

Ordinary Council Meeting Minutes

27 October 2020



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SHIRE OF DALWALLINU

MINUTES for the Ordinary Meeting of Council held at the Council Chambers, Shire Administration Centre, Dalwallinu on Tuesday 27 October 2020.

1 OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson (President) opened the meeting at 3.38pm.

2 ANNOUNCEMENTS OF PRESIDING MEMBER

Nil

3 ATTENDANCE RECORD

3.1 Present

Shire President	Cr SC Carter
Deputy President	Cr KL Carter
	Cr MM Harms
	Cr KM McNeill
	Cr NW Mills
	Cr BH Boys
	Cr KJ Christian

Chief Executive Officer	Ms JM Knight
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3.2 Apologies

Nil

3.3 Leave of Absence Previously Granted

Cr AR Dickins

4 DECLARATIONS OF INTEREST

Nil

5 PUBLIC QUESTION TIME

Nil

6 MINUTES OF PREVIOUS MEETINGS



6.1 Ordinary Council Meeting – 22 September 2020

MOTION 9633

Moved Cr KM McNeill
Seconded Cr MM Harms

That the Minutes of the Ordinary Meeting of Council held 22 September 2020 be confirmed.

CARRIED 7/0

6.2 Special Council Meeting – 20 October 2020

MOTION 9634

Moved Cr BH Boys
Seconded Cr NW Mills

That the Minutes of the Special Meeting of Council held 20 October 2020 be confirmed.

CARRIED 7/0

7 PETITIONS/PRESENTATIONS/DEPUTATIONS/DELEGATES/REPORTS/SUBMISSIONS

7.1 Petitions

Nil

7.2 Presentations

Nil

7.3 Deputations

Nil

7.4 Delegates Reports/Submissions

Nil

8 METHOD OF DEALING WITH AGENDA BUSINESS (Show of hands)



9 REPORTS

9.1 WORKS & SERVICES

9.1.1 Award of E-Quote VP198284 – Labour and Plant hire

Report date	27 October 2020
Applicant	Shire of Dalwallinu
File ref	FM/28 - Tendering
Previous Meeting Reference	Nil
Prepared by	Will Taylor, Manager Works & Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting requirements	Simple Majority
Attachments	Nil

Purpose of Report

Council is requested to endorse the awarding of E-Quote VP198284 Labour and Plant hire for the 2020-2021 capital works program.

Background

E Quotes were called on 7 August 2020 and closed on 20 August 2020 through the WALGA portal. Documentation was sent to three (3) suppliers however only one submission was received.

E-Quotes were received from the following supplier:

- Red Dust Holdings

Consultation

Chief Executive Officer

Legislative Implications

State

Local Government Act Section 3.57 – Provision of Goods & Services

Local Government (Functions and General) Regulations 1996

Policy Implications

Local

Policy 3.3 Regional Price Preference

Policy 3.5 Purchasing

Financial Implications

An allocation has been included in the 2020-2021 capital works program for these works.

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable



Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

The E-quote advertised on 7 August 2020 was as follows:

The Shire of Dalwallinu is seeking Prices on the following items to undertake road construction projects for Councils capital works program. All or part of the items may be accepted. The program will commence at the end of August 2020 and run through to approximately May2021. Prices are to include mob and demob, operator, fuel and oil's all repairs and maintenance, transport to and from site and meals and accommodation for the operator. Days and hrs of work will be 11 day fortnight 10hrs days from August to October and April to May. 11 day fortnight 11 hrs days from October to April.

1. Supervisor and vehicle
2. Labourer and vehicle
3. 15 tonne multi tyre roller
4. Vibrating Smooth drum roller
5. 30,000 litre semi water truck
6. Cat 950 or equivalent size loader with loadrite or similar
7. 3 – 4 inch water pump for filling water trucks

The closing date for quotes was 2pm, Thursday 20 August 2020.

Quotes were assessed by the Chief Executive Officer and Manager Works and Services with the following criteria:

Criteria	Weighting
Price	30%
Relevant Experience	25%
Availability	20%
Key Personnel	25%

A summary of the rates is as follows:

Supervisor and vehicle	per hr \$112.000
Labourer and vehicle	per hr \$79.00
Multi tyre roller	per hr \$110.00
Smooth drum roller	per hr \$110.00
30,000 litre water truck	per hr \$146.00
Cat 950 or equivalent	per hr \$156.00
3-4 inch water pump	per day \$25.00



As there was only one quote received the e-quote was awarded to Red Dust Holdings. Once the project commenced it was brought to the Officers' attention that the total expenditure on labour and plant hire may exceed \$250,000 and therefore requires Council's authorisation.

Officer Recommendation/Resolution

MOTION 9635

Moved Cr MM Harms

Seconded Cr KL Carter

That Council endorse the actions of the Manager Works & Services and Chief Executive Officer in awarding E-Quote VP198284 to Red Dust Holdings for the provision and plant and labour for the 2020-2021 capital works program.

CARRIED 7/0



9.2 PLANNING & DEVELOPMENT

9.2.1 Single dwelling – Lot 14 Roche Street, Kalannie*

Report Date	27 October 2020
Applicant	Brett Martin
File Ref	A72701 & DA 072021
Previous Meeting Reference	Nil
Prepared by	Doug Burke, Manager Planning & Development Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Supporting Documentation

Purpose of Report

Council is requested to consider an application for approval to allow for the proposed development of a 'single dwelling' on the subject land as submitted by the applicant on 24 September 2020.

