of proceedings.

Carried /

8.1 MONTHLY INFORMATION REPORT

8.1.1 August 2020 Information Report	
Location:	Mukinbudin
File Ref:	ADM 360
Applicant:	Nola Comerford-Smith, Administration Manager
Date:	12 th August 2020
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Nola Comerford-Smith, Administration Manager
Voting Requirements	Simple Majority
Documents Attached	Nil
Documents Tabled	Nil

Summary

To allow Council to receive the Monthly Information Report including reports from Manager of Works and Services, Administration Manager and Caravan Park Manager.

Background Information

Reports are presented to Council on operational matters within the Shire of Mukinbudin.

Officer Comment

Refer to Information Report.

Strategic & Social Implications

Nil

Consultation

Dirk Sellenger – Chief Executive Officer

Tania Sprigg - Caravan Park Manager

Nola Comerford-Smith – Administration Manager

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

OFFICER RECOMMENDATION

Council Decision Number –

Moved: Cr

Seconded: Cr

That Council receive the August 2020 Information Report.

Carried /

8.2 Finance Reports

8.2.1 List of Payments – August 2020	
Location:	Mukinbudin
File Ref:	ADM 007
Applicant:	Edward Nind – Finance Manager
Date:	18 August 2020
Disclosure of Interest:	Nil
Responsible Officer:	Edward Nind – Finance Manager
Author:	Louise Sellenger – Senior Finance Officer
Voting Requirements	Simple Majority
Documents Attached	List of Payments – July 2020 (8 pages)
Documents Tabled	Nil

If a Councillor has any questions regarding the enclosed finance report, please see the Finance Manager prior to the meeting so that a researched answer may be provided.

Summary

List of payments made in July 2020 for endorsement by Council.

Background Information

A list of payments submitted to Council on 18th August 2020, for confirmation in respect of accounts already paid or for the authority to those unpaid. (Please refer to Payment listing submitted as a separate attachment).

Officer Comment

Standard process of obtaining Council endorsement of payments.

Strategic & Social Implications

N/A

Consultation

N/A

Statutory Environment

A list of payments is required to be presented to Council as per section 13 of the Local Government (Financial Management) Regulations 1996.

Policy Implications

Council Policy No. 1.6.5 (e) states that a list of payments is required to be presented to Council each month in accordance with Financial Management Regulations 13(1) for recording in the minutes.

Financial Implications

All payments have been made in accordance with the 2020/2021 Budget.

OFFICER RECOMMENDATION**Council Decision Number –****Moved: Cr****Seconded: Cr****That the list of payments made in July 2020, be endorsed for payment.****Municipal Fund:**

Muni EFTs	EFT 5307	to	EFT 5377	\$264,740.78
Muni Cheques	Chq 31822	to	Chq 31830	\$14,373.10
Muni Direct Debits	DD 7073.1	to	DD 7166.1	\$92,511.40
(Superannuation, loans, leases)				
Pays on	08/07/2020 & 22/07/2020			\$66,625.06
(Not included on payment listing)				

Total Municipal Funds	\$438,250.34
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Trust Fund:

Trust EFTs	EFT -	to	EFT -	\$0.0
Trust Cheques	Chq 31821	to	Chq -	\$800.00
Trust Direct Debits	DD 7111.1	to	DD 7179.1	\$40,683.10

Total Trust Funds	\$41,483.10
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Carried /

Date: 10/08/2020
Time: 3:06:02PM

Shire of Mukinbudin

10
USER: Louise Neilson
PAGE: 1

Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
EFT5307		Central East Aged Care Alliance (inc) Annual Contribution to CEACA 2020/21		22,000.00
EFT5308		Gowers Glazing Fabric Vertical Blinds		379.50
EFT5309		Great Southern Fuels June 2020 Monthly Fuel Account		7,487.40
EFT5310		It Vision Renew SynergySoft & Universe Annual License Fee 01/07/2020-30/06/2021		23,937.10
EFT5311		John Phillips Consulting Professional Services- Recruitment Interviews		880.00
EFT5312		Ramm Software Pty Ltd Rental of Pocket RAMM Software		7,962.83
EFT5313		Absolutely All Electrical Replaced EXIT light in Campers Kitchen at Caravan Park		264.55
EFT5314		Altronics Distributors Projector material		252.05
EFT5315		Ampac Debt Recovery AMPAC debt recovery		308.00
EFT5316		Astro Alloys Cleaning Products for Caravan Park		542.85
EFT5317		Australia Post June 2020 Monthly Account		41.34
EFT5318		Avon Waste Avon Waste June 2020 Rubbish collection		6,327.96
EFT5319		Bencubbin Community Resource Centre Inc Self Carboning Work Books		400.00
EFT5320		Bf & Jd Atkins Asbestos Removal & Vib Roller Transport		990.00
EFT5321		Bob Waddell & Associates Pty Ltd Hourly Assistance with 2019/2020 AFR		132.00
EFT5322		Boc Limited Boc Gas Bottle Rental		55.17
EFT5323		Courier Australia/toll Ipec Toll Various freight 26/06/2020		111.16
EFT5324		D&D Transport Freight for Astro Synthetic Turf		212.36
EFT5325		Dylan Copeland NRM Services 2019/2020 FY		440.00
EFT5326		Gowers Glazing Supply of wardrobe sliding door roller & Carriage		81.84
EFT5327		It Vision Payroll Reconciliation imblanance		550.00
EFT5328		Itr Western Australia Blades for Grader		3,850.00
EFT5329		Justin Everett Provision of design & Drafting services for Proposed new Enterance Kiosk & t		3,165.00
EFT5330		Landgate Landgate Schedule 2020/3 M3		67.85
EFT5331		Muka Tyre Mart Tyres for MBL 180		521.00
EFT5332		Mukinbudin Transport Accommodation for Sambro Contracting		495.00

Date: 10/08/2020
Time: 3:06:02PM

Shire of Mukinbudin

USER: Louise Neilson
PAGE: 2

Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
		Officeworks		
EFT5333		June Monthly Misc Admin Order		209.72
		On Hold On Line		
EFT5334		Monthly On Hold Message July 2020		69.00
		Palm Plumbing		
EFT5335		Aged Care Unit 7- Unblock drain		1,503.07
		Shire Of Mt Marshall		
EFT5336		New Health Recoup 31/05/2020-30/06/2020		2,890.71
		Sippes Mukinbudin		
EFT5337		Parks & Gardens Maintenance		1,527.49
		Timinta Holdings Pty Ltd		
EFT5338		Clearing fence lines & Boring Holes		613.25
		Vernon Contracting		
EFT5339		Plant Operating June 2020		6,800.20
		Wa Contract Ranger Services Pty Ltd		
EFT5340		Ranger Services 16/06-23/06/-29/06/2020		724.62
		Westrac Pty Ltd		
EFT5341		x5 Master Keys for Westrac Machines		47.69
		Bendigo Bank Mastercard		
EFT5342		June 2020 Bendigo Bank Mastercard Payment		1,218.64
		Core Business Australia Pty Ltd		
EFT5343		Flood Recovery Claim #2		17,675.90
		Iga Mukinbudin		
EFT5344		IGA Monthly Account- Council June 2020		218.10
		Mc & De Ventris Family Trust		
EFT5345		Gravel Royalties for Various Road works		3,677.33
		Modern Teaching Aids Pty Ltd		
EFT5346		Children's Sleep Mobility frame		123.16
		Muka Tyre Mart		
EFT5347		x4 Dunlop Tyres		1,040.00
		Mukinbudin Steel Fabricators		
EFT5348		Guttering for 1 Salmon Gum Ally		316.58
		Palm Plumbing		
EFT5349		Service Male Toilets -Admin Building		125.49
		Rvj Resources		
EFT5350		Monthly Misc Purchases June 2020		231.00
		Shire Of Trayning		
EFT5351		Reimbursement of Kununopping Medical Practice/ Dr Vehicle & Dr House Re		3,627.55
		Abco Products		
EFT5352		Various Cleaning Products for Caravan Park		1,703.86
		Absolutely All Electrical		
EFT5353		Supply & Install Heat Pump at Aged Unit 9		3,702.50
		Courier Australia/toll Ipec		
EFT5354		Freight for CORSIGN order		22.72
		Gowers Glazing		
EFT5355		Supply Vertical Blind Slat at JV Singles Unit 3		68.75
		Jr & A Hodges		
EFT5356		Gym & Tourist Hut Cleaning After Covid19 till Dec 2020		297.00
		Kleenheat Gas		
EFT5357		x8 Gas bottle Replacement- JV Singles Unit		1,188.00
		Local Health Authorities Analytical Committee		
EFT5358		20/21 Analytical Service		198.00

Date: 10/08/2020
Time: 3:06:02PM

Shire of Mukinbudin

USER: Louise Neilson
PAGE: 3

Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
		Mukinbudin Building		
EFT5359		Progress Payment 11: Paving & Landscaping 4 Earl Drive		21,441.75
		Rvj Resources		
EFT5360		Misc Depot Purchases July 2020		635.36
		Shire Of Cunderdin		
EFT5361		VELPIC Software		455.91
		Stallion Building Company Pty Ltd		
EFT5362		Retention held for Landscaping at Gimlett Way		8,079.50
		Two Dogs Home Hardware		
EFT5363		x2 Dishwashers for 12 Gimlett & 4 Earl Drive		1,598.00
		Wallis Computer Solution		
EFT5364		Equipment Rental (x9 Computers/ Laptop)		1,466.30
		Avon Concrete		
EFT5365		Supply & Install Drain Between Maddock and Cruickshank		27,500.00
		Absolutely All Electrical		
EFT5366		Replace x 2 Lights in Campers Kitchen		350.20
		Bencubbin Community Resource Centre Inc		
EFT5367		T.Smith Truck Test		950.00
		Bob Waddell & Associates Pty Ltd		
EFT5368		Rates Service Provided Including EOY Processes		2,880.00
		Courier Australia/toll Ipec		
EFT5369		Freight for Road Signs		21.51
		JR Pascov & EM Stevens T/A Mukinbudin Hotel		
EFT5370		Council Lunch & Beverages Feb 2020-June2020		937.00
		Jr & A Hodges		
EFT5371		Tourist Hut & Gym Cleaning		55.00
		Modularis Pty Ltd		
EFT5372		Progress Claim		37,093.75
		Nature Playgrounds		
EFT5373		Supply & Install Landscaping to Childcare Centre		3,677.92
		Officeworks		
EFT5374		Caravan Park Phone & Admin Misc Items		864.24
		Sippes Mukinbudin		
EFT5375		Depot Misc Maintenance (rubber feet)		87.15
		Wa Contract Ranger Services Pty Ltd		
EFT5376		Ranger Services 05/06/2020-09/06/2020		841.50
		Walga		
EFT5377		WALGA Subscriptions 01/07/2020-30/06/2021		24,530.40
		Geraghtys Engineering & Auto Electrics		
31822		Motor Vehicle Inspection for Community Bus OMBL		187.75
		Telstra		
31824		Directory Charges July 2020		94.13
		Synergy		
31825		Power Account 28.5/26.6.20		8,046.69
		Mukinbudin Majellan Group		
31826		NEWROC Strategic Planning Catering		962.00
		Water Corporation		
31827		Water Charges 07/05/2020-09/07/2020		2,605.63
		Geraghtys Engineering & Auto Electrics		
31828		130,000 KM Service carried out on MBL2		1,489.24
		Telstra		
31829		Telstra July 2020 Account		651.70

