



**MINUTES OF THE ORDINARY COUNCIL MEETING HELD VIA TELECONFERENCE ON 15<sup>TH</sup> APRIL 2020**

**1. DECLARATION OF OPENING /ANNOUNCEMENT OF VISITOR**

Before the meeting Councillor Bruce Browning made his Declaration of Office and was sworn in as a Councillor for the Shire of Kondinin by Bruce Stanes JP at 1.40pm.

Prior to commencement of this electronic meeting Council Member and other attendee connections by electronic means were tested and confirmed.

The Shire President Cr Meeking read the statement of commitment to Indigenous Australians, welcomed those present and declared the meeting open at 3pm.

**2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

Cr S Meeking (Shire President)	Cr M James	Cr K Mouritz	Cr T Mulcahy
Cr G Lynch	Cr B Gangell	Cr S Jones	Cr D Pool
Cr B Browning			

**Leave of Absence:** Nil

<b>Staff:</b> Mia Maxfield (CEO)	Vince Bugna (MCS)	Tory Young (MPD)
I Holland (AMC)	Hannah Repacholi (ESO)	

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

NIL

**4. PUBLIC QUESTION TIME**

NIL

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

NIL

**6. PETITIONS/DEPUTATIONS/PRESENTATIONS**

NIL

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**7.1 Minutes of Council Meeting – 18<sup>th</sup> March 2020**

**RESOLUTION 3556**

Moved Cr Gangell

Seconded Cr Lynch

That the minutes of the Council Meeting held on the 18<sup>th</sup> March 2020 be confirmed.

**CARRIED 9/0**

**8. ANNOUNCEMENTS BY PRESIDING MEMBERS WITHOUT DISCUSSION**

Nil

**9. REPORTS OF COMMITTEES AND OFFICERS**

- 9.1 Manager of Planning & Development Report
- 9.2 Finance Report
- 9.3 Manager of Works Report
- 9.4 CEO Report
- 9.5 EHO Report
- 9.6 Kondinin Medical Centre
- 9.7 Building Surveyor Report
- 9.8 Hyden & Kondinin Swimming Pool Manager’s Reports
- 9.9 Building Maintenance
- 9.10 Ranger Report

**9.1 MANAGER PLANNING AND DEVELOPMENT REPORT**

**9.1.1 MPD – Grants, Events and Projects Update**

**Grants Summary 2019 – 2020**

Project	Source of Funding	Grant Amount	Shire Contribution	Status / Comment
Hyden Shared Bike Paths	Department of Infrastructure (WA Bike Network Grant)	\$50,000	\$50,000	<p><b>Acquitted</b></p> <p>Grant Acquittal report completed and confirmation that we will receive our final claim of \$12,500. It was reassuring to receive some positive feedback received from the Department of Transport on our project. <i>“Hi Tory - this is a perfect ACE score - we may have to use Kondinin as our poster child for RBN projects! Thanks again. I am also obsessed with this Tory! Can't wait to come and ride out to Wave Rock one day when we're allowed to travel down again! The Echo article is so fantastic - love the before and after shots!! Thanks for all your amazing work on this.”</i></p> <p>Thank you also to community members and Cr Steve Jones on assisting with this project.</p>
Karlgarin Centenary 2020	Lotterywest	\$24,803	\$50,000	<p><b>Approved and In Progress</b></p> <p>Grant submitted on the 15 May 2019 for infrastructure and associated historical interpretation and signage and video recording for the Karlgarin Centenary 2020. Karlgarin Progress Association committed \$12,000 towards the project. Outcome received on the 4<sup>th</sup> September 2019. MPD working with Karlgarin Progress Association to implement the items in the grant. Items in grant can continue however decision will need to be made as to whether event will need to be postponed to 2021.</p>
Outdoor Eating Area – Kondinin Community Garden	Lotterywest	\$10,804	\$4,500	<p><b>Acquittal Stage</b></p> <p>Grant approved on 29<sup>th</sup> November 2019 to leverage funds provided by CBH to create an outdoor eating area at the Kondinin Community Garden adjacent to the southern wall of the former kiosk area. Project completed and acquittal documentation currently being finalised.</p>

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Gourmet in the Garden & Nourished by Nature Week	Department of Local Government and Communities	\$5,497	\$7,742 (Includes In-Kind)	<b>Acquitted</b> Grant submitted on 4 <sup>th</sup> October 2019 in which we were successful to engage qualified chef, run community workshops with the Forever Project and other incidentals for the Gourmet in the Garden and the Nourished by Nature week that was held at the Kondinin Community Garden in early March 2020. Grant acquittal report submitted during week beginning 6 <sup>th</sup> April 2020.
Nourished by Nature Week	Healthway	\$2,000	\$5079 (includes in-Kind)	<b>Acquittal Stage</b> Grant submitted on 4 <sup>th</sup> October 2019 in which we were successful to engage the Forever Project to hold two community workshops for children (on the 10 <sup>th</sup> March) and adults (on the 9 <sup>th</sup> March) during 'Nourished by Nature' week at the Kondinin Community Garden. Acquittal report currently being prepared.
Gourmet in the Garden 2021	Tourism WA – Regional Events Scheme Grant	Cannot Disclose Publically	\$2000 (plus in-kind volunteer)	<b>Submitted</b> Grant submitted on 11 <sup>th</sup> December 2019 to seek funding to further enhance and develop the Gourmet in the Garden event as a regional tourism event in 2021.
Communities Combating Pest and Weed Impacts During Drought Program - Biosecurity Management of Pests and Weeds	Department of Agriculture	\$570,430 (divided between 5 Shires = \$114,086)	\$8,449.60 (in-kind officer time)	<b>Submitted</b> The Shire of Brookton as the lead Shire has recently submitted a grant application to the Department of Agriculture for Round 2 of the Communities Combating Pest and Weed Impacts During Drought Program - Biosecurity Management of Pests and Weeds in conjunction with the other participating Shires, including Kondinin, Quairading, Bruce Rock and Corrigin.  The purpose of the grant is to enable community action to create landscape scale impact for addressing pests and weed impacts during drought periods. Community workshops across the five (5) participating shires are proposed to address significant barriers to community action, including: 1080 accreditation, permitting and calici virus permits, and coordination with community shooting events and capacity in innovative techniques. Action on the ground will be further enabled via financial support for permitting, baits and more intensive action around community identified natural assets.  The participating Shires are expected to make an in-kind officer time contribution only for an 18 month period commencing on the 1 <sup>st</sup> July 2020. The Shires are not required to contribute any cash component to the project. The Officer time can be allocated to the Shire's Community Development Officer general administration costs.
<b>TOTAL</b>		<b>\$207,190</b>	<b>\$127,777</b>	

**Events Summary**

No events currently scheduled due to COVID-19.

