

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Minutes of the Ordinary Meeting of the Yilgarn Shire Council held in the Council Chambers, 23 Antares Street, Southern Cross, on Friday 20th June 2014.

PRESENT

Cr O Truran, Shire President

Crs W Della Bosca, J Della Bosca, G Guerini, K L Chrisp, B G Close

Council Officers: V Piccoli, Chief Executive Officer
 M N Dohnt, Deputy Chief Executive Officer
 W J Dallywater, Manager Environmental Health & Building
 R J Bosenberg, Manager for Works
 J F Guerini, Finance Manager

INFORMATION SESSION

There were no attendees for the Information Session.

The meeting was declared open for business at **1.30pm**

PUBLIC QUESTION TIME

Nil

Council Meeting Guests

Deputy Principal Mrs Sally Panizza and the Student Councillors from the Southern Cross District High School, Tayla Carnicelli, Declan Karra, James Rojo, Tahnaya Mclellan and Kassidy Fuller.

APOLOGIES AND LEAVE OF ABSENCE

Cr DJ Pasini

DISCLOSURES OF INTEREST

Cr Chrisp declared an Interest in ITEM 10.1

CONFIRMATION OF PREVIOUS COUNCIL MINUTES

89/2014

Moved Cr W Della Bosca Seconded Cr Close. That the Minutes of the previous Meeting of Council held on 16th May 2014, be confirmed as a true and correct record of that meeting.

CARRIED (6/0)

90/2014

Moved Cr Chrisp Seconded Cr W Della Bosca. That the minutes from the Great Eastern Country Zone Meeting held on Thursday 8th May 2014, be confirmed as a true and correct record of that meeting.

CARRIED (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

91/2014

Moved Cr Chrisp Seconded Cr Guerini. That the minutes from the WEROC Executive Council Meeting held on Wednesday 21st May 2014 , be confirmed as a true and correct record of the meeting.

CARRIED (6/0)

92/2014

Moved Cr Close Seconded Cr Chrisp. That the minutes from the Tourism Advisory Committee Meeting held on Monday 9th June 2014, be confirmed as a true and correct record of that meeting.

CARRIED (6/0)

93/2014

Moved Cr W Della Bosca Seconded Cr Guerini. That the minutes from the Local Emergency Management Advisory Committee Meeting held on Thursday 5th June 2014, be confirmed as a true and correct record of that meeting.

CARRIED (6/0)

Recommendation

Moved Jamie Criddle Seconded Rob Pownall: that the LEMC Committee recommends to Council the endorsement of the Westonia Yilgarn LEMC's Annual Report, Business Plan and SEMC Capability Assessment Tool for Local Governments and forwards these documents to the SEMC Secretariat by the 15th July 2014.

94/2014

Moved Cr W Della Bosca Seconded Cr J Della Bosca. That Council endorses the Westonia Yilgarn LEMC's Annual Report, Business Plan and SEMC Capability Assessment Tool for Local Governments and forwards these documents to the SEMC Secretariat by the 15th July 2014.

CARRIED (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS:

The Shire President advised the following:

- The Shire President thanked the CEO and the Deputy Shire President for attending meetings in her place over the past month, when she has not been available.
- That she attended the commencement of the construction stage of the Yilgarn Gap section of the State Barrier Fence on the 22nd May, in attendance was Minister Ken Baston, Dr Graham Jacobs and Hon Mark Lewis and representatives from Department of Agriculture and Food and the Shire of Westonia, all being partners in the project.
- That on the 28th May she attended the launch of the Wheatbelt Blueprint in Merredin with Cr Chrisp and the CEO. Wheatbelt Development Commission on the day explained that the document is a roadmap which outlines strategic goals and key areas for action to deliver on these goals, and identifies priority project to be undertaken in the Wheatbelt.
- That she attended the District Health Agencies Committee Chairperson Meeting in Northam to discuss the direction of the committee.
- That she attended the Wheatbelt MOU Meeting, and after met with Mr Sean Conlan from WA Health to discuss the SIHI funding for steam 6 relating to upgrades of hospital infrastructure.
- That she had a meeting scheduled with Minister Davies and Minister Redman, although the meeting had been cancelled.

Cr W Della Bosca advised Council that:

- The smoke seen south of the district was due to DePaw (Department of Parks and Wildlife) undertaking some mitigation work.
- The Shire has received the new tanker for the Central Bushfire Brigade another new unit is expected soon.
- He attending an Advisory Bushfire meeting on the 21st June, and the main topic of discussion was the review of the Concept paper on the new Emergency Services Act. He explained that WALGA have prepared a submission on behalf of local Governments, although there are some areas of this submission that he believes our Shire would not agree to and that it was important for the Shire of Yilgarn to also provide their own submission before the 31 July 2014 deadline.

Cr Chrisp advised Council that:

- She attended the Yilgarn Gap Fence opening on the 22nd May.
- She attended the Wimmera Sub Committee Meeting on the 22nd May.
- She attended the Wheatbelt Blueprint Meeting on the 28th May.
- She chaired the Tourism Committee Meeting on the 9th June.

Cr J Della Bosca advised Council that:

- She had nothing to report but thanked Cr Chrisp for chairing the Tourism Meeting.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Cr Close advised Council that:

- He attended the Wimmera Sub Committee Meeting on the 22nd May, to gain a better understanding of the project.
- He attended the Health Agencies of the Yilgarn Meeting.
- He attended the Agricultural Society Meeting and said that they are still looking for a President for the committee.
- He attended the Tourism Committee Meeting on the 9th June.
- He attended the RFDS Car Rally Dinner and said the event was a great success and thanked all the associated clubs and groups.
- He attended the Yilgarn Youth Sport and Recreation Meeting.

CEO Item 7.4 was brought forward for discussion for the benefit of the Student Councillors to see how items are brought to council and how discussions take place.

MINUTES
ORDINARY COUNCIL MEETING
 Friday, 20th June 2014

Student Council Proposals

The Student Council at the Shire of Yilgarn Council meeting held on the 21st March 2014 were asked by the Shire President to come up with a proposal for what they would like to see in the town for the youth to the value of \$50,000, and for them to bring their proposal to the next meeting for Council to discuss.

The Student Council gave a verbal report on the below three proposals:

Proposal #1

Prepared by SxDHS Student council, presented by James and Dylan

Suggestion:

Free wireless internet for our town

<i>Pros</i>		<i>Cons</i>	
1	Can communicate with friends and family, especially if they live a long way from you.	1	Cyberbullying is a real issue
2	Helpful for homework.	2	Who will make sure inappropriate sites aren't being accessed?
3	Tourists can use the wifi too and that might bring more business to town.	3	It could cost a lot of money, particularly if people are doing big downloads
4	Technology is an important part of life today and we should be keeping up.	4	If parents don't want their children on the internet it is hard to stop them
5	Stops us using up all our parents internet.	5	Some might think it is antisocial having all the kids sitting around on devices
6	Good for games	6	It could decrease the amount of activity and exercise we are getting
7	Good for research	7	Cyber predators
8	You can look up recipes and things		

Further information

- The proposed location- main street? Youth space? Pool? Oval?
- Having blocks placed on internet usage for inappropriate sites or red flags for key words.
- Having download limits in place.
- Having signs for encouraging safe use and helpline numbers.

Council Discussion

Cr W Della Bosca asked how WI-FI is set up? The DCEO explained how the WI-FI and HOTSPOTS would work. The Shire President said that the Shire of Merredin and the Local Businesses are organising something similar in the main street of Merredin and this could be something Shire of Yilgarn could investigate.

MINUTES
ORDINARY COUNCIL MEETING
 Friday, 20th June 2014

Proposal #2

Prepared by SXDHS Student council, presented by Tayla and Declan

Suggestion:

As the Shire has a Christmas lunch for Seniors, we suggest having a day for kids including things like: petting zoo, merry go round, waterslide, go karts, remote control cars, sumo suits, boxing ring, lazer tag, paintball, dunking machine, ice skating, bumper cars, horizontal bungy, bucking bull, go karts, rides like octopus, gravitron, ghost trains, swings, side show alley and show bags. Maybe with burgers or sausage sizzle to end the day.

<i>Pros</i>		<i>Cons</i>	
1	Fun day for kids	1	Cost- we couldn't do all these suggestions so may need to prioritise or vote
2	Shows the importance of youth to our town	2	Getting reliable people to bring up rides
3	Encourage socialisation of our youth	3	Take a bit of time to organise
4	Community involvement	4	Would there need to be age limits?
5	We could do fundraising	5	Might draw attention and business away from the Yilgarn Agricultural Society annual show
6	Getting kids out being active instead of sitting in front of a TV		

Further information

- Do we charge an entry fee? Could this be used for charity?
- Could we combine it with the YAS show?
- Could this become an annual event like the Senior Citizens Christmas lunch?

Council Discussion

Cr Chrisp said that we have the Ag Show and Australia Day and would the students like to see a combined event with free pool entry, more pool toys out, or maybe having something combined with the Collectors and Car Weekend or even possibly having a combined School Fete.

The Shire President asked if it would be feasible to be combined with another event. Declan Karra said that it would depend on the budget. Tayla Carnicelli said that they would like to see an entry fee charged to go towards the event for the following year or to a charity. The President asked if they would like something similar to Australia Day but on a bigger scale with maybe a movie, Climbing Wall or a Live Band for an underage Disco. The DCEO suggested that we could average it out over the year with maybe an event every four months.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Proposal #3

Prepared by SXDHS Student council, presented by Kassidy and Tahnaya

Suggestion:

We need to update the play equipment in Southern Cross, particularly as most of the equipment at the moment is for little kids. Some of the suggestions received from the classes are: jumping pillow, rock climbing wall, water slide, trampolines, spider web, round a bout, slip and slide at pool, see saws, better slides, foam pit, soccer goals at the park or on green flat grass near the youth space, swings, bouncy castle, monkey bars, flying fox.

<i>Pros</i>		<i>Cons</i>	
1	Fun- enjoyment	1	Safety- injuries
2	Attraction for visitors driving through with families	2	Inappropriate use
3	Encourage kids to get outside	3	Who supervises?
4	Increase fitness	4	Graffiti/tags
5	Increase socialisation	5	Damage- holes
6	Give bored kids something to do after school and on weekends	6	Not everyone will want the same things, so will the stuff get used

Further information

- The location- in the new youth space? Oval? Park?
- Do we need to organise a vote to choose?

Council Discussion

Cr Chrisp said as a mother she can see where the kids are coming from and that Council is looking at having these proposed projects at the youth space, Cr Chrisp asked is this type of equipment is wanted now or can they wait for the youth space?

The CEO made the comment that on the Students list there are a couple of pieces of equipment that could be factored into our budget such as the installation of Soccer Goal and a see saw at Constellation Park. The CEO also gave the students an update on the new Skate Park Project.