The proposed development requires discretionary approval from the Council.

It is recommended that the proposed development be approved subject to given conditions.

Background

Subject Property:	Lot 14 Roche Street, Kalannie
Land Use Zoning:	Commercial
Property Owner:	Brett Martin
Applicant:	Brett Martin
Consent Authority:	Shire of Dalwallinu Council
Proposed Development:	Single Dwelling
Value of Development:	\$160K
Outside Consultation:	Submissions were sought from land owners within a 200m radius of the proposed development. One written submission was received.

The proposal is for the construction of a single dwelling with a footprint of 68.5m² (16,000mm x 4,280mm) -- refer to site plan.

'Single dwelling' is defined under the *state Planning Policy 7.3 Volume 1* as being:

'A building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six persons who do not comprise a single family. A dwelling standing wholly on its own green



title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services and excludes dwellings on titles with areas held in common property’.

The subject property is zoned ‘Commercial’ under the *Shire of Dalwallinu Planning Scheme N° 2*. Development of a single dwelling is discretionary in the Commercial land use zone. The Council is required to determine an application for discretionary approval.



Site of proposed development – 47 Roche Street, Kalannie

Consultation

No other consultation was sought other than by way of submissions invited from adjacent landholders. One submission was received before the due date (14 October 2020). The submission stated that:

‘We acknowledge receipt of your letter dated 29 September 2020 regarding Development/Planning Approval Application (DA 072021) 47 Roche Street, Kalannie. We have no submission or questions regarding this application.’

Legislative Implications

State

Planning and Development Act 2005



The *Planning and Development Act 2005* directs that that any development referred to within the Scheme is not to be commenced or carried out without approval being obtained. Any determination of an application for such development is to be considered under those matters referred to in the *Planning and Development (Local Planning Schemes) Regulation 2015*.

In considering an application for development approval, Council is to have due regard to the following matters to the extent that, in the opinion of Council, those matters that are relevant to the development the subject of the application. In assessing the development application, the matters listed in Section 67 of the *Planning and Development (Local Planning Schemes) Regulation 2015* have been taken into consideration for the preparation of this report and are addressed as follows:

'Matters for Consideration'	Comments
The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area	<p>The following Schemes are applicable:</p> <p><i>Shire of Dalwallinu Planning Scheme N^o 2</i></p> <p>The applicable objectives for the Commercial Zone are:</p> <p>'To provide for a range of uses to insure maximum occupation of land and buildings, even where uses may be interim or transitional'</p>
The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving.	<p>There are no proposed amendments in progress that would affect a determination.</p> <p>There are no other planning instruments currently being considered.</p>
Any approved State planning policy	Nil identified
Any environmental protection policy approved under the <i>Environmental Protection Act 1986</i> section 31(d)	Nil identified.
Any policy of the Commission	Nil applicable
Any policy of the State	Nil applicable
Any local planning policy for the Scheme area	Nil applicable
Any structure plan, activity centre plan or local development plan that relates to the development	Nil applicable
Any report of the review of the local planning scheme that has been published under the <i>Planning and Development</i>	Nil applicable



<i>(Local Planning Schemes) Regulations 2015</i>	
In the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve	Not applicable
The built heritage conservation of any place that is of cultural significance;	No items of cultural significance noted
The effect of the proposal on the cultural heritage significance of the area in which the development is located;	Nil impact
The compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the effect of the height, bulk, scale, orientation and appearance of the development	The proposed development is to be situated on a green field site that is adjacent to two Commercial zone allotments that have been developed with single dwellings
The amenity of the locality including the following — (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development	Nil issues identified
The likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource	Nil impact.
Whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved	There is no vegetation of note on the property.
The suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk	The land does not have a history of experiencing these types of events.
The suitability of the land for the development taking into account the possible risk to human health or safety	Nil change to the existing extent of risk
the adequacy of — (i) the proposed means of access to and egress from the site; and	Frontage to a sealed road (Roche Street). The site has adequate space for the parking and maneuvering of vehicles.



(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles	
The amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety	<p>Nil issues identified.</p> <p>There is no reasons identified that would require a traffic solution.</p>
<p>The availability and adequacy for the development of the following —</p> <ul style="list-style-type: none"> (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with disability 	<p>No public transport services available.</p> <p>Electricity and potable water are available.</p> <p>The proponent will require an on-site-waste water management system to be installed.</p> <p>Solid waste can be adequately stored and removed from site.</p>
The potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	<p>Nil impact anticipated.</p> <p>There is the possibility that the site of the current general store situated on Roche Street may close as the tenant vacates on the opening and operation of the proposed shop.</p>
The history of the site where the development is to be located	No known history.
The impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals	Nil identified
Any submissions received on the application	One submission was received during the advertising period.
The comments or submissions received from any authority consulted under clause 66	No government authorities were consulted.
Any other planning consideration the Council considers appropriate	Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil





Subject property – 47 Roche Street, Kalannie

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

An assessment report and recommendation has been prepared (the subject of this report) taking into account all relevant provisions of the Act and associated regulations.