**Community Development Project Summary**

<b>Project</b>	<b>Status</b>
Kondinin Community Garden	ON GOING – Focus for 2020 to be on composting, shade structures and developing a more productive vegetable garden.
Wave Rock Improvements	IN PROGRESS –At its Ordinary Meeting on the 20 <sup>th</sup> June 2018 the Council adopted the amended Wave Rock Improvement Plan 2018 – 2021 subject to budget funding. The Bush Tucker Garden has been incorporated as part of improvements to Wave Rock and the Shire Administration have engaged a consultant to prepare a concept plan as the basis for applying for grant funding. A draft Concept Plan has been completed and was discussed at a meeting with the consultant and the Shire President, Shire Gardeners, MPD and Jean Sloan on the 19 <sup>th</sup> August 2019. MPD contacted Bush Tucker Garden consultants by email on the 19 <sup>th</sup> March 2020 but has not had a response as yet. CDO, Ayu Muftidhati is now working in liaison with consultants, Way Found to prepare the design and upgrade of the business signage on entering Wave Rock.
Hyden Streetscape Project for 2022 Centenary	IN PROGRESS – Concept Plan adopted by Council at its Ordinary Meeting on the 20 <sup>th</sup> December 2017. During the 2019/2020 financial year the focus was on the pathway along Marshall and McPherson Streets as per the Department of Transport Grant agreement which has now been completed and two new bins also installed on the pathway. MPD in liaison with members of the Hyden Progress Association to progress upgrades to the Hyden Town Centre in the lead up to the Hyden Centenary in 2022, including tree planting around the town site. Contact was made with PTA in November 2019 and a response received in March 2020 in relation to seeking permission to plant trees on the PTA land on Lot 45 Marshall Street, Hyden. A separate item has been tabled on this matter for Council consideration. Upgrades and landscaping of ‘Lions Park’ on the corner of McPherson and Marshall Street undertaken in week beginning 9 <sup>th</sup> March 2020. A letter has been written to the Hyden Progress Association in relation to the payment of the water use for this garden.
Karlgarin Streetscape Project for 2020 Centenary	IN PROGRESS – Sub-Committee now meeting on a regular basis. With funding now approved from Lotterywest, the Shire in liaison with the Karlgarin Centenary Committee are now actioning the project plan, including the community wall, granite seats, mapping and interpretation and swing. Save the Date Flyers and Community Plaque Forms have been completed to be circulated to past and present Karlgarin residents shortly. Regular community mapping working groups are being held to finalise list of all past and present owners of farm and town lots in Karlgarin. MPD typing up the lists and cross-referencing map lists with past and present rate databases before finalising. Huge thank you to Karlgarin community members who have been volunteering a lot of time to work on the maps and the centenary event. Merchandise options are also being worked through. Need to determine if this event should be postponed to 2021 in light of COVID-19 pandemic.

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Roe Tourism	<p>ON GOING – New website <a href="http://www.roetourism.com.au/">http://www.roetourism.com.au/</a> is now live to promote Roe Tourism together with the Facebook Page – Pathways to Wave Rock which advertises both Member Shires and Associate Members on a regular basis. Currently progressing the Roe Tourism Strategic Plan to provide a stronger framework to direct Roe Tourism into the future. Most recent meeting held on the Monday 24<sup>th</sup> February 2020. Focus for 2020 to be on gathering accommodation data and preparing a Memorandum of Understanding for members Shires to cover details not in the constitution. Council supported at its Ordinary Meeting on 18<sup>th</sup> March 2020 to contribute \$6,000 towards this association in 2020/2021.</p>
Shire Community Grants	<p>The majority of applicants of the Shire’s Community Grants 2019/2020 have now been claimed where they still intend to apart from; the Kondinin Lions Club for the stone wall at the Kondinin Cemetery, the Hyden Progress Association for a logo and history compilation for the Hyden Centenary; the Kondinin Men’s Shed for upgrades to the kitchen area and the Kondinin-Kulin Hockey Club for a new honour boards, totally \$21,800 to still be claimed. The Shire’s Community Grants 2020/2021 were opened in March and closed on the 9<sup>th</sup> April 2020. The applications will be reported to the May 2020 Ordinary Meeting of Council.</p>
Extension of Hyden Recreation Centre	<p>The Shire’s CEO and MPD attended a meeting of the Hyden Sports Council on the 2<sup>nd</sup> July 2019 to discuss their plans for the proposed extensions to the Hyden Recreation Centre. The proposal submitted to the Shire from the Hyden Sports Council comprised extending the building approximately 14 metres north to accommodate additional storage, gymnasium, umpires room and change rooms. Discussion ensued at the meeting on scope of works, tree removal, upgrading utilities (in particular water) funding options and requirements and the process from here. At the Ordinary Meeting of Council on the 18<sup>th</sup> September 2019 Council supported the Shire’s Administration to arrange a project brief and seek quotations from suitably qualified practitioners to prepare detailed plans and a quantity surveyor to move the project forward. At the Ordinary Meeting of Council on the 18<sup>th</sup> March 2020 Council awarded the planning stage of the project to Slavin Architects. Slavin Architects have been formally engaged and progressing with the project. They are currently seeking feedback on their proposed design from members of the Hyden Sports Council.</p> <p>Council also need to start thinking about planning for the funding of this project and a report will be put to Council at the May 2020 Meeting to consider this. A financial commitment by way of resolution from Council will be needed to leverage any grant funding and there is an expectation as outlined in the following excerpt from the Shire’s Policy Manual that community and sporting groups contribute financially to the upgrade of Council facilities. Contact will be made with the Hyden Sports Council to seek feedback on a financial contribution from the Hyden community.</p> <p><i>“5.3.1 CAPITAL WORKS PROGRAMMES</i></p> <p><i>All requests to improve existing facilities or construction of new facilities will be considered by Council on a 1/3 Council, 1/3 Organisations and 1/3 Government Grant Basis. All projects to be discussed fully by the appropriate Council Committee with the Organisation Committee before the application is submitted to Council for consideration. All Government Grants to be approved and the Organisations funds received by Council before an approved project shall commence.</i></p> <p><i>Council shall consider no capital works unless it is on the organisation's five-year plan and has the full support of the Sports Council.”</i></p>