Date: 10/08/2020
Time: 3:06:02PM

Shire of Mukinbudin

USER: Louise Neilson
PAGE: 4

Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
		Water Corporation		
31830		Water Corp Trade Waste- Caravan Park		335.96
		Western Power		
DD7073.1		Commerical Connection to new Boodie Rats- White st		9,810.00
		Shire Of Mukinbudin		
DD7098.1		Vehicle Licenses for 2020/21		5,593.70
		Ioof		
DD7100.1		Superannuation contributions		199.93
		Wa Super		
DD7100.2		Payroll deductions		4,476.55
		Australian Super		
DD7100.3		Superannuation contributions		219.56
		Mlc Superannuation Fund Mlc Navigator Retirement Plan		
DD7100.4		Payroll deductions		216.08
		Prime Super		
DD7100.5		Superannuation contributions		222.07
		DI Sellenger Superfund		
DD7100.6		Superannuation contributions		945.39
		Rest Industry Super		
DD7100.7		Superannuation contributions		191.94
		Ioof		
DD7135.1		Superannuation contributions		211.11
		Wa Super		
DD7135.2		Superannuation contributions		4,315.48
		Mlc Superannuation Fund Mlc Navigator Retirement Plan		
DD7135.3		Superannuation contributions		528.36
		Asgard Infinity Ewarp Super		
DD7135.4		Superannuation contributions		877.35
		DI Sellenger Superfund		
DD7135.5		Superannuation contributions		834.36
		Mtaa Super		
DD7135.6		Superannuation contributions		46.47
		Australian Super		
DD7135.7		Superannuation contributions		216.85
		Prime Super		
DD7135.8		Superannuation contributions		319.33
		Rest Industry Super		
DD7135.9		Superannuation contributions		195.37
		Australian Taxation Office		
DD7138.1		Tax Liability Transactions		53,349.00
		Wa Treasury Corporation		
DD7157.1		Principal & Interest on Loan 120 Skid Steer		4,211.06
		Wa Treasury Corporation		
DD7166.1		Guarantee Fee for January to 30 June 2020		5,531.44

Date: 10/08/2020
Time: 3:06:02PM

Shire of Mukinbudin

USER: Louise Neilson
PAGE: 5

Cheque /EFT	Name	INV
No	Date	Amount
	Invoice Description	Amount

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	Muni Bank - 633-000 116456799	371,625.28
TOTAL		371,625.28

Date: 10/08/2020
Time: 3:05:04PM

Shire of Mukinbudin

15
USER: Louise Neilson
PAGE: 1

Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
31821		Bond Administrator PAYMENT OF BOND FOR 25B CALDER ST		800.00
DD7111.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 0107		10,543.30
DD7113.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 0207		899.55
DD7115.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 0307		170.05
DD7117.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 0607		747.35
DD7119.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 0707		5,232.85
DD7121.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 0807		1,015.70
DD7123.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 0907		598.70
DD7125.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 1007		3,488.75
DD7127.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 1307		4,122.35
DD7129.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 1407		184.10
DD7142.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 1507		339.30
DD7144.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 1607		1,031.10
DD7146.1		Department Of Transport PAYMENT OF LIENCESING FEES COLLECTED 1707		2,005.00
DD7148.1		Department Of Transport PAYMENT OF LIENCESING FEES COLLECTED 2007		913.05
DD7150.1		Department Of Transport PAYMENT OF LIENCESING FEES COLLECTED 2107		2,448.40
DD7152.1		Department Of Transport PAYMENT OF LIENCESING FEES COLLECTED 2207		398.35
DD7154.1		Department Of Transport PAYMENT OF LIENCESING FEES COLLECTED 2307		562.65
DD7160.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 2407		2,442.75
DD7162.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 2707		711.55
DD7172.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 2907		200.00
DD7174.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 3007		1,207.30
DD7179.1		Department Of Transport PAYMENT OF LICENSING FEES COLLECTED 3107		1,420.95

Date: 10/08/2020
Time: 3:05:04PM

Shire of Mukinbudin

USER: Louise Neilson
PAGE: 2

Cheque /EFT	Name	INV
No	Date	Amount
	Invoice Description	Amount



REPORT TOTALS

Bank Code	Bank Name	TOTAL
2	Restricted Muni - Trust Bank - 633-000 116457	41,483.10
TOTAL		41,483.10

009669



SHIRE OF MUKINBUDIN
PO BOX 67
MUKINBUDIN WA 6479

Certified Received In Good Order	
Certified Computations & Extensions Correct	
Authorised for Payment	

Your details at a glance

BSB number	633-000
Account number	693723967
Customer number	11762408/M201
Account title	SHIRE OF MUKINBUDIN SHIRE OF MUKINBUDIN

Account summary

Statement period	1 Jul 2020 - 31 Jul 2020
Statement number	137
Opening balance on 1 Jul 2020	\$1,218.64
Payments & credits	\$1,218.64
Withdrawals & debits	\$3,056.36
Interest charges & fees	\$400
Closing Balance on 31 Jul 2020	\$3,060.36

Account details

Credit limit	\$5,000.00
Available credit	\$1,939.64
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

Payment details

Minimum payment required	\$91.81
Payment due	14 Aug 2020

Any questions?

Contact Tara Chambers at 29 Shadbolt St,
Mukinbudin 6479 on **08 9047 1377**, or call **1300 BENDIGO**
(1300 236 344).

We're changing
for the better

Introducing our new logo



Business Credit Card

Minimum Payment Warning. If you make only the minimum payment each month, you will pay more interest and it will take you longer to pay off your balance.

If you make no additional charges using this card and each month you pay the minimum payment

You will pay off the Closing Balance shown on this statement in about **13 years and 7 months**

And you will pay an estimated total of interest charges of **\$1,824.87**

If you make no additional charges using this card and each month you pay **\$146.92**

You will pay off the Closing Balance shown on this statement in about **2 years**

And you will pay an estimated total of interest charges of **\$465.72, a saving of \$1,359.15**

Having trouble making payments?

If you are having trouble making credit card repayments, please contact our Mortgage Help Centre on 1300 652 146.

AGENDA: ORDINARY MEETING OF COUNCIL TO BE HELD 18 JULY 2020

Business Credit Card

Date	Transaction	Withdrawals	Payments	Balance
Opening balance				\$1,218.64
1 Jul 20	OVERLANDER ROADHOU,H AMELIN BAY AUS RETAIL PURCHASE 28/06 CARD NUMBER 552638XXXXXXX149 1 P43319D-151-3120	182.25		1,400.89
2 Jul 20	Shire of Mukinbudin, Mukinbudin AUS RETAIL PURCHASE 01/07 CARD NUMBER 552638XXXXXXX149 1 P281-156-3750	27.80		1,428.69
8 Jul 20	Shire of Mukinbudin, Mukinbudin AUS RETAIL PURCHASE 07/07 CARD NUMBER 552638XXXXXXX149 1 P281-156-3140	431.50		1,860.19
8 Jul 20	OVERLANDER ROADHOU,H AMELIN BAY AUS RETAIL PURCHASE 05/07 CARD NUMBER 552638XXXXXXX149 1 P43319D-151-3120	181.17		2,041.36
9 Jul 20	VISTAPR*VistaPrin1,8 66-8936743 AUS RETAIL PURCHASE-INTERNATIONAL 08/07 CARD NUMBER 552638XXXXXXX149 1 121405160- business cards	29.97		2,071.33
9 Jul 20	SP * ROESZLERENGRAVI N,MULGRAVE AUS RETAIL PURCHASE 07/07 CARD NUMBER 552638XXXXXXX149 1 121405160- stickers for common seal	46.40		2,117.73
11 Jul 20	AUSSIE BROADBAND PTY L,MORWELL AUS RETAIL PURCHASE 10/07 CARD NUMBER 552638XXXXXXX149 1 BO370-303-3750- Caravan Park Internet	79.00		2,196.73
14 Jul 20	PERIODIC TFR 00117624081201 000000000000		1,218.64	978.09
15 Jul 20	MessageMedia, Melbou rne AUS RETAIL PURCHASE 13/07 CARD NUMBER 552638XXXXXXX149 1 120502160.3104- shire text messages	108.90		1,086.99

Date Paid ____ / ____ / ____ Amount \$ _____

Business Credit Card - Payment options



Pay in person: Visit any **Bendigo Bank** branch to make your payment.



Internet banking: Pay your credit card using ebanking 24 hours a day, 7 days a week.
www.bendigobank.com.au



Register for Internet or Phone Banking call **1300 BENDIGO** (1300 236 344). This service enables you to make payments conveniently between your Bendigo Bank accounts 24/7.



Pay by post: Mail this slip with your cheque to -
**PO Box 480
Bendigo VIC 3552.**
If paying by cheque please complete the details below.



Bill code: 342949
Ref: 693723967

Bank@Post™ Pay at any Post Office by Agency Banking **Bank@Post™** using your credit card.

Business Credit Card

BSB number	633-000
Account number	693723967
Customer name	SHIRE OF MUKINBUDIN
Minimum payment required	\$91.81
Closing Balance on 31 Jul 2020	\$3,060.36
Payment due	14 Aug 2020
Date	
Payment amount	

Drawer	Chq No	BSB	Account No	\$	¢

^Fees will apply for payments made using Bank@Post. Refer to Bendigo Bank Schedule of Fees & Charges and Transaction Account Rebates.

Business Credit Card (continued).

Date	Transaction	Withdrawals	Payments	Balance
16 Jul 20	SPOTLIGHT, SOUTH MEL BOUR AUS RETAIL PURCHASE 15/07 CARD NUMBER 552638XXXXXX149 1 BO370-256-3700- caravan park linen	321.99		1,408.98
16 Jul 20	KMART ONLINE, 03 AUS RETAIL PURCHASE 15/07 CARD NUMBER 552638XXXXXX149 1 BO370-256-3700- caravan park linen	719.00		2,127.98
23 Jul 20	AU* SEEK 34710579, M ELBOURNE AUS RETAIL PURCHASE 22/07 CARD NUMBER 552638XXXXXX149 1	599.50		2,727.48
25 Jul 20	FACEBK *YKYP8VW6S2, fb.me/ads AUS RETAIL PURCHASE-INTERNATIONAL 23/07 CARD NUMBER 552638XXXXXX149 1	43.59		2,771.07
25 Jul 20	NELTONICS AUSTRALIA, JOLIMONT AUS RETAIL PURCHASE 23/07 CARD NUMBER 552638XXXXXX149 1	283.80		3,054.87
28 Jul 20	APPLE.COM/BILL, SYDN EY AUS RETAIL PURCHASE 27/07 CARD NUMBER 552638XXXXXX149 1	1.49		3,056.36
30 Jul 20	CARD FEE 1 @ \$4.00	4.00		3,060.36
Transaction totals / Closing balance		\$3,060.36	\$1,218.64	\$3,060.36

AUTOMATIC PAYMENTS HAVE BEEN SPECIFIED FOR YOUR ACCOUNT.

We suggest you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions should be promptly reported to us.

The security of your Personal Identification Number (PIN) is very important. To avoid being liable for unauthorised transactions, you should follow the terms and conditions of your account. We also recommend some simple steps to protect your PIN:

- Memorise your PINs and passwords and destroy any communications advising you of new ones. Don't keep a record of your PINs or passwords, in written or electronic form.
- If you choose your own, ensure that it is not something easy to guess like your (or a family member's) birth date, name, phone number, postcode, driver's licence number or numbers that form a pattern.
- Don't tell anyone your PIN, not even friends, family or a bank representative.
- Ensure nobody watches you enter your PIN or password. A good practice is to cover the keypad when you put in your PIN or password.
- Watch out for email, SMS or call scams asking for details relating to your account. If you receive suspicious emails, please contact us immediately.

