



AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
16TH APRIL 2014





**SHIRE OF THREE SPRINGS
PROGRAM FOR WEDNESDAY 16TH APRIL 2014**

12:00 – 12:30PM WORKING LUNCH

**12:30 – 1:30PM COUNCIL FORUM WITH COMMUNITY
EMERGENCY SERVICES MANAGER &
WORK SUPERVISOR**

1:30PM COUNCIL MEETING COMMENCES

**3:00PM AFTERNOON TEA
CITIZENSHIP CEREMONY**

SHIRE OF THREE SPRINGS
ORDINARY COUNCIL MEETING NOTICE PAPER
16TH APRIL 2014

Madam President and Councillors,

An ordinary meeting of Council is called for **Wednesday, 16th April 2014**, in the Council Chambers, Railway Road, Three Springs commencing at **1:30pm**.

Sylvia Yandle
Chief Executive Officer

11th April 2014

THREE SPRINGS SHIRE COUNCIL

DISCLAIMER

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SHIRE OF THREE SPRINGS

AGENDA FOR ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON
16TH APRIL COMMENCING AT 1:30PM.

- 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS
- 2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE
- 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
- 4 PUBLIC QUESTION TIME
- 5 APPLICATIONS FOR LEAVE OF ABSENCE
- 6 CONFIRMATION OF PREVIOUS MEETING MINUTES

OFFICER RECOMMENDATION – ITEM 6.1

That the Minutes of the Special Council Meeting held on the 8th March 2014 be confirmed as a true and accurate record of proceedings.

OFFICER RECOMMENDATION – ITEM 6.2

That the Minutes of the Ordinary Council Meeting held on the 19th March 2014 be confirmed as a true and accurate record of proceedings.

OFFICER RECOMMENDATION – ITEM 6.3

That the Minutes of the Special Council Meeting held on the 31st March 2014 be confirmed as a true and accurate record of proceedings.

- 7 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION
- 8 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS
- 9 OFFICERS REPORTS

Community Emergency Services Manager's Report

Mechanic's Report

Work Supervisor's Report

9.1 HEALTH, BUILDING AND TOWN PLANNING

- 9.1.1 Application for Drainage Upgrade – Corner of Williamson & Murcott Street Lot 46

9.2 ADMINISTRATION

- 9.2.1 Budget Review 2013/14 Financial Year
- 9.2.2 Authorised Purchasing Officers
- 9.2.3 Environmental Health & Building Officer
- 9.2.4 Country Local Government Fund – 2012/13 Re-Allocations Upgrade Morawa Airport
- 9.2.5 Signage Adjacent to School & Child Care Centre

9.3 FINANCE

- 9.3.1 Financial Statements for Month ending 31st March 2014
- 9.3.2 Accounts for Payment – 31st March 2014

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11 BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

11.1 ELECTED MEMBERS

11.2 STAFF

12 QUESTIONS BY MEMBERS WITHOUT NOTICE

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

14 TIME AND DATE OF NEXT MEETING

The next Ordinary Council Meeting will be held on Wednesday the 21st May commencing at 1:30pm.

15 CONFIDENTIAL ITEMS – MEETING CLOSED TO THE PUBLIC

- 15.1 Three Springs Housing Project – Design & Construct 03/2013
- 15.2 Three Springs Medical Centre Staff Leave

16 CLOSURE

9 OFFICERS REPORTS

CESM Report for March April 2014

Issue		COMMENTS
LEMC	Exercise	completed work on this year's desk top and worked on the practical exercise the Practical is due to be held in Perenjori with desk top in Morawa the desk top EX was held during the April LEMC meeting
LEMC	Meeting	Attended meeting and all follow up completed
Training	<ul style="list-style-type: none"> • Perenjori • Three Springs • Morawa • St Johns 	Conducted refresher training Induction Hose drills BA drills
DFES ROC	<ul style="list-style-type: none"> • Situation Officer 	Member of the Regional Operations Centre (ROC) as the situation officer when the ROC was stood up
Incidents	<ul style="list-style-type: none"> • Attended incidents 	
Complete fire reports	<ul style="list-style-type: none"> • 	With Captains I am now able to complete these online
Reviewed new Policy's And manuals	On going	
Continued Safelink	Re road works on the Mullewa – Wubin Road	This involves meeting with Safety reps And going through and ensuring we have a fire free work site with follow up impromptu inspections as work progresses
Work completed on ESL grants for 14/15 year		Work completed on shed grants for the following sheds Single bay Latham Double bay Mingenew Double bay Three Springs These grants need to be in mid-January to DFES RHQ These Grant forms have been completed and forwarded on. This has involved all new quotes
Fire permits	Follow ups	Followed up on all enquiries on conditions on Permits With our Shires now being better informed and following up on the minimum of 3 able body persons that is part of the conditions on the permit.
Monitor weather	All permits are invalid if the FDI is Very high or above	This involves checks of the weather for all four shires during the restricted burning season as we had a number of farmers burn on very high fire danger days Followed up with phone calls or on farm visits with offenders