**Town Planning Projects and Matters Update**

Project/Matters	Status
Holiday Accommodation (Hyden-Lake King Road, Hyden)	Resolution at the December 2019 Ordinary Meeting of Council to defer the application for more information on the site being a flood prone area was sent to the applicant. Further information since received and matter was presented to the March Ordinary Meeting of Council where it was again deferred to this April 2020 Council Meeting. See separate Agenda Item 9.1.2.
DFES Shed Hyden	Resolution at the March 2020 Ordinary Meeting of Council to request the applicants to submit amended plans showing the extension to the rear of the property was forwarded to the architects who advised that revised plans would be prepared and forwarded to the Shire in due course.
Kondinin Wind Farm	<p>A meeting was held on the 17<sup>th</sup> March 2020 by teleconference with representatives of Lacour Energy and Goldwind Australia and the Shire's CEO, Manager of Works, Asset Management Coordinator and Manager of Planning and Development to discuss the progression of the Kondinin Wind Farm that was issued planning approval in December 2018.</p> <p>Lacour Energy provided an overview of where the project is at and representatives from Goldwind Australia sought information on housing/accommodation opportunities for during and post construction and capacity of the Shire to assist in the project in terms of road networks and access to gravel and materials. In terms of a timeline, Western Power have advised Lacour there is a high likelihood of the project being offered network connection in mid-2020 which will enable the project to proceed. If this is the case, construction is expected to commence in late 2020/early 2021 and operations by 2022.</p> <p>The Shire's Manager Planning and Development is currently liaising the Lacour Energy to work through the planning conditions that formed part of the approval. At a broader level however, this development has the potential to bring with it many economic and social benefits across the Shire and the district and it is important that the Shire is proactive in making the most of this opportunity. For example, budget and planning consideration needs to be made now into housing/accommodation and private works opportunities.</p>

**RESOLUTION 3557**

**Moved Cr Lynch**

**Seconded Cr Mulcahy**

**That Council Receive the Manager Planning and Development's update on Grants, Events and Projects;**

**CARRIED 9/0**

**9.1.2 FURTHER REPORT - PLANNING APPLICATION – PROPOSED SELF CONTAINED HOLIDAY ACCOMMODATION UNITS**

**SUBJECT:** Planning Application – Proposed Self Contained Holiday Accommodation Units  
**LOCATION:** LOT 802 on DP 76835  
**APPLICANT:** Sheenagh Collins  
**ATTACHMENTS:** Attachment # 1 - Plans and Drawings  
Attachment # 2 – Development Proposal  
Attachment # 3 – Additional Information on Flood Risk  
**DATE OF REPORT:** 5<sup>th</sup> April 2020  
**AUTHOR:** Tory Young, Manager Planning and Development  
**DISCLOSURE OF INTEREST:** Nil

<b>Land Owners:</b>	Sheenagh Collins
<b>Applicant:</b>	Sheenagh Collins
<b>Zoning:</b>	Local Planning Scheme No.1 – Rural
<b>Lot Area</b>	161.8265ha
<b>Existing Land Use</b>	Agriculture – Extensive

**BACKGROUND**

An application was received for the development of a portion of Lot 802 Hyden-Lake King Road for self-contained holiday accommodation to target worker’s accommodation and budget tourist accommodation in Hyden and was presented to the Ordinary Meeting of Council held on the 18<sup>th</sup> December 2019 where the matter was deferred to seek more information from the landowner in regards to the building being situated in a flood prone area. This information was obtained and presented to Council at its Ordinary Meeting held 18<sup>th</sup> March 2020 to again consider this planning application. At this meeting a procedural motion was presented to defer the matter for a second time to enable an upcoming meeting to be undertaken with the Hyden Progress Association and the land owner.

The Shire have not received any notification in writing that this meeting has been undertaken, however verbal advice in a telephone conversation with the landowner has indicated that she is working with the Hyden Progress Association to finalise a written agreement with the Hyden Progress Association to provide greater certainty on the management of this subject Lot 802.

This first stage of the development proposes the installation of four (4) x second hand transportable buildings each containing four (4) x 1 bedroom units and associated landscaping and parking around the perimeter of the buildings. The development area is approximately 48,400m<sup>2</sup> and is strategically positioned approximately 180m north-east of the Hyden Travel Stop and 250m from the Hyden Hotel to utilise the facilities offered by these two services and will be readily seen from the Hyden-Lake King Road.

The second stage of the development proposes an undercover and seating area and a future caretaker laundry and storage unit however this does not form part of this development application.

The subject lot is used predominately for broad hectare farming by the Hyden Progress Association, with a small area being fenced off for horse agistment. The subject lot also features easements to the Shire of Kondinin and the Water Corporation for drainage purposes. The owner also has their own water storage and drainage areas on the property which is utilised by adjacent lots 21 and 20 being the Roadhouse (Hyden Travel Stop) and the Hotel / Motel respectively.

The subject land is zoned ‘Rural’ under the Shire’s Local Planning Scheme No.1. The subject lot does not fall within a Bushfire Prone Area and therefore a Bushfire Attack Level (BAL) Assessment Report is

not required for this development. The preferred access to the lot expressed by the applicants is from the Hyden-Lake King Road through the existing cross over east of the Hyden Travel Stop.