Please note: These are guidelines only. While following these steps will help you to protect your PIN, your liability for any losses arising from unauthorised transactions is determined in accordance with the ePayments Code. For further details, see <https://asic.gov.au/regulatory-resources/financial-services/epayments-code/> or visit bendigobank.com.au/mycard for all card related information. Business customers visit [mybusinesscard](https://bendigobank.com.au/mybusinesscard).

All card transactions made in currencies other than Australian dollars will incur a fee of 3% of the transaction value. (Additional charges may apply for cash transactions.)

Card Security

For information on how to securely use your card and account please visit bendigobank.com.au/mycard for all card related information. Business customers visit [mybusinesscard](https://bendigobank.com.au/mybusinesscard).

009669



SHIRE OF MUKINBUDIN
PO BOX 67
MUKINBUDIN WA 6479

Card summary

Account number 693723967
Card number 552638XXXXXX149
Customer number 11762408/M201
Statement period 01/07/2020 to 31/07/2020
Statement number 137 (page 4 of 5)

Any questions?

Contact Tara Chambers at 29 Shadbolt St,
Mukinbudin 6479 on **08 9047 1377**, or call
1300 BENDIGO (1300 236 344).

Business Credit Card (continued).

Date	Transaction	Withdrawals	Payments
1 Jul 20	OVERLANDER ROADHOU,H AMELIN BAY AUS	182.25	
2 Jul 20	Shire of Mukinbudin, Mukinbudin AUS	27.80	
8 Jul 20	Shire of Mukinbudin, Mukinbudin AUS	431.50	
8 Jul 20	OVERLANDER ROADHOU,H AMELIN BAY AUS	181.17	
9 Jul 20	VISTAPR*VistaPrin1,8 66-8936743 AUS	29.97	
9 Jul 20	SP * ROESZLERENGRAVI N,MULGRAVE AUS	46.40	
11 Jul 20	AUSSIE BROADBAND PTY L,MORWELL AUS	79.00	
15 Jul 20	MessageMedia, Melbou rne AUS	108.90	
16 Jul 20	SPOTLIGHT, SOUTH MEL BOUR AUS	321.99	
16 Jul 20	KMART ONLINE, 03 AUS	719.00	
23 Jul 20	AU* SEEK 34710579, M ELBOURNE AUS	599.50	
25 Jul 20	FACEBK *YKYP8VW6S2, fb.me/ads AUS	43.59	
25 Jul 20	NELTONICS AUSTRALIA, JOLIMONT AUS	283.80	
28 Jul 20	APPLE.COM/BILL, SYDN EY AUS	1.49	
TOTALS		\$3,056.36	\$0.00

Account number	693723967	21
Card number	552638XXXXXX149	
Customer number	11762408/M201	
Statement period	01/07/2020 to 31/07/2020	
Statement number	137 (page 5 of 5)	

We suggest you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions should be promptly reported to us.

The security of your Personal Identification Number (PIN) is very important. To avoid being liable for unauthorised transactions, you should follow the terms and conditions of your account. We also recommend some simple steps to protect your PIN:

- Memorise your PINs and passwords and destroy any communications advising you of new ones. Don't keep a record of your PINs or passwords, in written or electronic form.
- If you choose your own, ensure that it is not something easy to guess like your (or a family member's) birth date, name, phone number, postcode, driver's licence number or numbers that form a pattern.
- Don't tell anyone your PIN, not even friends, family or a bank representative.
- Ensure nobody watches you enter your PIN or password. A good practice is to cover the keypad when you put in your PIN or password.
- Watch out for email, SMS or call scams asking for details relating to your account. If you receive suspicious emails, please contact us immediately.

Please note: These are guidelines only. While following these steps will help you to protect your PIN, your liability for any losses arising from unauthorised transactions is determined in accordance with the ePayments Code. For further details, see

<https://asic.gov.au/regulatory-resources/financial-services/epayments-code/> or visit bendigobank.com.au/mycard for all card related information. Business customers visit [/mybusinesscard](https://bendigobank.com.au/mybusinesscard).

All card transactions made in currencies other than Australian dollars will incur a fee of 3% of the transaction value. (Additional charges may apply for cash transactions.)

Mastercard Summary		
Jul-20		
Date	Transaction Description	Amount
1/07/2020	Fuel for Prado	\$ 182.25
2/07/2020	Department of Transport-Permit for MBL0	\$ 27.80
8/07/2020	Department of Transport- Registration for MBL 0	\$ 431.50
8/07/2020	Fuel for Prado	\$ 181.17
9/07/2020	Vista Print-Business Cards	\$ 29.97
9/07/2020	C G Roeszler Engraving- Stickers for Common Seal	\$ 46.40
11/07/2020	Aussie Broadband- Caravan Park Internet	\$ 79.00
15/07/2020	MessageMedia- Shire Alert Text Message	\$ 108.90
16/07/2020	Spotlight- Caravan Park Linens	\$ 321.99
16/07/2020	Kmart- Caravan Park Linens	\$ 719.00
23/07/2020	Seek- Maintenance Grader Operator	\$ 599.50
25/07/2020	Facebook Advertisement- Caravan Park	\$ 43.59
25/07/2020	Neltronics-tracker for Prado	\$ 283.80
28/07/2020	iTunes Storage Fee	\$ 1.49
30/07/2020	Credit Card Fee	\$ 4.00

Total	\$ 3,060.36
Includes GST of	\$ 306.00

RespOff	Account	Description	Opening Bal	Movement	Balance
Division	GEN				
CP EX	121302040	Caravan Park General Maintenance/Operations	0.00	6,252.36	6,252.36
CP EX	121302060	Barrack Cabins Building Operations	0.00	103.50	103.50
CP EX	121302100	Park Units (Self Contained) Building Operations	0.00	177.00	177.00
CP EX	121302110	Park Units (Self Contained) Building Maintenance	0.00	101.18	101.18
CP EX	121302140	Caravan Park Salaries	0.00	6,225.57	6,225.57
CP EX	121302150	Caravan Park Superannuation	0.00	541.40	541.40
CP EX	121302160	Caravan Park Manager Allowances	0.00	330.00	330.00
CP EX	121302200	Caravan Park Workers Compensation	0.00	953.68	953.68
Total	CP EX		0.00	14,684.69	14,684.69
Total for division			0.00	14,684.69	14,684.69
Grand Total			0.00	14,684.69	14,684.69

Printed at: 10/08/20

Page No : 1

Options : Year 20/21,From Month 01,To Month 01,By Respsonsible Officer (CP Caravan Park Report Income Figures)

Shire of Mukinbudin

24
(fmGLTrialBalance)

General Ledger Detail Trial Balance

RespOff	Account	Description	Opening Bal	Movement	Balance
Division	GEN				
CP	130901110	Income - 25 Cruickshank Road	0.00	-2,835.00	-2,835.00
CP	130901160	Income - 8 Lansdell Street	0.00	-2,181.82	-2,181.82
CP	131302000	Caravan Park Fees - Op Inc - Tourism & Area Promotion	0.00	-4,046.41	-4,046.41
CP	131302020	Barracks Cabins Fees - Op Inc - Tourism & Area Promotion	0.00	-1,715.94	-1,715.94
CP	131302030	Park Unit (Self Contained) Fees - Op Inc - Tourisn & Area Promotion	0.00	-3,687.25	-3,687.25
Total	CP		0.00	-14,466.42	-14,466.42
Total for division	GEN		0.00	-14,466.42	-14,466.42
Grand Total			0.00	-14,466.42	-14,466.42

8.3 Chief Executive Officer's Reports

8.3.1 NEWROC Executive Meeting Minutes 28th July 2020	
Location:	Shire of Mukinbudin
File Ref:	ADM 236
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	10 th August 2020
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	Minutes of NEWROC Meeting 28 th July 2020 Wheatbelt Civic Network Presentation
Documents Tabled	Nil

Background

An Executive Meeting of NEWROC was held on Tuesday 28th July 2020 at the Kellerberrin Recreation Centre.

Officer Comment:

The following items form part of the Minutes:

7. Matters for Consideration

- 7.1 NEWROC Vision and Mission
- 7.2 NEWROC MOU
- 7.3 NEWROC Document Map
- 7.4 Strategic Plan
- 7.5 Strategic Projects – Energy
- 7.6 NEWHealth

10. 2020 Meeting Schedule

25 August	Council	Dowerin
29 September	Executive	Wyalkatchem
27 October	Council	Wyalkatchem
24 November	Executive	Trayning
8 December	Council	Koorda

OFFICER RECOMMENDATION

Council Decision Number –

Moved: Cr

Seconded: Cr

That Council receive the NEWROC Executive Meeting Minutes for 28th July 2020.

Carried /



Executive Meeting

Tuesday 28 July 2020

Kellerberrin Recreation Centre

MINUTES

1pm NEWROC Meeting (following CEACA)

www.newroc.com.au

ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none"> Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year) Council reviews NEWROC project priorities 	Council
March	<ul style="list-style-type: none"> WDC attendance to respond to NEWROC project priorities Submit priority projects to WDC, Regional Development and WA Planning Discussion regarding portfolios vs projects, current governance structure 	Executive
April	NEWROC Budget Preparation	Council
May	<ul style="list-style-type: none"> NEWROC Draft Budget Presented NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2021) Local Government Week agenda to be discussed at Executive meeting to determine if EO should attend 	Executive
June	NEWROC Budget Adopted	Council
July		Executive
August	<ul style="list-style-type: none"> Information for Councillors pre-election NEWROC Audit 	Council
September		Executive
October	NEWROC CEO and President Handover	Council
November	<ul style="list-style-type: none"> NEWROC Induction of new Council representatives (every other year) Review NEWROC MoU (every other year) 	Executive
December	NEWROC Drinks	Council

ONGOING ACTIVITIES

Compliance

Media Releases

NEWROC Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda (Oct 2019 – Oct 2021)

Shire of Mukinbudin

Shire of Trayning

Shire of Dowerin

TABLE OF CONTENTS

1. OPENING AND ANNOUNCEMENTS	4
2. RECORD OF ATTENDANCE AND APOLOGIES	4
2.1. ATTENDANCE	4
2.2. APOLOGIES	4
2.3. GUESTS	4
2.4. LEAVE OF ABSENCE APPROVALS / APPROVED	4
3. DECLARATIONS OF INTEREST AND DELEGATIONS REGISTER	4
3.1. DELEGATION REGISTER	4
4. PRESENTATIONS.....	5
5. MINUTES OF MEETINGS	5
5.1. BUSINESS ARISING	5
6. FINANCIAL MATTERS	6
6.1. INCOME, EXPENDITURE AND PROFIT AND LOSS	6
6.2. BUDGET V ACTUALS 2019/2020	8
6.3. DRAFT BUDGET 2020/21	10
7. MATTERS FOR CONSIDERATION.....	12
7.1. NEWROC VISION AND MISSION	12
7.2. NEWROC MoU	14
7.3. NEWROC DOCUMENT MAP	15
7.4. NEWROC STRATEGIC PLAN	17
7.5. STRATEGIC PROJECTS - ENERGY	19
7.6. NEWHEALTH	20
8. EMERGING NEWROC ISSUES AS NOTIFIED, INTRODUCED BY DECISION OF THE MEETING	22
9. OTHER BUSINESS FOR NOTING	22
9.1. TELECOMMUNICATIONS PROJECT	22
9.2. NEWTRAVEL	22
10. 2020 MEETING SCHEDULE.....	22
11. CLOSURE.....	23

NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Executive Meeting held at the Kellerberrin Recreation Centre on Tuesday 28 July 2020 commencing at 1.14pm

MINUTES

1. OPENING AND ANNOUNCEMENTS

NEWROC CEO, Darren Simmons welcomed everyone and opened the meeting at 1.14pm

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1. Attendance

Darren Simmons	NEWROC CEO, CEO, Shire of Koorda
John Nuttall	CEO, Shire of Mt Marshall
Dirk Sellenger	CEO, Shire of Mukinbudin
Adam Majid	CEO, Shire of Nungarin
Rebecca McCall	CEO, Shire of Dowerin

NEWROC Officer

Caroline Robinson	Executive Officer, NEWROC
-------------------	---------------------------

2.2. Apologies

Taryn Dayman	CEO, Shire of Wyalkatchem
Brian Jones	CEO, Shire of Trayning
Stephen Tindale	Acting CEO, Shire of Wyalkatchem

2.3. Guests

Jimmy Murphy 1.30pm via ZOOM

2.4. Leave of Absence Approvals / Approved

Nil

3. Declarations of Interest and Delegations Register

Nil

3.1. Delegation Register

Please find below a delegations register as per the new policy adopted in March 2017:

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Koorda)	Council	CEO	Council Dec 2017
NEWROC Website	CEO	NEWROC EO	Council June 2017

4. Presentations

Jimmy Murphy Founder and CEO of Town Teams Movement WA presented to the group a proposal to host a Wheatbelt Civic Leadership Conference in Dowerin in February 2021. His presentation is attached.