THREE SPRINGS SHIRE COUNCIL ORDINARY MEETING AGENDA – 16th April 2014

Attended RHQ Training	FIRS (Fire Incident Reporting System)	This was held on the 5 th March & 31 st March
First aid courses	12 members from Canna/Gutha 10 planned for Perenjori/Latham	First aid course completed for Morawa trying to fit other brigades in with ongoing courses date set for Perenjori
Burn over Blankets fitted to Appliances	Follow up from a Major incident review This will involve training with all brigades. We are still waiting on the final brackets for the light tankers & a bottom bar has arrived and will be fitted to all dual cabs	All Fire appliances Fitted Latham Perenjori Morawa Canna Mingenew Lockier Three Springs
Mingenew Town	Held a town meeting	Held a town meeting with the view of finding a new leadership team for the Town Brigade with one attendee this is a work in progress
Intro to Fire Fighting and Bushfire Fighting training Course		Ran and co-ordinated a 3 day course with brigade members from Three Springs Perenjori Geraldton Denham/Shark Bay Green head Completed post course reports
Completed tasks allocated to me by DFES DO		

PLANT MECHANIC REPORT

Date: 16/04/2014
Reference: Works Depot
Author: Malcolm Elliott

PLANT MAINTENANCE & REPAIRS

P500605 120H Grader

- Replace broken cabin entry steps, both sides (wear and tear)
- Repair oil leaks – engine
- Repair wiring to beacon
- Fit aux trailer plug to unit for light bar fitted to vehicle in tow
- Extend wiring to vehicle in tow light bar
- Clean out radiator/condenser
- Repair front light bar

P500509 12M Grader

- Inspect machine
- Inspect circle wear and order parts for repair

P5565 Bobcat

- Inspect and grease unit
- Remove and clear and replace bucket pins not taking grease
- Order part to fit sweeper to unit