#### **DEVELOPMENT DETAIL**

##### 4 x Transportable Buildings:

- Each transportable building is 11.8m x 4.2m with each of the four (4) sleeping compartments of the same dimension
- Each transportable building comprises 4 x 1 bedroom units each comprising a sleeping compartment; a shower; a toilet; a vanity basin; and storage and shelving space
- Each transportable building is steel framed with external corten sheeting walls
- One of the units is proposed to be altered to accommodate a disabled bathroom and a guest laundry
- All four (4) transportable buildings have a verandah to the southern front elevation and parking to the rear

##### Site Planning

- Transportable Buildings to be evenly positioned around a central proposed undercover and BBQ area
- Access to the transportable buildings to be from the southern existing entry to the property from the Hyden-Lake King Road
- Garden beds to be incorporated into southern entrance to the development and plantings to be undertaken around the perimeter of the development as a wind break and buffer to the surrounding farm land.

##### Proposed Operations

It is proposed that bookings for the short stay accommodation will operate from the Hyden Hotel / Motel during the operating hours of 7am to 10pm. The Hyden Hotel/Motel will administer all bookings as well as room service facilities and general accommodation services. Whilst on a different Lot, the Hyden Hotel/Motel is currently under the same ownership as the subject Lot 802. It is however noted that if the site of the proposed development and the Hotel/Motel do become under different ownership and management a caretaker's dwelling will be required at the development site.

#### **ASSESSMENT**

Under a rural zoning, 'Holiday Accommodation' is an (A) Use under the Shire's Local Planning Scheme No.1 meaning that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving notice in accordance with Clause 64 of the deemed provisions.

Under the Shire's Local Planning Scheme No.1, the objectives of a 'Rural' zone are:

- *To ensure the continuation of broad-hectare farming as the principal land use in the district and encouraging where appropriate the retention and expansion of agricultural activities;*
- *To consider non-rural uses where they can be shown to be of benefit to the District and not detrimental to the natural resources or the environment; and*
- *To allow for facilities for tourists and travellers, and for recreation uses.*

It is considered that the proposed holiday accommodation supports two of the above objectives of this zone by bringing benefit to the district and matching a demand for this style of accommodation. Being located in close walking distance to the Hyden Travel Stop and Hyden Hotel, as well as walking distance to the Hyden Town Centre, the proposed accommodation will bring economic benefits to local businesses and increase patronage of local amenities. The development is also positioned along the new Hyden Shared Pathway enabling a direct cycle or walk to Wave Rock.



Environmental Health and Building Matters The proposal has been discussed with the Shire's Environmental Health Officer and the Shire's Building Surveyor. Matters to be considered in relation to Environmental Health and Building have been incorporated as conditions of planning approval, however key points to note are as follows:

The development is classed as a 1B Building and shall require a building permit to be submitted comprising the following key elements;

- Structural certification including footing details
- Submission of an Energy Assessment Report
- Detailed specifications
- Hard wired smoke alarms to each sleeping compartment and interconnected
- Disabled WC and Shower
- Disability Parking including accessible path from car park to entrance of building
- Access to and within at least one (1) bedroom and associated accessible bathroom facilities and each type
- Fire extinguishers to be shown on plans with one (1) for each building
- Buildings to be separated at least three (3) meters apart
- Compliance with Part 8 of the Shire's Health Local Laws relating to Lodging Houses
- Electrical and plumbing compliance certificate required upon completion of all buildings.
- Submission of Septic Tank Application
- A Laundry accessible by all users

#### **STATUTORY ENVIRONMENT**

- Shire of Kondinin Town Planning Scheme No.1
- Planning and Development (Local Planning Schemes) Regulations 2015
- Planning and Development Act 2005 (as amended)
- Australian Standards AS3959-2009
- Shire of Kondinin Health Local Laws

#### **POLICY IMPLICATIONS**

Nil

#### **PUBLIC CONSULTATION**

Public Consultation was undertaken for the minimum requirement of 14 days in accordance with clause 64 of the *Planning and Development (Local Planning Scheme) Regulations 2015*. An advertisement was placed in the Weekly Echo on the 4<sup>th</sup> December 2019 and on the Shire's website and the information was on display at the Hyden Shire Office during the advertising period. Advertising closed on the 18<sup>th</sup> December 2019. During this period no formal submissions were received.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Supports the following section of the Shire's Strategic Community Plan 2016 – 2026

***"2.4 Encourage, promote and support tourism experiences and businesses in the Shire of Kondinin***

*2.4.1 Collaborate with key stakeholders and local networks to develop and promote our tourism experiences across the entire Shire*

2.4.2 Add value to current tourism experiences and facilities as well as creating additional tourism experiences and facilities.”

#### **VOTING REQUIREMENTS**

Simple majority required

#### **CONCLUSION**

Based on the information provided by the applicant and the assessment undertaken, it is considered that the proposal meets with the necessary requirements of the Shire’s Local Planning Scheme No.1 and with conditions other associated relevant provisions relating to environmental health and building matters it is recommended to the Council that the proposal be supported subject to the conditions and advice notes provided.

**Cr Kent Mouritz had previously disclosed an impartiality interest to item 9.1.2 as he is related to the applicant (cousins).**

#### **RESOLUTION 3558**

Moved Cr Browning

Second Cr Lynch

**THAT Council: APPROVES the application for Holiday Accommodation on Lot 802 on DP 76835, Hyden as shown on the plans stamp dated 4<sup>th</sup> December 2019, subject to compliance with the following conditions and advice notes:**

#### **Conditions**

- 1. Each of the proposed four (4) transportable buildings shall have a setback of a minimum of three (3) metres between them;**
- 2. The Laundry Facility shown on the plans stamp dated 4<sup>th</sup> December 2019 shall be accessible to all occupants of the holiday accommodation units and shall comply with clause 8.10 of the Shire’s Health Local Laws;**
- 3. A completed Building Permit must be submitted to and approved by the Shire of Kondinin and must comply with all the necessary requirements of the BCA, including but not limited to the following items:**
  - (a) Structural certification including footing details;**
  - (b) The submission of an Energy Assessment Report;**
  - (c) Detailed specifications;**
  - (d) Hard wired smoke alarms to each compartment and interconnected;**
  - (e) Compliance with AS1428.1-2009 Disability Standard; and**
  - (f) Fire extinguishers shown on plans with one (1) for each of the four (4) buildings**
- 4. Compliance with relevant sections of Part 8 of the Shire’s Health Local Laws relating to Lodging Houses;**
- 5. An application to install an apparatus for the treatment of sewage in accordance with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* is required to be submitted to the Shire of Kondinin for an approval to install the septic tank/s as required prior to the issuing of a Building Licence; and**
- 6. In the event that the current owner/management structure of subject Lot 802 and Lot 20 (Hyden Hotel/Motel) changes and the two come under different owners/managers a dedicated caretakers unit shall be required on Lot 802.**