ACTION

NEWROC EO to indicate to Town Teams Movement WA in principle support for the Network, Conference and any funding applications they may be putting together for the conference.

NEWROC EO to provide Town Teams Movement WA an introduction to RDA Wheatbelt

5. MINUTES OF MEETINGS

Minutes of the Executive Meeting held on 26 May 2020 have previously been circulated.

RESOLUTION

That the Minutes of the Executive Meeting held on 26 May 2020 be received as a true and correct record of proceedings.

Moved R McCall

Seconded A Majid

CARRIED 5/0

5.1. Business Arising

Nil

6. FINANCIAL MATTERS

6.1. Income, Expenditure and Profit and Loss

FILE REFERENCE:	42-2 Finance Audit and Compliance
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2020
ATTACHMENT NUMBER:	#1P and L
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENTS

Account transactions for the period 1 June 2020 to 30 June 2020

Date	Description	Reference	Credit	Debit	Gross
BB NEWROC Funds-5557					
Opening Balance			164,638.82	0.00	0.00
01 Jun 2020	Bendigo Bank		0.00	0.40	(0.40)
02 Jun 2020	Payment: Monitor Books	INV -2955	0.00	50.00	(50.00)
05 Jun 2020	Payment: Solum Wheatbelt Business Solutions	INV-0077	0.00	3,302.50	(3,302.50)
05 Jun 2020	Payment: TechCloud Enterprises	1444	0.00	120.00	(120.00)
Total BB NEWROC Funds-5557			0.00	3,472.90	(3,472.90)
Closing Balance			161,165.92	0.00	0.00
Total			0.00	3,472.90	(3,472.90)

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils As at 30 June 2020

	30 JUN 2020	30 JUN 2019
Assets		
Bank		
BB NEWROC Funds-5557	161,165.92	179,445.43
BB Term Deposit Account-1388	152,863.32	150,000.00
Total Bank	314,029.24	329,445.43
Total Assets	314,029.24	329,445.43
Liabilities		
Current Liabilities		
GST	(4,707.32)	(3,566.30)
Sundry Creditors Control	62.00	15,731.00
Total Current Liabilities	(4,645.32)	12,164.70
Total Liabilities	(4,645.32)	12,164.70
Net Assets	318,674.56	317,280.73
Equity		
Current Year Earnings	1,393.83	22,391.36
Retained Earnings	317,280.73	294,889.37
Total Equity	318,674.56	317,280.73

RESOLUTION

That the income and expenditure from 1 June 2020 to 30 June 2020 and the P and L and balance sheet as at 30 June 2020 be received.

Moved J Nuttall**Seconded D Sellenger****CARRIED 5/0**

Discussion:

- 👉 Term Deposit due to expire soon, NEWROC EO will present rates to Council
- 👉 Dowerin fees could be put towards a new term deposit

6.2. Budget v Actuals 2019/2020

FILE REFERENCE:	032-1 Budget
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2020
ATTACHMENT NUMBER:	
CONSULTATION:	Nil
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENTS

The following is a report on the budget v actuals for the NEWROC financial year 2019/2020.

NEWROC Budget 2019-2020

North Eastern Wheatbelt Regional Organisation of Councils

July 2019 to June 2020

Account	BUDGET	ACTUAL
Income		
Grants received (057)	\$0.00	\$0.00
Interest Received (076)	\$264.00	\$3,016.11
Medical Enhancement Fund Subs Rec. (070)	\$0.00	\$0.00
NEWROC Business Case / Project Work Subs (055)	\$12,000.00	\$12,000.00
NEWROC Subscriptions Received (054)	\$66,000.00	\$66,000.00
Special Projects Subscriptions Rec. (056)	\$0.00	\$0.00
Sundry Income (067)	\$500.00	\$1,486.36
Tourism Officer Subscriptions Rec. (060)	\$0.00	\$0.00
Wheatbelt Way Marketing Subscription (061)	\$0.00	\$0.00
Total Income	\$78,764.00	\$82,502.47
Gross Profit	\$78,764.00	\$82,502.47

Less Operating Expenses

Accounting/Audit fees (200)	\$3,040.00	\$1,820.85
Advertising (201)	\$240.00	\$0.00
Bank charges (203)	\$24.00	\$15.40
Catering (204)	\$200.00	\$78.18
Computer Software/Support (205)	\$0.00	\$0.00
Consultancy Fees (206)	\$0.00	\$0.00
Event / Ceremony Expenses (207)	\$1,500.00	\$3,107.72
Gifts (208)	\$400.00	\$0.00
Legal expenses (209)	\$2,650.00	\$0.00
Printing and Stationery (213a)	\$120.00	\$10.91
Records Storage (215)	\$70.00	\$0.00
Executive Officer Business Case/Project Work (105)	\$20,000.00	\$23,007.53
Executive Officer Contract Services (100)	\$48,000.00	\$32,157.04
Executive Officer Office Expenses (103)	\$2,996.00	\$1,400.00
Executive Officer Seminars/Conferences (101)	\$1,000.00	\$0.00
Executive Officer Travel (102)	\$9,996.00	\$5,001.42

NEWROC Executive Meeting 28 July 2020 - MINUTES

Executive Officer Travelling Expenses (Accom) (104)	\$2,508.00	\$0.00
Grants distributed (300)	\$0.00	\$0.00
Literary Luncheon (600)	\$600.00	\$0.00
Medical Enhancement Project Sub-Contractors (500)	\$0.00	\$0.00
Subscriptions Distributed (Medical) (501)	\$0.00	\$0.00
Telecommunications Contractor/Services (400)	\$90,000.00	\$14,200.00
Website and Database (700)	\$1,120.00	\$109.09
Total Operating Expenses	\$184,464.00	\$80,908.14
Total Expenses	\$184,464.00	\$80,908.14
Net Profit	-\$105,700.00	\$1,594.33

RESOLUTION

That budget v actual for 2019/20 be received

Moved A Majid

Seconded R McCall

CARRIED 5/0

6.3. DRAFT Budget 2020/21

FILE REFERENCE:	032-1 Budget
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2020
ATTACHMENT NUMBER:	
CONSULTATION:	
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENTS

The following is a **draft** budget for 2020/21 and is linked to discussions at the recent strategy day:

North Eastern Wheatbelt Regional Organisation of Councils July 2020 to June 2021

Opening Balance (operations account) 1 July 2020	\$161,165.92	NOTES
Opening Balance (TD)	\$152,863.32	
Account	Total	
Income		
Grants received (057)	\$27,000.00	REDS Grant Microgrid (application July 2020)
Interest Received (076)	\$1,000.00	
NEWROC Business Case / Project Work Subs (055)	\$14,000.00	7 x \$2000 from each Member LG
NEWROC Subscriptions Received (054)	\$77,000.00	7 x \$11,000 from each member LG
Special Projects Subscriptions Rec. (056)	\$0.00	
Telecommunications - Bruce Rock	\$30,000.00	Data Centre Access
Sundry Income (067)	\$27,000.00	Shire of Dowerin membership application fee
Total Income	\$176,000.00	

Less Operating Expenses

Governance / General Administration

Accounting/Audit fees (200)	\$2,200.00	XERO monthly fee and annual audit (October)
Advertising (201)	\$1,400.00	Increased for a quarterly communications piece in each LG newspaper (advertising)
Bank charges (203)	\$24.00	
Catering (204)	\$200.00	
Computer Software/Support (205)	\$0.00	
Consultancy Fees (206)	\$75,000.00	InfraNomics (full NEWROC contribution not inclusive of REDS)
Event / Ceremony Expenses (207)	\$500.00	
Gifts (208)	\$400.00	For unexpected/unplanned occasions
Legal expenses (209)	\$5,000.00	Crisp Wireless work with Earnshaw Lawyers
Printing and Stationery (213a)	\$120.00	
Records Storage (215)	\$70.00	Records held at Bencubbin CRC

Executive officer

Executive Officer Business Case/Project Work (105)	\$0.00	
Executive Officer Contract Services (100)	\$40,000.00	
Executive Officer Office Expenses (103)	\$3,000.00	
Executive Officer Seminars/Conferences (101)	\$1,000.00	
Executive Officer Travel (102)	\$6,000.00	Increased slightly for travel to 7 x LG Council meetings annually to present to Councillors
Executive Officer Travelling Expenses (Accom) (104)	\$1,000.00	

Grant Funding

Grants distributed (300)	\$0.00
--------------------------	--------

NEWROC Literary Luncheon

Literary Luncheon (600)	\$600.00
-------------------------	----------

Telecommunications

Telecommunications Contractor/Services (400)	\$45,000.00	<i>New Towers</i>
----------------------------------------------	-------------	-------------------

NEWROC Promotion

Website and Database (700)	\$500.00
----------------------------	----------

Total Expenses	\$182,014.00
Net Profit	-\$6,014.00

Anticipated Operations Account Balance 30 June 2021	\$155,151.92
Anticipated TD Account Balance 30 June 2021	\$153,863.32

OFFICER RECOMMENDATION

NEWROC Draft Budget for 2020/21 be presented to the NEWROC Council for adoption

RESOLUTION

NEWROC Draft Budget modified at the meeting, for 2020/21 be presented to the NEWROC Council for adoption

Moved A Majid

Seconded J Nuttall

CARRIED 5/0

Discussion:

- 👉 Digital Farm Grants have been announced (Shire of Bruce Rock and Shire of Narembeen) and this will result in Data Access Centre remuneration to the NEWROC. Needs to be included in the Draft Budget 2020/21
- 👉 Discussion regarding any budget implications with the NEWHealth Scheme
- 👉 Funding opportunities have been announced for energy and telecommunications, but are not included in this budget. NEWROC likely to go for these grants.

7. MATTERS FOR CONSIDERATION

7.1. NEWROC Vision and Mission

FILE REFERENCE:	035-1 Grants General
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2020
ATTACHMENT NUMBER:	
CONSULTATION:	Cr Stratford D Simmons
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

At the recent NEWROC Strategy Day members discussed the vision and mission of the group. This activity was incomplete.