P50221 Isuzu Fire Unit

- Install new starter motor to water pump

P500306 Western Star

- Repair fuel drain back problem
- Remove leaking drive tyre and repair

P7008 Tandem axle trailer

- Replace damaged trailer lighting plug and repair wiring

P50100 Canter

- Repair /reinforce broken side gate to tipper body
- Check over unit

P5013 Cat Roller

- Repair a/c leaking condensation into cabin electrics

P5592 Community Bus

- Inspect unit
- Top up coolant

THREE SPRINGS SHIRE COUNCIL ORDINARY MEETING AGENDA – 16th April 2014

PLANT SERVICES - April 2014

Rego	Light Vehicles	Year	Odo/Hrs	Next Service Due	Serviced	Service/ Due	Comments
TS-00	CEO - Santa Fe	2011	72,200	75,000			
TS-272	DCEO - Ford Ranger	2012	45,365	60,000			
TS-002	CESM Vehicle - Leased	2012					
TS-125	Doctors - RAV4	2010	56,183	60,000			
TS-5001	Works Supervisor - Nissan Patrol Wago	2011	120,043	128,000			
TS-5011	Plant Mechanic - Mitsubishi Triton	2007	39,143	40,000			
TS-5015	Ford Ranger - Building Maintenance	2012	21,793	30,000			
TS-5021	Ford Ranger - Road Maintenance	2013	13,486	15,000			
TS-5023	Ford Ranger - Parks & Gardens	2013	10,531	10,661			booked in 17/04/2014
Heavy Plant							
TS-5002	Isuzu Giga Tip Truck	2009	154,163	160,000			
TS-5003	Western Star P/Mover	2012	83,722	90,000			
TS-5004	Road Crew - (2008 Isuzu Crew Cab)	2008	111,749	115,000			
TS-5005	12M Grader	2009	4,357	4,500			
TS-5006	120H Grader	2005	10,778	11,000			
TS-5008	CAT 928H Front End Loader	2012	1,714	1,750			
TS-5009	Case 580LE Backhoe	2001	4,249	4,250			booked in 14/04/2014
TS-5010	Mitsubishi Canter Truck	2002	107,110	110,000			
TS-5012	Multipac Roller	2004	2,415	2,500			
TS-5013	CAT Vibrating Roller	1999	4,704	5,000			
TS-5014	Branson Tractor	2012	144.9	200.0			
P502006	Toro R/On Mower	2006	294	300			
TS-5565	Skid Steer Loader (Bobcat)	2009	970.3	1,000			
TS-7001	Tri Axle Trailer Side Tipper	2012					
TS-7008	Beavertail Trailer	1997	-	-	-	-	
TS-7002	Pig Trailer End Tipper	2008	-	-	-	-	
ITJU013	Jpapas Box Top Trailer	2009	-	-	-	-	
TS-5592	Toyota Bus	2011	10,686	20,000			

WORK SUPERVISOR REPORT

Reference: Works Supervisor
Location: Shire of Three Springs
Date: 16th April 2014
Author: Bradden Corlett

TOWN STREET MAINTENANCE

- ❖ Install School Bus signs on Mayrhofer.
- ❖ Repairs to Bitumen surface School Bus parking area.
- ❖ Remove and replacement Guidepost around Town.

ROAD MAINTENANCE GRADING

- ❖ Simpson road – single cut Grade.
- ❖ Broad road – single cut Grade.
- ❖ Bateman road – single cut Grade.
- ❖ Nebru road – 4.150 km's was graded from Three Springs/Eneabba from storm damage.
- ❖ Hunt road – single cut grade.
- ❖ Wilson road – single cut grade.
- ❖ Padbury road – single cut grad.
- ❖ Beekeeper road – single cut grade.

GENERAL ROAD MAINTENANCE

- ❖ There have been a number of complaints for Tomkins road with Gravel blow outs. The works crew have spent one full day carting and laying gravel from Mitchell road to 500 meters of Shire boundary.
- ❖ In the 2014/15 works program Tomkins road will be considered for gravel resheet from the boundary of 2.0 km's heading east.
- ❖ In the 2013/14 works program Bunny road was consider for the culvert extensions and installation of new culvert which is all most completed.

SHIRE CAPITAL PROJECTS

- ❖ Three springs / Eneabba road shoulder widening has commenced from Kangaroo road heading towards Town.

OTHER INFORMATION

Road Project MRWA for 2014/15

- ❖ Inering Road widen to 7 meters and seal.
- ❖ Three Springs/Morawa Road pavement repairs and seal.
- ❖ Three Springs/Eneabba and Nebru intersection stage one of a 2 year project first year land transfer, design, survey setup year 2 construct and seal.
- ❖ Three Springs/Morawa/Dudawa and Campbell intersection stage one of a 2 year project first year land transfer, design, survey setup year 2 construct and seal.

9.1 HEALTH, BUILDING AND TOWN PLANNING

9.1.1 APPLICATION FOR DRAINAGE UPGRADE – CORNER OF WILLIAMSON STREET AND MURCOTT STREET (LOT 46)

Agenda Reference: Works Supervisor
Location/Address: N/A
Name of Applicant: Shire of Three Springs
File Reference: ADM
Disclosure of Interest: Nil
Date: 8th April 2014
Author: Bradden Corlett

Signature of Author: _____

SUMMARY

For Council to consider whether to install Culvert Pipes or backfill open drain in front of Mr G Knapp's place of lot 46 Williamson Street.

BACKGROUND

Following a verbal complaint from Mr G Knapp on Lot 46 Williamson Street with the condition of the ground being unstable with loose gravel in open drain.

The Shire Works Supervisor inspected the drain on Williamson Street at lot 46 to determine the condition of the drainage.

It appears there is an Issue with the Town Drainage on a number of Streets this can be resolved by replacing and installing new Culvert Pipes and crossovers each year when the Works Program is adopted.

Council staff has previously drop off some gravel on verge of drain to make it safe at lot 46 Williamson Street.