A site inspection was conducted and consideration has been given to the potential impacts upon all lands adjoining or located nearby. The site is a green field site that is adjacent to another allotment owned by the applicant that is also zoned 'Commercial' and has a shed as the predominant development.

Council may determine an application for development approval by —

- (a) granting development approval without conditions; or
- (b) granting development approval with conditions; or
- (c) refusing to grant development approval.



It is recommended that the proposed development be approved subject to given conditions.

Officer Recommendation/Resolution

MOTION 9636

Moved Cr MM Harms

Seconded Cr BH Boys

That the development application (DA 072021) for Lot 14 Roche Street, Kalannie, be approved pursuant to Section 68(2) of the *Planning and Development (Local Planning Schemes) Regulation 2015* subject to the following conditions:

1. The development is to be carried out in accordance with the documents endorsed with the Shire's stamp, except where amended by other conditions of this consent. If there is any inconsistency between the above documents, the most recent document shall prevail to the extent of the inconsistency. However, the conditions of this consent shall prevail to the extent of any inconsistency;
2. Without further approval from Shire of Dalwallinu, in writing, this approval will lapse and have no force or effect after two years of the date of this permit.

CARRIED 7/0



9.2.2 Review of Local Laws

Report Date	27 October 2020
Applicant	Shire of Dalwallinu
File Ref	EL/5 – Local Laws
Previous Meeting Reference	OCM 28 July 2020(M9589)
Prepared by	Doug Burke, Manager Planning & Development Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Absolute Majority
Attachments	Nil

Purpose of Report

Council is requested to consider the recommendation as regards the recent review of the Shire of Dalwallinu Local Laws in accordance with section 3.16 of the *Local Government Act 1995*.

Background

At the Ordinary Meeting of the Council in 28 July 2020, Council resolved the following:

'MOTION 9589

Moved Cr KM McNeill

Seconded Cr AR Dickins

That Council directs the Chief Executive Officer to advertise the proposal to review the Shire of Dalwallinu's Local Laws.

CARRIED 7/0'

Consultation

Section 3.16 of the Act requires that a Local Government give state wide public notice and make copies of the local laws available to the public. The Council must then consider any submissions made and other administrative issues to determine if the local law should be repealed amended or remain unchanged.

All eight of the Shire's local laws were put up for review and submissions were invited during a period in excess of six weeks. The period for the submissions was finalised on 12 October 2020. Nil submissions were received during the allotted time period.

Legislative Implications

State

Local Government Act 1995

The Shire has satisfied the requirements under s.3.16 of the Act insofar as:

'Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.'



Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment**Economic implications**

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

After the last day for submissions, the Shire is to consider any submissions made and cause a report of the review to be prepared and submitted to the Council. When the Council has considered the report, it may determine whether or not it considers that the local law should be repealed or amended.



Officer Recommendation/ Resolution

MOTION 9637

Moved Cr KM McNeill

Seconded Cr KL Carter

That Council resolves that following the review, the following local laws shall neither be repealed nor amended:

- *Local Government Property Local Law* (Gazetted 17 January 2000)
- *Activities in Thoroughfares and Trading in Thoroughfares and Public Places Local Law* (Gazetted 9 May 2000)
- *Local Government (Council Meetings) Local Law 2014* (Gazetted 10 December 2014)
- *Local Law Relating to Fencing* (Gazetted 17 January 2000)
- *Parking and Parking Facilities Local Law* (Gazetted 17 January 2000)
- *Dogs Local Law* (Gazetted 10 December 2014)
- *Local Law Relating to the Management and Control of Dalwallinu Cemetery* (Gazetted 31 March 2000)
- *Health By-Laws 1996* (Gazetted 4 October 1996)

CARRIED 7/0



9.3 CORPORATE SERVICES

9.3.1 Accounts for Payment for September 2020*

Report Date	27 October 2020
Applicant	Shire of Dalwallinu
File Ref	FM/9 Financial Reporting
Previous Meeting Reference	Nil
Prepared by	Christie Andrews, Senior Finance Officer
Supervised by	Hanna Jolly, Manager Corporate Services
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Summary of Accounts for Payment

Purpose of Report

Council is requested to consider the acceptance and approval of the Schedule of Accounts for Payment.

Background

A list of invoices paid for the month of September 2020 from the Municipal Account, to the sum of \$1,013,889.88 paid by EFT and \$9,956.60 by cheque are attached together with a list of bank fees, payroll, direct debit payments, loan payments and transfer to Term Deposits. These payments total \$3,815,889.99. In addition, payments of \$39,918.00 were made from the Trust Account. Total payments from all accounts being \$3,855,807.99 have been listed for Council's ratification.

Consultation

In accordance with the requirements of the *Local Government Act 1995* a list of accounts paid, by approval of the Chief Executive Officer under Council's delegated authority, is to be completed for each month showing:

- The payees names
- The amount of the payments
- Sufficient information to identify the payment
- The date of the payment

The attached list meets the requirements of the Financial Regulations,

In addition to the above statutory requirements, Financial Management Regulation Section 13(4) requires 'the total of the other outstanding accounts be calculated and a statement be presented to Council at the next Council meeting'.