DCEO left the meeting 2.35pm - returned 2.37pm

DCEO left the meeting 2.40pm - returned 2.44pm

Student Councillors and Deputy Principal Mrs Sally Panizza Left at 2.48pm

MINUTES
ORDINARY COUNCIL MEETING
 Friday, 20th June 2014

Submission to:	Ordinary Council Meeting – Friday 20th June 2014
Agenda Reference:	7.1
Subject:	Forward Capital Works Plan 2014/15 to 2018/19
File Reference:	8.2.5.6
Author:	Vivienne Piccoli – Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	30th May 2014

Background

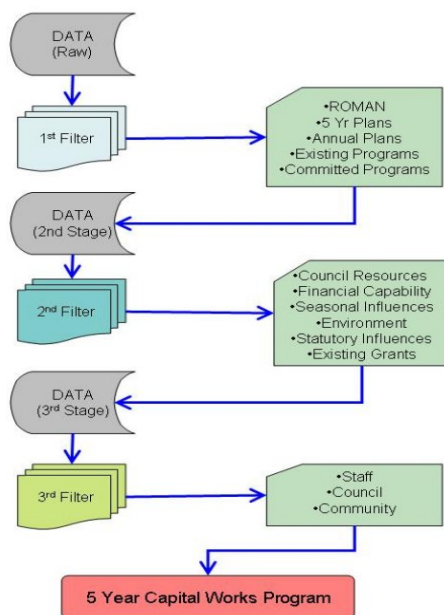
It is a requirement for local governments to produce and review their Forward Capital Works Plan (FCWP) on an annual basis, a copy of the FCWP 2014/2015 to 2018/2019 is attached.

Comment

The preparation of the 5 year Forward Capital Works Plan (FCWP) is to identify actual capital projects, and then add actual costs and timeframes against them to create a working document for realistic forward planning. This document becomes the key to the timely provision of services and infrastructure for the community as well as the efficient, accurate use of available funds.

The FCWP lists the capital projects and allocates time and funds to the activities and tasks associated with each project. These projects have been determined by Council and senior staff in accordance with the broader objectives of the Community Strategic Plan 2013 to attempt to achieve the vision of Council’s Strategic planning.

The Shire of Yilgarn’s FCWP has been created in three stages which are the general controls of project in Local Government:



MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Forward Capital Works Plan - Methodology

In accordance with the Departments' guidelines, the Shire of Yilgarn's FCWP addresses:

- infrastructure items only, not plant and equipment.
- infrastructure that is owned by Council. (If not, reasons should be provided for Council wishing to spend funds on assets which it does not own. – i.e. Wild Dog Fence)
- expenditure for 5 years, commencing in 2014/15.
- Council approval of the FCWP.
- Capital works actual expenditure in 2013/14.

The FCWP contains an opening statement on what the plan covers and confirms Council approval for it with a signature by the Shire President and Chief Executive Officer.

A summary table has been provided as an overview of the Forward Capital Works Plan by the grouping of projects (e.g. Roads and Bridges, Footpaths, Drainage, Tourism, Recreation, Buildings, Sewerage, Drainage, Waste and Other). The tables include a total expenditure figure for each year and identifies whether capital works expenditure is either for, Renewal, New Assets or Asset Expansion, or Upgrade.

The FCWP has a summary page for each project providing the following information:

- Purpose of the project.
(Information on whole-of-life cost has not been included on each project as the injection of capital funds from CLGF in the past will renew or replace many aging assets, and in return will clearly reduce the on-going costs to Council.

In many cases there is little historical data relating precisely to whole of life costs of the existing or new assets, and producing these types of cost models can only be created accurately when specific to a certain scenario. Reviewing these scenarios at a later date may result in misleading or incorrect data being taken forward into following plans or budgets.

Each capital project will be presented to Council during normal annual budget deliberations with the relative costing models for consideration at that time.)

- Background on the project.
- Explain how the project meets the intent of the Council's strategic plan. Expenditure (actual and budgeted) on the project in 2013/2014.
- Breakdown of funding sources and amount of funding from each source for each year.
- A risk management assessment of each project, including an analysis which addresses scenarios where one or more funding source for a project is reduced, not available or delayed.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

- An indication of whether a project involves expenditure for renewal, new assets, or asset expansion or upgrade.
- Any other issues relating to the project.

Statutory Environment

Whilst Forward Capital Works Plans do not have a statutory requirement at this stage, it is good practice to improve the process of planning for the future of the district, which is a requirement under the Local Government Act 1995, Section 5.56(1)

Policy Implications

There are no policy implications with the item.

Financial Implications

There are no specific financial implications with the item, however many projects listed in the FCWP will require additional or matching funds from “other” sources. Council should develop a procedure so funding applications are made in a timely fashion and in accordance with the procedures of the funding agency to ensure that Council’s projects are not deferred.

Recommendation

That Council adopts the Shire of Yilgarn’s Forward Capital Works Plan 2014/2015 to 2018/2019.

Voting Requirements

Absolute Majority

95/2014

Moved Cr Guerini Seconded Cr Close. That Council adopts the Shire of Yilgarn’s Forward Capital Works Plan 2014/2015 to 2018/2019.

CARRIED BY ABSOLUTE MAJORITY (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Council Meeting – Friday 20 th June 2014
Agenda Reference:	7.2
Subject:	Review of Integrated Strategic Plans 2013/2014
File Reference:	1.1.12.4
Author:	Vivienne Piccoli
Disclosure of Interest:	Not applicable
Date of Report:	30 th May 2014

Comment

The Minister for Local Government has introduced new regulations which require local governments to have developed and adopted by 30th June 2013 a Strategic Community Plan which is informed and supported by resourcing and delivery strategies. There is a requirement that these Integrated Plans are reviewed over the life of the plans.

The CEO and Executive Managers have performed an in-house review to identify whether the Shire is effectively working towards meeting the goals of the community identified in the Community Strategic Plan.

The informing integrated plans including the Workforce Plan, Asset Management Plan and Long Term Financial Plan will receive the necessary reviews as suggested by the Department of Local Government. In addition the Corporate Business Plan will also receive an annual desktop review with a major review every four years. Below are the Reviewing cycles for the Shire of Yilgarn's Integrated Strategic Plans:

Community Strategic Plan (CSP) Review

The Community Strategic Plan review process involves:

- Annual in-house reviewing and monitoring of progress towards effective outcomes being achieved to ensure the Plan is meeting the needs of our Community – **Review has been completed and Themed schedules attached for Council's information.**
- 2015/2016 - Every two year the Shire commits to review this plan, and report on our progress to the community.
- 2017/2018 - Every four years, we will conduct a major review, including a full and wide ranging community engagement program, examining our long term vision and goals.

Long Term Financial Plan (LTFP) Review

The Council will consider the content of the LTFP when preparing the Annual Budget and it is expected that adopted budgets will be closely aligned with the proposals in the LTFP.

- Some minor review of the LTFP will occur each year as budgets are prepared to account for performance information and changing circumstances – **The auditors have advised that a fairly simple review will suffice for 2013/14, only estimating one additional year to the current LTFP, a more extensive review is required in 2015/16.**
- 2015/2016 - a detailed desktop review is planned

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

- 2017/2018 - a full review will be undertaken in conjunction with formal reviews of the Strategic Community Plan.

Integrated Workforce Plan (IWP) Review

- The Integrated Workforce Plan will be reviewed annually as part of the planning cycle, amended and reported on accordingly to ensure ongoing integration with the Annual Budget, Long Term Financial Plan and Asset Management Plan. - **Review has been completed and schedule attached for Council's information.**

This will ensure that the Plan is a living document that remains relevant and appropriate in guiding workforce planning and decision making across the organisation.

Asset Management Plan (AMP) Review

The Asset Management Plan will be reviewed annually as part of the planning cycle, amended and reported on accordingly to ensure ongoing integration with Annual Budget and Long Term Financial Plan. – **The AMP is an extensive document and Howson consultancy is currently working on the Revaluation of Infrastructure Other assets at fair value for the inclusion into the AMP and we envisage an updated AMP to come to Council by August 2014.**

Statutory Environment

Local Government Act 1995 & Local Government (Administration) Regulations 1996 Division 3 - Planning for the future 19C. Planning for the future: strategic community plans — s. 5.56

Policy Implications

Nil

Financial Implications

Nil

Recommendation

That Council accepts the desktop review of the Community Strategic Plan and the Integrated Workforce Plan.

Voting Requirements

Simple Majority

96/2014

Moved Cr Chrisp Seconded Cr W Della Bosca. That Council accepts the desktop review of the Community Strategic Plan and the Integrated Workforce Plan.

CARRIED (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Meeting of Council – Friday 20 th June 2014
Agenda Reference:	7.3
Subject:	Annual Review of Delegations Register
File Reference:	2.3.3.6
Author:	Vivienne Piccoli - Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	10 th June 2014

Background:

Section 5.46(2) of the Local Government Act 1995 states the delegations made under the Act must be reviewed by the delegator at least once during the financial year.

Therefore, Council's Delegation Register must be reviewed prior to 30 June 2014. As Council's Delegations Register includes delegations by both Council and the CEO, it is necessary that both delegators' undertake this review.

Comment

The delegations have been reviewed and the following changes have been made to the register:

Delegation No. 25 – Donations – That Council delegate authority to the Chief Executive Officer to grant requests for donations from Sporting and Community Groups/Organisations, towards community based activities, up to an amount of ~~\$100~~ \$500 per donation subject to the relevant budget allocation.

Delegation No. 33 – Legal Proceedings – Dog & Cat Act – This delegation has been adjusted to include the Cat Act 2011 (section 44). That Council delegate authority to the Chief Executive Officer to initiate legal proceedings under the Dog Act 1976 and Cat Act 2011.

Delegation No. 35 – Acknowledgement of the receipt of Primary and Annual Returns
This delegation has been added in the 2014 review process and reads.

Legislative Power: Local Government Act 1995
Delegate: Chief Executive Officer

Function: To provide written acknowledgement of the receipt of Primary and Annual Returns in accordance with section 5.77 of the Local Government Act 1995.

The Chief Executive Officer, in exercising authority under Section 5.44 of the Local Government Act 1995, has delegated this power/duty to the Deputy Chief Executive Officer.

Statutory Environment

Section 5.46(2) of the Local Government Act 1995.

Policy Implications

Nil

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Financial Implications

Nil

Recommendation

That Council in undertaking the annual review of the Shire of Yilgarn Delegations Register in accordance with Section 5.46(2) of the Local Government Act 1995, adopts the delegations of Council to the Chief Executive Officer for the ensuing 12 month period from June 2014 to June 2015.

Voting Requirements

Absolute Majority

Council Discussion

Cr W Della Bosca requested the following changes to the reviewed delegations be made:

No. 15 – Burning, Prohibited Times (Variations) – for the powers to be delegated to Shire President, Chief Bush Fire Control Officer and to include the Chief Executive Officer.

No. 34 – Issue Direction to a Bush Fire Brigade – for the power to be delegated to the Chief Executive Officer and to include the Chief Bush Fire Control Officer.