ATTACHMENT

Cost estimate sheet of Culvert Pipe Installation for the corner of Williamson and Murcott Street at Lot 46.

CONSULTATION

Works Supervisor, CEO

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Town drainage upgrade was not included in the 2013/14 Works Program.

STRATEGIC IMPLICATIONS

Nil

OFFICER'S COMMENT

That Town drainage upgrade be included in the 2014/15 Works Program.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.1.1

That council approve in the 2014/15 Works Program for Culvert Pipe Installation on the Corner of Williamson and Murcott Street Lot 46 in the sum of \$8,853.00.

9.2.1 BUDGET REVIEW 2013-2014 FINANCIAL YEAR

Agenda Reference: CEO 03/14-03
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0130
Disclosure of Interest: Nil
Date: 12th March, 2014
Author: Sylvia Yandle

Signature of Author: _____

BACKGROUND

As required by Financial Management Regulations a Budget Review must be completed and submitted to Council between 1 January and 31 March each financial year. Additionally budget reviews provide the opportunity to adjust budget forecast figures to reflect current expenditure patterns and business requirements.

The current budget review incorporates variances associated with an overall decrease in revenue, expenditure and Capital expenditure. Some projects are not progressing this financial year and there is a variation in both revenue and expenditure due to funding not being granted, these include DFES Fire Station, outfit Dental Surgery second treatment room, Sports Development Officer, Mobile Phone Black Spot Towers, Regional Waste Management and RDAF Round 5 project.

With Medical Centre now being under Management Agreement there is a significant variation in both income and expenses for Health Program, payout of leave entitlements have been included in budget review calculations. Works Program also has variation in expenses, with road maintenance and capital works less than budgeted, however private works expenses and income have increased.

The Carried Forward figure confirmed via the Annual Report is \$260,829 and budget Carried Forward amount was \$370,582, the deficit of \$109,753 has been met by utilising savings in Works Program.

With the exception of Projects mentioned previously, major features of this Budget Review include the following:-

- General Purpose Income - The variation of \$13,496 in rate payment discount and interest/penalties increase of \$8,050. Rating valuations expenses less \$3,500
- Governance - CLGF R4R Individual 12/13 allocated to Upgrade Administration Building amounts to \$312,939. Decrease in MWRC fees, Administration staff wages, Accounting support and Corporate Business Plan costs but Audit and legal expenses variation of \$18,000.
- Law, Order & Public Safety - The variation of \$6,280 reimbursement income fees is offset by increase in CESM wages and superannuation expenditure. Crime

Prevention project funding of \$10,210 and DFES funding of \$114,128 for new Arrino unit are both offset by same amounts in expenditure.

- Health - Environmental Health/Building Officer reimbursement of fees and Long Service Leave income from previous Shires \$7156. Dental surgery expenses variance increase \$2,650
- Welfare - Variation \$38,915 reimbursement of Day Care Centre fees offset by increase in wages and superannuation expenditure. Aged Friendly plan not progressed \$15,000.
- Housing – Housing project Group funding \$28,794 less than budget, and Houses not occupied for full year less rent received. Continued increase in housing maintenance expenditure with a variation of \$16,169. Sale of Touche street property realised a loss of \$11,284.
- Community Amenities – Decrease in Commercial and additional refuse removal \$11,450. Variance to expenditure in refuse management, Townsite Expansion strategy, Business Attraction plan and marketing of community in total \$64,075.
- Recreation and Culture – Parks, gardens and recreation facilities increase expenditure variance of \$60,023
- Transport – \$27,243 additional Bridge Project funding. Variation of \$33,030 for decrease in expenditure of depot maintenance, MWLGSA cost and traffic control \$33,030.
- Economic Services – Minor income variance \$533. Expenditure variation includes Economic/Community development officer wages \$19,467 and associated projects \$8,510.
- Other Property and Services – Variation of \$12,841 due to Workers compensation wages reimbursement. Private works \$74,650 variation offset by income and expenditure.

Capital Expenditure variations are:-

- Councillor iPads increase of \$7,893
- Inclusion of \$295,000 expenditure for Administration building (12/13 R4R CLGF individual allocation)
- Dog Pound decrease of \$2,868
- DFES 2 bay building \$140,000 capital expenditure reduced, however Arrino Unit purchased for \$114,128 capital increased
- Medical Centre printer decrease \$5,000 (ex MWRC)
- Construction House patio Doctor's residence increase of \$5,000
- Swimming Pool upgrade variance of \$25,000
- Road decrease \$97,081

In accordance with *Financial Management Regulations* a Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2014 is presented for Council to consider.