Legislative Implications

State

Local Government Act 1995

Local Government (Financial Management) Regulations 1996



Policy Implications

Nil

Financial Implications

Payments are in accordance with the adopted budget for 2020/21.

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment**Economic implications**

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

Accounts for Payments are in accordance with the adopted budget for 2020/21 or authorised by separate resolution.



Officer Recommendation/Resolution

MOTION 9638

Moved Cr KL Carter
Seconded Cr BH Boys

That Council, in accordance with the requirements of sections 13(1), 13(3), and 13(4) of the *Local Government (Financial Management) Regulations 1996* a list of payments made in September 2020 under Chief Executive Officer's delegated authority is endorsed in respect to the following bank accounts:

1. Municipal Fund Account totalling \$3,815,889.99 consisting of:

EFT Payments (EFT 11103 – EFT 11206)	\$1,013,889.88
EFT Payments (Payroll)	\$126,313.00
Cheque (352145-35217)	\$9,956.60
Direct Debit – Superannuation (DD15713.1-9 and DD15748.1-9)	\$24,360.38
Direct Debit – Credit Card (DD15765.1)	\$4,369.52
Direct Debit – Housing Bonds (DD15764.1)	\$980.00
Direct Debit – Payments to Dept of Transport	\$121,712.70
Bank Fees	\$1,122.66
Loan Payment – Loan 159 Rec Centre	\$68,562.25
Transfer to Muni Excess Funds Reserve	\$2,000,000.00
Transfer to Reserves Term Deposit	\$444,623.00

2. Trust Account totalling \$39,918.00 consisting of:

EFT Payments (EFT11207)	\$39,918.00
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CARRIED 7/0



9.3.2 Monthly Financial Statements for September 2020*

Report Date	27 October 2020
Applicant	Shire of Dalwallinu
File Ref	FM/9 Financial Reporting
Previous Meeting Reference	Nil
Prepared by	Hanna Jolly, Manager Corporate Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Monthly Statements of Financial Activity, Variance Report, Investments Held and Bank Reconciliations

Purpose of Report

Council is requested to receive and accept the Financial Reports for the month end 30 September 2020.

Background

There is a statutory requirement that Financial Reports be recorded in the Minutes of the meeting to which they are presented. The financial Reports, as circulated, give an overview of the current financial position of the Shire and the status of capital income and expenditure.

Consultation

Nil

Legislative Implications

State

Local Government Act 1995

Local Government (Financial Management) Regulations 1996 s34(1), s19(1)(2) and s34(2)

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.



Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

Financial Reports as at last day of business of the previous month are appended, for the period ending 30 September 2020. It is to be noted that that opening balances on these financial statements might need further adjustments as the year ending 30 June 2020 has not been finalised yet.

Attached for council's consideration are:

1. Statement of Financial Activity
2. Variance Reports
3. Investments Held
4. Bank Reconciliations

As per Council resolution, all items that have a variance of more than \$10,000 have been noted on the variance reports.

Officer Recommendation/Resolution

MOTION 9639

Moved Cr MM Harms
Seconded Cr KM McNeill

That the Council accept the Financial Reports as submitted for the month ending 30 September 2020.

CARRIED 7/0



9.3.3 Community Grants Scheme Allocation 2020/21 – Round 1*

Report date	27 October 2020
Applicant	Shire of Dalwallinu
File ref	GS/1 – Community Grants
Previous Meeting Reference	Nil
Prepared by	Joanne Jones, Economic & Community Development Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting requirements	Simple Majority
Attachments	1. Grant Applications 2. Grant supporting documents

Purpose of Report

Council is requested to consider the applications for the allocation of the first portion (\$10,000) of the Community Grant Scheme funding for the 2020-2021 financial year.

Background

Council have provided for \$20,000 in this financial year for community project grants to be allocated in two yearly amounts at \$10,000 each time.

Applications from community groups were called for the first round seeking projects worthy of financial assistance, and which are consistent with Council's policy objective.

At the closing date, four (4) applications were received:

Applicant	Cash	In Kind / Other	Shire	Total
Dalwallinu Volunteer Fire & Rescue Service (Juniors)	500.00	0	4,000.00	4,500
Kalannie Community Resource Centre	3,648.50	0	3,648.50	7,297.00
Liebe Group	500.00	0	499.00	999.00
Kalannie Sport and Recreation Club (KSRC)	5,400.00	600	6,000.00	12,000.00
TOTAL			14,147.50	24,796.00

Consultation

Nil

Legislative Implications

Nil

Policy Implications

Local

Policy 2.4 Community Grants Scheme

Financial Implications

A provision of \$10,000 is available in the 2020-2021 budget for the first grant round.



Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

The community grants help the smaller community groups (usually volunteers) who are not always able to fund projects that can improve and enhance lifestyle and liveability in the community.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

Council allocates \$20,000 per financial year for funding to Community Groups. This is comprised of two funding rounds of \$10,000.00.

Total funds requested for the first round is **\$14,147.50**.

