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## INDEX

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<b>1206.01</b>	<b>DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS .....</b>	<b>2</b>
<b>1206.02</b>	<b>RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE.....</b>	<b>2</b>
<b>1206.03</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....</b>	<b>2</b>
<b>1206.04</b>	<b>PUBLIC QUESTION TIME.....</b>	<b>2</b>
<b>1206.05</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>3</b>
<b>1206.06</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....</b>	<b>3</b>
<b>1206.07</b>	<b>ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION. ....</b>	<b>3</b>
<b>1206.08</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS .....</b>	<b>3</b>
<b>1206.09</b>	<b>REPORT OF COMMITTEES/MEMBERS .....</b>	<b>3</b>
<b>1206.10</b>	<b>WORKS, PLANTS, PARKS &amp; GARDENS .....</b>	<b>3</b>
	1 Re-Alignment – Geraldton-Mount Magnet Road - Mullewa .....	3
<b>1206.11</b>	<b>FINANCE &amp; GENERAL PURPOSE.....</b>	<b>5</b>
	1 Branding Iron – Donation Of .....	5
	2 Tenders – Youth Bus .....	6
	3 Finance Report 30 <sup>th</sup> November 2006.....	7
	4 Successful Funding Applications .....	9
	5 Mullewa Swimming Pool – Entry Fee Removal .....	10
	6 Statement Of Financial Activity – November 2006.....	12
	7 Accounts For Payments.....	12
<b>1206.12</b>	<b>CHIEF EXECUTIVE OFFICERS REPORT .....</b>	<b>14</b>
	1 Local Farmer Relief Initiative .....	14
	2 Marketing & Promotion – “Where To From Here .....	15
	3 Trails Master Plan-Draft.....	17
<b>1206.13</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....</b>	<b>19</b>
	1 Policy – Rural Road – Dust Problem .....	19
<b>1206.14</b>	<b>MEETING ADJOURNED – MEETING RECONVENED.....</b>	<b>23</b>
	1 Audit Report – Receipt OF.....	23
<b>1206.15</b>	<b>REPORTS OF COMMITTEES/MEMBERS.....</b>	<b>25</b>
	1. Audit Committee – Minutes Of The Meeting Held 20 December 2006 .....	25
<b>1206.16</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION FOR THE MEETING..</b>	<b>28</b>
<b>1206.17</b>	<b>DELEGATED AUTHORITY .....</b>	<b>28</b>
<b>1206.18</b>	<b>CLOSURE OF MEETING .....</b>	<b>28</b>

**MINUTES OF THE ORDINARY MEETING OF THE SHIRE OF MULLEWA HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY 20 DECEMBER 2006.****1206.01 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

1.10pm The President declared the meeting open.

**1206.02 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE****PRESENT:**

Councillor A J Messina – President	(West Ward)
Councillor B I N Thomas – Deputy President	(East Ward)
Councillor G M Steele	(South Ward)
Councillor J L Freeman	(Central Ward)
Councillor M Kerkmans	(East Ward)
Councillor L J Wainwright	(Central Ward)
Councillor N D Johnstone	(South Ward)

**OFFICERS:**

Mr T Hartman - Chief Executive Officer  
Ms N J Holmes – Deputy Chief Executive Officer

**APOLOGIES:**

Councillor MD Tierney (Central Ward)

**LEAVE OF ABSENCE:**

Nil

**VISITORS**

Nil

**1206.03 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

**1206.04 PUBLIC QUESTION TIME**

Nil

**1206.05 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**1206.06 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****Moved:** *B I N Thomas*                      **Seconded:** *JL Freeman***COUNCIL DECISION:        THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 15<sup>TH</sup> NOVEMBER 2006, AS PRINTED BE CONFIRMED.****CARRIED 7/0****1206.07 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION.**

Nil

**1206.08 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

**1206.09 REPORT OF COMMITTEES/MEMBERS**Note: Audit Committee Minutes    -        see page 25**1206.10 WORKS, PLANTS, PARKS & GARDENS****1 RE-ALIGNMENT – GERALDTON-MOUNT MAGNET ROAD - MULLEWA**

DATE OF MEETING:        20 December 2006

LOCATION/ADDRESS:        -

NAME OF APPLICANT:       -

FILE REFERENCE:         -

PREVIOUS MINUTE/S &amp;    -

REFERENCE:

DATE AND AUTHOR:        11 December 2006 – Tom Hartman, Chief Executive Officer

DISCLOSURE OF             Author has no disclosure of interest.

INTEREST:

SUMMARY

Report raises awareness of the option of re-aligning the Geraldton/Mt Magnet Road as a consequence of increased road train activity through Mullewa.

BACKGROUND:

In May 2002 a concept plan was developed to re-align the Geraldton / Mt Magnet Road at Mullewa (copy attached). Due to the recent advice from Murchison Metals that an increase of up to 50 x 53.5m Road Trains will

travel through Mullewa each day, a meeting was organised with the Main Roads Regional Manager, Tim Glenister. The meeting was attended by the President, Deputy President and Chief Executive Officer.