**Advice Notes**

1. The development shall be substantially commenced within two (2) years from the date of this approval. If the development is not substantially commenced within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further planning approval of the Shire of Kondinin having first been sought and obtained;
2. The Applicant/Landowner is reminded of their obligation to ensure compliance with the Shire of Kondinin Annual Firebreak Notice as this applies specifically to all rural land in the Shire to help guide against potential bushfire risk; and
3. If the Applicant/Landowner is aggrieved by this determination there is a right of review by the State Administration Tribunal in accordance with the Planning and Development Act 2015 Part 14. An application must be submitted within 28 days of the determination.

**CARRIED 8/1**

**9.1.3 PROPOSED AMENDMENT TO LEASE 3553, Hyden**

**SUBJECT:** Proposed Amendment to Lease 3553 Hyden  
**LOCATION:** LOT 45 on DP 00561 Marshall Street, Hyden  
**ATTACHMENTS:** Attachment # 1 – Letter to HPA  
Attachment # 2 – Letter to PTA  
Attachment # 3 – Existing Lease Area  
**DATE OF REPORT:** 5<sup>th</sup> April 2020  
**AUTHOR:** Tory Young, Manager Planning and Development  
**DISCLOSURE OF INTEREST:** Nil

**BACKGROUND**

In October 2019 the Hyden Progress Association approached the Shire of Kondinin and local seed collector Jean Sloan to seek feedback on planting more trees, in particular salmon gums, around the Hyden town centre in the lead up to the Hyden Centenary in 2022.

Potential areas were reviewed by Jean Sloan in liaison with the Shire administration. A follow up letter and proposed areas for planting and a list of species was then sent to the Hyden Progress Association dated 26<sup>th</sup> November 2019 for consideration as shown in the attachment to this report.

The only likely area identified for planting salmon gums and other native species in the Hyden town centre was the land owned by the Public Transport Authority on Lot 45 on DP00651 Marshall Street, Hyden which is partly under a lease with the Shire of Kondinin.

As indicated to the Hyden Progress Association, a letter was sent to the Public Transport Authority, the landowners of Lot 45 Marshall Street, Hyden seeking their approval for planting. A response was received by email dated 19<sup>th</sup> March 2020 recommending that the Shire follow up the matter with the PTA's leasing manager, Burgess Rawson with the view of expanding the Shire's lease over this lot to enable the tree planting.

The area proposed to be expanded recommended by the PTA is outlined in the aerial with blue font below and in addition will include the Goods Shed and Ramp/Crane which are already in L3553 Hyden. As noted in the aerial the proposed enlarged area does not include any infrastructure.



Proposed Lease Area plus the Goods Shed and Ramp/Crane within the existing Lease.



Existing Lease area and proposed Site 1 and B for Tree Planting.

Following receiving the advice from the PTA the Shire's Manager Planning and Development contacted Burgess Rawson who in an email dated the 3<sup>rd</sup> April 2020, 'I will relay your request onto PTA and hopefully PTA will agree – in which case, the most logical and cost effective process for all parties (provided both PTA and Shire of Kondinin agree) – will be to vary the Licence area by way of an Exchange of Letters – which results in no additional cost to either.

**STATUTORY ENVIRONMENT**

Land Administration Act 1997

**POLICY IMPLICATIONS**

Nil

**PUBLIC CONSULTATION**

The Shire of Kondinin contacted both the landowners and the lease manager to seek approval on the tree planting proposal.

**FINANCIAL IMPLICATIONS**

- No administration fee to amend the lease.

- Minor maintenance to water the trees before becoming established.
- Purchase of the trees in collaboration with the Hyden Progress Association.

**STRATEGIC IMPLICATIONS**

Supports the following section of the Shire’s Strategic Community Plan 2016 – 2026

***“2.4 Encourage, promote and support tourism experiences and businesses in the Shire of Kondinin***

*2.4.1 Collaborate with key stakeholders and local networks to develop and promote our tourism experiences across the entire Shire*

*2.4.2 Add value to current tourism experiences and facilities as well as creating additional tourism experiences and facilities.”*

**1.2 A growing, diverse and dynamic community**

1.2.3 Create aesthetically attractive and vibrant towns within the Shire

**VOTING REQUIREMENTS**

Simple majority required

**CONCLUSION**

It is considered that the expansion of this lease agreement with the PTA will enable the tree planting and other associated landscaping in the future to develop this area as an aesthetically attractive public space with minimal costs to the Shire.

**RESOLUTION 3559**

**Moved Cr Mouritz**

**Second Cr Jones**

**THAT Council: APPROVES the expansion of Lease 3553 Hyden to accommodate the area demarcated in blue by the Public Transport Authority and wishes the Goods Shed and Ramp/Crane to remain within the area of Lease 3553 Hyden.**

**CARRIED 9/0**

**T. Young leaves t 3.28pm and does not return.**

**9.2 FINANCE REPORT**

**Cr Sue Meeking checked that all councillors were still connected and in attendance at 3.34pm.**

**9.2.1 Financial Reports**

**Name of Applicant: Shire of Kondinin**  
**Author: Manager Corporate Services**  
**Voting: Simple**  
**Date: 7<sup>th</sup> April, 2020**

**SUMMARY/COMMENT:**

The financial statements for the period ending 31<sup>st</sup> March 2020 are attached.

**RESOLUTION 3560**

**Moved Cr Lynch**

**Seconded Cr Gangell**

**That the Financial Reports for the period ended 31<sup>st</sup> March 2020 as presented be accepted.**

**CARRIED 9/0**

**9.2.2 List of Accounts**

**Name of Applicant:** Shire of Kondinin  
**Author:** Manager Corporate Services  
**Voting:** Simple  
**Date:** 6<sup>th</sup> April 2020

**SUMMARY/COMMENT:**

A list of accounts is attached.