The history of grant funding for the applicants over the past five (5) years is as follows:

Applicant	Total Funding
Dalwallinu Volunteer Fire & Rescue Service (Juniors)	\$0
Kalannie Community Resource Centre	\$2,510.00
Liebe Group	\$0
Kalannie Sporting & Recreation Club INC	\$3,182.36

1. Application from Dalwallinu Volunteer Fire and Rescue Service (Juniors)

The Dalwallinu Volunteer Fire and Rescue Service (Juniors) are seeking \$1,500.00 towards the cost of personal protective equipment for their junior members and \$2,500.00 towards costs for members to attend a team building camp in Perth. The application meets the community grant eligibility criteria and it is recommended that 50% of the total costs are granted per the community grant guidelines, to a value of \$2,250.00.

2. Application from Kalannie Community Resource Centre

Kalannie Community Resource Centre are seeking \$3,648.00 towards the purchase of fitness equipment for a community gym via this community grants round. It is noted that at the Ordinary Meeting of Council held on 23 October 2018 (Motion 9261), an application for community grant funding from the Dalwallinu Community Resource Centre was declined as Community Resource Centres were deemed to be more of a Business/Community Service rather than a community group run by volunteers, therefore the application was seen to be ineligible for funding under the current community grants scheme policy. To ensure consistency, it is recommended that the application from the Kalannie Community Resource Centre be declined.



3. Application from Liebe Group

The Liebe Group are seeking \$499.00 towards the purchase of ten (10) trestle tables to be used at their events days and to also be available for hire. The structure and function of the Liebe group is similar to that of the Community Resource Centres in that they operate in the capacity of a Business/Community Service with paid staff rather than a community group run by volunteers and it is therefore recommended that the application be declined.

4. Application from Kalannie Sporting and Recreation Club

The Kalannie Sporting and Recreation Club are seeking \$6,000 towards the supply and installation of an ACS Coruline metal strip acoustic ceiling in the main front bar, to replace the existing suspended perforated gyprock ceiling which was installed in 2018.

Background

A storm hit Kalannie on Friday 30 March 2018, causing major damage to the Kalannie Sports Club. Tenders were called for repairs to the building in May 2018.

The Shire issued a request for tenders from suitably qualified and experienced contractors to submit their proposal to complete the repair works. In particular was this requirement below:

5.20 Ceilings

Please quote on an option on putting standard Gyprock with standard cornice back in lieu of equivalent metal/ aluminium slats as per existing. Please provide both prices separately on this point for ease of reference and comparison.

There were some discussions with members of the Kalannie Sporting & Recreation Club as to whether a gyprock ceiling should be used to replace the metal slat ceiling. The Manager of Planning & Development recommends that a gyprock ceiling be installed. His reasoning is:

- Gyprock material supersedes the old slats. This was previously used for ventilation for smokers;
- Gyprock has a neater finish;
- Gyprock is easier to control room temperature;
- Gyprock is easier to insulate.

Following the Finance & Audit Committee meeting held 19 June 2018, further information was sought from the Kalannie Sport & Recreation Committee on the following:

- a) Would they prefer the metal slat ceiling or gyprock;

The Kalannie Sport & Recreation Committee held a meeting on Wednesday 20 June 2018 and they advised the following preferences:

“Lounge Bar

75 mm Aluminium Perforated Strips as per what was there but in a light grey colour with 75 to 100mm thick fiberglass bat insulation.

This serves 2 purposes

1. *Absorb sound for better acoustics.*
2. *Efficient Insulation reducing electricity costs.*



Main Bar.

Suspended Perforated Gyprock.

Which can come in big sheets to small panels.

Our preference is the bigger size sheets.

(Eg : Boral Echo stop)

With the same insulation above.

This perforations in this product allows the sound to pass through the panels and be absorbed by the Fiberglass Bats.

100 mm bats would be the preference.

Council declined the tenders received and re-advertised the tender with an amended scope of works to ensure we got the outcome satisfactory to both the Shire and the Kalannie Sporting & Recreation Club.

The tender documentation was amended to incorporate the following:

- 75mm Aluminium Perforated slat ceilings for the lounge bar;
- Suspended perforated gyprock ceiling for the Main Front Bar;

At the Ordinary Council Meeting held 24 July 2018, Council awarded RFT2018-08 – Kalannie Sports Club repairs to Safeway with the above amendments noted in the scope of works.

Correspondence has since been received from the KSRC advising that the acoustics are not acceptable and provided a report from an Acoustics Engineer. The report suggested to improve the acoustics they could:

1. install panels on the available wall surface; or
2. remove the ceiling and replace with a perforated metal ceiling such as Perforated Coruline.

It is noted in the report that while the above treatments will improve the acoustics of the Sports Bar, it may still be perceived as a 'noisy' space when patronage is at full capacity – particularly if music is being played at a high volume.

The KSRC have chosen Option 2 to improve the acoustics of the bar at a cost of \$12,000.

It is recommended that the application from the Kalannie Sporting and Recreation Club be declined as the ceiling that is currently in situ is the ceiling that was requested back in 2018.