## COMMENT:

At the meeting Mr Glenister confirmed that as part of the approval for Murchison Metals to cart their product on Road to Geraldton, they will provide funds for the road. Mr Glenister advised that this funding was for pavement repairs and maintenance. He further advised that to get the re-alignment on the agenda, Council would need to raise the matter with the Minister, as no funding has been provided in Main Roads budget.

I have always been concerned that re-alignment of highways or main roads generally become by-passes which normally have a negative effect on towns. Even if the majority of vehicles travelling through the town do not stop, they provide a sense of activity which has a positive effect. Public areas always look dead when there are no people or vehicles etc.

Council should again analyse the short and long term opportunities and threats regarding this proposal. It may be prudent for Council to again consult with the local businesses and consider any concerns. It may also be interesting to consider what other options there may be, if any, to resolve the issue, eg, upgrade the existing road through town.

With that said, the re-alignment could provide an opportunity to make improvements to the entry into Mullewa. A review of the 2002 concept has raised some areas that Council will need to re-consider. The access from the re-alignment to the town is critical to ensure that the travellers can enter the town with ease. The current concept only provides access from two points at a position adjacent to Callaghan and Dalgety Streets, and a one way slip lane from the west into Gray Street. These accesses should remain, however, further access should also be provided opposite the existing "Pioneer Womens Park" and turning lanes should be a design requirement of Council. This would allow travellers wanting to enter the town centre can do so from both directions without the problem of heavy vehicles "tail gating".

The other items that need to be included in the design are street lighting and landscaping.

Another issue discussed at the meeting concerned the poor pavement condition of the existing road. It was considered that repairs should be undertaken as a priority to alleviate the noise problem due to the roughness factor of the surface.

## CONSULTATION:

President, Deputy President, Tim Glenister MRWA.

STATUTORY  
ENVIRONMENT:

There are no known statutory implications at this time.

POLICY  
IMPLICATIONS:

There are no known policy implications at this time

FINANCIAL  
IMPLICATIONS:

There are no known financial implications at this time.

STRATEGIC  
IMPLICATIONS:

There are no known strategic implications at this time.

## VOTING REQUIREMENT:

Simple majority

OFFICER  
RECOMMENDATION

1. That Council consult with local businesses concerning the proposed re-alignment.
2. That Council consider any other options to resolve the road train issue.
3. That Council approach the minister for planning & infrastructure to commence the development of the re-alignment of the Geraldton/Mt Magnet Road through Mullewa, subject to satisfactory turning lanes, access points, lighting and landscaping being included in the design.
4. That Council also request that immediate action be taken on the existing pavement to reduce the vehicle noise due to roughness factor of surface.

**Moved:** A J Messina**Seconded:** LJ Wainwright

## COUNCIL DECISION:

**THAT COUNCIL CONSIDER ANY OTHER OPTIONS TO RESOLVE THE ROAD TRAIN ISSUE.**

**THAT COUNCIL APPROACH THE MINISTER FOR PLANNING & INFRASTRUCTURE TO COMMENCE THE DEVELOPMENT OF THE RE-ALIGNMENT OF THE GERALDTON/MT MAGNET ROAD THROUGH MULLEWA, SUBJECT TO SATISFACTORY TURNING LANES, ACCESS POINTS, LIGHTING AND LANDSCAPING BEING INCLUDED IN THE DESIGN.**

**THAT COUNCIL ALSO REQUEST THAT IMMEDIATE ACTION BE TAKEN ON THE EXISTING PAVEMENT TO REDUCE THE VEHICLE NOISE DUE TO ROUGHNESS FACTOR OF SURFACE.**

**CARRIED 6/1****NOTE**

The reason recommendation 1 was not accepted was because it was considered that prior consultation had been addressed.

**1206.11****FINANCE & GENERAL PURPOSE**

1	BRANDING IRON – DONATION OF
---	-----------------------------

DATE OF MEETING: 20 December 2006

LOCATION/ADDRESS: -

NAME OF APPLICANT: -

FILE REFERENCE: -

PREVIOUS MINUTE/S & REFERENCE: -

DATE AND AUTHOR: 22 November 2006 – Noelene Holmes, Deputy Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

SUMMARY:





## 01.07.06

<u>ADD</u>						
RECEIPTS YTD	2,067,083.46	1,235,000.00	4,679.00	0.00	0.00	0.00
RECEIPTS THIS MONTH	416,398.14	230,000.00	35.00	1,635.03	0.00	0.00
<u>LESS</u>						
PAYMENTS TO DATE	1,166,424.37	375,000.00	62,597.32	0.00	0.00	0.00
PAYMENTS THIS MONTH	325,122.10	150,000.00	155.00	1,600.00	0.00	0.00
<b>CASH BALANCE</b>	<b>1,924,038.57</b>	<b>1,851,978.00</b>	<b>46,302.12</b>	<b>112,331.29</b>	<b>357,000.00</b>	<b>283,333.00</b>

Note: The CDA funds are included in the Municipal Cash Balance

**STATEMENT OF CASH POSITION**  
30<sup>th</sup> November 2006

CASH ON HAND	200.00
MUNICIPAL FUND	72,060.54
INVESTED MUNICIPAL FUNDS	1,851,978.00
MULLEWA COMMUNITY TRUST	112,331.29
RESERVE FUNDS	357,000.00
ROAD RESEAL FUNDS	283,333.00
<b>TOTAL CASH FUNDS</b>	<b>2,676,722.83</b>