NEWROC members still need to consider what we need to do to remain successful into the future. The key, will be to remain relevant. The alternative is to become irrelevant to our member Councils and diminish.

We don't need to necessarily reinvent our strategy but we do need to ensure that it comes from a strong purpose, carries some guiding principles, defines who we need to become, and enables our vision of what the world looks like when we fulfil our purpose.

How do we start to get to a position where we can clearly articulate and live these fundamental areas for success? Well, we need to know what why they are needed and what's their intent.

👉 What inspires us? What the world looks like when we fulfil our purpose through our values. This is our **Vision**.

Feedback from members:

- Populated and healthy communities
- Progressive communities
- Economic and social prosperity
- Creating a great place to live, work and invest

PROPOSED VISIONS for discussion (starting points).....

1. Creating progressive, healthy and prosperous communities
2. Enabling economic and social prosperity in our communities

👉 What guides us? Our unique thinking that empowers our team. These are our **Values**.

- Regional Commitment: We will make decisions and deliver services that achieve regional goals that couldn't be achieved individually.
- Community Focus: We will ensure that everything we do benefits the people that live and work in our region.
- Accountability: We will be open and accountable in everything we do, by involving stakeholders in decisions that affect them and by using effective engagement and communication techniques.

- Innovation: We are committed to continually improving the services we provide and projects we deliver by being prepared to listen, learn and use technology where this delivers positive outcomes for our communities.
- Collaboration: We will work together for the good of the region and encourage business and community groups to also work together to provide a relaxed and supportive environment where our people prosper.

🔥 What drives us? The problem we passionately solve for our Councils that engages our team. This is our **Purpose**.

Feedback from members has included:

- Strength in numbers / Stronger together
- Combined impact that we could not otherwise achieve
- Strengthening each other

PROPOSED PURPOSE for discussion (starting points).....

1. Working together for greater impact
2. Impact and success for our communities by strength in numbers

🔥 What evolves us? The who we need to become to start creating the world we see. This is our **Mission**.

Feedback from members has included:

- Collaborative
- Accountable
- Strategic focus
- Regional focus – collective good
- Promoting and championing our communities
- We enable

PROPOSED MISSION for discussion (starting points).....

1. Regional collaboration to achieve strategic opportunities for our communities
2. Regional collaboration to enable and champion opportunities for our communities

Members are asked to work on the vision, mission and purpose to present and discuss further at the August Council meeting.

RESOLUTION

The following statements be presented to the NEWROC Council as starting points for further discussion and enhancement on the NEWROC's Vision, Mission and Purpose:

Vision – Enabling and creating progressive, healthy and prosperous communities

Purpose – Working together for successful communities

Mission - Regional collaboration to champion opportunities for our communities

Moved R McCall

Seconded D Sellenger

CARRIED 5/0

7.2. NEWROC MoU

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2020
ATTACHMENT NUMBER:	#2 Revised NEWROC MoU 2020 - 2023
CONSULTATION:	D Simmons
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The NEWROC MoU was presented at the NEWROC Strategy Day for review and discussion.

The NEWROC EO has worked on the MoU based on member feedback on the day and has presented a revised version for members comment.

The NEWROC MoU is aligned to the strategic planning review period (3yrs) and minimum term of membership (3yrs).

RESOLUTION

Revised NEWROC MoU 2020 - 2023 be presented to the NEWROC Council and Council to discuss the withdrawal clause and division of asset options

Moved D Sellenger

Seconded A Majid

CARRIED 5/0

Discussion:

- 👉 The length of the MoU was discussed. It has moved from 2yrs to 3yrs, discussion as to whether it should be 4yrs (in line with IPR and Council elections) or 5yrs
- 👉 Discussion regarding the withdrawal clause:
 - OPTION – Three year signing and no withdrawal until MoU period ends
 - OPTION – Three year signing and 12month notice period
- 👉 Discussion regarding division of assets:
 - OPTION – Division of the assets at the end of the financial year
 - OPTION – Division of assets at the end of the financial year plus any other project commitments

7.3. NEWROC Document Map

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2020
ATTACHMENT NUMBER:	#3 Strategy Day Notes
CONSULTATION:	D Simmons S Grimmer
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

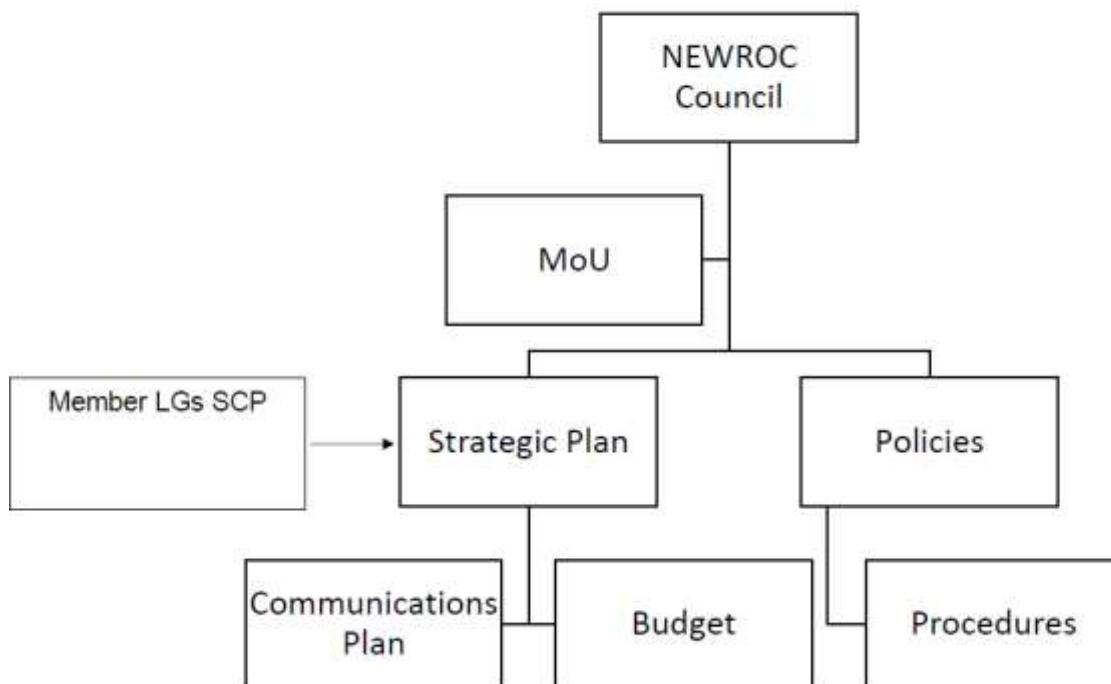
The NEWROC EO has developed a NEWROC document map outlining the key documents for the NEWROC and their relationship to one another.

This is in direct response to ideas and issues raised by members at the Strategy Day.

The NEWROC EO has liaised with Stephen Grimmer to discuss progress towards a NEWROC Strategic Plan and supporting Strategic Plans and Corporate Business Plans (IPR).

- 🔥 **MoU** – details the terms of the agreement between 7 Councils as well as roles
- 🔥 **Strategic Plan** – details the future direction of the NEWROC (3yrs), desktop review annually and workshopped every 3yrs. Framework developed. Stephen Grimmer will assist with this.
- 🔥 **Member LGs SCP** – Stephen Grimmer will assist with this and they will link directly to the NEWROC Strategic Plan (priorities, strategies, KPIs)
- 🔥 **Communications Plan** – outlines how the NEWROC will communicate to member LGs and how member LGs will communicate to the NEWROC and its communities
- 🔥 **Budget** – Annual budget items populated from the Strategic Plan
- 🔥 **Policies** – Framework for operations (to be developed) endorsed by Council
- 🔥 **Procedures** – Systems and processes of the NEWROC (to be developed)

NEWROC PROPOSED DOCUMENT MAP



RESOLUTION

NEWROC Document Map with the addition of the NEWROC EO contract is endorsed and presented to Council for consideration

NEWROC Communications Plan is endorsed and presented to the NEWROC Council

Moved J Nuttall

Seconded R McCall

CARRIED 5/0

7.4. NEWROC Strategic Plan

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2020
ATTACHMENT NUMBER:	#3 Strategy Day Notes
CONSULTATION:	D Simmons S Grimmer
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Members developed and prioritized regional challenges and strategies at the NEWROC Strategy Day. They include:

HIGH

Community

Attract and retain health professionals and age care providers in a co-ordinated manner within the region.

Economy

Partner with NEWTravel to promote the region as a great place to visit through the effective planning and marketing of attractions and events.

Identify opportunities and strategies for attracting new businesses and expanding existing businesses by promoting the availability of accessible land, the community spirit and high-speed communications network available within the region.

Environment

Advocate and seek funding for a renewable power / emergency power / micro-grid that will compliment current power supplies and improve sustainability within the region.

Governance

Review the delivery of Local Government services and projects across the region to identify opportunities to resource share, attracting and retain professionals

MEDIUM

Community

Expand and improve access to childcare services.

Economy

Advocate for solutions to mobile blackspots and expansion of the NEWROC telecommunications network

Environment

Carry out a study to determine the best location and design for a regional waste facility or improved waste management services and local infrastructure.

Governance

Advocacy and support to volunteer networks to expand the volunteer base across the region and to continue to improve regional co-operation.

LOW

Economy

Youth initiatives, training and education to retain young people

Environment

Water preservation, drought impact is minimised, control of evasive species and pests, land renewal

Projects Identified and not included as yet:

- LEMC

- CRCs

The NEWROC EO is currently liaising with Stephen Grimmer to create a simple NEWROC Strategic Plan and 12 month Activity Plan.

The NEWROC EO is seeking the endorsement of these regional priorities and strategies so that the next steps can be taken with Stephen and the individual LG SCPs and CBPs can be developed and linked to the NEWROC SP.

RESOLUTION

NEWROC Regional Priorities and Strategies (High, Medium, Low) are endorsed and presented to the NEWROC Council for further detailed development and collated into a Strategic Plan for the NEWROC

Moved R McCall**Seconded D Sellenger****CARRIED 5/0**

Discussion:

- 👉 The Shires of Mt Marshall, Dowerin, Nungarin, Mukinbudin and Koorda will engage with Stephen Grimmer on his IPR assistance and templates. NEWROC EO to follow up with the Shires of Wyalkatchem and Trayning
- 👉 Members are at various points in their IPR – Major / Minor Review
- 👉 NEWROC EO to ask Stephen his opinion on the community engagement for the NEWROC Strategic Plan
- 👉 No feedback on the SCP Template for individual Councils that Stephen has developed
- 👉 Ongoing monitoring of IPR documents should be considered. NEWROC EO to follow up with Stephen

7.5. STRATEGIC PROJECTS - Energy

FILE REFERENCE:	107-1 Energy
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2020
ATTACHMENT NUMBER:	Nil
CONSULTATION:	InfraNomics WDC
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Update on activities:

- 👉 Following the NEWROC Council Meeting in May the NEWROC EO requested that the micro grid and telecommunications project proposals from InfraNomics be separated. This was completed. The Agreements were reviewed by Earnshaw Lawyers with no amendments.
- 👉 The Agreements were actioned with InfraNomics.
- 👉 The NEWROC EO submitted a REDS application for the micro grid (funds sought \$27K, NEWROC \$23K, InfraNomics \$50K). The Wheatbelt Development Commission recommended an application for the micro grid rather than the telecommunications project. Additional funding streams will be sought for this by the NEWROC EO.
- 👉 InfraNomics, UWA, Magellan Power and NEWROC Whiteboard meeting will be held on Tuesday 4 August at 10am at the Shire of Mt Marshall (NEWROC CEO, EO, Shire of Mt Marshall CEO and Shire of Mukinbudin CEO will be in attendance) to discuss the microgrid and telecommunications projects.

