



Minutes for

November 2015



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Minutes of an Ordinary Meeting of Council held in the Freebairn Recreation Centre on Wednesday 18 November 2015 commencing at 4.50pm

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President of the Shire welcomed all present and declared the meeting opened at 4:50pm

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Attendance

BD West	President	West Ward
RD Duckworth	Deputy President	West Ward
JM Sullivan	Councillor	East Ward
BP Taylor	Councillor	Central Ward
G Robins	Councillor	Town Ward
HT McInnes	Councillor	Town Ward
R Bowey	Councillor	Town Ward
R O'Brien	Councillor	Central Ward
G Hadlow	Chief Executive Officer	
C Vandenberg	Deputy CEO	
N Thompson	Executive Support Officer/Minutes	

Apologies

MJ Ledwith	Councillor	West Ward
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3. PUBLIC QUESTION TIME

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

4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Shire of Kulin Ordinary Meeting – 21 October 2015

01/1115

Moved Cr Bowey Seconded Cr Robins that the minutes of the Ordinary Council Meeting held on 21 October 2015 be confirmed as a true and correct record.

Carried 8/0

Kulin Bush Races Committee Meetings – 29 September & 20 October 2015

02/1115

Moved Cr Robins Seconded Cr O'Brien that the minutes of the Kulin Bush Races Committee Meetings held on 29 September and 20 October 2015 be received.

Carried 8/0

6 MATTERS REQUIRING COUNCIL DECISION

6.1 List of Accounts – October 2015

RESPONSIBLE OFFICER: DCEO

FILE REFERENCE: 12.06

AUTHOR: DCEO

DISCLOSURE OF INTEREST:

SUMMARY:

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

BACKGROUND & COMMENT:

Nil

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That October payments being cheque No 316- 317 (Trip) No 1747 - 1817 (Bush Races), 315 (Trust Fund) 36452 - 36479 (Municipal), EFT No's 10362 - 10537 (Municipal), credit card payments, creditor payments, and other vouchers from the Municipal Fund totalling \$699,067.25 be passed for payment.

VOTING REQUIREMENTS:

Simple majority required.

03/1115

Moved Cr Duckworth Seconded Cr Robins that October payments being cheque No 316- 317 (Trip) No 1747 - 1817 (Bush Races), 315 (Trust Fund) 36452 - 36479 (Municipal), EFT No's 10362 - 10537 (Municipal), credit card payments, creditor payments, and other vouchers from the Municipal Fund totalling \$699,067.25 be passed for payment.

Carried 8/0

6.2 Financial Reports October 2015

RESPONSIBLE OFFICER: DCEO

FILE REFERENCE: 12.01

AUTHOR: DCEO

DISCLOSURE OF INTEREST:

SUMMARY:

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

BACKGROUND & COMMENT:

Nil

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

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

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

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

VOTING REQUIREMENTS:

Simple majority required.

04/1115

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

Carried 8/0

6.3 Staff Housing – CEO Residence

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 13.03
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Council discussed the idea of constructing a new residence for the CEO during the October Concept forum. The matter was also considered during budget discussions however no provision was made in the budget for the project.

BACKGROUND & COMMENT:

As discussed during budget deliberations it was suggested that work commence on the planning phase during the 2015/16 financial year with a view to commencing construction early in 2016/17. If council wishes to commence construction towards the latter part of 2015/16 then we would need to raise a new loan and this would need to be advertised to the public as the item has not been included in the current budget. Regardless the financing of the new house is a separate issue and the purpose of this agenda item is to work on the best way forward.

Location - we have plenty of land available for the proposed development (see attached map) as follows;

Ellson St & Bowey Way

Lot 34, Bowey Way

Lot 42, 43 & 44 Ellson St

Price St

There are 9 x 500m² lots and 7 x 700m² lots available in this area.

Rural Subdivision

There are 14 1 ha lots available in the Proud View Estate area.

Council will need to consider which is the more suitable site for the proposed new residence and my suggestion is that we look at the rural residential area for the following reasons;

- It will add to the number of houses in the subdivision possibly acting as an incentive for other people to build in the area.
- The house can be adequately fenced (say an area of 600 to 700m²) so that the new occupant can just use this area if desired. If he/she wishes to use the outer lying additional area that is still an option.
- Using the rural residential area will enable Council to site the house (regardless of design) without concern over the lot dimensions or orientation.
- I have a bit of a problem with utilizing the land in the Bowey Way/Ellson St area if for no other reason other than we already have other staff houses in the area, do we want them all to be neighbours?
- I also have a concern that the lots in Price St will be a little small given that the new house I assume will be substantial in area.