## THIS IS REPRESENTED BY:

LEAVE RESERVE	83,000.00
SERVICE GRATUITY RESERVE	12,000.00
BUILDING RESERVE	137,000.00
AERODROME RESERVE	26,000.00
MEDICAL CENTRE RESERVE	67,000.00
EFFLUENT SCHEME RESERVE	32,000.00
MULLEWA COMMUNITY TRUST	112,331.29
ROAD RESEAL FUNDS	283,333.00
WILDFLOWER COUNTRY REGIONAL COUNCIL FUNDS	159,744.15
AVAILABLE FUNDS	<u>1,764,294.42</u>
<b>TOTAL FUNDS</b>	<b>2,676,722.83</b>

STATUTORY  
ENVIRONMENT:  
POLICY IMPLICATIONS:

There are no statutory implications on this matter.

There are no policy implications on this matter.

FINANCIAL  
IMPLICATIONS:

There are no financial implications on this matter.

STRATEGIC  
IMPLICATIONS:

There are no strategic implications on this matter.

VOTING  
REQUIREMENTS:

Simple Majority

OFFICER  
RECOMMENDATION :

THAT THE FINANCE REPORT FOR THE PERIOD ENDED 30<sup>TH</sup>  
NOVEMBER 2006 BE RECEIVED.

**Moved:** GM Steele

**Seconded:** LJ Wainwright

**COUNCIL DECISION:**

**THAT THE FINANCE REPORT FOR THE PERIOD ENDED 30<sup>TH</sup>  
NOVEMBER 2006 BE RECEIVED.**

**CARRIED 7/0**



4	SUCCESSFUL FUNDING APPLICATIONS
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DATE OF MEETING:	20 December 2006																					
LOCATION/ADDRESS:	-																					
NAME OF APPLICANT:	-																					
FILE REFERENCE:	-																					
PREVIOUS MINUTE/S & REFERENCE:	17 May & 16 August 2006.																					
DATE AND AUTHOR:	13 December 2006 – Tom Hartman, Chief Executive Officer																					
DISCLOSURE OF INTEREST:	Author has no disclosure of interest.																					
SUMMARY	Report raises successful funding applications for Council acceptance.																					
BACKGROUND:	At the Ordinary meeting of Council in May 2006, I advised Council of various funding applications that were submitted: the majority of which related to the Trails Project. Added to that list are applications to Department of Indigenous Affairs and the Mid West Development Commission Regional Development Scheme.																					
COMMENT:	<p>I am pleased to advise that all the applications have been successful and now need Council to endorse acceptance.</p> <p>These grants are additional to the Trails 2006 grant that was endorsed at the August 2006 meeting.</p> <p>The grants referred to above are:-</p> <table style="margin-left: 40px;"> <tr> <td>• Community Facilities grant</td> <td style="text-align: right;">25,000.00</td> <td>Lookout/Trails</td> </tr> <tr> <td>• Country Pathways</td> <td style="text-align: right;">5,665.00</td> <td>Bike Plan</td> </tr> <tr> <td>• Envirofund</td> <td style="text-align: right;">33,440.00</td> <td>Trails</td> </tr> <tr> <td>• Indigenous Regional Development Fund</td> <td style="text-align: right;">84,478.00</td> <td>Trails</td> </tr> <tr> <td>• Dept of Indigenous Affairs</td> <td style="text-align: right;">7,500.00</td> <td>Trails &amp; Reconciliation workshops</td> </tr> <tr> <td>• Midwest Development Commission Regional Development Scheme</td> <td style="text-align: right;">30,150.00</td> <td>Trails</td> </tr> <tr> <td>• Community Water Grant</td> <td style="text-align: right;">50,000.00</td> <td>No.2 Dam Improvements</td> </tr> </table>	• Community Facilities grant	25,000.00	Lookout/Trails	• Country Pathways	5,665.00	Bike Plan	• Envirofund	33,440.00	Trails	• Indigenous Regional Development Fund	84,478.00	Trails	• Dept of Indigenous Affairs	7,500.00	Trails & Reconciliation workshops	• Midwest Development Commission Regional Development Scheme	30,150.00	Trails	• Community Water Grant	50,000.00	No.2 Dam Improvements
• Community Facilities grant	25,000.00	Lookout/Trails																				
• Country Pathways	5,665.00	Bike Plan																				
• Envirofund	33,440.00	Trails																				
• Indigenous Regional Development Fund	84,478.00	Trails																				
• Dept of Indigenous Affairs	7,500.00	Trails & Reconciliation workshops																				
• Midwest Development Commission Regional Development Scheme	30,150.00	Trails																				
• Community Water Grant	50,000.00	No.2 Dam Improvements																				
CONSULTATION:	Nil																					
STATUTORY ENVIRONMENT:	There are no known statutory implications at this time.																					
POLICY	There are no known policy implications at this time.																					
IMPLICATIONS:																						
FINANCIAL IMPLICATIONS:	The matching funding requirements of the Grants have been compiled with, through the 2006/2007 budget estimates.																					
STRATEGIC IMPLICATIONS:	There are no known strategic implications at this time.																					
VOTING REQUIREMENT:	Simple majority																					

OFFICER  
RECOMMENDATION

THAT COUNCIL ACCEPT THE GRANTS FROM:-

- COMMUNITY FACILITIES GRANT
- COUNTRY PATHWAYS
- ENVIROFUND
- INDIGENOUS REGIONAL DEVELOPMENT FUND
- DEPARTMENT OF INDIGENOUS AFFAIRS
- MIDWEST DEVELOPMENT COMMISSION REGIONAL DEVELOPMENT SCHEME
- COMMUNITY WATER GRANT.