COMMENT

The information attached provides details of the variations between the adopted budget and the revised budget.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

33A. Review of budget

(1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must — (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and

(b) consider the local government's financial position as at the date of the review; and

(c) review the outcomes for the end of that financial year that are forecast in the budget.

(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.

(3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

**Absolute majority required.*

(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

[Regulation 33A inserted in Gazette 31 Mar 2005 p. 1048-9;

amended in Gazette 20 Jun 2008 p. 2723-4.]

POLICY IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

Refer comments made above.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Majority

OFFICER RECOMMENDATION – ITEM 9.2.1

That Council considers the 2013/2014 revised budget amendments.

9.2.2 AUTHORISED PURCHASING OFFICERS

Agenda Reference: CEO
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM
Disclosure of Interest: 3RD April 2014
Author: Sylvia Yandle

Signature of Author: _____

SUMMARY

For Council to update its policy manual for Authorised Purchasing Officers.

ATTACHMENT

Nil

BACKGROUND

Council's current Policy 3007.02 Authorised Purchasing Officers current states as follows:

3007.2 AUTHORISED PURCHASING OFFICERS

That the Chief Executive Officer, Deputy CEO, Manager of Works, Environmental Health Officer, Building Maintenance Officer, Senior Finance and Admin Officer, Mechanic, Community Emergency Services Manager, and the Medical Centre Practice Manager are to be appointed as authorised purchasing officers within the following ranges:

Building Maintenance Officer, Senior Finance & Administration Officer	\$0 – \$500
Medical Centre Co-ordinator	\$0 – \$500
Mechanic	\$0 – \$500
Community Emergency Services Manger	\$0 – \$500
Environmental Health and Building Officer	\$0 – \$500
Manager of Works	\$0 – \$1,000
Deputy CEO	\$0 - \$50,000
Chief Executive Officer	\$0 - \$99,999

Where an officer requires goods and services above their approved limit the purchase order is to be countersigned by the next appropriately approved officer.

The Authorised Purchasing Officers were last updated at the Council Meeting held on the 20th February 2013.

CONSULTATION

CEO, Works Supervisor

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICERS COMMENT

A number of positions are now obsolete since this policy was last updated by Council at the 20th February 2013 meeting and should be removed as purchasing officers. Works Supervisor authorised amount was reduced to \$1,000 in October 2012, the current Supervisor has requested Council consider increasing this amount to \$10,000. The recommended changes will allow the purchasing policy to be updated to accommodate the new and revised delegation structure.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.2.2

That Council approve amendments to the Shire Policy Manual as follows:

3007.2 AUTHORISED PURCHASING OFFICERS

That the Chief Executive Officer, Deputy CEO, Works Supervisor, Building Maintenance Officer, Senior Finance and Admin Officer, Mechanic, Community Emergency Services Manager be appointed as authorised purchasing officers within the following ranges:

Building Maintenance Officer, Senior Finance & Administration Officer	\$0 – \$500
Mechanic	\$0 – \$500
Community Emergency Services Manger	\$0 – \$500
Manager of Works	\$0 – \$10,000
Deputy CEO	\$0 - \$50,000
Chief Executive Officer	\$0 - \$99,999

Where an officer requires goods and services above their approved limit the purchase order is to be countersigned by their line supervisor or the Chief Executive Officer.

9.2.3 ENVIRONMENTAL HEALTH AND BUILDING OFFICER

Agenda Reference: CEO
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Irwin
File Reference: ADM
Disclosure of Interest: Nil
Date: 10th April 2014
Author: Sylvia Yandle

Signature of Author: _____

SUMMARY

For Council to consider shared services available to provide Health, Building and Planning Services.

ATTACHMENT

Memorandum of Understanding

BACKGROUND

Council has been without an Environmental Health and Building Officer since the resignation of Mr Geoff Benson in July 2013 and has been resource sharing with Shire of Coorow with services provided by Mr Trevor Brandy on an as needs basis since August 2013.