RESOLUTION

Energy update received

Moved A Majid

Seconded R McCall

CARRIED 5/0

Discussion:

- 👉 NEWROC EO has briefed Hon Mia Davies on the energy and telecommunications project

7.6. NEWHealth

FILE REFERENCE:	072-1 NEWHealth
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	21 July 2020
ATTACHMENT NUMBER:	#4 NEWHealth Budget 2020/21 #5 NEWHealth Agreement
CONSULTATION:	J Nuttall
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

At the recent NEWHealth meeting the following motions were passed:

The NEW Health Committee Resolves:

- 1. That the formal notice of withdrawal from the NEW Health scheme by the Shire of Mukinbudin be received*
- 2. That the withdrawal date for the Shire of Mukinbudin from the scheme be set at 1 August 2020*
- 3. That formal notice of the agreed date of withdrawal of the Shire of Mukinbudin from the scheme be provided to the Shire of Mukinbudin Chief Executive Officer*
- 4. That the Shire of Dowerin be formally invited to join the NEW Health scheme*
- 5. That a new Memorandum of Understanding be prepared recognising any agreed changes in membership and share of costs*
- 6. That the new Memorandum of Understanding be presented to the NEW Health committee for adoption*

Moved: Cr De Lacy

Seconded: Cr Stratford

Carried

Additionally a further resolution was also carried:

NEW Health request that NEWROC consider the current difficulties it faces regarding financial cost and MOU preparation

Moved: Cr Davies

Seconded: Cr Stratford

Carried

The Shire of Mukinbudin has withdrawn from the NEWHealth Scheme (accepted by NEWHealth) and the Shire of Trayning intends to reduce its hours required from the Scheme. This will result in the remaining participating Shires (Nungarin, Wyalkatchem, Koorda, Mt Marshall and Trayning (reduced hours)) having to contribute additional funds to continue the scheme and employment contract obligations of the position, circa \$55K.

The Shire of Dowerin has expressed interest in the NEWHealth Scheme and may require 1 day a month.

NEWHealth members are the same as NEWROC members (with the possible new addition of the Shire of Dowerin in the Scheme)

NEWHealth is requesting:

- 👉 That the NEWROC contribute to the NEWHealth Scheme to continue the service and employment of the EHO (up to \$55K)
- 👉 That the NEWROC EO assist NEWHealth revise the NEWHealth Agreement (under current NEWROC EO contracted hours)

This agenda item has been brought to the NEWROC for discussion

OFFICER RECOMMENDATION

NEWROC contribute _____ funds to the NEWHealth Scheme for the 2020/21 financial year
 The NEWROC EO assist the NEWHealth Committee with the NEWHealth Agreement

RESOLUTION

NEWROC to note there is a NEWHealth meeting on Tuesday 4 August

Moved J Nuttall

Seconded A Majid

CARRIED 5/0

Discussion:

- 👉 The Shire of Muckinbudin spoke to members about their reason for withdrawal and apologised for the process and implications on the Employment Contract. The Shire of Muckinbudin offered some assistance in employment contract financial obligations but this needed to be presented to their Council

D Sellenger left the meeting at 2.48pm and did not return

- 👉 Shire of Kellerberrin may need EHO services
- 👉 Shire of Dowerin considered the NEWHealth Scheme, amongst two other options and is in a service arrangement until the end of the 2020/21 financial year
- 👉 Discussion regarding legislative requirements on the delivery of health services
- 👉 Discussion regarding the Scheme Administration and parties to the Employment Contract, which are two separate arrangements

29 September	Executive	Shire of Wyalkatchem (may be Nungarin in light of Adam leaving)
27 October	Council	Shire of Wyalkatchem
24 November	Executive	Shire of Trayning
8 December	Council	Shire of Koorda

11. CLOSURE

The NEWROC CEO thanked everyone for their input and attendance and closed the meeting at 3.33pm



Wheatbelt Civic Network

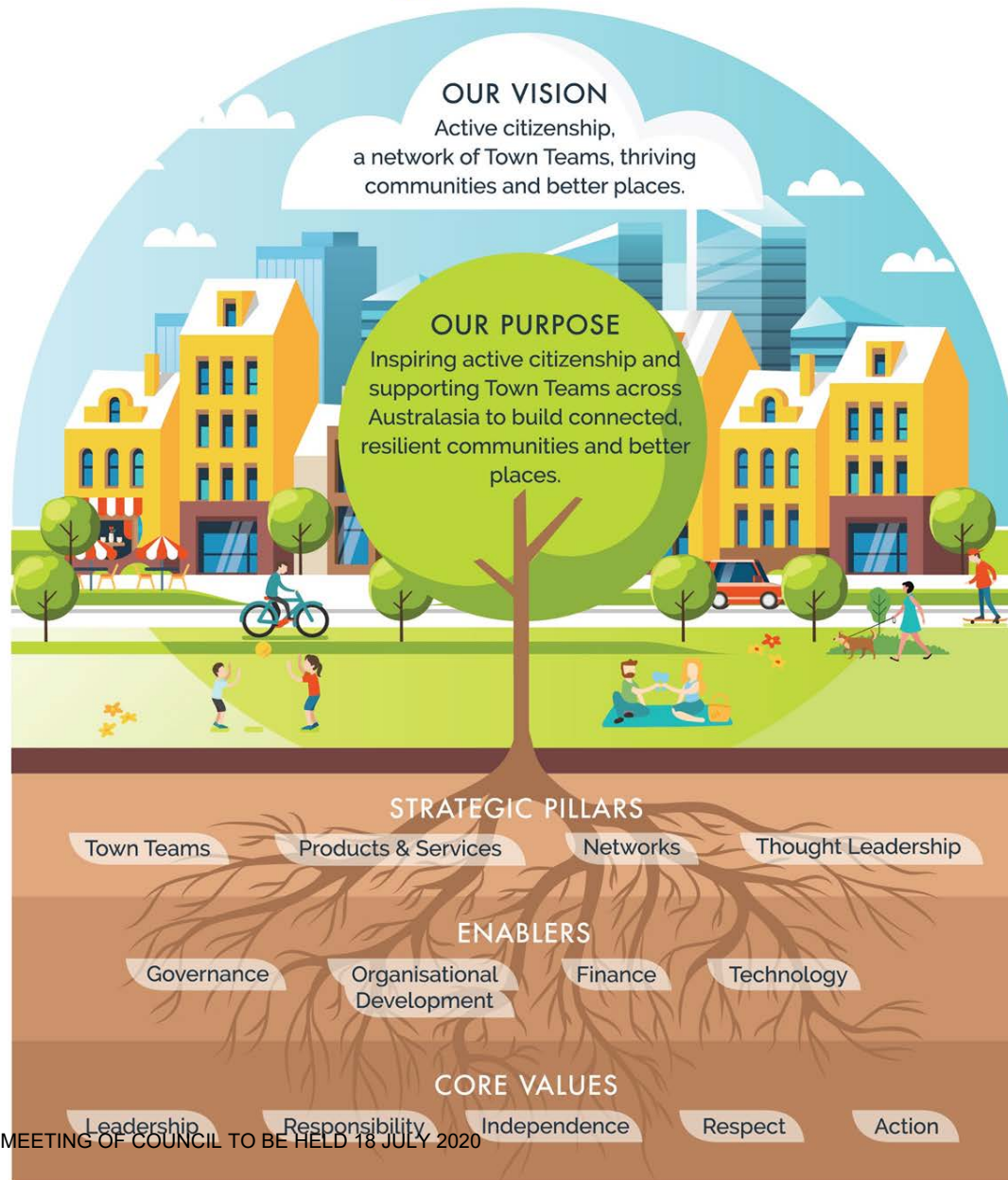


Town Team Movement



An 'under-arching', non-profit organisation helping Town Teams
around Australia and New Zealand

AGENDA: ORDINARY MEETING OF COUNCIL TO BE HELD 18 JULY 2020



What we want to see

52



Wheatbelt Civic Network

53

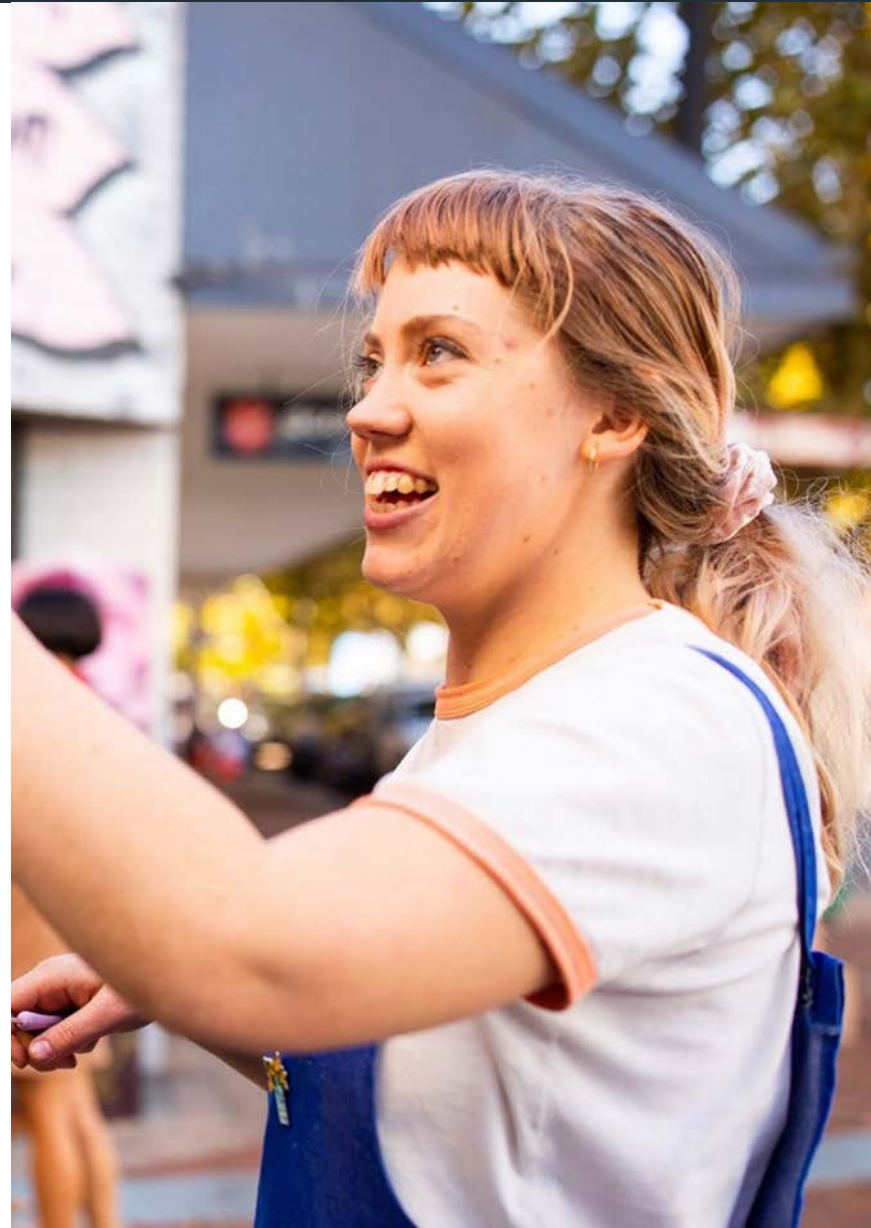
Development of a 'civic network' to support community groups and leaders in the work they do in improving their town centres and communities through:

- Regular social events to share information and inspiration
- In-person support at civic group's meetings and events via partnership through WBN
- Online support and resources
- Global thought leadership and knowledge sharing
- Access to civic mentorship, doership and leadership support programs
- Wheatbelt Civic Leadership Conference
- Advocacy and support for these groups to government and industry

Wheatbelt Civic Leadership Conference⁵⁴

- A conference style event to connect, inform and inspire Wheatbelt LGAs and civic groups
- Telling WA and local success stories across community and government
- Discuss how we can improve vibrancy and identity of our towns
- Networking
- Sharing experiences

AGENDA: ORDINARY MEETING OF COUNCIL TO BE HELD 18 JULY 2020



Wheatbelt Civic Leadership Conference⁵⁵

- Conference is aimed at community groups and local governments in wheatbelt
- Currently looking for partners to assist us in hosting the event, obtaining grants via lotterywest, DPIRD and Development Commission, other funding avenue ideas welcomed!
- Questions?