**Moved:** JL Freeman

**Seconded:** GM Steele

## COUNCIL DECISION:

**THAT COUNCIL ACCEPT THE GRANTS FROM:-**

- **COMMUNITY FACILITIES GRANT**
- **COUNTRY PATHWAYS**
- **ENVIROFUND**
- **INDIGENOUS REGIONAL DEVELOPMENT FUND**
- **DEPARTMENT OF INDIGENOUS AFFAIRS**
- **MIDWEST DEVELOPMENT COMMISSION REGIONAL DEVELOPMENT SCHEME**
- **COMMUNITY WATER GRANT.**

**CARRIED 7/0**

5	MULLEWA SWIMMING POOL – ENTRY FEE REMOVAL
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DATE OF MEETING: 20 December 2006

LOCATION/ADDRESS: -

NAME OF APPLICANT: -

FILE REFERENCE: -

PREVIOUS MINUTE/S & REFERENCE: -

DATE AND AUTHOR: 14 December 2006 – Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

SUMMARY: Report raises consideration to allow free entry to the Mullewa Swimming Pool.

BACKGROUND: It has been suggested that Council may consider permitting free entry to the Mullewa Swimming Pool, similar to the recent decision by the Shire of Mount Magnet.

COMMENT: The income from admission charges to the Swimming Pool last financial year was \$7,057.00. Council also receives \$3,000 from Treasury as part of the State Governments assistance towards the costs of operating public swimming pools in the State. Operating costs in 2005/2006 were \$107,757.00.

Mount Magnet decided to allow free entry to their pool as a means of





**SUMMARY** The purpose of this report is to provide details of cheques drawn and direct debit entries made to Council's bank account during the month, to be passed for payment by Council.

**BACKGROUND:** Clause 11 of the Local Government (Financial Management) Regulations provides that a Local Government shall develop procedures for the authorisation of payments. Clause 12 of the Regulations requires a schedule of cheques drawn to be presented at the next Ordinary Meeting following preparations of the list.

**COMMENT:** **APPENDIX C** of this report lists details of all cheques drawn and direct debits during and since the last Council meeting.

The summary of the schedule of accounts to be passed for payment totalling \$381,310.07 covers the following:

Municipal Account

Cheque No.	9344-9379	\$152,530.56
Electronic Fund Trans	2907-2993	\$171,870.69
Payroll & Fees		\$ 56,873.82

Trust Account

Cheque No.	291-292	\$ 35.00
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**Total: \$381,310.07**

**CONSULTATION:** Nil

**STATUTORY ENVIRONMENT:** Local Government Act and Regulations

**POLICY IMPLICATIONS:** There are no known policy implications at this time.

**FINANCIAL IMPLICATIONS:** There are no known financial implications at this time.

**STRATEGIC IMPLICATIONS:** There are no known strategic implications at this time.

**VOTING REQUIREMENT:** Simple majority

**OFFICER RECOMMENDATION** THAT THE ACCOUNTS FOR PAYMENT LISTED ON THE SCHEDULE AS PRESENTED BE PASSED FOR PAYMENT:

Municipal Account

Cheque No.	9344-9379	\$152,530.56
Electronic Fund Trans	2907-2993	\$171,870.69
Payroll & Fees		\$ 56,873.82

Trust Account

Cheque No.	291-292	\$ 35.00
------------	---------	----------

**Total: \$381,310.07**

**Moved:** LJ Wainwright

**Seconded:** JL Freeman

**COUNCIL DECISION: THAT THE ACCOUNTS FOR PAYMENT LISTED ON THE SCHEDULE AS PRESENTED BE PASSED FOR PAYMENT:**

Municipal Account

Cheque No.	9344-9379	\$152,530.56
Electronic Fund Trans	2907-2993	\$171,870.69
Payroll & Fees		\$ 56,873.82

Trust Account

Cheque No.	291-292	\$ 35.00
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**Total: \$381,310.07**

**CARRIED 7/0**

**1206.12**      **CHIEF EXECUTIVE OFFICERS REPORT**

<b>1</b>	<b>LOCAL FARMER RELIEF INITIATIVE</b>
----------	---------------------------------------

DATE OF MEETING: 20 December 2006

LOCATION/ADDRESS: -

NAME OF APPLICANT: -

FILE REFERENCE: 501.05

PREVIOUS MINUTE/S & REFERENCE: July 2006

DATE AND AUTHOR: 11 December 2006 – Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

SUMMARY Report provides further information on initiatives provided to assist farmers and other directly affected local residents in the Mullewa Shire due to the Disastrous Dry Season.