The options I see for the construction of the residence include:

- Call tenders for the design and construct.
- Prepare a new design, including full plans and specifications, to enable council to call for tenders for the construction phase only.
- Purchase an existing design (following inspection visits to Perth or similar) and proceed with tenders for the construction of the residence. The main issue I see here is whether we are able to obtain plans and specifications that will suit our construction method i.e. is it to be double brick, brick veneer, tile or colorbond roof etc.
- Construct the residence as an owner builder using whichever of the design/plan method is selected above.

Based on the above I suggest the only real alternative as a way forward is for Council to appoint a small committee to oversee the early planning phase with a view to presenting a recommendation to the February meeting of Council.

FINANCIAL IMPLICATIONS:

Obviously we have not provided any funds in the current budget so if we were intending to commence construction of the house in this financial year loan funds would need to be raised, including the necessary advertising within the district to ensure we have ratepayer/elector support.

STATUTORY AND TOWN PLANNING IMPLICATIONS:

Our main statutory obligation is under the Tenders Regulations as the project will be more than \$150,000, unless of course we choose to owner build.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council appoint a small committee to commence preparations for the design and construction of a new CEO residence, with that Committee to provide a recommendation to the February Council meeting for full Council endorsement.

VOTING REQUIREMENTS:

Simple majority required.

05/1115

Moved Cr Duckworth Seconded Cr McInnes that Council appoint a small committee consisting of Cr West, Cr Bowey, Cr O'Brien & Cr Robins, plus the CEO, to commence preparations for the design and construction of a new CEO residence, with that Committee to provide a recommendation to the February Council meeting for full Council endorsement.

Carried 8/0

James Trail entered the Council Meeting at 5.23pm

6.4 Council Portfolios, Committees and Representation

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 13.03
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Council elected Portfolios and Committees at the October Meeting as follows:

Portfolios:-

- Roads & Transport (RRG, Transport issues, MRD): - Crs West, Ledwith, Robins & Duckworth
- Sport & Recreation (Freebairn Management Committee, Sporting Groups): - Cr West
- Health (Hospital, Doctor, Nursing issues etc.): - Crs O'Brien & Bowey
- Tourism (Kulin Bush Races, Roe Tourism etc.): - Cr Sullivan & Gen Whisson
- Agriculture (APB Zone, Skeleton Weed, Dogger etc.): - Crs Sullivan & Taylor
- Business Development (Small Business Centre, Business Development, Resource Centre): - Crs McInnes, Cr Ledwith & CRC Manager
- Emergency Services (Bush Fire, Ambulance, LEMAC, SES, Emergency Building etc.): - Crs Duckworth, McInnes & Ledwith
- Townscape, Town Planning, Tidy Towns: - Crs McInnes & Robins
- WALGA Central Country Zone delegate: - Cr Sullivan

Committee Representatives:-

- Freebairn Recreation Centre – Cr West
- Kulin Retirement Homes – CEO
- Kulin Child Care Centre – Cr Bowey

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- Kulin Bush Races – Cr Bowey
- Kulin CRC – DCEO & Cr Ledwith
- Audit Committee – Full Council (now need to meet quarterly)

BACKGROUND & COMMENT:

Following the meeting I have been advised by Cr Sullivan as follows:

"Below is a list of meetings that I would normally have attended, that Council will now need delegates for

- Eastern Wheatbelt Primary Health Care
- Roe-Roc
- Lakes District Sub-Group Regional Road Group
- Regional Road Group
- Central Ag-Care
- Eastern Wheatbelt Declared Species Group
- Central Country Zone Delegate WALGA
- Local Government Week
- National Roads and Transport Forum

At the next EW Primary Health Care meeting the new delegate will need to supply the following information to the group;

- Varley Health Clinic was originally conducted by the Royal Flying Doctor Service out of Kalgoorlie
- The contract for the service was then transferred to Women's Rural GP network
- The Contract has recently been returned to Royal Flying Doctor Service who are now responsible for the service
- The current doctor is and has been for a number of years Dr Elizabeth Wysockie from the Glen Forrest Medical Centre
- The Clinic building is owned by Southern Community Health out of Albany
- The clinic is very well patronised with most days being booked out
- As there are a large number of babies and small children in the area it is also used by the Child Health Nurse who is based in Ravensthorpe for Immunisation days and child health clinics
- As the current doctor is a lady Doctor, the clinic is very popular with young mothers
- My information is that there is no intent to close or downgrade the clinic in the foreseeable future as it is well served and used

The above information is provided for council consideration and decision.