Find out More

56



TOWN TEAM
MOVEMENT

www.townteammovement.com

jimmy@townteammovement.com

Jimmy Murphy - 0412 291 795

8.3.2 Appointment of Chief and Deputy Fire Control Officer	
Location:	Shire of Mukinbudin
File Ref:	ADM 135
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	5 th August 2020
Disclosure of Interest:	Nil
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Daniel Hendriksen DFES Area Officer
Voting Requirements:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

Summary

The Report provides a recommendation to annually elect at each brigades Annual General Meeting, The Captain of the Mukinbudin Volunteer Emergency Service Unit as the Shire's Chief Bushfire Control Officer (CBFCO) and the Captain of the Bonnie Rock Bush Fire Brigade as the Deputy Chief Bushfire Control Officer (DBFCO). With all other remaining Fire Control Officers (FCO's) being elected by the Shire of Mukinbudin pursuant of the Bush Fires Act 1954.

Background Information

Council delegates its authority under the Bush Fires Act 1954 to control and manage bush fires, fire permits and harvest bans to the Fire Control Officers (FCO's). It is in Council's best interests that the management of these incidents are conducted in a safe, controlled and expedient manner to meet community expectations.

At the Mukinbudin VFES AGM on the 28th July 2020, there was discussion regarding incident management within the Shire, as issues were raised when the Chief has control of the incident but the Captain of the VFES unit has control of the brigade. This causes a lot of confusion of who is in charge. Some past decisions have been made that have put firefighters and equipment at risk and have gone against DFES SOP's and VFES unit training.

Officer Comment

By endorsing the Captains of each brigade as the Chief and Deputy, it would negate the issues of who is in control at an incident and provide a simplified approach with no confusion.

The Captains of each brigade are appropriately trained and come with valuable experience in incident management, reducing the risk of safety issues and the likelihood that an incident would escalate out of control.

At the Mukinbudin VFES AGM the below recommendation was put forward and voted on, with all members in favour of this motion being put forward to Council for their consideration.

Strategic & Social Implications

Nil

Consultation

Mukinbudin Volunteer Emergency Service Unit and the Bonnie Rock Bush Fire Brigade members and current Shire of Mukinbudin Fire Control Officers.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

OFFICER RECOMMENDATION**Council Decision Number –**

Moved:

Seconded:

1. Elect the Captain of the Mukinbudin Volunteer Emergency Service Unit as the Shire of Mukinbudin's Chief Bushfire Control Officer (CBFCO). Continue this each subsequent year at the Mukinbudin VFES Units Annual General Meeting and the Minutes of the meeting provided to the Local Government to amend the delegated authority register.

2. Elect the Captain of the Bonnie Rock Bushfire Brigade as the Shire of Mukinbudin's Deputy Chief Bushfire Control Officer (DCBFCO). Continue this each subsequent year at the Bonnie Rock Bushfire Brigade Annual General Meeting and the Minutes of the meeting provided to the Local Government to amend the delegated authority register.

3. Council elect additional Fire Control Officer (FCO's) under the above Chief and Deputy positions as required and reviewed annually to ensure accuracy

Carried: /

8.3.3 Tennis Club Court Resurfacing	
Location:	Mukinbudin Sporting Complex
File Ref:	ADM 149
Applicant:	Dirk Sellenger – Chief Executive Officer
Date:	12 th August 2020
Disclosure of Interest:	
Responsible Officer	Dirk Sellenger – Chief Executive Officer
Author:	Dirk Sellenger – Chief Executive Officer
Voting Requirements	Absolute Majority
Documents Attached	Nil
Documents Tabled	Nil

Summary

To allow Council to consider financial support for a Community Sport and Recreation Facilities Fund (CSRFF) for the Mukinbudin Tennis Club courts surface.

Background Information

The following letter was received from the Tennis Club:

*Damen Maddock
Mukinbudin Tennis Club
PO Box 193
MUKINBUDIN WA 6479*

10th August 2020

*Dirk Sellenger
CEO
Shire of Mukinbudin
PO Box 67
MUKINBUDIN WA 6479*

To Dirk,

RE: Funding opportunity for resurfacing the Tennis Courts

I am writing this letter on behalf of the Tennis Club to ask for the Shire's support in a funding application we plan to apply for from the Department of Sport and Recreation by this coming September.

A little background about the current courts – they were laid in early 2000's and have well and truly seen their 15 years which is what they were told at the time that they would last.

They are starting to break away on the lines on our courts, with Courts 3 & 4 being the worst of it. We feel that we will be lucky to see the next coming season out with the courts the way they are at the moment.

We had a Tennis Club meeting two weeks ago to discuss what we would like to do, and which surface we would like to go for. Upon conclusion of the meeting we have agreed that it would be beneficial for the club to look at a Laykold Gel – Cushion Acrylic Surface. It is a revolutionary new

cushion court system with a fluid applied gel layer that is comprised of 60% renewable resources. There are a few of these courts installed; East Fremantle Tennis Club, Kukerin Tennis Club & Mundaring Tennis Club to name a few.

The original costing would be \$149,500 + GST (\$164,450). We would be looking to source funding from Sport and Recreation for \$55,000 and would be looking to put in \$55,000 ourselves and will have a short fall of \$54,450 which we would like to ask the Shire to help with. We currently have \$46,000 in the bank and we have also booked the community cropping land out north for next seeding. We are also going to look for minor funding through Tennis West (possibly \$5,000), CBH, Bendigo Bank, CSBP, and Summit Fertilizers.

We also have a list of items that are required to be in-kind donations;

- Labour for 3 days for mixing and pouring (Tennis Club members);*
- Freight from Lansdale to site – we will ask a local freight supplier;*
- Provision of a forklift or mini loader – (Tennis Club);*
- Fully self-contained housing to house the 3-4 men that will come to do the job – would the Shire be able to provide?*

This new type of surface that we have chosen to go with also has a 15-year cycle that is similar to a synthetic surface. The reason we have chosen to go with this type of surface compared to a synthetic surface like the current surface is the ongoing replacement cost. To replace the current courts to a synthetic surface is cheaper than the gel - costing approximately \$100,000 +GST compared to \$150,000 +GST for the gel. Then after 15-20 years of wear and tear and needing the surfaces to be redone again the synthetic surface will cost approximately \$150,000 +GST to replace every 15-20 years, whereas the gel will be approximately \$30,000 +GST every 15-20 years. Therefore, over a 45 year period to replace synthetic with synthetic it will cost approximately \$400,000 +GST in comparison to the gel court of approximately \$240,000 +GST. So ultimately saving 40% over the 45 years.

In conclusion, I would like to thank Council for taking the time to look at this project and hope that it will be able to help us apply for the funding and also contribute to the new courts. Please see attached the quote. We know this is a more expensive way to go but for the sustainability of our club we feel this is the best option going forward.

There will be some representatives from the Tennis Club attend the meeting in public question time so if you have any questions, we will be able to help on the day.

Yours sincerely,

*Damen Maddock
President
Mukinbudin Tennis Club*

Officer Comment

The author has inspected the Tennis Courts along with Mukinbudin Tennis Club and Tennis WA representatives and believes that the courts are in vital need of replacement to minimise risk of injury and increase the level of longevity for the club and the courts.

The next round of the Community Sport and Recreation Facilities Fund (CSRFF) closes in February 2021 and staff will work with the Mukinbudin Tennis Club and the Department of Local Government, Sport and Cultural Industries on an application to resurface the existing court with a new cushioned acrylic gel surface.

The Tennis Club is a strong club with a large membership base. The Tennis season consists of:

- Sunday Club Tennis
- Hosting neighbouring Tennis Clubs for competition
- Pennant (competition) Tennis
- Junior Coaching Clinics

Strategic And Social Implications

2018-2028 Strategic Community Plan

Outcome 1.3

1.3.2 Effectively plan, develop and manage infrastructure and facilities

1.3.4 Provide high quality recreation facilities and public open spaces

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Council have considered the Draft 2020/2021 Budget and any decisions of Council by way of financial contributions or expenditure will be made by formal endorsement at the August 2020 Ordinary Meeting of Council.

The Tennis Club have adequate funds for the majority of their contribution, with plans underway to further fund the project with funding applications and a cropping opportunity.

A quote of \$164,450 would allow for the installation of a cushion acrylic gel surface which is UV resistant, is environmentally friendly, and has reliable cushioned footing.

Funding has been requested through the Local Roads and Community Infrastructure program of \$50,000

OFFICER RECOMMENDATION

Council Decision Number –

Moved:

Seconded:

1. That Council support a funding application to the Department of Sport and Recreation for \$55,000 (fifty five thousand dollars) for a new tennis court surface as funding towards the necessary \$164,450 (one hundred and sixty four thousand, four hundred and fifty dollars) replacement cost.

2. That staff make an allowance of \$5,000 (five thousand dollars) in the 2020/2021 Budget as the necessary 1/3 contribution towards the project.

3. That Staff apply for \$50,000 (fifty thousand dollars) through the Local Roads and Community Infrastructure Program as contribution towards the project.

Carried: /

8.3.4 Capital Works Program – Additional Works	
Location:	Shadbolt Street, Mukinbudin
File Ref:	ADM 176
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	13 th August 2020
Disclosure of Interest:	
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

Summary

For Council to consider additional Capital Road Works given that the status of the flood damage works which is yet to be formally approved and accounts for a very large portion of the 2020/2021 Capital Road Works Program.

The exact scope of works at each road is yet to be determined and for this reason it is recommended that Council agree to undertake this work when workload permits and carry out of Budget Amendment once the works have been completed. These are not large sections of works; in the case of Doig Road this is only a few hundred metres of gravel sheeting.