Suspended Perforated Gyprock Ceiling



Officer Recommendation

Moved Cr KL Carter
Seconded Cr KJ Christian

That Council allocate the Community Grant Scheme Round One funding to the following project:
a) Dalwallinu Volunteer Fire and Rescue Service (Juniors) \$2,250.00;

AMENDMENT

Moved: Cr MM Harms
Seconded: Cr KM McNeill

Include Point b)

Kalannie Resource Centre \$3,648.50 (subject to presentation of their Public Liability Insurance to the Shire of Dalwallinu)

CARRIED 5/2 AND NOW FORMS PART OF THE SUBSTANTIVE MOTION

Council Resolution

MOTION 9640

Moved Cr KL Carter
Seconded Cr KJ Christian

That Council allocate the Community Grant Scheme Round One funding to the following project:
a) Dalwallinu Volunteer Fire and Rescue Service (Juniors) \$2,250.00;
b) Kalannie Resource Centre \$3,648.50 (subject to presentation of their Public Liability Insurance to the Shire of Dalwallinu).

CARRIED 6/1

Reason:

Council included the funding for the Kalannie Resource centre as it wanted to support the health and wellbeing of the community.



9.3.4 Bush Fire Advisory Meeting Minutes and Appointments*

Report Date	27 October 2020
Applicant	Shire of Dalwallinu
File Ref	GO/22 General
Previous Meeting Reference	Nil
Prepared by	Hanna Jolly, Manager Corporate Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Bush Fire Advisory Meeting Minutes

Purpose of Report

Council is requested to accept the minutes of the Bush Fire Advisory Committee meeting 12 October 2020 and appoint the Bush Fire Control Officers.

Background

The Bush Fire Advisory Committee was formed to make recommendations to Council specifically relating to the Bush Fire Emergency Services managed by community volunteers under the umbrella of Department of Fire & Emergency Services (DFES). The committee is made up of staff, and local community members and aims to oversee the management of functions pertaining to bush fire risks.

The Bush Fire Advisory Committee met on Monday 12 October 2020 and the minutes of this meeting are attached.

Consultation

Nil

Legislative Implications

State

Bush Fire Act 1954 Section 38 (1) – Power to appoint Fire Control Officers

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.



Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

The Committee met on 12 October 2020 to determine the position of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers and Fire Control Officers for the next twelve (12) months. The election of these positions has been carried out in the meeting and are submitted in the following recommendation.

Officer Recommendation/Resolution

MOTION 9641

Moved Cr NW Mills
Seconded Cr KJ Christian

That Council:

1. Receives the minutes of the Bush Fire Advisory Committee Meeting held 12 October 2020;
2. Accept the appointment of Gary Butcher as Chief Bush Fire Control Officer;
3. Accept the appointment of Aaron Mills as First Deputy Chief Bush Fire Control Officer;
4. Accept the appointment of Michael Dodd as Second Deputy Chief Bush Fire Control Officer;
5. Accept the appointment of the following Bush Fire Control Officers:
Gary Butcher, Aaron Mills, Michael Dodd, James Butcher, Shannon Fry, Rowan McCreery, Colin Cail, Ross Fitzsimons, Shaun Fitzsimons, Graeme Hathway, Travis Stanley and Gareth Barnes; and
6. Remove Don Nankivell as Bush Fire Control Officer.

CARRIED 7/0



9.3.5 Unbudgeted Expenditure – Administration Automatic Door

Report Date	27 October 2020
Applicant	Shire of Dalwallinu
File Ref	A1008
Previous Meeting Reference	Nil
Prepared by	Jean Knight, Chief Executive Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Quote for repairs

Purpose of Report

Council is requested to authorise unbudgeted expenditure to repair the Shire Administration front automatic door.

Background

The Shire Administration door has not been working for some months and the door is required to be opened manually. When seeking quotes to repair the door it was found that the door is 23 years old and the manufacturer no longer supplies parts. In addition it was found that the door was non-compliant as when closed it did not close flush, there was an overhang which was dangerous as this could trap fingers.

Consultation

Nil

Legislative Implications

State

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Financial Implications

The required works have not been budgeted for in the 2020-2021 budget.

Should Council support the proposal there would be unbudgeted expenditure of \$7,130 (ex GST) to Rubek Doors plus an additional estimated amount of \$200 (ex GST) for the electrical works.

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Yes



Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

The automatic door is currently non-compliant for disability access to the Shire Administration Centre and is difficult for members of the community who are not strong enough to open the door.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

It is important that the automatic door to the Shire Administration Centre is operational. Quotes have been sought for the repairs from Rubek who is the only Western Australian manufacturer of commercial automatic sliding door operators.

The quote is as follows:

- Reuse the existing door/window frame, as is
- Reuse the existing single sliding door, as is
- Remove the existing automatic track and housing from the door frame and discard
- Install the RUBEK track and housing system, onto the existing frame
- Refit the existing door to the RUBE track system
- Standard motor
- New movement sensors to both sides of the door
- New safety sensor
- On/Off switch
- Interface board for a card access system
- Floor guide
- Full replaceable hard wearing Anodized track member
- Pelmet and end plates including powder coating
- C-Tick compliance
- Manual override
- Battery back up
- Commissioning
- Warranty
- Perspex panel fitted to the sidelight glass section where the door slides past, to remove the finger trapment



Officer Recommendation/Resolution

MOTION 9642

Moved Cr KM McNeill
Seconded Cr BH Boys

That Council:

1. Authorises the unbudgeted expenditure of \$7,330 for the repairs to the Shire Administration Automatic Door;
2. Makes the adjustment to the 2020-2021 budget during the Budget review in February 2021.