There have been positive discussions with Shire of Irwin for the provision of health, building and planning services with a draft Memorandum of Understanding drawn up for the provision of Shared Services and fee structure included. The agreed services will be on an as needs basis with possible confirmation of one full day per month.

CONSULTATION

Chief Executive Officer, CEO Shire of Irwin, Manager Community Safety Shire of Irwin, Director of Planning and Infrastructure Shire of Irwin and CEO Shire of Mingenew

STATUTORY ENVIRONMENT

Health Act 1911

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Environmental Health and Building Officer provision of service cash impact will be dependent on level of Officer providing the service; Director x 8hour day \$772, Manager x 8 hour day \$575, Officer x 8 hour day \$377 and travel 250km round trip \$185.

STRATEGIC IMPLICATIONS

Nil

OFFICERS COMMENT

Several meetings have been conducted with Shire of Irwin Executive staff outlining Shire of Three Springs requirements for shared services of Environmental Health, Building and Planning Officer.

Specific areas that have been discussed include – Building applications and issuing of permits, environmental health inspections (private swimming pools and food outlets), planning approvals, enforcement, management and administration relating to the aforementioned services.

The Environmental Health and Building position is a significant role and it is important for the Shire of Three Springs to establish a Memorandum of Understanding in securing the services for this role.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.2.3

That Council accept:-

- 1. The Memorandum of Understanding between Shire of Irwin and Shire of Three Springs for the Provision of Shared Services for Environmental Health Building and Planning;**
- 2. Authorise Chief Executive Officer to sign the Memorandum of Understanding;**
- 3. Advise Department of Health of appointment of Environmental Health Officer for Shire of Three Springs.**

**9.2.4 COUNTRY LOCAL GOVERNMENT FUND –
2012/13 REGIONAL RE-ALLOCATIONS UPGRADE MORAWA AIRPORT**

Agenda Reference: CEO
Location/Address: N/A
Name of Applicant: N/A
File Reference: ADM0110
Disclosure of Interest: Nil
Date: 9th April 2014
Author: Sylvia Yandle

Signature of Author: _____

SUMMARY

The purpose of this report is for Council to consider a re-allocation of the regional component of the Country Local Government Fund Regional allocation for 2012/2013 year, originally allocated to Shire of Morawa (Solar Thermal Project fund allocation and then improving Mobile phone communications) to a regional contribution towards Upgrade Morawa Airport.

ATTACHMENTS

Letter from Mid West Development Commission

BACKGROUND INFORMATION

The Country Local Government Fund (CLGF) is part of the State Government Royalties for Regions (R4R) Program. Up until 2012/2013 each Western Australian country Local Government was notionally allocated an annual amount which was split between local and regional components.

The Department of Regional Development & Lands establishes Guidelines for the allocation of both local and regional components of the CLGF. For the regional component, local governments are required to establish groupings of similarly aligned local governments for the purposes of identifying regionally strategic projects and reaching joint agreement for the distribution of annual regional funds. The regional grouping established for this purpose includes the Shires of Morawa, Mingenew, Perenjori and Three Springs. The total CLGF regional pool available for allocation in 2012/13 for these four local governments was \$1,333,111, which has been constant for the past three years.

Representatives of the four above mentioned Shires met and agreed that the following projects be committed for 2012/13:-

1. *North Midlands Solar Thermal Power Project (Morawa as lead LG) - \$1M*
2. *Depot Hill Crossing Project (Mingenew as lead LG) - \$333,111*

The allocation of the funding was changed to install mobile phone towers to improve mobile communication in the region as the funding was not required until after the Feasibility study

had been completed. This meant that the allocated funds for 2012/2013 had to be reallocated or the funding opportunity lost. To avoid losing the funding a business case was submitted to the Mid West Development Commission in May 2013 for installation of 7 mobile phone towers.

OFFICER'S COMMENT

Council at its meeting held on 15th May 2013 resolved the following:-

130507 COUNCIL RESOLUTION – ITEM 9.2.2

MOVED: Cr G.W Turley

SECONDED: Cr R.J Thorpe

It is recommended that:-

The Shire of Three Springs supports in principle the reallocation of the committed 2012/13 funding from the Country Local Government Fund Regional Component from:-

- 1. The North Midlands Solar Thermal Power Project (Morawa as lead LG) - \$1M to be reallocated to a region project between the Shires of Morawa, Mingenew, Three Springs and Perenjori to install mobile towers to improve mobile communication in the region***
- 2. Depot Hill Crossing Project (Mingenew as lead LG) - \$333,111 remains the same.***

CARRIED
Voted: 6/0

Notification has been received from Mid West Development Commission advising the expression of interest from the North Midlands for the 7 phone tower sites had been considered and the funding to these sites is not supported.