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND TOWN PLANNING IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That replacement delegates listed above, and as considered necessary by Council, be appointed to the various groups and organisations to ensure Council are adequately represented on these various bodies.

VOTING REQUIREMENTS:

Simple majority required.

06/1115

Moved Cr Bowey Seconded Cr Robins that the following delegates be appointed to the various groups and organisations to ensure Council are adequately represented on these various bodies:-

- **Eastern Wheatbelt Primary Health Care – Cr West and/or Cr Duckworth**
- **Roe-Roc - Cr West and Cr Duckworth**
- **Lakes District Sub-Group Regional Road Group – Cr Robins**
- **Regional Road Group – Cr Robins (if selected)**

- Central Ag-Care – Cr McInnes
- Eastern Wheatbelt Declared Species Group – Cr Taylor
- Central Country Zone Delegate WALGA – Cr West and/or Cr Duckworth
- Local Government Week - Cr West, Cr Duckworth & 1 other delegate
- National Roads and Transport Forum

Carried 8/0

Cr West thanked and acknowledged Cr Sullivan for the amazing workload he undertook as President in representing Council on the various committees and organisations, both locally and regionally.

6.5 Using Public Art to Engage Our Community

NAME OF APPLICANT: Gen Whisson, SPO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 08.07
AUTHOR: Gen Whisson
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Over the past few months, staff have been liaising with experienced professional sculptor, local artist and Blazing Swan Committee member Paul Jorgenson in relation to potential community art projects for Kulin, utilising Paul's contacts and skills. We have reached a point where we would like to seek council's support to pursue a public art project for Kulin which works with and engages the local community.

BACKGROUND & COMMENT

Taryn Scadding (CDO) and Gen Whisson (SPO) have been working with Paul Jorgenson to investigate a potential public art project which engages the local community, provides opportunities for community members of all ages and abilities to learn new skills (such as art, sculpture, solar lighting, welding, sustainability, electrics, painting etc.) and create other unique attractions in the town.

After many brainstorming sessions, we have come up with the idea of building a giant sculpture of the Shire's floral emblem, the macrocarpa flower. The idea is that the sculpture will be made from recycled metal (old cars, machinery, metal etc. from scrap heaps) and then fashioned and painted to create a beautiful show piece which also resonates with the local community.

Paul has already undertaken a significant amount of work to investigate what the sculpture might look like and the types of materials it will use and need. I have attached Paul's preliminary concept sketches. He is also proposing that it be light up at night to create a more dramatic effect and attraction. Preliminary works have involved costing up the project, talking to locals/community groups who may be able to supply resources and may want to be involved (i.e. Lions Club) as well as speaking with other professionals who we will need to engage as part of the project i.e. architect, engineer, building surveyor, suppliers etc.

We are proposing to install the artwork in the Discovery Zone to the left of the stage in front of the existing natural patch of bush. We believe this is a good location given the empty space, no underground power, will further activate the space and make the zone feel more complete and be an awesome and unique feature and attraction in the town site for both locals and visitors. See attached map showing proposed location. The spot which we have chosen may or may not be on the Brookfield lease so we will have to check that when you get back and see if there are any issues. The project is estimated to be about \$80,000.00 plus an artist fee of 15% of the total cost of the project to manage the project, create the sculpture and oversee community volunteers. 15% is a standard and recognised amount for an artist's fee.

Cultivating Kulin Committee are willing to provide seed funding of up to \$10,000.00 to allow for Paul's design to fully drawn up in CAD by an architect and then have an engineer ensure the structure is compliant. This will also then allow us to have a brilliant plan, drawings of the proposed sculpture, 3D digital model and firm budget which we can use to submit grants and seek external funding to complete the construction of the project. We are confident that funders will look favourably on this project given its strong objectives of engaging the local community, building local skills and capacity, creating a local sense of place, using creativity to capitalise on the assets in rural areas and enhancing the visitor experience. The project may also be used as a way to kick start other community art projects in the future and has strong merit to link with larger projects which are looking at creating an art trail through the Wheatbelt, such as the Avon Silos.