CARRIED 7/0



9.3.6 Request for Financial Contribution – Wheatbelt Wireless Project

Report Date	27 October 2020
Applicant	Shire of Dalwallinu
File Ref	GR/27 – ICMI/CMC
Previous Meeting Reference	Nil
Prepared by	Jean Knight, Chief Executive Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Correspondence from FSG

Purpose of Report

Council is requested to consider a request from Field Solutions Group for a cash contribution as part of the Shire's commitment to the Wireless Wheatbelt Project.

Background

At the Ordinary Meeting of Council held 22 September 2020, Council resolved the following:

'MOTION 9628

Moved Cr KL Carter

Seconded Cr BH Boys

That Council endorse the actions of the Shire President and Chief Executive Officer in signing and affixing the common seal to the Memorandum of Understanding between the Shire of Dalwallinu and Field Services Group.

CARRIED 8/0'

The purpose of the MOU was to set out the roles and responsibilities of each party as they relate to the exclusive development and submission of an application for funding under the Federal Government's Regional Connectivity Program (RCP) and the WA State Government's Co-contribution offer for the RCP.

Correspondence was received on 8 October 2020 from Field Solutions Group requesting Council consider a request of up to \$20,000 as the Shire's cash contribution to the Wireless Wheatbelt Project.

The request is in line with the Department of Primary Industries and Regional Development selection criteria for State support. The criteria states that State preference will be given to projects that seek to:

- a) Further economic development outcomes in the regions, by supporting regional businesses to enhance their digital capability and compete in the global marketplace;
- b) Improve regional mobile service quality;
- c) Improve digital connectivity in remote Indigenous communities or their disadvantaged areas;
- d) Enhance public safety in a defined area such as visitor hotspots or community facilities such as evacuation centres, rural fire stations etc;
- e) Pilot new and innovative technology solutions;



- f) **Provide significant cash co-contributions;**
- g) Provide backhaul capacity infrastructure upgrades.

Consultation

Councillors

Legislative Implications

Nil

Policy Implications

Nil

Financial Implications

There has been no allowance for a co-contribution in the 2020-2021 budget.

Should Council support the proposal there is an amount of \$16,908.39 available in the Telecommunications Reserve for such a project.

Strategic Implications

Shire of Dalwallinu Strategic Community Plan 2017-2027

Outcome 1.3 – Improved technology and electronic communication

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

The provision of an improved wireless mobile service will be of great benefit to the community in the Shire of Dalwallinu.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

The Wireless Wheatbelt Project will benefit many members of the Dalwallinu Community.

It is to be noted that the co-contribution is conditional on Field Solutions Group being successful with their funding applications to both the Federal & State governments.



Officer Recommendation/Resolution

MOTION 9643

Moved Cr MM Harms
Seconded Cr BH Boys

That Council:

1. provides a cash co-contribution of \$16,000 for the Wireless Wheatbelt Project subject to Field Solutions Group being successful with their funding applications to the Federal and State governments;
2. Transfer the funds from the Telecommunications Reserve.

CARRIED 7/0



9.4 CHIEF EXECUTIVE OFFICER
9.4.1 Christmas/New Year Office Closure

Report Date	27 October 2020
Applicant	Shire of Dalwallinu
File Ref	GO/2 – Governance
Previous Meeting Reference	Nil
Prepared by	Jean Knight, Chief Executive Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

Council is requested to note the Christmas New Year closure period for 2020-2021.

Background

Council Policy 1.5 Christmas/New Year Closure of Facilities states:

‘The Administration Centre, Discovery Centre and Shire Depot will be closed for business from 3.00pm on the last working day before Christmas and re-open on the first working day following New Year’s Day.

Shire staff will take leave entitlements during this closure period for those days that are not designated public holidays.

An outside crew skeleton staff is to be on duty during this closure period’.

Consultation

Nil

Legislative Implications

Nil

Policy Implications

Local

Shire of Dalwallinu Policy 1.5 Christmas/New Year Closure of Facilities

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable



Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There will be minimal social implications as the office closure will be advertised to the community in the month leading up to the Christmas period.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

It is proposed that the Shire Administration Office, Dalwallinu Discovery Centre and Shire Depot will close at 3.00pm on Thursday 24 December 2020 and re-open at 8.30 am on Monday 4 January 2021.

This will be a total of six (6) days, made up of three (3) public holidays (Christmas Day, Boxing Day and New Year's Day) and three (3) annual leave or RDO days.

The closure of the Shire Administration Office, Dalwallinu Discovery Centre and Shire Depot will be advertised on the Shire website, Facebook, Newsletter and Administration noticeboard and a sign will be placed on the front door of the Administration Centre and Discovery Centre.

Officer Recommendation/Resolution

MOTION 9644

Moved Cr KJ McNeill
Seconded Cr NW Mills

That Council notes the closure of the Shire Administration Office, Dalwallinu Discovery Centre and Shire Depot from 3.00pm on Thursday 24 December 2020 to 8.30 am on Monday 4 January 2021.

CARRIED 7/0



9.4.2 Setting of 2021 Ordinary Council Meeting Dates

Report Date	27 October 2020
Applicant	Shire of Dalwallinu
File Ref	CR/7 – Community Relations - Meetings
Previous Meeting Reference	Nil
Prepared by	Jean Knight, Chief Executive Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

Council is requested to endorse the proposed dates for ordinary Council Meetings in 2021.