Background Information

We have recently received two road complaints, once from School Bus Contractor, Gaye Jones as follows:

Good Evening Dirk

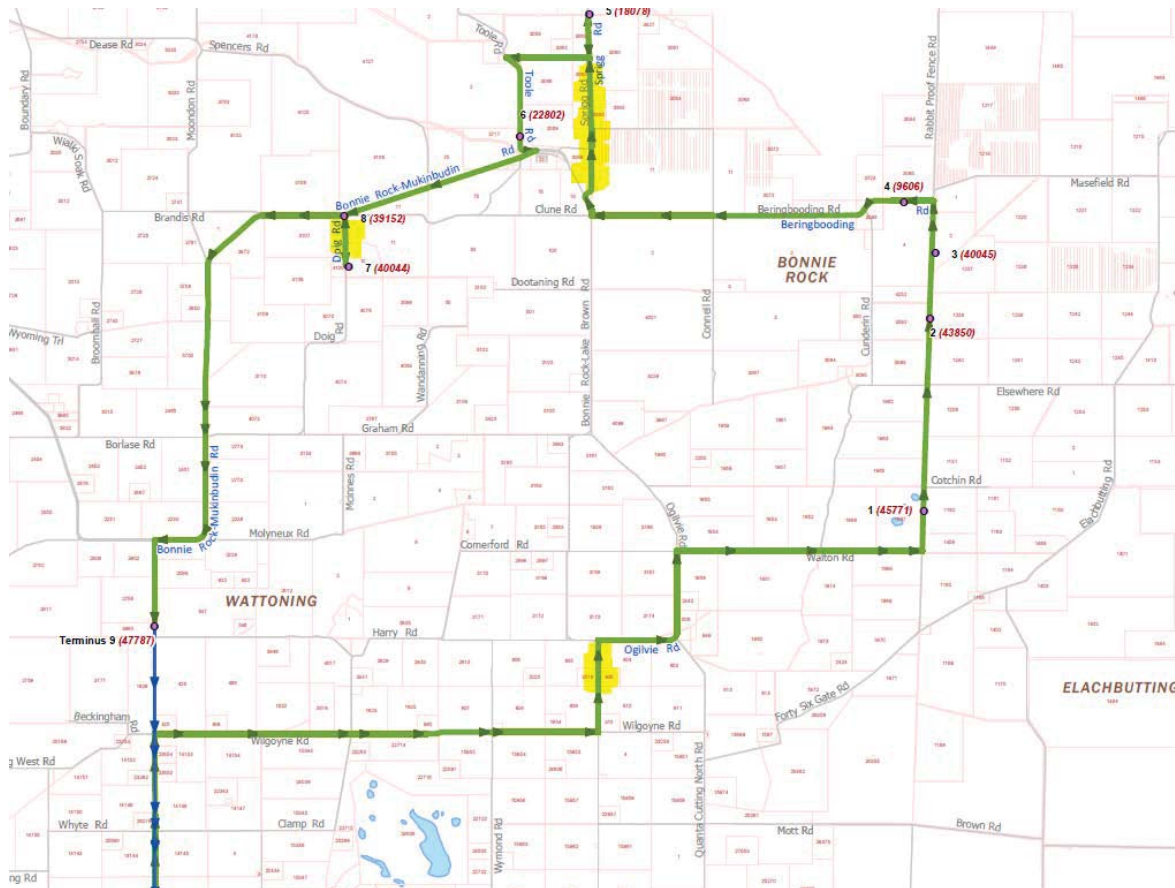
Firstly, I would like to thank yourself and the Shire of Mukinbudin for the continued support in maintaining the roads to ensure that families can be assured that their children are being transported safely on bus routes. However some sections of mainly 3 roads after what has only a small amount of rain within the designate route for the Bonnie Rock – Mukinbudin bus service are not suitable to travel on even at a very low speed safely for children, myself or employees.

- Doig Road (photo attached) taken on Thursday 6th August 2020 @ approximately 7.45am, it was almost impossible for me to keep the bus safely on the road with 13 of the 19 students already on board.*
- Sprigg Road while it is not the whole road, sections become very sticky again making it very difficult to safely control the bus from moving*
- Bonnie Rock – Lake Brown Road while not as bad as Sprigg or Doig Road it does have sections that again become very sticky after only small amounts of rain casing the as issue.*

While I realise there is not an endless pot of money, I would ask Shire to please consider the importance of supporting the safe travel of the most precious and irreplaceable cargo that parents entrust me with.

Regards

Gaye



The second email received from Vernon Bent as follows:

Dear Dirk,

I wish to bring it to the attention of the CEO and shire councillors that the condition of Forest Avenue has deteriorated to the point that when it rains any more than a few millimeters sections of it become quite slippery and water sits in the middle of the road. We have to travel the road twice daily every weekday to meet the school bus at the corner of Forest Avenue and the Wialki Mukinbudin bitumen, regardless of the road condition. I fear that it is quite hazardous and would request that maintenance works be carried out as soon as possible.

Kind regards,
Vernon Bent
 353 Forest Avenue
 Karloning WA 6479



Above: Forrest Avenue, Approx SLK 4.3.

Officer Comment

All roads raised in the recent complaints are in need of improvements, in the opinion of the author. However, many other roads which no complaints have been received also need works.

It is the responsibility for the Council to determine the Capital Works program which will obviously change from year to year based on a number of factors including increased traffic counts, damage caused by weather events of vehicles, roads becoming or ceasing to become School Bus routes. This the pending flood damage works, Council ordinary program has been largely paused for the 2020/2021 year.

Strategic & Social Implications

2018-2028 Strategic Community Plan

Outcome 1.3

1.3.1 Integrated, accessible and safe transport networks

Consultation

Gaye Jones – School Bus Contractor

Vernon Bent – Farmer / Parent

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Council has an unallocated Capital works Budget at this stage of \$395,000 (three hundred and ninety five thousand) RR9999.

OFFICER RECOMMENDATION**Council Decision Number –**

Moved:

Seconded:

That the CEO liaise with the School Bus Contractor regarding problem locations on Doig, Sprigg and Bonnie Road Lake Brown Roads as recently reported and arrange for suitable gravel sheeting works to take place accordingly to resolve the problem.

That the CEO arrange for Gravel sheeting works to take place on Forrest Avenue as required (approximately SLK 1.6 to 4.7).

That Council arrange for a Budget Amendment to be completed from the unallocated Capital Road Works Budget once various gravel sheeting work is complete and costing are known.

Carried: /

CONFIDENTIAL ITEM* * LATE ITEM

8.3.5 POOL MANAGEMENT	
Location:	Mukinbudin
File Ref:	RFT 01 2020
Applicant:	Dirk Sellenger – Chief Executive Officer
Date:	14 th August 2020
Disclosure of Interest:	
Responsible Officer	Dirk Sellenger - Chief Executive Officer
Author:	Dirk Sellenger - Chief Executive Officer
Voting Requirement:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

Statutory Environment**5.23. Meetings generally open to public**

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee 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; and
 - (b) the personal affairs of any person; and
 - (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; and
 - (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; and
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,
 where the trade secret or information is held by, or is about, a person other than the local government; and
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or

- (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 - and
 - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

OFFICER RECOMMENDATION

Council Decision Number –

Moved:

Seconded:

That in accordance with section 5.23 (2) (a) of the Local Government Act 1995 that the meeting be closed to members of the Public as Agenda item 7.6.12 is deemed to be

(b) the personal affairs of any person;

Carried /

CONFIDENTIAL ITEM

8.3.6 Potential Property Purchase	
Location:	Mukinbudin
File Ref:	ADM 226
Applicant:	Dirk Sellenger, Chief Executive Officer
Date:	14 th August 2020
Disclosure of Interest:	
Responsible Officer	Dirk Sellenger, Chief Executive Officer
Author:	Dirk Sellenger, Chief Executive Officer
Voting Requirements:	Simple Majority
Documents Attached:	Nil
Documents Tabled:	Nil

Statutory Environment**5.23. Meetings generally open to public**

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee 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; and
 - (b) the personal affairs of any person; and
 - (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; and
 - (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; and
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,
 where the trade secret or information is held by, or is about, a person other than the local government; and
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or

- (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 - and
 - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

9. Elected Members Motions of which previous notice has been given

8.1 Nil

10. Urgent Business without notice (with the approval of the President or majority of Council)

9.1 Nil

11. Important Dates

10.1 Dates to Remember

ANNUALLY	
Date	Details
January	No Council Meeting in January
February	Chief Executive Officer and Works Supervisor to inspect all plant and evaluate and/or amend its plant replacement programme for recommendation to Council. Audit Committee to review Statutory Compliance Return, meet with Auditor and report to next full Council meeting Local Government Compliance Return 1 January to 31 December each year. Community Strategic Plan, Long Term Financial Plan and Asset Management Plans – commence review process (Every two years)
March	Buildings inspection Shire buildings with Property Manager and report to Council's March or April meeting Roads Inspection – Annual Road inspections to prioritise items of roadwork's for forthcoming year. Councillors to present road proposals to CEO for consideration prior to this inspection. Complete review of Annual Budget (FM Regulations (33A) Completion of Statutory Compliance Audit Return (LG Act 7.13, Audit Regulations 13-15) to be sent to Department of Local Government prior to 31 March. Arrange AGM Bush Fire Advisory Committee meeting with Chief Bush Fire Control Officer for April
April	Present any items Councillors or Community requests for Budget inclusion – Community & Recreation Grant Forms. (Advertise) Undertake Review of Delegation of Authority Register to Committee and CEO (written confirmation to staff concerned) CEO to commence a full review of Delegations Register Policy / Procedures Manual Review – CEO to commence review process by including as last item on Council Agenda (if necessary)
May	Send out recoups of roads and other projects so grant funding can be received by 30 June Review Councils Fees and Charges for all Council services and facilities including rubbish service and charges MF to review and renew Council's insurance policies with LGIS
June	Sitting fees – Reminder to Councillors re: forthcoming years fees FOI Return (Note: not necessary if Nil return) FOI Statement – Review this month Manager of Works and Services to provide comments on RRG Submissions, which are due to go to Council in the August meeting. FM to conduct a Finance & Audit Committee meeting and meet with Auditor as per Committee Roles Council's Audit Committee to meet to discuss Interim Audit Every 4 years Financial Management Review due before 30 June WALGA Local Government Convention deadline for nominations 30 June each year – Public Interest Disclosure Return to be submitted for previous period 1/7 to 30/6. Chief Executive Officer's performance and remuneration review – commence this month
July	Draft Budget submitted by Chief Executive Officer and Finance Manager Councillors and Senior Staff issued with Annual Interest Returns for completion CEO performance review Undertake Staff Annual Performance Reviews
August	Councillors and Senior Staff – reminder of Annual Financial Interest Return to be completed to CEO prior to 31 August Completion/Adoption of budgets (absolute majority). Send copy to Department of Local Government within 30 days (LG Act 6.2, FM Regulations 33)
September	Completion of Annual Financial Report & submitted to Auditor. AFR sent Dept. of Local Government within 30 days (LG Act 6.5, FM Regulations 5.1)

October	<p>Review of Council's Code of Conduct – Section 5.103 (if unable to complete full review at this meeting discuss with Council the need to convene a Special Meeting to finalise review at this meeting or simply complete review at December Ordinary Meeting)</p> <p>Local Govt is to review its Code of Conduct within 12 months after each ordinary election day & make such changes to the code as appropriate.</p> <p>Advise Council in the October Information Bulletin of the time, date and venue for the annual staff end of year function.</p> <p>Special Meeting (Election Years Only) advertise special meeting to swear in Councillors, Elect President, Deputy President, Committee etc. for Monday immediately after the Saturday elections.</p>
November	<p>Pensioner rates rebate claim to be lodged</p> <p>Call for nominations for Shire of Mukinbudin Citizens of the Year (Australia Day)</p>
December	<p>Annual Financial Report – Acceptance by Council within two months of receipt of the Auditors report</p> <p>Newsletter & Local Newspaper – advertise date, time and venue of all Council and Committee meetings for next calendar year (with delegated authority, if any) (S.5.251 (g) & Reg 12).</p> <p>Council's Audit Committee to meet to discuss Final Audit Report and Management Letter.</p> <p>Close of nominations for Shire of Mukinbudin Citizens of the Year (Australia Day)</p>

12. Closure of Meeting

12.1 The Chairperson to declare the meeting closed at ____pm.