In view of Mid West Development Commission not supporting the Mobile Phone Towers project, Shire of Morawa are now seeking Council's approval to reallocate the \$1M CLGF regional allocation to upgrade Morawa Airport.

For the re-allocation Council is required to formally resolve the re-allocation of the funds to a regional project.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

With the Mobile Phone Towers project not progressing Shire of Three Springs contribution of \$125,000 is not required. This has been addressed in the budget review for 2013/2014 financial year.

Further consideration will be required to allocate future years funding towards adding an essential element into the overall North Midlands Solar Thermal Power Project if the feasibility study proves the project is viable.

STRATEGIC IMPLICATIONS

The four Shires have to consider reallocation of funding to a new project.

VOTING REQUIREMENTS

Simple Majority

OFFICERS RECOMMENDATION – ITEM 9.2.4

That the Shire of Three Springs:-

- 1. Supports the reallocation of the committed \$1m 2012/13 funding of the Country Local Government Fund Regional Component from Installation Mobile Phone Towers to Shire of Morawa's request to Upgrade Morawa Airport;**
Or
- 2. Does not support the reallocation of the committed \$1m 2012/13 funding of the Country Local Government Fund Regional Component from Installation Mobile Phone Towers to Shire of Morawa's request to Upgrade Morawa Airport;**

9.2.5 SIGNAGE ADJACENT TO SCHOOL AND CHILD CARE CENTRE

Agenda Reference: CEO
Location/Address: Three Springs
Name of Applicant: Three Springs Child Care Centre Inc and Three Springs Primary School
File Reference: ADM0208
Disclosure of Interest: Nil
Date: 16th April 2014
Author: Alana Trew

Signature of Author: _____

SUMMARY

For Council to consider the response from Main Roads in relation to the concerns raised by Three Springs Child Care Inc and Three Springs Primary School and determine the appropriate action/s to address these concerns.

ATTACHMENTS

Letter from Three Springs Child Care Inc and Three Springs Primary School
Email from the Department of Main Roads - Network Operations Manager

BACKGROUND

Council resolved the following at its October 2013 meeting:

131009 COUNCIL RESOLUTION – ITEM 9.2.6

MOVED: Cr G.W Turley
SECONDED: Cr R.J Thorpe

That Council support the request from Three Springs Child Care Inc and Three Springs Primary School for the erection of signage in designated area surrounding school and child care centre and installation of cross walk between school and child care centre and apply to Main Roads for approval.

CARRIED
Voted: 7/0

COMMENT

The author met recently with the Network Operations Manager from the Department Main Roads WA. The Network Operations Manager subsequently advised that the traffic signage in place at present surrounding the Three Springs Primary School and Three Springs Childcare Centre was to current standards and that the use of a “crosswalk” was not appropriate.

Three Springs Child Care Inc and Three Springs Primary School also suggested in their letter to council that Flashing Signage could be a solution, however the Network Operations Manager advised that this would be supplementary to current standards.

The Network Operations Manager made some suggestions for other solutions which may decrease the potential level of safety risk. The first of these suggestions was for the purchase and installation of a traffic calming device/s (“speed hump”).

CONSULTATION

CEO, DCEO, School Principal, Road Safety Department Main Roads WA, Works Supervisor.

STATUTORY ENVIRONMENT

Road Traffic Code 2000

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Supply and installation of signs – School Zone, Pedestrian Leg, School Bus and Caution Children Crossing approx. \$3000.00.

Supply Solar Led signs \$16,880.00.

Supply of traffic calming device (“speed hump”) approx. \$1500 per device.

STRATEGIC IMPLICATIONS

Improved safety for children and adults in area adjacent to school and child care centre.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.2.5

- a) That Council support the request from Three Springs Child Care Inc and Three Springs Primary School to fund the erection of signage; or
- b) That Council support the request from Three Springs Child Care Inc and Three Springs Primary School to fund the erection of signage and two Traffic Calming Devices.

