



ORDER OF BUSINESS

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Minutes of an Ordinary Meeting of Council held in the Freebairn Recreation Centre on Wednesday 19 August 2015 commencing at 2.55pm

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President of the Shire welcomed all present and declared the meeting opened at 2.55pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Attendance

JM Sullivan	President	East Ward
BD West	Vice President	West Ward
RD Duckworth	Councillor	West Ward
MJ Ledwith	Councillor	West Ward
BP Taylor	Councillor	Central Ward
G Robins	Councillor	Town Ward
HT McInnes	Councillor	Town Ward
R O'Brien	Councillor	Central Ward
G Hadlow	Chief Executive Officer	
C Vandenberg	Deputy CEO	
N Thompson	Executive Support Officer	
L Hobson	Manager of Works	

Apologies

R Bowey (Leave of Absence)	Councillor	Town Ward
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3. PUBLIC QUESTION TIME

As there were no members of the public present, there were no questions asked.

4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Shire of Kulin Ordinary Meeting – 15 July 2015

01/0815

Moved Cr Duckworth Seconded Cr Robins that the minutes of the Ordinary Council Meeting held on 15 July 2015 be confirmed as a true and correct record.

Carried 8/0

Kulin Bush Races Meeting – 15 July 2015

02/0815

Moved Cr West Seconded Cr O'Brien that the minutes of the Kulin Bush Races Meeting held on 15 July 2015 be received.

Carried 8/0

Freebairn Recreation Centre Club Committee Meeting - 7 July 2015

03/0815

Moved Cr O'Brien Seconded Cr Ledwith that the minutes of the Freebairn Recreation Centre Club Committee Meeting held on 7 July 2015 be received.

Carried 8/0

6 MATTERS REQUIRING COUNCIL DECISION

6.1 List of Accounts – July 2015

RESPONSIBLE OFFICER: DCEO
FILE REFERENCE: 12.06
AUTHOR: DCEO
DISCLOSURE OF INTEREST:

SUMMARY:

Attached is a list of accounts paid during the month of July 2015 for Council's consideration.

BACKGROUND & COMMENT:

Nil

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That July payments being cheque No 1699 - 1702 (Bush Races), 309 (Trust Fund) 36386 - 36403 (Municipal), EFT No's 10041 - 10120 (Municipal), credit card payments, creditor payments, and other vouchers from the Municipal Fund totalling \$366,159.09 be passed for payment.

VOTING REQUIREMENTS:

Simple majority required.

04/0815

Moved Cr Robins Seconded Cr Duckworth that July payments being cheque No 1699 - 1702 (Bush Races), 309 (Trust Fund) 36386 - 36403 (Municipal), EFT No's 10041 - 10120 (Municipal), credit card payments, creditor payments, and other vouchers from the Municipal Fund totalling \$366,159.09 be passed for payment.

Carried 8/0

6.2 Financial Reports July 2015

RESPONSIBLE OFFICER: DCEO
FILE REFERENCE: 12.01
AUTHOR: DCEO
DISCLOSURE OF INTEREST:

SUMMARY:

Attached are the financial reports for the periods ending 31 July 2015.

BACKGROUND & COMMENT:

Nil

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare each month a statement of financial activity reporting on the revenue and expenditure of funds for the month in question.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council endorse the monthly financial statements for the period ending 31 July 2015.

VOTING REQUIREMENTS:

Simple majority required.

05/0815

Moved Cr Duckworth Seconded Cr Taylor that Council endorse the monthly financial statements for the period ending 31 July 2015.

Carried 8/0

6.3 Pingaring 90th Reunion Christmas Tree

NAME OF APPLICANT: Pingaring Progress Association
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 02.11
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

The Pingaring Progress Association has written to request financial support to help fund the community's 90th Christmas Tree function to be held in Pingaring in December 2015.

BACKGROUND & COMMENT

It is the intention of the association to coordinate the event to include a town reunion to which they expect some 350 people to attend.