**RESOLUTION 3561**

**Moved Cr Lynch**

**Seconded Cr Mulcahy**

**That Muni Cheques 18801 - 18818, Trust Cheque 654, Muni & Trust EFTs11783 – 11942, Transport Direct Debits, Other Direct Debits, Payroll and Bank Fees (for the month March 2020) totalling \$1,082,968.60 be endorsed.**

**CARRIED 9/0**

**9.2.4 Capital Items Progress**

**Name of Applicant:** Shire of Kondinin

**Author:** CEO

**Date:** 12<sup>th</sup> March 2020

**SUMMARY/COMMENT:** Expenditure on capital items for 2019-2020

Programme	Description	Amended Budget	Notes
Governance	Disaster Recovery Camera	\$20,000	COMMENCED
Governance	Synergy Modules (Records, Remittance)	\$30,000	COMMENCED
Governance	OKN Vehicle Changeover	\$55,000	COMPLETED
Families & Children	Hyden Daycare Building (Reroof)	\$20,000	
Recreation & Culture	Hyden Hall – Curtains	\$7,000	COMMENCED
Recreation & Culture	Hyden Rec Centre extensions	\$200,000	COMMENCED
Parks & Gardens	Kondinin Oval Reticulation	\$100,000	COMPLETED
Parks & Gardens	Karlgarin Oval Fence, Line Ceiling	\$5,000	
Transport	RRG - Lovering Rd (RRG004)	\$144,402	COMPLETED
Transport	RRG - Kondinin Naremben Rd (RRG146)	\$375,758	75% COMPLETED
Transport	BSR - East Hyden Bin 1–Wave Rock Intersect.	\$74,000	COMPLETED
Transport	BSR - East Hyden Bin 2 4.10slk-4.75slk	\$76,527	COMPLETED
Transport	RCC - Notting Karlgarin Rd (Gravel Resheet)	\$75,528	COMPLETED
Transport	RCC - Bending East Rd (Gravel Resheet)	\$26,472	COMPLETED
Transport	RCC - White Rd (Gravel Resheet)	\$74,208	
Transport	RCC - Aggiss Rd (Gravel Resheet)	\$49,000	COMPLETED
Transport	RCC - Worland Rd (Gravel Resheet)	\$109,780	COMPLETED
Transport	RCC - Chalk Hill West Rd (Final Seal)	\$10,975	COMPLETED
Transport	RCC - Lake Carmody Rd (Gravel Resheet)	\$74,208	
Transport	R2R - Bending East Rd (Gravel Resheet)	\$47,735	COMPLETED
Transport	R2R - Hyden Norseman Rd (Gravel Resheet)	\$99,687	COMPLETED
Transport	R2R - Rankin St (Asphalt & Kerb)	\$81,310	COMMENCED
Transport	R2R - Jones St (Asphalt & Kerb)	\$57,870	COMMENCED
Transport	R2R - Melba St (Reconstruct, Reseal)	\$50,574	COMPLETED
Transport	R2R - Naughton Rd (Reconstruct, Reseal)	\$140,302	COMPLETED
Transport	R2R - Marshall St (Asphalt)	\$28,938	COMPLETED
Transport	FPK - Footpath Improvements	\$140,000	COMMENCED
Road Plant	2011 John Deere 670G (KN65)	\$330,000	COMPLETED
Road Plant	2013 Howard Porter S/T (KN2106)	\$100,000	COMPLETED
Road Plant	1998 Volvo L70C 4 Wheel Loader (KN68)	\$120,000	COMPLETED
Road Plant	Leased Trucks (KN62, KN77, KN58, KN89, KN59)	\$136,252	ONGOING
Economic Services	Visitor Centre Hyden	\$100,000	
Economic Services	WR Tourist Precinct Improvement	\$50,000	COMMENCED
Economic Services	Karlgarin Centenary Project	\$85,000	COMMENCED
Economic Services	Land Purchase for Water Supply Dam	\$10,000	
Economic Services	Marque	\$20,000	COMPLETED
Other Property & Services	Motor Vehicle (KN49)	\$55,000	COMPLETED

**TOTAL \$ 3,180,257**

**FOR INFORMATION**

**V. Bugna leaves at 3.40pm and does not return.**



**9.3 MANAGER OF WORKS**

**9.3.1 GENERAL**

**Construction**

We are presently working on the Kondinin-Narembeen Road undertaking shoulder works. This includes extensions of culverts. We should be completed construction not long after Easter.

**Plant Repairs**

KN 58 – Reset gearbox control, 178,000 Service

KN 77 – Replace truck trailer couplings, repair hydraulics tank and top up, test for leaks, 150000km service, engine missing at idle, diagnose fault and repair

KN 59 – 75000km service

KN 57 – 120000km service

KN 67 - 7500hr service

KN 60 – 116000km service, repair damage sump guard

**Maintenance Grading**

Summer grading is being carried out. Can council please advise MOW or the CEO if you have any complaints about the state of the roads so I can endeavour to rectify ASAP. Email is preferable.

**General**

**Parks and Gardens**

As Council are aware the last few months have been quite testing for water resources for everyone concerned. Unfortunately Kondinin has not received some of the rainfall experienced in other areas of the shire and will probably still need to cart water until we can receive a substantial rainfall.

We are still working on Water Corp to try and get water from Yeerakine Dam and if unsuccessful we will probably pull from Karlgarin.