97/2014

Moved Cr W Della Bosca Seconded Cr Close. That Council in undertaking the annual review of the Shire of Yilgarn Delegations Register in accordance with Section 5.46(2) of the Local Government Act 1995, adopts the delegations of Council to the Chief Executive Officer, with following amendments:

No. 15 – Burning, Prohibited Times (Variations) – for the powers to be delegated to Shire President, Chief Bush Fire Control Officer and to include the Chief Executive Officer.

No. 34 – Issue Direction to a Bush Fire Brigade – for the power to be delegated to the Chief Executive Officer and to include the Chief Bush Fire Control Officer.

for the ensuing 12 month period from June 2014 to June 2015

CARRIED BY ABSOLUTE MAJORITY (6/0)

Manager of Works left the Meeting at 3.17pm – returned 3.20pm

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Council Meeting – Friday 20 th June 2014
Agenda Reference:	7.4
Subject:	Yilgarn Art Centre Proposal
File Reference:	2.4.1.24
Author:	Vivienne Piccoli
Disclosure of Interest:	Not applicable
Date of Report:	10 th June 2014

Background

Correspondence was received from Mrs Elsen Boso on the 13th February 2014 requesting the Shire's help in securing a building or large room where the Potters and Painters can perform their art. In their letter they suggest a few options for a location that they could share with other groups including; the Men's Shed and Senior Citizen Centre. She explains that the potters have the use of a facility just outside of town owned by Hanking Gold, where the equipment is currently being stored, although due to the isolated nature of the building the groups has decided not to use the facility any longer.

The CEO wrote back to Mrs Boso in April 2014 and explained that Council had discussed their request at the March Council meeting and thought it was a good idea to have one central building where community members can paint, potter, and do crafts and then also have these arts on display and possibly sell them if they so desired. We added that our Manager Environmental Health and Building Services, Wendy Dallywater has investigated the possibility of co-sharing the Men's Shed, which due to the location of the machinery and the need for space should they have a project on the go, would not be a suitable location. Other options at the Old Depot were also considered; although they will need to be developed further and considerable money will need to be budgeted for. Another idea that has been identified is making use of the Moorine Rock Hall and turning the facility into an Arts Centre on Great Eastern Highway, or the Bodallin Hall where there is currently a potter kiln.

The CEO and the Manager Environmental Health and Building Services met with representatives of the Potters and Painters group on the 5th May 2014 to understand what the groups requirements were in relation to a facility and space they required.

They explained that they were after an area that is;

1. Located in or close to Southern Cross
2. With sufficient storage space for the potters equipment.
3. With lockable storage space so that they can leave art equipment in facility instead of bringing it home every week.
4. With a lockable area for the Kiln outside
5. With three phase power for Kiln
6. With enough floor space for both groups to use facility effectively, with maybe a partition in between to reduce dust from clay going into art area.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

It was agreed that we would visit possible sites to explore different options for an Art Centre, which included the Old Depot open shed, Moorine Rock Hall and the Potters building owned by Hanking Gold.

Option One – Preferred Option

The Old Depot open Shed

Positives

Location was in Southern Cross
Toilets are available
Room for parking
Access is good and complex lockable

Negatives

No floor
Aging Infrastructure
No power or water
No Windows for natural light
No Storage

Comment – This site was close to town, although the current shed would need to be demolished and a new suitable shed would need to be constructed with concrete flooring, connection to utilities, kitchen facilities and at least 20sqm x 20sqm of space.

Approximate Value - \$100,000

Option Two

Moorine Rock Hall

Positives

Toilets are available
Disability Access
Room for parking
Location on GEH
Large kitchen
Tables and chairs
Electricity and water
Fans

Negatives

A distance from Southern Cross
Hall requires ceiling repairs and painting
Not enough space for both groups to use
Not enough storage space

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Comment – This site was considered to be too far out of town for the potters to use as they need to return up to two or three times in a day to operate kiln, and there wasn't enough space for both groups to work from.

Option Three

Potters Clubhouse

Positives

Toilets are available
Room for parking
Kitchen
Tables and chairs
Good storage space
Facility is set up for potters
Electricity and water

Negatives

A distance from Southern Cross
No good external lighting for approach to facility at night
Not enough space for painters
Not secure
Remote and isolated
Needs maintenance work

Comment – This site was considered to be too far out of town and an isolated location, and does not have enough room for the painters to co-share space.

Comment

The representatives were asked in order for Council to consider spending approximately \$100,000 on a suitable facility for an Art Centre in Southern Cross, they would need to know that the facility will be used on an ongoing basis by the community and that there was sufficient members participating in the arts to justify such a spend.

Mrs Boso has advertised membership to the Potters and Painters in the last two Crossword editions to ascertain the interest in the community for the Arts and has received minimal responses to date, and their current group has four members.

Proposal

Short-term

1. That the Shire assists with secure storage space for the Potters Equipment.
2. That the Shire approve the Painters to use the Recreation room at Southern Cross Caravan Park to hold weekly paint classes, and provide storage at the facility for one of the disable members to store his equipment in.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Long-term

1. The potters and painters group to work with the Shire to apply for available grant funding for the construction of the Yilgarn Art Centre shed located at the Old Depot.
2. That the Yilgarn Art Centre be considered for budget deliberation in the 2015/2016 budget.

Statutory Environment

Community Strategic Plan 2013 – 2023 – Strategy: 3.2 Invest, or seek funding for new infrastructure projects to encourage professionals and new families into the Shire, and retain residents in the Shire for the long term

Policy Implications

Nil

Financial Implications

Short-term – Nil, Long-term - \$100,000

Recommendation

That Council approves the short term proposal of providing the potters with secure storage space for their equipment and approves for the painters to use the Recreation room at the Caravan Park once a week to paint in an attempt to increase membership. In addition, write to Potters and Painters to encourage them to work with Council to apply for grant funding towards developing an Art Centre in the Yilgarn.

Voting Requirements

Simple Majority

98/2014

Moved Cr W Della Bosca Seconded Cr Close. That Council approves the short term proposal of providing the potters with secure storage space for their equipment and approves for the painters to use the Recreation room at the Caravan Park once a week to paint in an attempt to increase membership. In addition, write to Potters and Painters to encourage them to work with Council to apply for grant funding towards developing an Art Centre in the Yilgarn.

CARRIED (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Council Meeting – Friday 20 th June 2014
Agenda Reference:	7.5
Subject:	Caravan Park Infrastructure & Chattels – Budget Amendment
File Reference:	8.2.5.2
Author:	Vivienne Piccoli
Disclosure of Interest:	Not applicable
Date of Report:	11 th June 2014

Background

The Southern Cross Caravan Park is situated on Lot 755 and Lot 921 Crown Reserve No. 23237 and this Crown Reserve land is vested to the Shire of Yilgarn for the purpose of a Caravan Park. The Shire has leased the management of the Caravan Park to Mr Noel & Kaye Boulden since the 15th December 2003 at which time there was a further 10 years remaining on the original lease, which ceased on the 31st January 2014.

Council resolved at the December 2013 meeting the following:

260/2013

Moved Cr J Della Bosca Seconded Cr Close. That Council considers the renewal of the Southern Cross Caravan Park Lease and advertise for expressions of interest for the lease and authorise the CEO to proceed with the necessary processes.

CARRIED (7/0)

The Tender for the lease was advertised from the 1st March 2014 through to the 12th March 2014 and tenders closed on the 4th April 2014. There were 12 tender packages sent out to interested parties over the tender period, and one tender submission from Mr and Mrs Boulden that was found to be non-conforming to the Tender Criteria.

Council resolved at the April 2014 meeting the following:

59/2014

Moved Cr Close Seconded Cr Guerini. That council writes to Mr and Mrs Boulden and advises them that the tender submitted was non-conforming and that the Shire of Yilgarn would like them to continue to operate the caravan park until 30th June 2014 after which time vacant possession will be required and Council will take on management of the caravan park. Council authorises the CEO to proceed with advertising to engage caravan park managers.

CARRIED (6/0)

The CEO and the Manager for Environment Health and Building Services met with Mr Boulden on the 6th of February 2014 at the Southern Cross Caravan Park and conducted an inventory of Shire owned property. During the inspection, Mr Boulden advised that Council had previously mentioned when they first had taken over the lease that they would want to have first choice to purchase the lessee's property if and when the lease ceased.

MINUTES
ORDINARY COUNCIL MEETING
 Friday, 20th June 2014

Comment

Upon receiving notice that the Boulden's lease would not continue at the Caravan Park, the lessees provided Council with an "Infrastructure and Chattels" Schedule including five lots:

- Lot 1. Transportable accommodation x 2 and Washing Machines and Dryers
- Lot 2. Relocatable cabins and on-site caravans
- Lot 3. Sandalwood Motor Lodge (Lessees Chattels) and Lodge Entertainment Area
- Lot 4. Recreation Room and various items
- Lot 5. Reception area and Kiosk

The CEO and Manager Environment Health and Building Services have met with Mr and Mrs Boulden to negotiate the Shire purchase of Infrastructure and Chattels relating to Lot 1, 3 & 5, as part of this process we have had the items from these lots valued through Optean Valuers based in Kalgoorlie as per Council's instruction (report attached).

The Shire has negotiated the below package and is currently organising a Deed of Sale for the Lessees to sign to hand over the assets to the Shire.

Lot	Description	Boulden's Price	Valuation Price	Counter Offer
1	Transportable accommodation blocks	90,000	62,000	65,000
1	Washing machines and dryers	13,000	10,000	10,980
3	Sandalwood Lodge Lessee's Chattel and Lodge entertainment area	23,510	22,000	22,000
5	Reception area and Kiosk	1,500	1,200	1,500
		128,010	95,200	99,480
4	Upgrade to Reticulation at Park	2,000	-	2,000
4	Lawnmower, Whipper Snipper, edger	570	-	570
4	Trailer with cage	350	-	350
4	4x BBQ's & sundry tables	600	-	400
4	Roadside & Park Signage	1,500	-	1,200
4	Recreation Room	4,500	-	1,000
		9,520		5,520
	Total Offer			105,000.00
				exl gst

Council is required to authorise the unbudgeted transfer of funds from Reserves for the payment of Infrastructure and Chattels, suggested as follows:

- \$81,000 transferred from the Building Reserve – Current balance \$1,183,950
- \$15,500 transferred from the Plant and Equipment Reserve – Current balance \$629,435
- \$8,500 transferred from the ICT Reserve – Current balance \$47,731

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Reserve Transfer from the Building Reserve of \$81,000 and the transfer of \$24,500 from the ICT Reserve.

Recommendation

That Council authorises the transfer from the Building Reserve of \$81,000, the Transfer from the ICT Reserve of \$24,000 for the purchase of Infrastructure and Chattels at the Southern Cross Caravan Park, and approves the payment of \$105,000 (excl gst) to Mr and Mrs Boulden for the total Infrastructure and Chattel listed on the Deed of Sale. In addition, Council authorises the use of the common seal on the Deed of Sale.