BACKGROUND: At the Ordinary meeting in July 2006 Council considered a report to include the supplementary Roads to Recovery funding into the 2006/2007 Budget, with the view that these funds may assist interested farmers in carrying out some work for Council. The report also raised other projects that may be available subject to funding such as Walk Trail developments, Streetscape project, Town Street footpaths, Community Water project, derelict houses and improvements to townsite entry, etc.

COMMENT: Since the Report in July Council has been successful in being granted funding for the majority of the projects identified above. The DRAFT Trails Master Plan is nearing completion and should be available for consideration at this meeting. Funding has also been granted, for the improvements to the No. 2 Dam catchment and dam, through the Community Water Grants.

All these projects may have components that local farmers could become involved. A further funding application to Regional Partnerships is being developed and should be submitted in the New Year. If Council

is successful with this fund it will allow all the Stage 1 components of the Trails Master Plan to be commenced. This will also provide opportunities for local people.

## CONSULTATION:

## STATUTORY

There are no known statutory implications at this time.

## ENVIRONMENT:

## POLICY

There are no known policy implications at this time.

## IMPLICATIONS:

## FINANCIAL

There are no known financial implications at this time.

## IMPLICATIONS:

## STRATEGIC

There are no known strategic implications at this time.

## IMPLICATIONS:

## VOTING REQUIREMENT:

Simple majority

## OFFICER

## RECOMMENDATION

THAT COUNCIL ENDORSE THE CONCEPT FOR LOCAL INITIATIVES TO ASSIST FARMERS IN THE MULLEWA SHIRE AND ADVERTISE FOR EXPRESSION OF INTEREST.

**Moved:**

*M Kerkmans*

**Seconded:**

*JL Freeman*

## COUNCIL DECISION:

**THAT COUNCIL ENDORSE THE CONCEPT FOR LOCAL INITIATIVES TO ASSIST FARMERS IN THE MULLEWA SHIRE AND ADVERTISE FOR EXPRESSION OF INTEREST.**

**CARRIED 7/0**

**2**

**MARKETING & PROMOTION – “WHERE TO FROM HERE**

## DATE OF MEETING:

20 December 2006

## LOCATION/ADDRESS:

-

## NAME OF APPLICANT:

-

## FILE REFERENCE:

-

## PREVIOUS MINUTE/S &amp;

-

## REFERENCE:

## DATE AND AUTHOR:

11 December 2006 – Tom Hartman, Chief Executive Officer

## DISCLOSURE OF

## INTEREST:

Author has no disclosure of interest.

## SUMMARY

Report follows on from the recent workshop with Darren Lee from Market Creations and sets out a direction that Council may follow.

## BACKGROUND:

On the 15 November 2006, (Council Meeting day) a workshop was conducted by Darren Lee, from Market Creations, on the Marketing and Promotions program for Council. At the conclusion of the workshop it was unanimous that a report be submitted to the December meeting outlining a future direction Council could consider taking.

## COMMENT:

The November meeting also resolved that the new brand – logo and position statement, “*Mullewa, an Everlasting Culture*” be used independently on the Town Services Brochure. It was generally agreed that Council not proceed with any dual branding in the future.

After consultation with Market Creations – the following items are listed

for consideration.

### **Business/Community Audit**

Review needs of the Tourism/Business and Community and how they think they can extend the brand by:

- One on one interviews with business owners
- Community workshop
- Produce report of outcomes with recommendations and pricing for promotional material.

Costs: \$1,584

Timeframe: February 2007

### **Promotional Material**

Town Services Brochure – delivered December 2006

Website – currently being redesigned with new branding

Shirts – continue to offer the logo for use on polo shirts to be worn throughout the community.

Stationery – continuing to use branding on all Shire stationery, including business cards

Mullewa Mail – offer to design new front page banner featuring the branding - \$264.00

### **2007/2008**

The resulting report from the audit above will make recommendations on what promotional material should be budgeted for in 2007/2008. this may include items such as:

- Postcards
- Posters
- Stickers
- Branding style guides and disks for business use
- Displays
- Tourism Brochure
- Signage
- Merchandise (hats, stubby holders, etc)

CONSULTATION:

Market Creations

STATUTORY  
ENVIRONMENT:  
POLICY

There are no known statutory implications at this time.

IMPLICATIONS:

There are no known policy implications at this time.

FINANCIAL

There are no known financial implications at this time.

IMPLICATIONS:

STRATEGIC

There are no known strategic implications at this time.

IMPLICATIONS:

VOTING REQUIREMENT:

Simple majority

OFFICER  
RECOMMENDATION

1. THAT COUNCIL ENDORSE THE CONTENTS OF THE REPORT.
2. THAT COUNCIL SUPPORT THE BUSINESS/COMMUNITY AUDIT.
3. THAT COUNCIL LIAISE WITH THE TELECENTRE FOR THE SUGGESTED DESIGN FOR A NEW FRONT PAGE BANNER FOR THE MULLEWA MAIL.
4. THAT COUNCIL CONSIDER ANY OF THE



RECOMMENDATIONS IN THE BUSINESS/COMMUNITY AUDIT  
REPORT AT THE 2007/2008 BUDGET DELIBERATION.