**Staff**

Dave Symcox is now back at work

The following staff have been asked to take their long service leave that was owing to them from previous years:

Brian Lucas – 5 weeks

Paul Chambers – 8 weeks

Sacha Akesson-Werth – 6 weeks

**9.3.2 PLANT REPORT**

Rego	Make	User	Year	Begin Hrs/Km	Finish Hrs/Km	Comments
0 KN	Toyota - Prado	CEO	2019	26166	32148	
KN 0	Holden Trailblazer		2019	13000	13000	Surplus
KN 04	Subaru Outback	MOF	2019	24034	26651	
KN 49	Toyota - Prado	MOW	2018	22254	26382	
KN 52	Toyota RAV 4	Doctor	2019			
KN 54	Subaru Outback	MPD	2019	6635		
KN 51	Toyota Hilux	Mick Pratzky	2017	57030	58144	
KN 55	Toyota Hilux	Brian Lucas	2018	23064	26362	
KN 56	Toyota Hilux	P&G Kondinin	2017	55968	57961	
KN 58	Prime Mover	Paul Chambers	2016	178766	182172	
KN 62	Prime Mover	Bob Lockyer	2016	145565	150173	
KN 77	Prime Mover	Eric Krakouer	2016	148370	156262	
KN 61	Toyota Hilux	Dave Halliday	2018	29765	31778	
KN 57	Isuzu - Tray Top - Mtce Truck		2015	118717	122141	
KN 60	Isuzu - Tray Top - Dual Cab		2016	115357	115633	
KN 89	Isuzu - Tray Top - Dual Cab		2016	90403	93500	
KN 63	Isuzu - Tray Top	David Symcox	2017	30391	30391	
KN 73	Isuzu - Tray Top	Kondinin	2011	175468	177467	
KN 64	John Deere 670G - Grader	Gary Valenta	2016	4224	4224	
KN 65	John Deere 670G - Grader	Brian Lucas	2011		355	
KN 66	John Deere 670G - Grader	Dave Halliday	2013	9547		
KN 81	Caterpillar 12m - Grader		2018	1576	1714	
KN 67	Volvo L90F - Loader		2012	7419	7500	
KN 68	Volvo - Loader		1998	157	209	
KN 69	Massey Ferguson-Tractor	David Symcox	1999	3822	3825	
KN 70	Case - Tractor	Kondinin	2003		No use	
KN3031	Toro - Ride on Mower	Reel Mower	2015	3053	3061	
KN72	Bomag - Road Roller	Construction	2015	2324		
KN78	Dynapac - Vibe Road Roller		2017	1156	1201	
KN 115	Toro - Reel Mower	Hyden	2009	2519		
KN 215	Toro - Ride on Mower	Hyden	2018	122		
KN123	JCB Backhoe	Kondinin	2014	2251	2289	
KN 112	John Deere - Ride on Mower	Kondinin	2006		No/USE	Surplus
KN 79	Toyota - Community Bus		2008	151755	153442	
KN 59	Water Truck		2016	72831	In for REPAIRS	
2017HY	Toyota – Community Bus	Hyden	2017	23523		

**RESOLUTION 3562**  
**Moved Cr James** **Seconded Cr Jones**  
**That the Works Manager’s Report be received.**  
**CARRIED 9/0**

**9.4 CHIEF EXECUTIVE OFFICER'S REPORT**

**9.4.1 CEO's General and Project Status Report**

Project	Synopsis	Recent
Proposed Visitor Centre – Hyden	<p>Establish a MOU between Shire and Hyden Progress Association (HPA) regarding land on McPherson St and Marshall Street Hyden.</p> <p>Establish a working group as the conduit for community consultation and input. Prepare scope of works for concept plan to source funding</p>	<p style="text-align: center;"><b>COMMENCED</b></p> <p><b>February 2019</b> – Meetings prior to February 2019 have been undertaken with no real outcomes. The working group are scheduled to meet in February to start discussions on the terms of the MOU to be legally drafted and subsequently approved by the Shire and HPA.</p> <p><b>March 2019</b> – Draft contract/MOU drawn up by McLeod's Lawyers</p> <p><b>April 2019</b> – Draft Contract/MOU send to HPA committee to table at their meeting to discuss with constituents</p> <p><b>May 2019</b> – No update from HPA has been received</p> <p><b>June 2019</b> – HPA will meet to discuss the draft contract/MOU</p> <p><b>July 2019</b> – Comments have been received back from HPA in regards to the proposed MOU. These will now be discussed with the Working Group and then presented to Council.</p> <p><b>August 2019</b> – Meeting held with HPA to discuss the feedback provided to the Shire on the contract. Revision is being made and will be presented to the October Council meeting.</p> <p><b>October 2019</b> – Draft Contract of Sale presented to the Council meeting. A valuation is scheduled to be undertaken on 12/11/19.</p> <p><b>November 2019</b> – Agenda Item went to Council for the execution of the document however this is some dispute around the motion and no progress has been made. Valuations have been received and will be presented to Council for information only in a confidential item.</p> <p><b>January 2020</b> – MOU executed. Working group to have a meeting</p> <p><b>April 2020</b> – Contact has been made with McLeods Lawyers for a quote to prepare and lodge caveats on the properties</p>
Container Deposit Scheme		<b>ON-GOING</b>

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 15<sup>th</sup> APRIL 2020

	<p>The State Government has committed to implementing a WA Container Deposit Scheme (CDS) by early 2020.</p>	<p><b>April 2019</b> – Attached information received from WALGA to update local governments on the progress and scope of the CDS.  <b>May 2019</b> – Interest lodged for a collection point within the Shire  <b>August 2019</b> – Advertisements have been place in the Echo and Householder for interested parties to lodge an EOI to become a Refund Point. Information is being prepared with RoerOC to commence discussions with Avon Waste around the logistics of removal and kerbside collections and glass collection which was taken out of the existing contract.  <b>November 2019</b> – A presentation from the Manger’s of the CDS will be done at the meeting scheduled for December 2019. More information to come.</p>
<p>Independent Living Units</p>	<p>The Wheatbelt South Aged Housing Alliance (WSAHA) is currently awaiting the outcome of its grant funding application with the federal government’s Building Better Regions Fund (BBRF).</p>	<p style="text-align: center;"><b>COMMENCED</b></p> <p><b>November 2018</b> – A meeting was held between the alliance members at Shire of Wickepin to discuss the grant application for funding to undertake a new business case. This is progressing and as new information comes to hand Council will be informed.  <b>August 2019</b> - Cr Steve Martin and CEO Mark Hook from Wickepin attended the round table discussion with Niegel Grazia Deputy Director Industry and Economic Development General and Heather Brayford Deputy Director General Sustainability and Biosecurity at Local government week and discussed the WSAHA grant application for \$3.36Million. Niegel seemed positive on the application however an announcement will need to be made to ascertain whether the application was successful.  <b>September 2019</b> – Minister MacTiernan visiting Wickepin to announce \$2.8 million Regional Aged Accommodation Program funding for aged housing in the Wheatbelt South. The Shire’s are now awaiting the Funding Agreement for execution.  <b>October 2019</b> – A meeting has been arranged at Shire of Wickepin on 18<sup>th</sup> November to discuss the FAA that has been offered.  <b>November 2019</b> – Draft FAA was presented to Council for approval and acknowledgement and continued support for the project with the capital amount required changing and authority to execute the final FAA.  <b>March 2020</b> - Signed FAA received back and now waiting for a meeting to be convened to progress the next steps.  <b>April 2020</b> – No changes to report</p>