Voting Requirements

Absolute Majority

99/2014

Moved Cr Close Seconded Cr Chrisp. That Council authorises the transfer from the Building Reserve of \$81,000, the Transfer from the ICT Reserve of \$24,000 for the purchase of Infrastructure and Chattels at the Southern Cross Caravan Park, and approves the payment of \$105,000 (excl gst) to Mr and Mrs Boulden for the total Infrastructure and Chattel listed on the Deed of Sale. In addition, Council authorises the use of the common seal on the Deed of Sale.

CARRIED BY ABSOLUTE MAJORITY (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Council Meeting – Friday 20 th June 2014
Agenda Reference:	7.6
Subject:	Proposals for Tourism Plans
File Reference:	1.3.10.4
Author:	Vivienne Piccoli
Disclosure of Interest:	Not applicable
Date of Report:	11 th June 2014

Background

At Council's Planning workshop on the 16th April 2014, Councillors were discussing prioritising the Tourism projects in preparation of reviewing the Forward Capital Works Plan (FCWP), there was lengthy discussion on the direction Council wants to take with Tourism, in order to lift Yilgarn's profile in the Tourism industry and make Tourism an economic driver in our district.

The Council decided if we are going to invest a considerable amount of funds over the next 5 – 10 years on the CRC/Visitor Information Centre and the Southern Cross Caravan Park and subsequent tourism projects then we need to have a planned approach and ensure that we are getting the best results for the investment which will be made.

The Council requested that the CEO investigate the development of a Tourism Strategy for the Yilgarn district and also have business cases developed for both the CRC/Visitor Information Centre and the Southern Cross Caravan Park, so that we can use these plans as supporting evidence to our projects when external funding becomes available.

The CEO has received proposals from Brighthouse Consultancy to prepare:

1. The Tourism Strategy
2. A Business Plan for the co-location of a Community Resource Centre and Visitor Information Centre.
3. A Strategic Design Master Plan & Business Case for the Southern Cross Caravan Park.

The Consultancy's Capabilities include:

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

PROFESSIONAL CAPACITY	<ul style="list-style-type: none">• Brighthouse has specialised in the production and implementation of regional tourism and economic plans and strategies throughout Western Australia since 1994.• We have drawn together a specialist team with knowledge and experience in strategy development, product development, marketing, distribution, infrastructure planning, economic modelling and tourism policy.• A group of highly respected professionals who have operated within the tourism sector for many years, having a thorough appreciation for how it works as well as how to devise policy to guide the sector.
CONSULTATION EXPERTISE	<ul style="list-style-type: none">• Consultants who are certified under the International Association for Public Participation (IPA 2 Australia) stakeholder and community engagement guidelines, which have adopted by the Australian Centre of Excellence for Local Government and are used by many LGAs throughout Australia.• Proficiency with a wide range of consultation and workshop tools and techniques (see Appendix A for more detail) and;• Extensive experience in stakeholder engagement, workshop facilitation and consultation to ensure the delivery of stakeholder agreed and shared vision, strategies and actions.
A TRACK RECORD OF PROJECT DELIVERY	<ul style="list-style-type: none">• Proven track record of delivering innovative solutions in tourism planning and development;• Providing practical solutions to client issues through authoritative research, innovative concepts, comprehensive strategic planning, change implementation, risk analysis, sound financial modelling and adept project management.• We utilise a comprehensive tourism development information system and cloud based collaborative database, Basecamp, enabling close cooperation between members of the consulting team and clients throughout the project.
ROBUST METHODOLOGY	<ul style="list-style-type: none">• Focus on delivering effective partnerships through a destination- wide approach to encouraging sustainable development; and• Ensuring outcomes are delivered that exceed our clients' expectations while minimising costs and working within the given time frames.• We gain work intimately with the client to develop the project vision and objectives, the strategy platform derived from this vision, programmes and implementation plans that detail the roles and responsibilities of all players engaged in the project, itemises specific tasks, and clearly articulates project milestones and KPIs.• Rigorous monitoring of project implementation phase with regular comprehensive reports, ensuring that the client is equipped to make timely and informed decisions.

Comment

Mr David Holland (Director) and Mr John Gregg (Senior Consultant) came to Southern Cross on the 9th June 2014 to meet with the Tourism Committee to discuss their proposals and explain the importance of community consultation throughout the whole process to ensure that an accurate understanding of Tourism drivers / projects and united vision is achieved.

The outcomes of the three projects include:

The Proposal for the Preparation of a Tourism Strategy

The outcomes of the Tourism Strategy will include a comprehensive strategy and implementation plan which will include the following process:

1. **An extensive audit** of the tourism sector in the Shire, the wider Golden Outback region, the state and an analysis of similar communities/locations to Southern Cross and other Yilgarn communities (in terms of location, attraction base, accommodation profiles etc) to glean best practice insights that can be applied to Yilgarn LGA. The audit stage will include consultations with all relevant stakeholder groups.
2. **A comprehensive review** of local and state regulatory and planning frameworks relevant to tourism sector development in the Shire of Yilgarn.
3. **Developing a Vision** of where tourism in the Shire of Yilgarn could be in the mid to long term (e.g. visitor numbers, dispersal of visitors to subregional areas, visitor experiences, job creation, community and social benefits, return to the economy (GRP), competitive positioning of industry and products.
4. Identified impediments to **achieving the vision**, including any barriers to development such as labour, access finance and land zoning and potential solutions or alternatives.
5. **Identify, evaluate and prioritise transformational tourism projects** for the region.
6. **Identify marketing opportunities** and the products, experiences and messages to deliver.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

7. **Articulate a destination management model**, which provides recommendations and an implementation plan, including actions, stakeholder responsibilities and timeframes, for the strategies identified.

Proposed Cost: \$30,120

Note: Refer to the attached relevant Proposal for more in depth information.

The Proposal for a Business Plan for the Co-location of a CRC/Visitor Information Centre

The outcomes of the Business Plan for the Co-location of the CRC/Visitor Information Centre will include:

1. An **audit of existing service** provision and facilities at each of the CRC and VIC and a thorough future needs analysis to inform how a new co-located CRC/VIC could further build the capacity of the Yilgarn community and better service the needs of visitors.
2. The sub-components to be included in the combined CRC/VIC – will be determined through stakeholder consultations, workshops and best practice research of similar projects across Australia.
3. The **best location** for the CRC/VIC – once the components to be included in the Centre and the associated land requirements is identified; the location of the Centre will need to be addressed.
4. A detailed **Project Plan** for the entire project; which includes the following but is not limited to;
 - a. Concept design – to communicate the built form of the new facility development
 - b. Capital Costing – Establish accurate assessment of the likely capital costs
 - c. Financial Assessment – Prepare financial model of the facility to assess feasibility
 - d. Project Planning – Develop a road map to guide the development through planning, construction and operations to steady state
5. **Management Plan & Operational Requirements** – To identify the management requirements and design a management plan for the CRC/VIC and sub-components.
6. **Business Plan** – that details the sub-components of the Centre, the preferred site location, the preferred management and operating structure of the Centre and the actions and strategies required to deliver a viable and sustainable CRC/VIC.

Proposed Cost: \$29,550

Note: Refer to the attached relevant Proposal for more in depth information.

The Proposal for the Strategic Design Master Plan & Business Case for the Souther Cross Caravan Park

The outcomes of the Strategic Design Master Plan and Business Plan for the development at the Southern Cross Caravan Park include:

1. Preparing and audit for the existing caravan park infrastructure and providing an issues/risk report.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

2. Preparing a situational analysis for the caravan park and demands trends.
3. Align proposed development with the Shire's economic and tourism strategies.
4. Review of opportunities for the current site.
5. Considering potential alternative caravan park site within the townsite.
6. Consulting key stakeholders and the local community.
7. Providing a draft concept plan in accordance with market demand and funding constraints.
8. Staging the concept plan in accordance with market demand and funding constraints.
9. Considering co-location of other activities at the caravan park in order to enhance its viability e.g. caravan parks qualifications training facility.
10. Determining the initial product mix (caravan and camping sites and accommodation), amenities and facilities.
11. Ensuring flexibility in the design to "future proof" the development.
12. Providing a strategic concept design for the redevelopment of the Southern Cross Caravan Park and a robust business case, which will be used to assess the investment opportunity, financial returns and social and economic benefits of the project. The business case may also be utilised as support for project funding applications and as justification for the investment decision.

Proposed Cost: \$39,970

Note: Refer to the attached relevant Proposal for more in depth information.

The CEO has also done two reference checks on Brighthouse Consultancy with Paul Anderson – CEO Shire of Shark Bay and Richard Bleakley – Project Officer Shire of Quairading, who both recommend Brighthouse Consultancy and advise that they have produced very good Business Cases and Plans for their Shires and are professional in their dealings. A copy of the Shire of Quairading's reference is attached.

Statutory Environment

Community Strategic Plan

Strategy:

- 1.3 Investigate funding opportunities for improving tourist infrastructure and opportunities in the Shire.
- 1.4 Promote the Shire to both Western Australian and national travellers to increase tourist numbers to the region.

Policy Implications

Nil

Financial Implications

The three projects will cost in total \$99,640, this amount has been allowed in the 2014/2015 draft budget for Council's deliberation.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Recommendation

That Council endorses the CEO to enlist Brighthouse Consultancy to develop the:

1. The Shire of Yilgarn Tourism Strategy
2. A Business Plan for the co-location of a Community Resource Centre and Visitor Information Centre.
3. A Strategic Design Master Plan & Business Case for the Southern Cross Caravan Park.

Voting Requirements

Simple Majority

100/2014

Moved Cr Close Seconded Cr Guerini. That Council endorses the CEO to enlist Brighthouse Consultancy to develop the:

- 1. The Shire of Yilgarn Tourism Strategy*
- 2. A Business Plan for the co-location of a Community Resource Centre and Visitor Information Centre.*
- 3. A Strategic Design Master Plan & Business Case for the Southern Cross Caravan Park.*

CARRIED (6/0)

Submission to:	Ordinary Council Meeting – Friday 20 th June 2014
Agenda Reference:	7.7
Subject:	Department of Communication – Mobile Coverage Programme
File Reference:	1.6.19.2
Author:	Vivienne Piccoli
Disclosure of Interest:	Not applicable
Date of Report:	13 th June 2014

Background

Council has received a letter from the Department of Communications advising their commitment to \$100 million towards a Mobile Coverage Programme. They explain under this programme, the \$100 million will go towards improved mobile coverage and competition in regional and remote Australia, by investing in telecommunication network infrastructure.