Pingaring is a small community, with only a handful of dedicated volunteers and as our numbers are declining we are anticipating that 90th reunion celebrations may be in lieu of a 100 year celebration.

They would ideally like to have catering supplied so that the community volunteers are not required to work in the kitchen as usual and instead can socialise and make the most of their time with past members of the community. The intention is also not to charge for the meal so until they know final numbers and the catering charge per head they are uncertain of the funds required. Accordingly any contribution towards the event would be greatly appreciated.

Council has allocated an amount of \$2,000 to contribute towards unexpected community events for Pingaring and Dudinin and I recommend that we allocate a portion of these funds as per the request for this event.

FINANCIAL IMPLICATIONS

Nil, sufficient funds allocated in the 2015/16 budget.

STATUTORY AND TOWN PLANNING IMPLICATIONS

Nil

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION

That Council agree to allocate an amount of \$250 to the Pingaring Progress Association to assist with catering costs for the Pingaring 90th Christmas Tree/Community reunion to be held in December 2015.

VOTING REQUIREMENTS

Simple majority required

Agreed that this item be carried over to the September Meeting, giving Cr Taylor the opportunity to obtain more information from the Pingaring Community.

Tanya Dupagne, Camp Kulin Manager entered the Meeting at 3.08pm. Tanya gave a verbal update on the recent growth and continued success of Camp Kulin.

Council adjourned for Afternoon Tea at 3.30pm.

Council resumed from Afternoon Tea at 4:10pm

6.4 Expressions of Interest – Kulin Admin Offices

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 05.17
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Due to the relocation of the Shire Admin Offices in June 2015 Council resolved to call for expressions of interest from interested persons to lease or occupy the existing offices.

BACKGROUND & COMMENT

EOI's closed on Friday 25 July 2015 with two being received as follows:

Kulin Wildflower Group – request to occupy part of the premises to operate the Herbarium.

Sandra Murray – request to occupy part of the premises to run her Arts practice.

I have attached copies of the EOI's as well as some associated information in relation to her requests. As well as the information contained in the EOI's I have spoken with Mrs Murray and neither her nor the Wildflower group are in a position to offer any reasonable lease payment, if anything at all.

The following is some additional information for Council to consider:

Kulin Wildflower Group

- Personally I do not see any major issues with the wildflower group using the premises along with another occupant who was contributing towards the running costs of the building or, in the case of a not for profit group, was providing a significant economic/social benefit to the district.
- We have discussed the possibility of providing alternative premises for the Herbarium and have allocated money in the budget for this purpose.

Sandra Murray Arts Practice

- Mrs Murray has indicated she does not have the capacity to pay anywhere near a commercial rent for the premises.
- I have not got any indication from Mrs Murray on the total area of office space required and whether if she was offered the lease this may be on a shared basis.

Owing to the fact that the EOI's received seem not to be feasible I guess the only comment I can make is that we go back to the drawing board to consider our options.

FINANCIAL IMPLICATIONS

There are considerable financial implications if the EOI's from the above are accepted. I expect that Council will still be required to pay most of the maintenance, water rates etc. Careful consideration will need to be given as to where to from here.

STATUTORY AND TOWN PLANNING IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION

That Council:-

- Decline the EOI's received from the Kulin Wildflower Group and Sandra Murray due to the ongoing costs to Council that such tenancies would require, and
- Readvertise again the availability of the Office Space in the near future.

VOTING REQUIREMENTS:

Simple majority required

06/0815

- **Moved Cr Duckworth Seconded Cr Robins that Council decline the EOI's received from the Kulin Wildflower Group and Sandra Murray due to the ongoing costs to Council that such tenancies would require, and**
- **Readvertise again the availability of the Office Space in the near future.**

Carried 8/0

6.5 Shire of Kulin Ward Boundary Review

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 13.04
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Following the resolution passed at the July meeting that Council is happy with the status quo in relation to Ward Boundaries and Representation I have attached a copy of information I have received from the Department of Local Government in relation to this matter.