Background

The *Local Government (Administration) Regulations 1996*, requires that a local government is to give local public notice at least once each year of the proposed dates on which meetings are to be held and the times and venues at which they are to be held.

Consultation

Nil

Legislative Implications

State

Local Government (Administration) Regulations 1996

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.



Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

In determining meeting dates for 2021, consideration needs to be given to school and public holidays and their impact on agenda distribution, meeting classes, Councillors and the general public's ability to attend the scheduled meetings.

The following timetable shows the relationship between school and public holidays and the usual meeting cycle (i.e fourth Tuesday of each month, February – December).

Usual meeting cycle	Schedule holidays (i.e school and public holidays)	Suggested meeting date
23 February 2021	School returns 1 February 2021	23 February 2021
23 March 2021	Monday 1 March 2021 – Labour Day	23 March 2021
27 April 2021	<u>School Holidays</u> 2 April 2021 – 18 April 2021 <u>Public Holidays</u> 2 April 2021 – Good Friday 4 April 2021 – Easter Sunday 26 April 2021 – Anzac Day	27 April 2021
25 May 2021		25 May 2021
22 June 2021	Monday 7 June 2021	22 June 2021
27 July 2021	<u>School Holidays</u> 3 July 2021 – 18 July 2021	27 July 2021
24 August 2021		24 August 2021
28 September 2021	<u>School Holidays</u> 27 September 2021 – Queens Birthday <u>Public Holiday</u> 25 September 2021 – 10 October 2021	28 September 2021
26 October 2021		26 October 2021
23 November 2021		23 November 2021
21 December 2021	<u>School Holidays</u> 17 December 2021	21 December 2021

In previous years, Council has moved the December meeting forward by one week. As the Administration is not closing down until 3pm on Friday 24 December 2021, there is ample time to produce the minutes. Therefore we do not propose to amend any of the scheduled meeting dates for 2021.



Officer Recommendation/Resolution

MOTION 9645

Moved Cr KM McNeill

Seconded Cr KJ Christian

That Council

1. Endorse the following meetings dates for Ordinary Council Meetings of Council of the Shire of Dalwallinu for the 2021 calendar year to be held in the Council Chambers at the Shire of Dalwallinu Administration Centre commencing at 3.30pm:
 - a) 23 February 2021
 - b) 23 March 2021
 - c) 27 April 2021
 - d) 25 May 2021
 - e) 22 June 2021
 - f) 27 July 2021
 - g) 24 August 2021
 - h) 28 September 2021
 - i) 26 October 2021
 - j) 23 November 2021
 - k) 21 December 2021
2. Approves the advertising of the 2021 meeting dates in accordance with the *Local Government (Administration) Regulations 1996*.

CARRIED 7/0



9.4.3 Proposed conversion of Reserve N320078 to Freehold Land

Report Date	27 October 2020
Applicant	Shire of Dalwallinu
File Ref	RN320078
Previous Meeting Reference	Nil
Prepared by	Jean Knight, Chief Executive Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

Council is requested to consider a request from the Department of Planning, Lands & Heritage regarding the conversion of Reserve N320078 to freehold.

Background

Correspondence was received from Department of Planning, Lands & Heritage on 21 October 2020 advising that they are considering a proposal to convert crown lease N320078 (Lot 3298 on DP 154833) to freehold.

This lease was a five year 'grazing' lease to Mr Rob Moorhouse, which expired on 30 September 2019, and has remained on title in holding over.

The property is located at the end of Black Rd, west of Lake Moore.



Consultation

Nil

Legislative Implications

Nil



Policy Implications

Nil

Financial Implications

Should Council support the proposal of the conversion to freehold, should this property be sold, it would realise additional rate revenue for the Shire.

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

In order for the Department of Planning, Lands & Heritage to consider the proposal further, they are seeking comments from the Shire on the proposed conversion of Lease N320078 to freehold.

It is the Officer's recommendation that Council support this proposal.

Officer Recommendation/Resolution

MOTION 9646

Moved Cr NW Mills
Seconded Cr KJ Christian

That Council authorise the Chief Executive Officer to advise the Department of Planning, Lands & Heritage that they do not have any comments on the proposed conversion of crown lease N320078 (Lot 3298 on DP 154833) to freehold.

CARRIED 7/0

10 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

11 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED

Nil



12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13 NEW BUSINESS OF AN URGENT NATURE (INTRODUCED BY DECISION OF THE MEETING)

Nil

14 MEETING CLOSED TO THE PUBLIC – CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT, 1995, SECTION 5.23(2)

Nil

15 SCHEDULING OF MEETING

The next Ordinary Meeting of Council will be held on 24 November 2020 at the Shire of Dalwallinu Council Chambers, Dalwallinu commencing at 3.30pm.

16 CLOSURE

There being no further business, the Chairperson closed the meeting at 4.00pm.

17 CERTIFICATION

I, Steven Clifford Carter, certify that the minutes of the Ordinary Council meeting held on the 27 October 2020, as shown on page numbers 1 to 44 were confirmed as a true record at the meeting held on 24 November 2020.


CHAIRPERSON

15/12/2020
DATE