They explain the steps of the competitive selection process:

1. Is to develop a database of locations eligible for funding, based on locations reported to the Department. To date, over 2,000 locations have been reported to the Department of Communications as having poor or no mobile phone coverage.
2. Is to supplement this database with any relevant information about each location, including particularly whether other parties such as state governments, local councils or others wish to make a contribution, either in cash or in-kind towards the cost of building a mobile phone base station at that location.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

3. Bids will be received from builders and operators of new mobile phone base stations e.g. Telstra, Optus, Broadcast Australia. It will be these parties that will lodge bids under the competitive selection process to specify which locations they would be prepared to build and the contribution they would make to the cost.
4. There will be locations where state or local governments that will act as the project proponent. In particular, this might occur where the proponent is prepared to contribute funding or other resources towards construction of a base station at the location,

This is why the Federal Government have written to LG Councils to give all regional councils containing areas eligible for funding under this Programme the opportunity to notify the Government of any locations within our Council area where our Council may be prepared to co-contribute funding, or resources, towards the construction of a base station at a particular location under the Programme.

They are asking whether LG Councils are interested in doing any of the following things:

- I. Make a financial contribution to the cost of installing the base station.
- II. Provide leasehold tenure for a site for a base station at zero or concessional cost.
- III. Provide civil works at zero or concessional cost, e.g. bulldozing an access road to the site.
- IV. Provide access to an existing tower (such as an emergency services or other tower).
- V. Provide a connection to an existing power source.

Comment

The Executive team have discussed ways in which our Council can contribute to show our LG Council's support of the Programme, and position our Council favourably in being considered as a base station site, with minimal to no cost to our Council.

- I. Make a financial contribution to the cost of installing the base station. – *Our Council are not in a position to make a financial contribution towards a federal asset with ratepayer's funds.*
- II. Provide leasehold tenure for a site for a base station at zero or concessional cost. – *if there is a suitable site for a base station on land that our Council owns or has a management order over, we can provide a peppercorn lease to Dept of Communications for the development of a base station.*
- III. Provide civil works at zero or concessional cost, e.g. bulldozing an access road to the site. – *Depending on location and works required our Council can assist with civil works to clear access road at a concessional cost. Any native title or clearing permits required should be at the Department of Communications expense.*
- IV. Provide access to an existing tower (such as an emergency services or other tower). – *An audit of Council's towers would need to be undertaken to ascertain the current equipment and any future capacity before this option can be considered.*

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

- V. Provide a connection to an existing power source.- *All our towers except for Mt Hampton are solar powered, and assisting with connection of power source could incur additional costs to the Shire.*

The Department of Communications are also calling on Councils to identify mobile black spot areas within their district and lodge these locations on the Mobile Black Spot Programme website
http://www.communications.gov.au/mobile_services/mobile_black_spot_programme

The town sites that would be included in the Yilgarn district would include:

- From Bodallin to Noongar (on GEH)
- Marvel Loch
- Bullfinch
- Ghooli (on GEH)
- Mt Hampton

The above information has been provided for Council to consider what direction they would like to take with the Mobile Coverage Programme.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Recommendation

That Council writes to the Department of Communication and advise them of the assistance that the Shire of Yilgarn are able to provide in relation to development of Base Stations in the Yilgarn District and for the CEO to register the mobile black spots on the Department Of Communication website in an attempt to advocate for all the residents in the Shire of Yilgarn.

Voting Requirements

Simple Majority

101/2014

Moved Cr J Della Bosca Seconded Cr Close. That Council writes to the Department of Communication and advise them of the assistance that the Shire of Yilgarn are able to provide in relation to development of Base Stations in the Yilgarn District and for the CEO to register the mobile black spots on the Department Of Communication website in an attempt to advocate for all the residents in the Shire of Yilgarn

CARRIED (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Meeting of Council – Friday 20 th June 2014
Agenda Reference:	8.1
Subject:	Financial Reports
File Reference:	8.2.3.2
Author:	Mia Dohnt – Deputy Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	2 nd June 2014

Background

Enclosed for Council's information are various financial reports that illustrate the progressive position of Council financially on a month-by-month basis.

The following reports will be tabled at the meeting and have been prepared as at the 31st May 2014:

- Rates Receipt Statement (prepared to 10th June 2014)
- Statement of Investments,
- Monthly Statement of Financial Activity
- Unaudited Own Source Revenue Ratio

Councillors will be aware that it is normal practice for all financial reports to be indicative of Council's current Financial Position as at the end of each month.

During the 2012/2013 audit it was noted by the Shire's Auditors that the own source revenue was below acceptable. Council asked for the ratio to be monitored and is therefore included as part of this report.

Statutory Environment

Local Government (Financial Management) Regulations 1996 Regulation 34(i)(a) and Regulation 17.

Policy Implications

None

Financial Implications

None

Strategic Implications

None

Voting Requirements

Simple majority required

Recommendation

That the Various Financial Reports for the period ending 31st May 2014 as presented be received.

102/2014

Moved Cr J Della Bosca Seconded Cr Chrisp. That the Various Financial Reports for the period ending 31st May 2014 as presented be received

CARRIED (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Meeting of Council – Friday 20 th June 2014
Agenda Reference:	8.2
Subject:	Accounts for Payment
File Reference:	8.2.1.2
Author:	Mia Dohnt – Deputy Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	9 th June 2014

Background

Municipal Fund – Cheque Numbers 39227 to 39263 totalling \$98,629.72, Municipal Fund EFT numbers 2434 to 2537 totalling \$527,600.51, Municipal Fund – Cheque Numbers 1156 to 1161 totalling \$147,695.16, Trust Fund – 402070 to 402073 totalling \$2,422.55 and Trust Fund – Cheque Numbers 5897 to 5902 (DPI Licensing), totalling \$43,222.85 are presented for endorsement as per the submitted list.

Statutory Environment

Sections 5.42 and 5.44 of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996, Regulation No 12 and 13.

Policy Implications / Delegation Register

Council has provided delegation to the Chief Executive Officer, Deputy Chief Executive Officer, Manager of Environmental Health and Building Services and/or Manager for Works to make payments from the Shire of Yilgarn Municipal, Trust or other Fund.

Financial Implications

Reduction to Bank Accounts balances.

Strategic Implications

Nil

Voting Requirements

Simple Majority

Recommendation

Municipal Fund – Cheque Numbers 39227 to 39263 totalling \$98,629.72, Municipal Fund EFT numbers 2434 to 2537 totalling \$527,600.51, Municipal Fund – Cheque Numbers 1156 to 1161 totalling \$147,695.16, Trust Fund – 402070 to 402073 totalling \$2,422.55 and Trust Fund – Cheque Numbers 5897 to 5902 (DPI Licensing), totalling \$43,222.85 are presented for endorsement as per the submitted list.

103/2014

Moved Cr W Della Bosca Seconded Cr Guerini. That Municipal Fund – Cheque Numbers 39227 to 39263 totalling \$98,629.72, Municipal Fund EFT numbers 2434 to 2537 totalling \$527,600.51, Municipal Fund – Cheque Numbers 1156 to 1161 totalling \$147,695.16, Trust Fund – 402070 to 402073 totalling \$2,422.55 and Trust Fund – Cheque Numbers 5897 to 5902 (DPI Licensing), totalling \$43,222.85 are presented for endorsement as per the submitted list.

CARRIED (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Meeting of Council – Friday 20 th June 2014
Agenda Reference:	8.3
Subject:	Community Resource Centre Coordinators Report
File Reference:	1.3.4.1
Author:	Mia Dohnt – Deputy Chief Executive Officer
Disclosure of Interest:	Not applicable
Date of Report:	2 nd May 2014

Purpose of Report

For Council information on what activities, planning and training the Community Resource Centre has under taken in the previous month.

Background

To advise what activities, planning and training the Community Resource Centre has under taken in the previous month.

Discussion



COORDINATOR'S REPORT

Prepared by: Ronice Blair
01.05.2014 – 31.05.2014
Southern Cross Community Resource Centre

Monthly Statistics

Internet	\$105.00
Print/scan	\$1,410.65
Send/receive fax	\$79.70
Advertising	\$890.00
Crosswords sales	\$496.40
Secretarial	\$15.00
Activities	\$20.00
Production Items	\$5.00
Directory	\$3,230.00
Items for resale	\$74.00
Room Hire	\$210.00
Fundraising (fashion parade/raffles)	\$629.65
Seniors Activities	\$299.60

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

General Enquiries	225
Members	28
Computer usage	28
Library	85
Events	0
Centrelink	45
Max Employment	85
Bookclub	7
Workplace Development	1
Morning Tea / Bendigo Bank	5
Seniors Exercises	105
Southern Cross Singers	38
Mother's Day Vintage Fashion Parade	60
Twilight Bowls	8
Rhyme Time	0

MONTHLY STATISTICS

CRC Staff have been trialling several methods for keeping accurate statistics for CRC and Seniors Activities, and statistics for non-income generating contacts with the CRC are included above.

KIDSPORT WORKSHOP

I attended a Kidsport workshop in Merredin 7 May. The workshop covered the following points:

- Current HUB, Wheatbelt and State position
- Responsibilities & process – Local Governments, Hubs, Clubs, DSR
- Funding Position
- Online Club Registration System
- Reflection and feedback
- What is working well
- How can we make this program even better

Dept Sport and Rec have been working on their database removing any duplicate entries of sporting clubs which should ease the process of entering information into the data base.

An extra step has been added to the online data base in an effort to avoid the double ups of clubs, the process now stands at clubs updating their details directly on the Kidsport Website, and an automatically generated email is sent to the CRC for approval. This seems to be working well.

The CRC has actively been communicating with sporting groups to ensure they are aware their details needed to be updated, and the processes that need to be completed to receive funding for eligible children. I believe the program has been received positively by community families.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

The Kidsport Workshop was followed by a presentation by Merry Robertson who facilitated an interactive session examining the practical approaches to raising awareness and interest in the Community. She covered sound marketing principles and discussed the power of good visual design and advertising language.

I found this segment to be very interesting and would like the Shire to consider inviting Merry Robertson to Southern Cross to conduct a workshop for local business people and their staff with a view to promoting the Yilgarn in a positive manner to travellers and locals alike.

MOTHER'S DAY EVENT ~ VINTAGE FASHION PARADE

Our vintage fashion parade was a huge success with 60 people attending. We received a wide range of clothing suitable for the parade, including a fox fur from the 1940s, the bulk of the garments were from the 1960s but we also had samples of clothing right through to the 1990s. Models were students from SXDHS as well as community members.

All those who attended declared it a huge success.

BIG MORNING TEA

Seniors Exercises were cancelled Tuesday 13 May for a funeral and again Thursday 22 May for the Biggest Morning Tea. The CRC donated a year's mail subscription of Crosswords valued at \$82.50 as per previous years.

SOUTHERN CROSS COLLECTIONS & CAR WEEKEND

May 20 a meeting was held with Onida Truran representing the Shire, Ronice Blair representing the Collections side of the weekend and Glenys Emmett and Kerry Fairless representing the Car Enthusiasts. Kevin Collins joined the meeting after it had started.

There was discussion on the Southern Cross Collections and Car Weekend being held bi-annually, with the Car Enthusiasts alternating their car show with Kambalda. It was agreed a bi-annual event would lessen the workload for those who are involved in the weekend as a whole.