**Moved:** M Kerkmans

**Seconded:** BIN Thomas

- COUNCIL DECISION:**
1. **THAT COUNCIL ENDORSE THE CONTENTS OF THE REPORT.**
  2. **THAT COUNCIL SUPPORT THE BUSINESS/COMMUNITY AUDIT.**
  3. **THAT COUNCIL LIAISE WITH THE TELECENTRE FOR THE SUGGESTED DESIGN FOR A NEW FRONT PAGE BANNER FOR THE MULLEWA MAIL.**
  4. **THAT COUNCIL CONSIDER ANY OF THE RECOMMENDATIONS IN THE BUSINESS/COMMUNITY AUDIT REPORT AT THE 2007/2008 BUDGET DELIBERATION.**

**CARRIED 7/0**

2.24pm Noelene Holmes, Deputy CEO, left the meeting  
2.27pm Noelene Holmes, Deputy CEO, returned to the meeting

<b>3</b>	<b>TRAILS MASTER PLAN-DRAFT</b>
----------	---------------------------------

DATE OF MEETING: 20 December 2006

LOCATION/ADDRESS: -

NAME OF APPLICANT: -

FILE REFERENCE: -

PREVIOUS MINUTE/S & REFERENCE: 16 August 2006

DATE AND AUTHOR: 14 December 2006 – Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

SUMMARY Report submits the "DRAFT" Trails Master Plan for Council endorsement.

BACKGROUND: Council received funding through the Trails 2006 Program to prepare a Trails Master Plan for Mullewa. The funding also covered 2 Development Plans. At the Ordinary meeting of Council held August 16, 2006, Council appointed Kulbardi Hill Consulting to undertake developing the plans.

The "DRAFT" Master Plan report document has been completed and is attached for perusal and consideration.

COMMENT: Councillors are encouraged to read the complete document, however, if time does not permit, I suggest at least read the two page Executive Summary to get a grasp of the project. I also suggest that the summary of costs outlined at page 39 be viewed and the notes regarding the estimates read for discussion.

The Master Plan has identified a number of significant projects which are

outlined in the report.

Briefly the projects that are outlined are –

#### Trail Projects

1. Mullewa Bushland Trail (south of town)
2. Mullewa Town Heritage Trail
3. Rail Heritage Loop
4. Mullewa Wildflower Walk (west of town)
5. Monsignor Hawes Heritage Trail.

#### Mullewa Drive Trails

- Tenindewa – Bindoon Circuit (northern drive trail)
- Tardun – Pindar Loop (southern drive trail)

#### Pioneer Womens Park Information Bay Upgrade.

#### Mullewa Lookout

- Part of the Mullewa Bushland trail

#### Shire & Trails Map/Brochure

#### Jose Street Shop Front Upgrade

#### Banners, Murals & Mosaics

#### Yamatji Sitting Place

- Vacant block in Jose Street.

#### Youth Centre Outdoor Area

- Sand area near youth centre

#### Main Street & Town Centre Landscaping

#### “Town Heart” Park

- Area opposite Ampol

#### Street Signage

The report has divided the projects into 3 stages and lists recommendations to allow Council to consider what projects could be delivered.

A funding application is now planned to be submitted to the federal Governments Regional Partnerships Program and will be worked on over the next few weeks. An early indication is the application could be requesting up \$200,000.00.



**RURAL ROAD – DUST PROBLEM**

[Adopted 0204.34]

That the following policy be adopted for the bituminising of road reserve frontage adjoining occupied rural dwellings:

- The Council will contribute an amount of \$1,000 per linear 100 metres of day labour and plant hire to a maximum of \$4,000;
- This contribution will be indexed to CPI;
- Works will only be undertaken on a gazetted road reserve immediately adjoining an occupied rural (outside of townsite) residence;
- The occupied rural residence must be no more than 300 metres from the road reserve boundary;
- The works shall consist of gravel formation and the application of a two coat bitumen seal, with metal aggregate;
- Payment for the works shall be in full and in advance; and
- The Council will be responsible for ongoing maintenance and if necessary replacement of the works.

Cr Kerkmans motion reads -

**THAT POLICY NO 1328 – RURAL ROAD – DUST PROBLEM BE AMENDED BY –**

1. **REPLACING “300” IN DOT POINT FOUR (4) WITH “150”, AND**
2. **REPLACING “A TWO COAT BITUMEN SEAL, WITH METAL AGGREGATE” IN DOT POINT FIVE (5) WITH “80/20 BITUMEN (APPLICATION RATE OF 1.7 LITRES) AND COVER WITH SAND”.**

During the deliberation, it was resolved that the matter lay on the table pending further information to be sought.

## COMMENT:

To allow all Councillors the opportunity to become familiar with the development of the existing policy, the reports of December 2003 and February 2004 are attached.

To provide Council with the information that has been requested the Works Supervisor and I have provided the following estimate -

400 metres X 4 metres –

Sand Seal

Earthworks	3000.00
Bitumen - 1600m <sup>2</sup> x 1.7 <sup>l</sup> /m <sup>2</sup> x \$1.00/Litre	2720.00
Sand 20m <sup>3</sup> (32 Tonne)	300.00
Spread Sand	400.00
	\$6420.00
Second coat when required	<u>3420.00</u>
	9840.00

Metal Seal

Earthworks	3000.00
Bitumen - 1600m <sup>2</sup> x 1.7 <sup>l</sup> /m <sup>2</sup> x \$1.00/Litre	2720.00
Metal 20m <sup>3</sup> (28 Tonne)	1200.00
Pre-coat metal	200.00
Spread Metal	400.00

	7520.00
Second coat	4520.00
	<u>11840.00</u>

It should be noted that the previous costing for the policy was calculated on providing a 7 metre wide sealed pavement. It is considered that due to the traffic volumes on these roads it would be very irregular for 2 vehicles to pass at this point of the road. The reduction in the seal width to 4 metres substantially reduces the cost, and will still satisfy the intent to reduce the dust.