BACKGROUND & COMMENT

In June 2014 Council passed a resolution to undertake a review of our Ward Boundaries and representation which was effectively brought by the Advisory Board due to some existing anomalies with Councillor/elector ratios.

With the approved change to the Town Ward boundary to incorporate land to the west of the town (essentially "Proud's Farmland") the anomaly raised by the Advisory board has now been addressed.

However in accordance with meeting procedure, due to the fact that we resolved in June 2014 to carry out a review, we have not complied with meeting law.

Accordingly if we wish to maintain the status quo then we now need to rescind the motion passed in June 2014 as follows;

"14/0614

Moved Cr Duckworth Seconded Cr Taylor that the CEO and staff be requested to prepare a discussion paper on the review of Wards and Councillor representation for consideration by Council. Once prepared the Council will:

- Adopt the discussion paper with or without amendment,
- Distribute the document throughout the community inviting public comment on its contents, and
- Prepare a submission to the Local Government Advisory Board on the future Ward structure and Councillor representation for the Shire of Kulin.

Carried 9/0"

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND TOWN PLANNING IMPLICATIONS

Rescinding previous resolution required to comply with current meeting procedure and principles.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION

1. That Resolution No 14/0614 be rescinded, and
2. That Council endorse resolution 12/0715 in that we support the status quo in relation to ward boundaries and councillor representation for the Shire of Kulin.

Note: under legislation the next review is required in 2018.

VOTING REQUIREMENTS

Simple majority required

07/0815

Moved Cr Duckworth Seconded Cr Taylor that Resolution No 14/0614 be rescinded.

Carried 8/0

08/08/15

Moved Cr Taylor Seconded Cr Duckworth that Council endorse resolution 12/0715 from the July 2015 Ordinary Council meeting in that we support the status quo in relation to ward boundaries and councillor representation for the Shire of Kulin.

Carried 8/0

6.6 2015/2016 Budget Adoption

NAME OF APPLICANT: DCEO
RESPONSIBLE OFFICER: DCEO
FILE REFERENCE: 12.04
AUTHOR: DCEO
DISCLOSURE OF INTEREST: Nil.

SUMMARY:

Councillors will be presented with a final draft copy of the 2014/15 Budget documents. As part of the budget adoption and to enable rate notices to be finalised, the following needs to be endorsed:

- Rate in the \$ for GRV and UV properties (based on 2.5% increase)
- Minimum values for GRV and UV properties
- Discount on early payment of rates
- Interest on late payment of rates and administration charge for instalment options
- Payment options and instalment dates

The final budget in AAS27 format will be presented for Council adoption.

COMMENT:

This budget incorporates a total operating expenditure in excess of \$7,000,000. This continued growth of expenditure is a result of the increase in Council activities and service provision relating to Camp Kulin, our Community Resource Centre, the local fuel facility and rural road maintenance. The major increase in capital expenditure is due to the increased demands required through growing community and infrastructure needs.

The Shire of Kulin has budgeted to receive grants in excess of \$2,500,000 to contribute towards projects within the Shire.

Other Capital Projects

Administration Building Renovation	\$ 827,000
Staff Housing	\$ 500,000
Aged Friendly Community Project	\$ 70,000
Equipment and Playground Upgrades at Kulin Childcare Centre	\$ 65,000
Community Garden	\$ 33,000
Plant and Equipment Upgrades	\$ 428,000
Contributions to Plant Reserve Fund	\$ 300,000
Co-Funded Road Projects	\$ 2,000,000
Own Resources Road Projects	\$ 232,000
Water Supply Infrastructure	\$ 257,000

Rates

Council has been able to contain the rate increase to an average of 2.5%. A 5.0% discount is offered to ratepayers who choose to pay their rates in full by the last day in September. With the increasing cost of materials, utilities, contractors and staff wages, this increase was unavoidable.