The meeting also covered the possibility of an umbrella committee being formed to manage the weekend as a whole. The main reason for this proposal was to enable to committee to apply for grant funding in their own right, and to also ease the payment of financial support from the Shire. In 2013 the Shire's financial support was paid direct to the Car Enthusiasts who then paid a portion of the money to a representative of the Collections organising group.

The majority of those present at the meeting were reluctant to form yet another committee and go through the process of incorporation. With the Car Enthusiasts preferring to go it alone for the most part and concentrating on the Sunday's events only it was evident a committee would not be formed.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Recognising the difficulty of grant applications being made by a group without a committee, and also recognising the fact more transparency was required with regard to the organisation of the Collections side of the event I suggested I check the legalities with the CRC's Regional Coordinator, Garry Ventris, and the CRC take on being responsible for the Collections side of the event.

Subsequent advice from Garry Ventris suggests there is no reason why it cannot be run as a CRC event and that it falls within the requirements for the CRC to provide social community events.

This will not be totally in place for the 2013 Collections and Car Weekend, as Mavis is currently the prime contact for stall holders and exhibitors, but I am confident that whether the Weekend is held again in 2015 or 2016, dependant on Kambalda Car Show, the CRC will be able to pick up the reins and, with Mavis on-board, continue to ensure the weekend runs in a transparent manner.

A website to promote the weekend as a whole is nearing completion. The decision was made to have a website on the advice of several people who were approached for advertising costs when the Events Corp Grant Application was being prepared. (The grant application was subsequently unsuccessful). The website is designed to cut down on the cost of print advertising, rather than trying to fit in information and details for the Collections, Car Show and Photography Competition, print advertising can direct interested people to the web site where information on all will be readily available.

With time running out, it is hoped we will have forwarded all pertinent information to the web builder by the end of this week and that it will go live shortly after.

PHOTOGRAPHY COMPETITION

We have started advertising the photography competition, and once the website is live will start with print advertising in local papers in the region. We will also be asking other CRCs to promote the competition.

COMMUNITY DIRECTORY

The community directory was completed in good time and delivered to all mail and letter boxes in the Shire by mid may despite our concerns when we found the company in Perth was unable to collate and staple.

RHYME TIME

Due to a lack of support Rhyme Time has been put on hold for the time being.

ADVERTISING

The CRC has been approached several times over the past few months with requests for free or reduced costs for advertising for a number of worthy causes. As a result I have written to the following groups, offering advertising to the value of \$50.00 for the remainder of this year, and if our contribution towards their fundraising efforts are recognised through a simple thankyou in Crosswords, the CRC will give each advertising to the value of \$100.00 per calendar year, starting January.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

- Southern Cross District High School P&C
- St Joseph's School P&F
- Moorine Rock Primary School P&C
- Junior Entertainers

BUILDING RELATIONSHIPS

Bookclub held their monthly meeting in the library during May and I attended the monthly Tourism Advisory Committee Meeting.

I also travelled to Boulder with three museum volunteers to visit the Eastern Districts Historical Society. While the society does not currently have any collections on display, they do have a large library of photographs pertinent to many small towns in the Goldfields, including Southern Cross and the Yilgarn. Their storage and packing processes were also impressive.

The members of the society we spoke to were very supportive and willing to assist in any way possible. It was a most informative visit.

CRC Trainee, Jenna Carlson, had two weeks leave during May.

Ronice Blair
Coordinator
10 June 2014

Information Received

Council Adjourned for Afternoon Tea 3.42pm – resumed 3.56pm

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Meeting of Council - Friday 20 th June 2014
Agenda Reference:	9.1
Subject:	Regional Road Group Five-Year Road Construction Program – 2015/2016 – 2019/2020
Name of Applicant:	N.A.
File reference:	6.1.2.11
Author:	Robert Bosenberg - Manager of Works
Disclosure of Interest:	N.A.
Date of Report:	9th June 2014

Background

Annually Council is required to review its Road Construction Program and submit the program to the Regional Road Group if Council is to be successful in receiving road-funding grants.

Roads included in the Five Year Road Works Program, are roads identified by council and Roads 2030 Regional Road Group Development Strategy as Strategic Routes within the Shire of Yilgarn. These roads are categorized as Regional Distributors Roads priority “A and B”, Local Distributor Roads priority “B” and Local Access Roads priority “C”.

All roads nominated as Strategic Routes by Councils within the Regional Road Groups are subjected to a Multi Criteria Assessments with points scored on different characteristics of road treatment types i.e. preservation or new construction, intending road type, drainage, safety, school bus routes, heavy haulage routes, alignments and traffic data. The higher the score the better the chances are of achieving maximum funding.

Traffic data is an important component of the Multi Criteria Assessment scoring system as it justifies the type of road to be constructed. Traffic data picked up by Traffic Classifiers must include Vehicle Class, Average Daily Traffic and Estimated Standard Axels.

Average Daily Traffic (ADT) is the average daily traffic in both directions determined by dividing total traffic count by duration i.e. $ADT = 540$ (total vehicles) divided by 30 (total days) = 18 vehicles/day.

Estimated Standard Axel category is an important element of the Multi Criteria Assessment. The breakdown of AUSTRROADS Vehicle Classes data collected during traffic counts not only identifies heavy haulage routes but also calculates the axel loading on road pavement which assists with road type and pavement designs.

As shown in the table below, Regional Road Groups have adopted road standards that are appropriate for roads of regional significance, based on traffic volumes and estimated axel loadings.

MINUTES
ORDINARY COUNCIL MEETING
 Friday, 20th June 2014

Road Type	2	3	4	5	6	7
Description	Formed	Gravel	<7 metre Seal	>7 metre Seal	8 - 9 metre Seal	Sealed With passing lanes
ADT range	0 - 30	31 - 50	51 - 100	101 - 500	501 - 1000	> 1000
ESA range	0 - 5	6 - 20	21 - 40	41 - 60	> 60	> 60

If the Average Daily Traffic (ADT) and average daily Estimated Standard Axle (ESA) values apply to different road types, then the higher standard of road is adopted i.e. if a road has an ADT count of 33 and an ESA count of 22 then a road type 4 would be appropriate.

To achieve maximum value from traffic counts, traffic counts are carried out from October through to February (Peak Season) during the grain harvesting season when the movement of heavy vehicles is at a high.

Comments

Councillors should be aware that the funding figures which are shown in the Five Year Construction Program (Appendix 1) are subject to change. If funding figures are reduced or increased then the percent amount that the funding figures are reduced or increased will reflect on each construction program both through the cost estimated figure and distance.

In the Five Year Construction Program funding allocation received, there is a requirement by council's to allocate a percentage of funding to preservation works (bitumen reseals, reconstruction to same standard, unsealed shoulder refurbishment) and a percentage of funding to new construction works (upgrading existing gravel roads to a sealed standard).

In the attached Five Year Program presented, averaged over the five year period 48% has been allocated to preservation works and the remaining 52% has been allocated to new construction works.

Following is an overview of roads identified under the Roads 2030 Regional Road Group Development Strategy as strategic routes which have been included in the updated Regional Road Group Five Year Construction Program.

Moorine Rock South Road (*Regional Distributor Priority B*)

Included in the Five Year Construction Program is the continuation of 14mm first coat bitumen seal (*preservation works*) on previous prime seal construction works from SLK 58.3km to 62.3km (*4 kilometres 2015/16*).

Traffic counts on the Moorine Rock South Road in November 2013 through to January 2014 have shown an Average Daily Traffic Count (*ADT*) of 37 and an Estimated Daily Standard Axle Loading (*ESA*) of 70

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Bodallin North Road (*Regional Distributor Priority B*)

Works on the Bodallin North Road include the continuation of second coat bitumen seal (*preservation works*) from SLK 10.6km to 43km, a total of 33.4 kilometres over four years (*2015/16 to 2018/19*).

Traffic counts on the Bodallin North Road taken in November 2013 through to January 2014 has shown an Average Daily Traffic Count of 30 and an Estimated Daily Axle Loading of 80

Parker Range Road (*Regional Distributor Priority B*)

Works on the Parker Range Road include the continuation of second coat bitumen seal (*preservation works*) from SLK 21.5km to 30.5km, a total of 9 kilometres over two years (*2015/16 to 2016/17*).

Traffic counts on the Parker Range Road taken in November 2013 through to January 2014 has shown an Average Daily Traffic Count of 40 and an Estimated Daily Axle Loading of 38

Koolyanobbing Road (*Regional Distributor Priority A*)

Included in the Five Construction Program is the continuation of construction works on the Koolyanobbing Road from SLK 20.5km – 22.5km and from SLK 48.5km to 49.5km

This works will involve upgrading the existing narrow bitumen (5.6 metre) road to a standard type five road (*seven metre bitumen standard*) and first coat bitumen sealing of prime seals.

Traffic counts on the Koolyanobbing Road taken in 2013 has shown an Average Daily Traffic Count of 168 and an Estimated Daily Axle Loading of 117

M40 Road (*Regional Distributor Priority A*)

Works on the M40 Road include second coat bitumen seal (*preservation works*) from SLK 0.0km to 21km. Works on the M40 is due to commence in 2017/18 and completed in 2020/21

Traffic counts on the M40 taken in November 2013 through to February 2014 has shown an Average Daily Traffic Count of 37 and an Estimated Daily Axle Loading of 13

Strategic Implications

2030 Regional Road Group Five Year Road Construction Program and Forward Capital Works Plan.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Recommendation

That Council adopts the extended 5 Year Road Works Program attached as per Appendix 1.

Voting Requirements

Simple Majority

104/2014

Moved Cr J Della Bosca Seconded Cr Guerini. That Council adopts the extended 5 Year Road Works Program attached as per Appendix 1

CARRIED (6/0)

Submission to	Ordinary Meeting of Council – Friday 20 th June 2014
Agenda Reference	9:2
Subject	Outright Purchase - 4x2 Utility Caravan Park
Location/Address	N/A
Name of Applicant	N/A
File reference	6.6.7.4
Author	Robert Bosenberg – Manager of Works
Disclosure of Interest	N/A
Date of Report	12 th June 2014

Background

As Councillors are aware Council will be taking over the operations of Southern Cross Caravan Park starting 1st July 2014. Council will be employing Caravan Park Caretakers to run the park and in doing so will have to supply plant and equipment for maintenance around the park grounds and gardens.

There will be a requirement for the new Caravan Park Caretakers to have some form of transport to assist with carrying out day to day tasks. Preferably this vehicle should be a utility type vehicle which can be utilised for multiple tasks.

If Council endorses the purchase of a vehicle for the Caravan Park then the expenditure amount for the new vehicle can be met within in the Plant Replacement Reserve from savings made on vehicles purchased in the 2013/2014 Financial Year.

Comments

Quotations were sought from Merredin Toyota and Golden City Motors for the outright purchase of this vehicle.