From reading the reports compiled during the development of the existing policy, it seems that in order to resolve the issue that was before the Council at the time, the policy was developed. However, the officer's report did suggest that the suppression of dust may be causing a nuisance to other members of the farming community living close to roads.

With this in mind I would suggest Council consider an amendment to the existing policy based upon the revised estimates in a pro-active response to assist resolving an ongoing issue. Council should consider contributing 50% of the cost up to a maximum of \$3,200 in dot point 1. The use of a sand seal should also be debated in dot point 5 and our Works Supervisor be requested to attend the meeting in an advisory capacity.

If Council agree to these amendments an allocation could be determined in the annual budget as part of the normal program. Applications could be called from affected residences and a ballot used to allocate the funds for that year. Maintenance of the seal would come under normal operations.

CONSULTATION:

STATUTORY  
ENVIRONMENT:  
POLICY

There are no known statutory implications at this time.

IMPLICATIONS:  
FINANCIAL

Policy 1328.

IMPLICATIONS:

There are no known financial implications at this time.

STRATEGIC

IMPLICATIONS:

Will have positive implications for

VOTING REQUIREMENT:

Simple majority – a motion to lift the matter off the table will be required to continue the debate.

OFFICER  
RECOMMENDATION

1. THAT THE MATTER BE LIFTED FROM THE TABLE.
2. THAT COUNCIL DEAL WITH COUNCILLOR KERKMANS MOTION.

THAT POLICY NO 1328 – RURAL ROAD – DUST PROBLEM BE AMENDED BY –

1. REPLACING “300” IN DOT POINT FOUR (4) WITH “150”, AND
2. REPLACING “A TWO COAT BITUMEN SEAL, WITH METAL AGGREGATE” IN DOT POINT FIVE (5) WITH “80/20 BITUMEN



[Adopted 0204.34]  
(Amended 1206.13)

That the following policy be adopted for the bituminising of road reserve frontage adjoining occupied rural dwellings:

- The Land Owner will contribute an amount of \$5,000 towards the work;
- This contribution will be indexed to CPI;
- Works will only be undertaken on a gazetted road reserve immediately adjoining an occupied rural (outside of townsite) residence;
- The occupied rural residence must be no more than 300 metres from the road reserve boundary;
- The works (4m x 400m) shall consist of gravel formation and the application of a two coat 80/20 bitumen seal (application rate of 1.7 litres / m<sup>2</sup>) and cover with sand;
- Payment for the works shall be in full and in advance; and
- The Council will be responsible for ongoing maintenance and if necessary replacement of the works.

<b>1206.14 MEETING ADJOURNED – MEETING RECONVENED</b>
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Meeting adjourned 3:15pm – 3.35pm

PRESENT:

Councillor A J Messina – President	(West Ward)
Councillor B I N Thomas – Deputy President	(East Ward)
Councillor G M Steele	(South Ward)
Councillor J L Freeman	(Central Ward)
Councillor L J Wainwright	(Central Ward)
Councillor M Kerkmans	(East Ward)
Councillor N D Johnstone	(South Ward)

OFFICERS:

Mr T Hartman - Chief Executive Officer  
Ms N J Holmes – Deputy Chief Executive Officer

<b>1 AUDIT REPORT – RECEIPT OF</b>
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DATE OF MEETING: 20<sup>th</sup> December 2006

FILE REFERENCE: 204

PREVIOUS MINUTE/S &  
REFERENCE:

DATE AND AUTHOR: 5<sup>th</sup> December – Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

**BACKGROUND:** UHY Haines Norton, Chartered Accountants, has completed its annual audit of the accounts of the Shire of Mullewa for the year ended 30 June 2006. Attached at **APPENDIX A** is a copy of the Audit Report and a copy of the Management Report.

A copy of the Municipality's Audit and Management reports has been sent to the Shire President as required by the Act.

Following receipt of the reports it is necessary to receive the Annual Report of the municipality and to set a date for the General Meeting of Electors.

**COMMENT:** The Audit Report for the Shire of Mullewa contains no adverse comments on the financial management of the organisation and thus indicates that all functions complied with the requirements of the Local Government Act 1995 (as amended) and the Local Government Financial Management Regulations 1996 (as amended)..

The Council is required to accept the Annual Report of the municipality for the financial year no later than 31 December after that financial year. Upon receipt of the Annual Report, the General Meeting of Electors must be held within 56 days. Effectively, if the Annual Report is received on 20 December 2006, the last date for holding of the General Meeting of Electors would be 14 February 2007. This date is a week earlier than Councils meeting in February 2007.

The 'Management Report raises the items of purchase orders and stale cheques. These items will be dealt with administratively in the near future.