Conclusion

It anticipated that through this budget, Council will be able to further progress and increase facilities provided to the community and its wider users, and increase Council owned assets. These are very exciting times for the Kulin region, and the demand for increased infrastructure is very important to ensure that the region continues to prosper and develop at a rapid rate.

STATUTORY ENVIRONMENT:

Council's 2013/2014 Budget document contains a number of items that require adoption by Council under the Local Government Act. They are that in accordance with:

1. As per Section 6.32 (1) of the Local Government Act 1995, Rates and Minimum Rates to be levied on all rateable property be as follows:

Valuation	Rate (cents per dollar)	Minimum Rate
Residential Zoning – GRV	13.178	\$ 407.40
Industrial Zoning – GRV	13.178	\$ 407.40
Commercial Zoning – GRV	13.178	\$ 407.40
Rural Zoning – UV	1.0562	\$ 407.40
Mining Zoning – UV	1.0562	\$ 407.40
Rural Zoning - GRV	13.178	\$ 407.40

2. Section 6.35 (5) of the Local Government Act 1995 requires that the Minister for Local Government's approval be sought for the imposing of a minimum payment where the number of separately rated properties in the district on which a minimum payment is imposed is greater than 50%;
3. Section 6.46 of the Local Government Act allows a discount of 5% for payment of rates in full within 35 days of the date of issue of the rate notice;
4. Section 6.45 of the Local Government Act a 5% interest charge be levied on rates instalments, Deferred Pensioners Rates' excluded;
5. Section 6.45 of the Local Government Act an administration charge of \$7 be levied for the second and each of the subsequent rates instalments;

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6. Section 6.51 of the Local Government Act an 11% interest charge be levied on all overdue rates outstanding, Deferred Pensioners' Rates excluded;
7. Section 6.32 (1) of the Local Government Act 1995 the Schedule of Rents, Leases and Charges as detailed in the budget document;
8. Section 64 (2) of the Local Government (Financial Management) Regulations 1996 that the due date for instalments be set as follows:
Two Instalment Option:
 - 1st Instalment not due before 30th September 2015
 - 2nd Instalment not due before 1st February 2016Four Instalment Option
 - 1st Instalment not due before 30th September 2015
 - 2nd Instalment not due before 01st December 2015
 - 3rd Instalment not due before 1st February 2016
 - 4th Instalment not due before 01st April 2016
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9. Section 6.19 of the Local Government Act 1995 requires a local government to give local public notice of any fees or charges it wishes to impose after adoption of the annual budget; and;
10. Section 6.1 of the Local Government (Financial Management) Regulations 1996 requires that Council is required to adopt a percentage or value, to be used in statements of financial activity for reporting material variances against the adopted Budget.

FINANCIAL IMPLICATIONS:

The budget sets the Council approved expenditure for the 2015/2016 financial year.

RECOMMENDATION:

Council can resolve:

1. the Officer's Recommendation;
2. that the Annual Budget for 2015/2016 be adopted as amended.
3. that the Annual Budget for 2015/2016 be deferred for further deliberations.

VOTING REQUIREMENTS:

Absolute majority required.

09/0815

Moved Cr Duckworth Seconded Cr Taylor that Council adopt the 2015/16 annual budget as follows:-

- **the rate in the dollar of 13.178 cents for Gross Rental Values (GRV) be adopted for 2015/16**
- **the rate in the dollar of 1.0562 cents for Unimproved Values (UV) be adopted for 2015/16**
- **a minimum rate of \$407.40 Gross Rental Value (GRV) be adopted for 2014/15**
- **a minimum rate of \$407.40 Unimproved Values (UV) be adopted for 2014/15**
- **a discount of 5% for payment of rates in full within 35 days of the date of issue of the rate notice**
- **a 5% interest charge be levied on rates instalments, Deferred Pensioners Rates' excluded**
- **an administration charge of \$7 be levied for the second and each of the subsequent rates instalments**
- **an 11% interest charge be levied on all overdue rates outstanding, Deferred Pensioners' Rates excluded**
- **schedule pf rents, leases and charges as detailed in the budget document**
- **Council is required to adopt a percentage or value, to be used in statements of financial activity for reporting material variances against the adopted Budget**