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Whilst CKC would provide the initial funding, we propose the project is managed through the Kulin Shire and we are seeking council's approval to administer the funds. Our aim is for external funding to completely cover the cost of the project with the shire providing some in-kind support such as site preparation and some staff time to seek funding and support the project.

FINANCIAL IMPLICATIONS

This is an unbudgeted item and construction of the project will not go ahead unless funding is available.

STATUTORY AND TOWN PLANNING IMPLICATIONS

Nil

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION

Council supports the proposed arts project in-principal and approves that funds relating to the project be administered by the Shire of Kulin. Council also agrees to provide some in-kind support such as staff time to seek external funding and some site preparation should the project come to fruition.

VOTING REQUIREMENTS

Simple majority required

07/1115

Moved Cr O'Brien Seconded Cr Robins that Council supports the proposed arts project in-principal and approves that funds relating to the project be administered by the Shire of Kulin. Council also agrees to provide some in-kind support such as staff time to seek external funding and some site preparation should the project come to fruition.

Carried 8/0

6.6 Kulin Community Garden Project

NAME OF APPLICANT: Marie Martin, CRC Manager
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 21.02
AUTHOR: Marie Martin
DISCLOSURE OF INTEREST: Nil

SUMMARY:

The Kulin CRC and Shire of Kulin were successful in their application for grant funding of \$20,000 to establish a community garden in Kulin. Marie Martin, Taryn Scadding and Gen Whisson have been working together to develop a functional and aesthetically pleasing community garden plan and to select an appropriate location. We request council support for the draft plan. This project will engage local community groups and individuals through the joy of gardening.

BACKGROUND & COMMENT:

Kulin Community Garden (Garden) belongs to community members of all ages, ethnicity, skill and gender. This shared space cultivates an environment where families, individuals and community groups can cooperatively work through the joy of gardening. The proposed site will aid in further development of the Discovery Zone (to the back right of the stage-please see attached draft designs) into an edible garden and community space filled with fruit trees, vegetables, herbs, non-edible companion plants and existing native trees. Seating and communal areas will be placed in shady parts of the garden encouraging community members and visitors to utilise the space for friendly interaction and quiet contemplation.

Contrary to traditional community gardens where a group is responsible for a designated plot the Kulin Community Garden will form a volunteer base utilising the skill or passion of each individual in a particular area of gardening and apply that skill or passion to the whole garden e.g. a volunteer who has experience or a desire to work with weeding or pruning will be responsible for this task throughout the whole garden. Those wishing to prune and weed would develop a roster which meets the requirements of the garden and suits

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their capabilities with one volunteer overseeing the coordination of the roster. This system would be applied to all aspects of the garden.

The draft plan incorporates textured pathways, flat and raised garden beds (similar to garden area at north end of the new shire/CRC building), recycled materials accessed from the Shire depot will be used to develop beds and pathways, with a planted herb labyrinth as the main focal point.

Additionally, the project will complement the proposed Macrocarpa Public Art Piece further enhancing the discovery zone and Kulin's public spaces.

Stage 1 will include; the grand opening of the site to stimulate community interest in the project and invite nominations to the Kulin Community Garden committee. The CRC and Shire will hold a gourmet BBQ picnic in the Discovery Zone and distribute copies of the proposed draft plan. The CRC will oversee the coordination of volunteers to ensure work load is distributed evenly, rosters are functional and on-going maintenance of the garden is viable into the future.

FINANCIAL IMPLICATIONS

We envisage that the grant funds received for the project will be sufficient other than other "costs" associated with staff labour and recycled materials.

STATUTORY AND TOWN PLANNING IMPLICATIONS

Nil

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council support the draft concept plan for the community garden, including the recommended location, and endorse staff working towards the completion of the project as outlined above.

VOTING REQUIREMENTS

Simple majority required

08/1115

Moved Cr Taylor Seconded Cr O'Brien that Council support the draft concept plan for the community garden, including the recommended location, and endorse staff working towards the completion of the project as outlined above.

Carried 8/0

Note: Council noted the previous decision (Item 6.6 May 2015) regarding Lot 311, Price Street being the preferred site. The above resolution acknowledges the changed location due to the comments received following the public consultation phase.

7 COMPLIANCE

Nil

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

Nil

10. DATE AND TIME OF NEXT MEETING

The next Ordinary Council meeting will be held on Friday 18 December 2015 commencing at 1:00pm.

11. CLOSURE OF MEETING

There being no further business the meeting closed at 5:40pm.