**STATUTORY ENVIRONMENT:** There are no known statutory implications at this time.

**POLICY IMPLICATIONS:** There are no known policy implications at this time.

**FINANCIAL IMPLICATIONS:** There are no known financial implications at this time.

**STRATEGIC IMPLICATIONS:** There are no known strategic implications at this time.

**OFFICER RECOMMENDATION:** That:

- The Audit Report for the Municipality for the year ended 30 June 2006 be received;
- The Annual Report of the Municipality be received on 20 December 2006, and
- The General Meeting of Electors be held on \_\_\_\_\_ 2007.

**Moved:** *BIN Thomas*

**Seconded:** *G M Steele*

**COUNCIL DECISION:** **THAT:**

- **THE AUDIT REPORT FOR THE MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2006 BE RECEIVED;**
- **THE ANNUAL REPORT OF THE MUNICIPALITY BE RECEIVED ON 20 DECEMBER 2006, AND**
- **THE GENERAL MEETING OF ELECTORS BE HELD ON 13<sup>TH</sup>**





CARRIED 3/0

**7. ANNOUNCEMENT BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil

**8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

**9. REPORTS OF COMMITTEES/MEMBERS**

Nil

**10. REPORTS OF OFFICERS****A1206.01 AUDITOR – APPOINTMENT OF**

DATE OF MEETING: 20 December 2006

LOCATION/ADDRESS: -

NAME OF APPLICANT: -

FILE REFERENCE: 205

PREVIOUS MINUTE/S &amp; REFERENCE: -

DATE AND AUTHOR: 22 November 2006 – Noelene Holmes, Deputy Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

SUMMARY: Report advises of quotations received for audit services

BACKGROUND: Council resolved at their October Meeting that quotations be sought from at least 4 suitably qualified auditors to provide audit services for 5 years on a joint basis to the Shires of Mullewa and Chapman Valley; and That a meeting of the Audit Committee be convened once quotations have been received.

COMMENT: Quotations were sought from the following 5 audit firms:

1. UHY Haines Norton
2. KPMG
3. Ernst & Young
4. Hall Chadwick
5. Horwarth

Despite providing KPMG and Horwarth with additional requested information, KPMG and Ernst & Young replied by correspondence that they are not in a position to lodge audit proposals at this time. Horwarth advised by phone (21.11.06) that they were unable to offer a quotation. Our letter to Hall & Chadwick was returned unopened. UHY Haines Norton were the only firm to provided a quotation for the provision of audit services for the requested 5 year period.

Attached at **APPENDIX A** is a copy of UHY Haines Norton's proposal.

UHY Haines Norton were previously appointed to conduct Councils audit until the expiry of their term at 30 June 06. The back up support available from Haines Norton is invaluable to staff in offering support in financial matters.

The response to our request for this service could be construed as another indication that local government is finding it difficult to source professionals who will travel outside of the metropolitan region.

CONSULTATION:  
STATUTORY  
ENVIRONMENT:

Nil  
Local Government Act 1995  
Local Government (Audit) Regulations 1995

POLICY  
IMPLICATIONS:  
FINANCIAL  
IMPLICATIONS:  
STRATEGIC  
IMPLICATIONS:

There are no known policy implications at this time.  
There are no known financial implications at this time.  
There are no known strategic implications at this time.

VOTING REQUIREMENT:

Simple Majority

OFFICER  
RECOMMENDATION

THAT AUDIT COMMITTEE MAKE RECOMMENDATION TO THE COUNCIL THAT DJ TOMASI (15724) AND RB SWARBRECK (14170) FROM UHY HAINES NORTON BE APPOINTED AS AUDITORS TO THE SHIRE OF MULLEWA FOR A PERIOD OF FIVE YEARS COMMENCING 1<sup>ST</sup> JULY 2006.

**Moved:** GM Steele

**Seconded:** B I N Thomas

COUNCIL DECISION:

**THAT AUDIT COMMITTEE MAKE RECOMMENDATION TO THE COUNCIL THAT DJ TOMASI (15724) AND RB SWARBRECK (14170) FROM UHY HAINES NORTON BE APPOINTED AS AUDITORS TO THE SHIRE OF MULLEWA FOR A PERIOD OF FIVE YEARS COMMENCING 1<sup>ST</sup> JULY 2006.**

**CARRIED 3/0**

<b>11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING</b>
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Nil

<b>12. DELEGATED AUTHORITY</b>
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Nil

<b>13. CLOSURE OF MEETING</b>
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12.23pm

**Moved:** BIN Thomas

**Seconded:** GM Steele

COUNCIL DECISION: **THAT THE MINUTES OF THE AUDIT COMMITTEE HELD ON THE 20<sup>TH</sup> DECEMBER 2006, AS PRINTED, BE RECEIVED.**

**CARRIED 7/0**

<b>1206.16</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION FOR THE MEETING</b>
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Nil

<b>1206.17</b>	<b>DELEGATED AUTHORITY</b>
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Nil

<b>1206.18</b>	<b>CLOSURE OF MEETING</b>
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The President wished everyone a Merry Christmas and closed the meeting at 3.45pm.

These minutes were confirmed at a meeting on 21 <sup>st</sup> February 2007
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Signed:

A J Messina, President

Date: