



# Ordinary Council Meeting Minutes

**Date: 27 June 2007**

**Please Note: These minutes and the decisions recorded therein have not as yet been confirmed by Council as a true and accurate record of the meeting.**

## **The Shire of Moora Vision and Mission Statement**

### **Vision**

Our vision is that:

*The Moora region will be a place of brilliant opportunity over the next twenty years. Sustainable growth will result in a vibrant, healthy, wealthy and diverse community.*

### **Mission**

Our mission is:

*To identify and stimulate growth through creative leadership and a willingness to get things done.*

**SHIRE OF MOORA**  
**MINUTES OF THE ORDINARY MEETING OF COUNCIL**  
**HELD IN COUNCIL CHAMBERS, MOORA**  
**WEDNESDAY 27 JUNE 2007**

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Item 11.4.1 Expense break-up

## **1. DECLARATION OF OPENING & WELCOME OF VISITORS**

*The Shire President declared the meeting open at 3.35pm, welcomed visitors and announced:*

*"Acknowledgment of Country"*

*I would like to show my respect and acknowledge to the traditional owners of this land and acknowledge their contribution to the Shire of Moora as I do for all its people.*

## **2. DISCLAIMER READING**

The Shire President read the following disclaimer:

*No responsibility whatsoever is implied or accepted by the Shire of Moora for any act, omission or statement or intimation occurring during this meeting.*

*It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this meeting.*

## **3. ATTENDANCE**

SA Bryan	-	Presiding Member	-	Moora Town Ward
CD Hawkins	-	Councillor	-	Moora Town Ward
SJ Pond	-	Councillor	-	Koojan Ward
AR Tonkin	-	Councillor	-	Coomberdale Ward
WA Barrett-Lennard	-	Councillor	-	Bindi Bindi Ward
D Clydesdale-Gebert	-	Councillor	-	Watheroo Ward
JW McLagan (from 3.37pm)	-	Councillor	-	Miling Ward
SJ Deckert	-	Chief Executive Officer		
JL Greay (from 3.37pm)	-	Operational Development Manager		
MJ Prunster	-	Community Development Manager		
ML Rourke	-	Manager Health & Regulatory Services		
RL McCall	-	A/Enterprise Development Manager		
MM Murray	-	Executive Support Officer		

### **PUBLIC**

Mr Ben Roberts (until 4.25pm) Strategic Tree Farming Project Officer, Forest Products Commission  
Mr David McMillan (until 4.25pm) Senior Forester, Forest Products Commission

At 3.37pm Cr McLagan & the Operational Development Manager joined the meeting.

### **APOLOGIES**

CE Gardiner	-	Councillor	-	Moora Town Ward
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### **LEAVE OF ABSENCE**

The following Councillor was granted leave of absence for this meeting by Council resolution made at the Ordinary Meeting held on 13 June 2007:

JL Craven	-	Councillor	-	Moora Town Ward
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**4. DECLARATIONS OF INTEREST**

Nil

**5. QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH SECTION 5.24 OF THE ACT**

Nil

**6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Questions raised by the public and taken on notice at the Ordinary Meeting of Council held in Moora on 13 June 2007.

**Questions from Mr Ken Seymour (in relation to the Round Hill Hall)**

**Q What will it take to reopen the Round Hill Hall?**

*R The Round Hill Hall must be upgraded to comply with the requirements for a public building under the Health (Public Buildings) Regulations 1992.*

**Q Is the shire prepared to finance maintenance or acquire funding to bring the Round Hill Hall to a usable standard?**

*R The Shire is yet to consider options for the future of the Round Hill Hall as it is obtaining estimates for the works. If Council decides the best option is to upgrade the Hall to meet the standards, it will investigate all avenues for funding the works.*

**Q Does the shire place any historical value on the Round Hill Hall?**

*R Yes. The Round Hill Hall is listed in the Shires Municipal Heritage Inventory (not Register of Heritage Places) with a recommendation to retain and conserve.*

**Q Has the shire investigated any alternative avenues for funding the maintenance of the Round Hill Hall?**

*R Not at this stage.*

**Q Is the Community Development Fund available for funding community programs such as this?**

*R Yes, however money from this fund is made available to groups as a low interest loan. On this basis, an agreement would need to be made with someone to repay the money.*

**Q Will the Council consider retaining ownership of the Round Hill Hall if the rate paying community is prepared to contribute to ongoing maintenance and management?**

*R This option will be considered by Council along with all other options.*

**Q Will council recognise the Round Hill Hall Committee as spokespeople for the community opinion on the future of the Round Hill Hall?**

R Yes.

**Q Please would council give a response in writing to the Round Hill Hall Committee to these questions?**

R Yes.

## **7. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

## **8. PETITIONS AND MEMORIALS**

Mr Ben Roberts, Project Officer, Forest Products Commission will be present at the meeting to brief Council on the Strategic Tree Farming Project.

At 3.40pm the Shire President introduced Mr Ben Roberts, Strategic Tree Farming Project Officer and David McMillan, Senior Forester both from the Forest Products Commission (FPC).

Mr Roberts provided an overview of the Strategic Tree Farming Project via powerpoint presentation to Council.

Mr McMillan then gave an overview of some of the issues the FPC have come up against in the last few years in relation to the species of tree chosen for planting in our area and also the dying off of sections of plantations.

At 4.24pm the Shire President thanked Mr Roberts and Mr McMillan for their presentations and invited them to stay for the remainder of the meeting.

At 4.25pm Mr Roberts and Mr McMillan retired from the meeting.

## **9. ANNOUNCEMENTS BY THE SHIRE PRESIDENT**

- Tomorrow at 11.30am the Hon Michelle Roberts will officially unveil Coolangah Park.
- 3<sup>rd</sup> July at 7pm there will be a public meeting in relation to the Biosolids trial storage facility and the planning application.
- I will be attending a Youthcare meeting tomorrow.
- The Moora Promotions AGM will be held on the 16<sup>th</sup> July at 8pm at the Recreation Centre.
- Cr McLagan advised that he had judged at the Rural Ambassador Awards on Saturday night at the Recreation Centre. All nominees were of a very high standard and Mr Gavin Crane, from Bindi Bindi was judged to be the 2007 Rural Ambassador for the Central Midlands Agricultural Society.

**10. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING****10.1 ORDINARY COUNCIL MEETING - 13 JUNE 2007****COUNCIL RESOLUTION**

*119 /07 Moved Cr Pond, seconded Cr Hawkins that the Minutes of the Ordinary Meeting of Council held on 13 June 2007, be confirmed as a true and correct record of the meeting.*

**CARRIED 7/0**

**11. REPORTS OF OFFICERS****11.1 ADMINISTRATION**

Nil

**11.2 FINANCIAL DEVELOPMENT**

Nil

Council noted that the Financial Statements for the period ended 31 May 2007 had not been provided due to the Financial Development Manager's position being vacant.

**11.3 OPERATIONAL DEVELOPMENT**

Nil

**11.4 COMMUNITY DEVELOPMENT****11.4.1 Moora & Districts Child Care Centre**

**FILE REFERENCE:** CH/REOI

**REPORT DATE:** 21 June 2007

**APPLICANT/PROPONENT:** N/A

**OFFICER DISCLOSURE OF INTEREST:** Nil

**PREVIOUS MEETING REFERENCES:** Nil

**AUTHOR:** Michael Prunster, Community Development Manager

**ATTACHMENTS:** Expense break-up

**PURPOSE OF REPORT:**

Request from Council for a report on the over budget expenditure for the relocation of the Moora & Districts Childcare Centre to Keane Street Moora.

The adopted budget for the relocation was \$30,000 whereas the total expenditure for the relocation amounted to \$72,742, leaving an excess over budget of \$42,742.

**BACKGROUND:**

A decision was made in 2005 to relocate the Moora & Districts Childcare Centre from Clinch Street to the old Kindergarten Building in Keane Street. This was due to the increase in demand for the facility and additional space requirements. The new Centre allows for a licence to increase the number of children from 19 to 28, subject to obtaining the suitable qualified staff.

The Environmental Development Manager and Community Development Manager calculated an original estimate budget amount of \$50,000 during early draft budget discussions. When the final budget was adopted this figure had been reduced to \$30,000.

The Licence for the Childcare Centre at Clinch Street was due to expire in December 2006, and the application for a new licence had to be lodged 3 months prior to expiration. This meant that the application had to be lodged in September 2006 to meet the deadline, and it was therefore lodged for the Centre's operations at Keane Street to accommodate the relocation. The additional space allows the Centre to enrol a total of 28 children in lieu of the current 19, subject to one additional qualified staff member.

The Budget was adopted on the 31<sup>st</sup> August 2006, and because of the forthcoming expiration of the Clinch Street Licence, we were required to commence the work on refurbishing the Keane Street building to the satisfaction of the Licensing Authority conditions prior to the opening date in January 2007.

Unfortunately the Environmental Development Manager left the Shire employ in September, and the project was then taken over by the Community Development Manager. The work was commenced in late October, early November. There had not been any provision made for the additional amount of work required for the outside playground area in relation to safety, sun protection and security requirements to satisfy the licence conditions and it was soon evident that the budget provided was insufficient.

**COMMENT:**

The break-up provided of the costings shows where most of the budget excess was expended during the refurbishment and renovations. The landscaping of the outdoor area far exceeded the estimates, and is the main contributing factor to the excess expenditure.

A brief explanation of the unbudgeted items listed on the schedule was to meet some of the licensing conditions following an inspection by the Department for Community Development (DCD): -

- Additional Wages – partly due to the Shire maintenance worker being away on sick leave.
- Power upgrade – needed upgrade to cope with HWS, stove and additional heating.
- Hot water system – existing units not large enough for requirements. (DCD)
- Outdoor area – all lawn area infested with Bindi Eye and other nuisance grass. All soil & lawn area had to be removed and replaced. (DCD)
- Reticulation – existing reticulation damaged during removal of soil.
- Fence removal, gates & repairs – part fence had to be removed to allow machinery to excavate soil & lawn. Other sections had to be repaired for children's safety. (DCD)
- Additional kitchen renovation – A new opening to adjoining room had to be constructed to allow easy access to refrigerator.

These items were not budgeted for because it was not known the problems existed. The total of the expenditure on these areas amounts to approximately the amount of the budget excess.

The budget excess was included in the Budget Review presented to Council as at the 30 April 2007, and the review showed that it should not have any adverse impact on the end of year financial position.

Council has a new Child Care Centre included in its Plan for the Future 2006-08 which was to be included within the new Administration building. This is included in the future budgets over three financial years ending 2008-09. The total estimated expenditure for that budget is \$2,520,000. The estimated cost of a Childcare Centre is currently around \$400-\$500,000.

The renovations & refurbishment of the Old Kindergarten building has now provided a suitable building for the Childcare facilities for around a further 10 years, with the only other major items to be repaired being the asbestos roof and a new boundary fence. It is envisaged that with these added costs to the building, Council will have a suitable building for far less outlay than constructing a new one.

#### **POLICY REQUIREMENTS:**

Nil

#### **LEGISLATIVE REQUIREMENTS:**

L.G. Financial Regs. 1996 – S25 (i)

#### **STRATEGIC IMPLICATIONS:**

Provides a much larger facility for the District.

#### **SUSTAINABILITY IMPLICATIONS:**

- **Environment**  
There are no known significant environmental implications associated with this proposal.
- **Economic**  
Childcare facilities are a critical support mechanism to people in communities, and they play an important part in the recruiting and retaining of skilled people and young families to country communities.
- **Social**  
Provides good quality interaction and combined activities for young children in preparation for their educational & social activities during the early stages of their life.

#### **FINANCIAL IMPLICATIONS:**

Although the budget excess is considerable, we have identified maintenance budgets that will not be fully expended this financial year amounting to \$26,800. These are in areas that some of the employees used in the relocation work that would have normally performed these maintenance items. (The April budget review showed that the excess should not have any adverse impact on the end of the year figures.)

**VOTING REQUIREMENTS**

Simple Majority Required

**COUNCIL RESOLUTION  
(MANEX RECOMMENDATION)***120/07 Moved Cr Hawkins, seconded Cr Tonkin that*

1. *Council acknowledges and notes the over budgeted expenditure for the relocation of the Moora & Districts Child Care Centre, and accepts the reasons as outlined in this report.*
2. *Due process be implemented to appropriately assess costs in all future community works, and thereby minimise the risk of major cost over-runs.*

**CARRIED 7/0**

**Note:** Point 2 was added as Council wanted to ensure that this type of situation could not arise again.

**11.5 ENVIRONMENTAL DEVELOPMENT**

Nil

**11.6 ECONOMIC DEVELOPMENT**

Nil

**11.7 SPORT AND RECREATION**

Nil.

**12. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

At the Briefing Session held on 13 June 2007, Cr Sheryl Bryan provided the following report to Council Following her recent attendance at a training course.

**12.1 Sustainable Asset Management**

The councillor should be aware of your stewardship responsibilities.  
Know what your community can afford.  
Move from annual budgeting to long term planning.

**What is asset management?**

It is the combination of management, physical, financial, economic, engineering and other practices applied to the physical assets with the objective of providing the required level of service in the most cost effective manner.

## Key messages

1. Sustainability for councils means the ability of the council to provide services to its community in the long term. We look at what we are leaving for future generations, happiness or misery.
2. Affordability relates to the ability of the community to pay for the services individual people need.
3. Long term planning is the answer to the potential problems of sustainability and affordability. Council should have a 10year financial plan supported by a 20 year asset management plan to guide councillors and staff in making decisions about the future.

The Western Australian Asset Management Improvement Program is a pilot program that will assist with framework and implementation. The costs are \$14,900 or \$7,450 per annum. 4 visits per annum. Two year program.

<b>Notice of Motion</b>
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*That the Shire of Moora*

1. *implements an asset management plan to improve the long term sustainability of community assets.*
2. *budget \$7,450 annually for two years for the WA Asset Management Improvement Program commencing 2007-2008.*

<b>COUNCIL RESOLUTION</b>
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*121/07 Moved Cr Bryan, seconded Cr Pond that the Shire of Moora*

1. *implements an asset management plan to improve the long term sustainability of community assets.*
2. *budget \$7,450 annually for two years for the WA Asset Management Improvement Program commencing 2007-2008.*

**CARRIED 7/0****13. MOTIONS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL**

Nil

**14. NOTICE ON MOTIONS FOR THE NEXT COUNCIL MEETING**

Cr Hawkins proposed to put the following motion listed below at the next Ordinary Meeting of Council.

“That \_\_\_\_\_ be bestowed the honorary title of “Freeman of the Shire of Moora”.

**15. MATTERS BEHIND CLOSED DOORS**

Nil

**16. CLOSURE OF MEETING**

*There being no further business, the Shire President declared the meeting closed at 4.40pm.*

**CONFIRMED**

**PRESIDING MEMBER**