The following quotations were received (*GST inclusive*)

1	Merredin Toyota	
	Toyota Hilux Workmate 4x2 – 3 litre Turbo Diesel	\$25,810
2	Merredin Toyota	
	Isuzu D-Max 4x2 – 3 litre Turbo Diesel	\$25,970

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

3	Golden City Motors Mazda BT50 4x2 – 2.2 litre Turbo Diesel	\$25,260
----------	--	----------

As it can be seen from the above quotes received the Mazda BT50 4x2 from Golden City Motors is the cheapest, but only has a 2.2 litre diesel motor in comparison to Toyota Hilux Workmate and Isuzu D-Max of which have a 3 litre diesel motor. The availability of the Toyota Hilux is approximately two months wait, with the Isuzu available in two weeks.

Policy Implications: In accordance to Councils Policy 3.5 Purchasing – Quotes and Tenders

Financial Implications: Monetary allocation to be sourced from Councils 2013/2014 Financial Year Plant Replacement Reserve

Strategic Implications: Ten Year Plant Replacement Program

Recommendation
That Council purchase, the 4x2 Isuzu D-Max from Merredin Toyota for the quoted purchase price of \$25,970 (*GST inclusive*) this money is to come out of Reserves.

Voting Requirements

Absolute Majority

105/2014

Moved Cr Guerini Seconded Cr Chrisp. That Council purchase, the 4x2 Isuzu D-Max from Merredin Toyota for the quoted purchase price of \$25,970 (GST inclusive) this money is to come out of reserves.

CARRIED BY ABSOLUTE MAJORITY (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Cr Chrisp declared an interest and left the meeting at 4.15pm

Submission to:	Ordinary Meeting of Council – Friday 20 th June, 2014
Agenda Reference:	10.1
Subject:	Draft Council Policies – Sea Containers on Residential Land, and Outbuildings on Residential and Townsite Zoned Areas
Location/Address:	Shire of Yilgarn
Name of Applicant:	Manager Environmental health & Building Services
File Reference:	2.3.3.2
Author:	Manager Environmental Health & Building Services – W J Dallywater
Disclosure of Interest:	Not applicable
Date of Report:	12 th June, 2014

Background

At the April 2014 Council Meeting following discussion on agenda item 10.2 regarding the request for sea containers to be removed from Residential properties, Council requested that a draft policy regarding sea containers is written for Council's consideration and possible adoption. The issue of the maximum size shed/garage that can be built on a residential lot was also raised at the same time and it was suggested a draft policy regarding this matter also be written for Council's consideration.

Comment

Two draft policies regarding sea containers on Residential land have been written and are attached for Council's consideration. These draft policies are written based on other local government policies for similar communities to that of Southern Cross, plus discussions had with different owners of sea containers and Councillors. I will state that I have not found a local government policy that does allow for sea containers to be located on Residential land.

The first draft policy addresses the existing sea containers and allows for them to remain on-site with conditions, but no other sea containers are to be approved on Residential land in the future.

The second draft policy addresses the existing sea containers and allows for them to remain on-site with conditions as per the first draft policy, but does allow for other sea containers to be located on Residential land in the future with certain conditions.

The third draft policy addresses outbuildings within townsites providing scope for the maximum size single structure and the total aggregate area of outbuildings on the one lot. This policy is also attached for Council's consideration.

Statutory Environment

Compliance with the WA Residential Design Codes and the Shire of Yilgarn Town Planning Scheme.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Policy Implications

For consideration to include two of these draft policies within Council's Policy document.

Financial Implications

Nil

Recommendation

That Council after reviewing/discussing the presented draft policies agrees to adopt or does not adopt

- Use of Sea Containers & Other Similar Storage Structures v1
- Use of Sea Containers & Other Similar Storage Structures v2
- Outbuildings in Residential and Townsite Zoned Area.

Voting Requirements

Simple Majority.

Council Discussion

Council discussed the two versions of the Sea Containers Policy in depth and were unable to deliberate on an agreeable outcome. Cr J Della Bosca suggested as an alternative location for Sea Containers for residents living in Southern Cross, she suggested a central secure storage facility provided by the Shire, where residents could store these containers at a small fee. Residents would still have easy access to the stored items and the restriction to sea containers on residential properties would be retained. Council asked the Manager for Health and Building Services to investigate the cost and availability of land for such a storage facility.

106/2014

Moved Cr J Della Bosca Seconded Cr Guerini. That Council after reviewing/discussing the presented draft policies does not agree to adopt the:

- *Use of Sea Containers & Other Similar Storage Structures v1*
- *Use of Sea Containers & Other Similar Storage Structures v2*

107/2014

Moved Cr Guerini Seconded Cr W Della Bosca – That Council agrees to adopt the Outbuildings in Residential and Townsite Zoned Area Policy and for the policy to be included in the review of Council Policy Document in July 2014.

CARRIED (6/0)

Cr Chrisp returned to meeting at – 4.45pm

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Meeting of Council – Friday 20 th June, 2014
Agenda Reference:	10.2
Subject:	Planning Application – Event Advertising Signs
Location/Address:	Along Great Eastern Highway Entrances to Southern Cross
Name of Applicant:	Yilgarn Agricultural Society – Mrs Lyn Price, Secretary
File Reference:	1.3.3.11 & 4.2.2.2
Author:	Manager Environmental Health & Building Services – W J Dallywater
Disclosure of Interest:	Not applicable
Date of Report:	12 th June, 2014

Background

The Yilgarn Agricultural Society has written seeking approval to erect two permanent event advertising signs on the road reserve along the west and east approaches to Southern Cross to advertise the coming Yilgarn Agricultural Show Day. The signs will be similar to the new sign produced for the Southern Cross Motorcycle Club funded by Cliffs Asia Pacific Iron Ore Pty Ltd advertising the King of the Cross annual event. The signs will be 2.4m wide x 900mm long fixed to 2 posts. See attached copy of letter.

Comment

Under clause 5.2 *Control of Advertisements* of the Shire of Yilgarn Town Planning Scheme No 2 “*the erection, placement and display of advertisements and the use of land or buildings for that purpose is development within the definition of the Act requiring, except as otherwise provided, the prior approval of Council*”. In assessing an application, Council shall examine each such application in the light of the objectives of the Scheme and with particular reference to the character and amenity of the locality within which it is to be displayed, including it’s historic or landscape significance and traffic safety, and the amenity of adjacent areas which may be affected.

The signs will need to comply with the Main Roads Guide to the Management of Roadside Advertising for Category 3 signs in that they should be less than 4.5 square metres in area, be professionally produced, will not be illuminated or have flashing/pulsating lights on the signs, will not resemble road traffic signs in any way, will be anti-glare, will be erected on frangible posts, and will be erected away from the shoulder of the road on steel posts concreted into the ground at the required distance from nearby road traffic signs and other advertising signs. The Yilgarn Agricultural Society’s insurance will need to include the proposed advertising signs and includes Public Liability for at least one million dollars (\$1M).

Previously, all proposed signs outside the townsite boundary and along major roads under the control of the Department of Main Roads required Main Roads approval, however, Council has delegated authority to approve Category 3 & 4 signs so an application to Main Roads is no longer required. Main Roads still determines/approves the setback off the bitumen roadway.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Speaking to Mrs Price, while they would like the signs to be situated within the townsite area similar to the Southern Cross Motorcycle Club's sign, she was advised of Council's Policy regarding advertising signs being restricted to areas outside the townsite boundary and that the Motorcycle Club's sign was approved prior to the current Council Policy for these signs.

The question needs to be asked why a permanent sign should be erected for an event that is held on only 1 or 2 days in a year? A temporary sign that is erected 4-6 weeks prior to the event would be more effective as people will take note of the new sign rather than a permanent sign that you pass on a regular basis. While Mrs Price agreed that a temporary sign would be suitable, as Cliffs Asia Pacific Iron Ore is funding the signs they are seeking permission for the permanent signs.

Statutory Environment

Shire of Yilgarn Town Planning Scheme No 2, the Main Roads (Control of Signs) Regulations 1983, and the Main Roads Guide to the Management of Roadside Advertising.

Policy Implications

Council Policy 4.4 Advertising & Directional Signs states –

“The erection of any signs, whether on public or private land, requires the approval of Council, under clause 5.2 Control of Advertisements of the Shire of Yilgarn Town Planning Scheme No 2 (or as amended) and Main Roads WA Advertising Sign Guidelines.

Generally, the application needs to consist of a letter to Council detailing the reason for the sign, where it is proposed to be located, what it is made of, and the design/wording/colour scheme on the sign. Signs are to be professionally made and painted. They are to be erected in accordance with best practice, the Building Code of Australia, or as directed by the Shire.”

“Roadside Advertising Signs:

Council has nominated and received delegated authority from Main Roads WA to control Category 3 roadside advertising signs within the Yilgarn District. If an application received for such signs complies with the following criteria, then it is likely but necessarily in every situation that approval for the signs will be granted.

Category 3 roadside advertising signs are generally defined as small advertising signs of less than 4.5 square metres in area that advertise a business or service in the local community or town. The advertising of certain premises such as places of worship or public utilities should be done at the place site, not through this type of advertising sign.

For Southern Cross townsite, Category 3 roadside advertising signs are to be restricted to the following criteria, unless otherwise approved by Council –

- to be located on the Great Eastern Highway (both east and west), Bullfinch Road, Koolyanobbing Road, and Marvel Loch Road approaches to town;

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

- to be located between the town boundary line and a maximum of 3000 metres distance (west side of Southern Cross this equates to the eastern boundary of the Water Corporation water pump station compound; east side of Southern Cross this equates with a short distance east past the old pony club grounds; Bullfinch Road this equates with just south of Lake Koorkoordine; Koolyanobbing Road equates to a little north of Mr Peter Guerini's property; and Marvel Loch Road equates with a short distance south of Orica's access road);
- the location of the advertising sign is dependent on the ground terrain, the nature of the road (straight, curved, road intersection, etc), required cautionary or regulatory road sign, or roadside installation such as verge guide posts, culverts ends, roadside stormwater drainage, etc, and the applicant's preferred location;
- each business or service provider is entitled to erect one Category 3 advertising sign on each of the abovementioned approaches to town;
- must comply with this Policy and the "Guide to the Management of Roadside Advertising" produced in June 1998 by the Main Roads Western Australia – see Appendix 2 – Policy 5.4 Advertising & Directional Signs - Roadside Advertising Signs Category 3 Signs – General Requirements; and
- are not to be offensive, degrading, immoral, sexist, or racist through the use of depictions, language, or the use swear words. As English is the national language of Australia, all words are to be in English only."

The Policy also covers Sponsor's Signs for community and sporting events, and Directional Signs, which are not applicable in this case.

Financial Implications

Nil

Recommendation

That Council advise the Yilgarn Agricultural Society that its application to erect two permanent event advertising signs along Great Eastern Highway on the west and east approaches to Southern Cross is not approved as a permanent sign for a 1 day event is not considered suitable for a permanent sign, but will grant permission to install a temporary sign for the 2014 Show Day as directed by the Manager of Works; and advise the Society that the Shire is looking to purchase an electronic trailer mounted sign that can be used to advertise community events (approximately 4-6 weeks prior to the event) which can also be used to advertise future Yilgarn Agricultural Show Days.