9.3 FINANCE

9.3.1 FINANCIAL STATEMENTS FOR MONTH ENDING 31st March 2014

Agenda Reference: CEO
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0243
Disclosure of Interest: Nil
Date: 03rd April 2014
Author: Jessica Parker

Signature of Author: _____

SUMMARY

The Monthly Statement of Financial Activity report for the month ending 31st March, 2014 is presented to Council for adoption.

ATTACHMENT

Finance Report ending 31st March, 2014.

BACKGROUND

Financial Regulations require a monthly statement of financial activity report to be presented to Council.

CONSULTATION

No consultation required

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications are outlined in comments.

STRATEGIC IMPLICATIONS

Nil

OFFICERS COMMENT

Council's estimated Surplus C/FWD as at the 31st March, 2014 is \$1,138,700

SUMMARY OF FUNDS – SHIRE OF THREE SPRINGS	
Municipal Account	\$37,808.00
Business Cash Maximiser (Municipal Funds)	\$721,975.94
Housing Project Term Deposit (Municipal Funds)	\$313,386.12
Trust Account	\$888.40
Reserve Maximiser	\$497,222.72
Police Licensing Account	\$95,357.08

Debtor's accounts as at 31st March, 2014 total \$27,711.67

Creditors as at 31st March, 2014 are \$14,731.25

The total outstanding Rates debt is \$99,294.05

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.1

That Council adopts the preliminary Monthly Statement of Financial Activity for the month ending 31st March, 2014

9.3.2 ACCOUNTS FOR PAYMENT – 31st March, 2014

Agenda Reference: CEO
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0083
Disclosure of Interest: Nil
Date: 03rd April, 2014
Author: Jessica Parker

Signature of Author: _____

SUMMARY

Council to confirm the payment of creditors in accordance with Local Government (Financial Management) Regulations 1996 section 13 (1).

ATTACHMENT

Lists of creditors paid as at 31st March, 2014 is attached.

BACKGROUND

Financial regulations require a schedule of payments made through the Council's bank accounts be presented to Council for their inspection. The list includes details for each account paid incorporating payee's name, amount of the payment, date of payment and sufficient information to identify the transaction.

CONSULTATION

No consultation required.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.4
Local Government (Financial Management) Regulations 1996 Section 12 and 13

POLICY IMPLICATIONS

Payments have been made under delegation

FINANCIAL IMPLICATIONS

Funds available to meet expenditure

STRATEGIC IMPLICATIONS

Nil

OFFICERS COMMENT

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costing and that the amounts shown were due for payment.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.2

That Council notes the accounts for payment as presented for March, 2014 from the –

Municipal Fund totalling \$292,299.30 represented by Electronic Fund Transfers No's 10832 – 10890, Cheque No's 11047 – 11059 and Direct Debits 9321.1, 9353.1, 9353.2, 9354.1 & 9373.1

Licensing Fund totalling \$22,363.75 represented by Electronic Fund Transfer No 10891.

15 CONFIDENTIAL ITEMS – MEETING CLOSED TO THE PUBLIC

15.1 THREE SPRINGS HOUSING PROJECT – DESIGN AND CONSTRUCT 03/2013

Agenda Reference: RFT03/2013
Location/Address: Lot 47 Williamson Street, Three Springs
Name of Applicant: N/A
File Reference: ADM0054
Disclosure of Interest:
Date: 9th April 2014
Author: Sylvia Yandle CEO

Signature of Author: _____

CONFIDENTIAL ITEM: Three Springs Housing Project – Design and Construct (RFT 03/13).

Reason for Confidentiality - Local Government Act 1995: Section 5.23 (2) (c), "a contract entered into, or which may be entered into by the local government".

15.2 THREE SPRINGS MEDICAL CENTRE STAFF LEAVE

Agenda Reference: 15.2
Location/Address: Three Springs Medical Centre Operations
Name of Applicant: Jupiter Health and Medical Services
File Reference: ADM0210
Disclosure of Interest:
Date: 28 January 2014
Author: Sylvia Yandle – CEO

Signature of Author: _____

CONFIDENTIAL ITEM: Three Springs Medical Centre Staff Leave

Reason for Confidentiality - Local Government Act 1995: Section 5.23(2) (c), "a contract entered into, or which may be entered into by the local government."