The mended budget as per that presented in the Concept Forum

- **due dates for instalments be set as follows:**

Two Instalment Option:

- 1st Instalment not due before 30 September 2015**

<p>2nd Instalment not due before 1 February 2016 Four Instalment Option 1st Instalment not due before 30 September 2015 2nd Instalment not due before 1 December 2015 3rd Instalment not due before 1 February 2016 4th Instalment not due before 1 April 2016</p>	<p>Carried by Absolute Majority 8/0</p>
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<p>10/0815 Moved Cr Taylor Seconded Cr McInnes that Council hold a one day forum in the near future to discuss the ongoing funding priorities for the Shire of Kulin.</p>	<p>Carried 8/0</p>
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7. COMPLIANCE

Nil

8. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

9. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION AT THE MEETING

9.1 Camp Kulin

RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 05.20
AUTHOR: CEO
DISCLOSURE OF INTEREST:

SUMMARY:
Nil

BACKGROUND & COMMENT:
Following the presentation by Tanya Dupagne earlier in the meeting it seems timely to acknowledge the achievements of Camp Kulin.

FINANCIAL IMPLICATIONS:
Nil

STATUTORY AND PLANNING IMPLICATIONS:
Nil

POLICY IMPLICATIONS:
Nil

COMMUNITY CONSULTATION:
Nil

WORKFORCE IMPLICATIONS:
Nil

OFFICER'S RECOMMENDATION:
That Council write to congratulate Camp Kulin staff on their success to date.

VOTING REQUIREMENTS:
Simple majority required.

11/0815

Moved Cr West Seconded Cr Robins that the CEO write to Camp Kulin to congratulate them on their achievements over the past 2 years and acknowledge the industry they bring to Kulin. Council is appreciative of what Camp Kulin brings to our community and the program has certainly exceeded Council expectations.

Carried 8/0

9.2 Tenders – Bitumen & Road Aggregate

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 23.05
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Tenders for Councils annual bitumen and aggregate requirements for 2015/16 now need to be advertised.

BACKGROUND & COMMENT:

Nil

FINANCIAL IMPLICATIONS

Allowance made in the 2015/16 budget for our program of works.

STATUTORY AND TOWN PLANNING IMPLICATIONS

Nil

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council call tenders for the supply of aggregate and hotmix to meet Council requirements for the 2015/16 roadwork's program.

VOTING REQUIREMENTS

Simple majority required.

12/0815

Moved Cr Ledwith Cr Taylor that Council call tenders for the supply of aggregate and hotmix to meet requirements for the 2015/16 roadwork's program.

Carried 8/0

10. DATE AND TIME OF NEXT MEETING

The next Ordinary Council meeting will be held on Wednesday 16 September 2015 commencing at 1:00pm.

11. CLOSURE OF MEETING

There being no further business the meeting closed at 4.45pm

CONCEPT FORUM NOTES

Jim

- Brookfield Rail meeting
- Leadership luncheon
- 5 Aug – Local Government Week
- MOU Wheatbelt Health – changes to agreement, good for Central Zone
- 11 Aug – Central Agcare
- Central Country Zone hosting next forum for WALGA State Council 3 September 9am in Narrogin

Barry

- Brookfield
- Budget
- 5 Aug – LG Week
- Roe Roc Dinner

Brad

Grading Dandagin Road

Rodney

Silver Nightshade – more widespread than first thought. Will be raised at zone meeting.

Brookfield

Budget

Grant

Brookfield

Budget

Haydn

Budget

Chlorine – was it received?? Greg to check and let Haydn know.