Voting Requirements

Simple Majority.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

108/2014

Moved Cr W Della Bosca Seconded Cr Close. That Council advise the Yilgarn Agricultural Society that its application to erect two permanent event advertising signs along Great Eastern Highway on the west and east approaches to Southern Cross is not approved as a permanent sign for a 1 day event is not considered suitable for a permanent sign, but will grant permission to install a temporary sign for the 2014 Show Day as directed by the Manager of Works; and advise the Society that the Shire is looking to purchase an electronic trailer mounted sign that can be used to advertise community events (approximately 4-6 weeks prior to the event) which can also be used to advertise future Yilgarn Agricultural Show Days

CARRIED (6/0)

Submission to:	Ordinary Meeting of Council – Friday 20 th June, 2014
Agenda Reference:	10.3
Subject:	Proposal to Enclose Section of Southern Lean-to on Men's Shed
Location/Address:	Reserve 9895 Cnr Achernar & Sirius Streets, Southern Cross
Name of Applicant:	Yilgarn Men's Shed – Mr Garry Hooper, President
File Reference:	4.1.7.7 & 3.1.7.5
Author:	Manager Environmental Health & Building Services – W J Dallywater
Disclosure of Interest:	Not applicable
Date of Report:	12 th June, 2014

Background

The Yilgarn Men's Shed have written seeking permission to enclose half of the southern lean-to attached to the workshop that is currently home to the Yilgarn Men's Shed group situated on Reserve 9895 corner Achernar & Sirius Streets, Southern Cross. This is the first 2 sections (7.20m wide x 6.101 deep = 43.927m²) next to the existing kitchen and storage area accessed from inside the workshop. The purpose of the proposed enclosure is to provide a meeting room for members that can readily be cooled in summer and heated in winter, that is located away from the workshop, and that can be made more comfortable for social activities.

The Yilgarn Men's Shed intends to apply for grant funding from Lotterywest and possibly do some fundraising to fund this project. While the group is waiting on quotes for this work, they are in the planning stage and would like Council's comments on the proposal. See attached copy of letter and sketch plan of proposed room.

Comment

Reserve 9895 is managed by the Shire of Yilgarn and was previously the location of the Shire Depot before being leased to Gillman Brothers as storage yards for their drilling business, and is now home of the Yilgarn Men's Shed. The main shed on the

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

site is the workshop where various fabrication and crafts can be carried out. It is also the only area available for the members to sit together over a cup of tea/coffee and socialise. This becomes difficult if someone is also working in the workshop. The storeroom off the workshop is 3.960m wide x 2.80m deep with fixed timber shelving, and the kitchen is 3.960m wide x 3.30m deep with a small kitchen bench/cupboard with single bowl sink, a small refrigerator, plus a square table and 4 chairs.

I believe the Men's Shed group consists of approximately 12 elderly men plus 3-4 younger men. They are looking to encourage more people to join them whether to use the facilities or to come and socialise with them. Thus they need a separate room with a lower ceiling that they can make more comfortable for members.

Statutory Environment

Compliance with the Shire of Yilgarn Town Planning Scheme No 2.

Policy Implications

Council Policy 4.5 Maintenance of Buildings Under Council Control states:-

“That structural and major works to any building under direct Council control be the responsibility of Council, whilst minor maintenance to the internal fittings and fixtures be the direct responsibility of the occupier or principal user of the building *except* where the occupier or principal user has entered into a lease or other arrangement with Council which defines such responsibility otherwise.”

Financial Implications

Nil

Recommendation

That Council advise the Yilgarn Men's Shed that it has no objections to the proposal to enclose half of the southern lean-to attached to the main workshop shed for the purpose of constructing a new meeting room where members can socialise away from activities carried out in the workshop.

Voting Requirements

Simple Majority.

109/2014

Moved Cr Guerini Seconded Cr Chrisp. That Council advises the Yilgarn Men's Shed that it has no objections to the proposal to enclose half of the southern lean-to attached to the main workshop shed for the purpose of constructing a new meeting room where members can socialise away from activities carried out in the workshop.

CARRIED (6/0)

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Submission to:	Ordinary Meeting of Council – Friday 20 th June, 2014
Agenda Reference:	10.4
Subject:	Application to Conduct Miscellaneous, Mining & Exploration Activities on Mineral Deposits or Licenses
Location/Address:	Yilgarn Shire
Name of Applicant:	Corinthia Mining Pty Ltd; and Austwide Mining Title Management Pty Ltd x 4.
File Reference:	3.2.1.6
Author:	Manager Environmental Health & Building Services – W J Dallywater
Disclosure of Interest:	Not applicable
Date of Report:	12 th June, 2014

Background

- 1) Corinthia Mining Pty Ltd has submitted an application for Miscellaneous Licence L77/272 for the purpose of constructing or widening the existing road. This road extends from the Corinthia Mine and will terminate at the Corinthia West Road.
- 2) Austwide Mining Title Management Pty Ltd on behalf of Montague Resources Australia Pty Ltd has submitted an application for Miscellaneous Licence L77/271 for the purpose of constructing or widening the existing road. This road crosses over the Marvel Loch-Forrestania Road.
- 3) Austwide Mining Title Management Pty Ltd on behalf of WA Salt Koolyanobbing Pty Ltd has submitted an application for Mining Licence M77/1273 for the purpose of mining mineral sands from Lake Deborah East.
- 4) Austwide Mining Title Management Pty Ltd on behalf of Talga Resources Ltd has submitted the following applications:-
 - a) Exploration Licence E77/2221 which is located east of Golden Valley and south-east of Lake Deborah West and includes sections of the Bullfinch-Evanston Road, Pringle Road, Withers Find North Road, and includes part of the east side of Lake Deborah West.
 - b) Exploration Licence E77/2222 which is located north and east of Bullfinch townsite and includes sections of Bullfinch-Evanston Road, Withers Find North Road, Bullfinch-Turkey Hill Road, Southern Cross-Koorda Road, and Perilya-Turkey Hill Road.

Comment

Under the Mining Act any works within a gazetted townsite or within 2Kms of the boundary of a gazetted townsite requires comment from the Local Government. In these instances, the proposed drilling operations will be well outside any designated townsite, and there may be proposed drilling operations along the road reserves within the exploration licence areas. The abovementioned roads are all controlled by the Shire.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

In line with similar applications previously received from other applicants, Council should grant approval to each applicant to carry out any roadside drilling based on the following general conditions:-

- 1) That dust suppression is carried out so that others are not adversely affected;
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
- 3) Any ground water that escapes onto the ground around the drill site is to be banded so that it does not spread;
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors;
- 9) All drill holes are to be capped as soon as possible/practical after drilling;
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;
- 11) That the proposed drilling work is advertised in the local newsletter "Crosswords" prior to any work commencing to notify the general public of this work; and
- 12) That the applicants are to discuss and obtain approval to access private property prior to the company or its contractors accessing this land.

The Manager of Works is un-aware of these applications at the time of writing this report but will have provided comments prior to the Council Meeting. I am unaware of any gravel pits in this area, however, if there are the applicants should be advised that the Shire retains all rights to access and remove gravel from these pit(s).

Statutory Environment

Compliance with the Environmental Protection (Noise) Regulations 1997, and the Environmental Protection Act 1986.

Policy Implications

Nil

Financial Implications

Nil

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Recommendation

That Council grants approval to Austwide Mining Title Management Pty Ltd on behalf of Talga Resources (E77/2221; & E77/2222) to carry out drilling along sections of Council controlled road reserves with their Exploration Licences as shown on the attached maps on the following conditions:-

- 1) That dust suppression is carried out so that others are not adversely affected;
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
- 3) Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread;
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors;
- 9) All drill holes are to be capped as soon as possible/practical after drilling;
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;
- 11) That the proposed drilling work is advertised in the local newsletter "Crosswords" prior to any work commencing to notify the general public of this work; and
- 12) That the applicant is to discuss and obtain approval to access private property prior to the company or its contractors accessing this land;

Talga Resources (E77/2221) and WA Salt (M77/1273) are advised that no drilling or digging should occur within any salt lakes or within a 50 metre area setback from the banks of the lakes within these Licences.

That Corinthia Mining Pty Ltd (L77/272) and Montague Resources Australia Pty Ltd (L77/271) must liaise with and submit and have approved by the Shire Manager of Works a Road Traffic Management Plan for any road works near or around any Council controlled roads.

Plus all applicants are to be advised, if applicable, that any Shire sand and/or gravel pits located within their Licences are to remain accessible to the Shire for the accessing and removal of sand or gravel when required.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Voting Requirements

Simple Majority.

110/2014

Moved Cr W Della Bosca Seconded Cr Close. That Council grants approval to Austwide Mining Title Management Pty Ltd on behalf of Talga Resources (E77/2221; & E77/2222) to carry out drilling along sections of Council controlled road reserves with their Exploration Licences as shown on the attached maps on the following conditions:-

- 1) That dust suppression is carried out so that others are not adversely affected;*
- 2) That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;*
- 3) Any ground water that escapes onto the ground around the drill site is to be banded so that it does not spread;*
- 4) All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;*
- 5) All rubbish is to be disposed of at the local landfill site in the appropriate manner;*
- 6) A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;*
- 7) No drill holes are to extend under any public railway line or any roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading) – refer to Typical Cross Section of Road Formation diagram;*
- 8) Safety signs are to be erected in accordance with Australian Standards – to warn both mining staff, contractors, and the public/ visitors;*
- 9) All drill holes are to be capped as soon as possible/practical after drilling;*
- 10) If working within 100m from a residence, all noise generated is to be limited in accordance with the Environmental Protection (Noise) Regulations 1997, in particular when working between 7:00 p.m. and 7:00 a.m.;*
- 11) That the proposed drilling work is advertised in the local newsletter "Crosswords" prior to any work commencing to notify the general public of this work; and*
- 12) That the applicant is to discuss and obtain approval to access private property prior to the company or its contractors accessing this land;*

Talga Resources (E77/2221) and WA Salt (M77/1273) are advised that no drilling or digging should occur within any salt lakes or within a 50 metre area setback from the banks of the lakes within these Licences.

That Corinthia Mining Pty Ltd (L77/272) and Montague Resources Australia Pty Ltd (L77/271) must liaise with and submit and have approved by the Shire Manager of Works a Road Traffic Management Plan for any road works near or around any Council controlled roads.

MINUTES
ORDINARY COUNCIL MEETING
Friday, 20th June 2014

Plus all applicants are to be advised, if applicable, that any Shire sand and/or gravel pits located within their Licences are to remain accessible to the Shire for the accessing and removal of sand or gravel when required

CARRIED (6/0)

As there was no further business to discuss, the Shire President declared the meeting closed at **5.15pm**.

I, Onida T Truran confirm the above Minutes of the Meeting held on Friday 20th June 2014, are confirmed on Friday 18th July 2014 as a true and correct record of the June Ordinary Meeting of Council.

Cr Onida Truran
SHIRE PRESIDENT