**RESOLUTION 3563**

**Moved Cr Mouritz**

**Seconded Cr Lynch**

**THAT the CEO's General and Project Status Report be received.**

**CARRIED 9/**

**9.4.2 Resolution at the February 2020 Electors Meeting**

**Applicant:** Shire of Kondinin  
**Author:** CEO – Mia Maxfield  
**Date:** 7<sup>th</sup> April 2020  
**Disclosure of Interest:** Nil  
**Attachments:** Letter from Brian and Lynne Young

**Summary**

A resolution was passed at the Electors meeting held in February 2020 by Mr Brian Young for Council to consider.

**Background**

At the Annual Meeting of Electors held on the 12th February 2020 a motion was put forward by Mr B Young and was carried by those in attendance.

**Moved B Young Second C Henderer**

**With regard to the land in Hyden, subject to the MOU between the Kondinin Shire Council and the HPA, that this Elector's Meeting demands that the sworn value of the land be the only amount credited to the HPA as their contribution to the project.**

**CARRIED 9/3**

In accordance with the Local Government Act s 5.33 all decisions made at electors' meetings

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

(a) at the first ordinary council meeting after that meeting; or

(b) at a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

Councils comments to be minuted: The motion passed by B Young at the Annual Elector's Meeting 2020 is to be included as an item in the agenda for the April Ordinary Council Meeting.

Mr Young has subsequently written to the Shire to further clarify his position. The letter is in the attachments.

The document Mr Young refers to is the Contract of Sale: Lot 23 (No. 36) Marshall Street & Lot 24 (No. 4) McPherson Street, Hyden prepared by Mcleods Barristers & Solicitors for purchase of land at NIL cost to Council on or before 30th April 2023 subject to the land being used for the construction of a tourism/community centre development.

It is suggested that whilst considering Mr Young's recommendation the Council give consideration to the point at which any valuations should be used for consideration as the sunset clause date is several years from the valuations received whilst executing this document.

**Statutory Environment**

Local Government Act 1995

**Policy Implications**

Nil

**Financial Implications**

There will be financial implications in future budgets that will be decisions made as part of the budgetary process.

**Strategic Implications**

Nil

**Voting Requirement**

Simple Majority

**RECOMMENDATION**

**Moved Cr Jones**

**Seconded Cr Gangell**

In line with the motion moved by Mr Brian Young at the Electors Meeting Held on 12<sup>th</sup> February 2020, with regard to the land in Hyden, subject to the MOU between the Kondinin Shire Council and the HPA, that this Elector's Meeting demands that the sworn value of the land be the only amount credited to the HPA as their contribution to the project.

**LOST 3/6**





**CARRIED 8/0**

Following the resignation of Councillor Allan Smoker in January 2020 the following committees require a new delegate; *Development Assessment Panel, Audit and Risk Committee, Housing Committee and Health Service.*

**RESOLUTION 3564**

**Moved Cr James**

**Seconded Cr Lynch**

That Council approve the Cr Bruce Browning as a replacement delegate on the committees that Allan Smoker was previously appointed to; the Development Assessment Panel, the Audit and Risk Committee, the Housing Committee and the Health Service Committee.

**CARRIED 9/0**

**9.4.4 Donation to Kondinin-Hyden St John Ambulance Sub Centre**

**Applicant:** Shire of Kondinin  
**Author:** CEO – Mia Maxfield  
**Date:** 14<sup>th</sup> April 2020  
**Disclosure of Interest:** No interest to disclose

**Summary**

For Council to consider continued support for St John Ambulance by way of donation.

**Background**

At the June 2019 Ordinary Council meeting Council resolved the following;

**RESOLUTION 3389**

**Moved Cr Mouritz**

**Seconded Cr James**

**That Council offer catering of the 3 Hyden Meetings and 2 Kondinin Meeting to St John Ambulance Kondinin Hyden and the remaining 6 meetings in Kondinin to CCs Café.**

**CARRIED 8/0**

Being able to provide the catering for Council meeting is a crucial fundraising opportunity for Kondinin Hyden St John Ambulance Sub Centre. With Council meetings now being conducted remotely to meet the COVID-19 rules there is not a requirement for catering to be undertaken. For Kondinin-Hyden St John Ambulance Sub Centre the loss of this crucial funding, especially in the current climate, will make it extremely hard for the sub centres to maintain their funding to provide this vital service to the community.

It is proposed that Council approve the amount that would generally be spent on catering for Council meetings be paid to the Kondinin-Hyden St John Ambulance Sub Centre as a donation until Council meetings resume as normal.

**Policy Implications**

Nil

**Financial Implications**

An amount for catering for Council meetings has already been included in the 2019/2020 budget.

**Strategic Implications**

1.3.1 Facilitate a consistent presence and high standard of medical services and allied health in the Shire

**Voting Requirements**

Simple Majority

**RECOMMENDATION**

**Moved Cr Mouritz**

**Seconded Cr Mulcahy**

That Council approve a donation amount of \$350 to be paid, on a monthly basis, to Kondinin-Hyden St John Ambulance Sub Centre in lieu of catering for Council meetings until such time as Council meetings are held in person again.

**LOST 0/9**

**RESOLUTION 3565**

**Moved Cr Lynch**

**Seconded Cr Mulcahy**

That Council approve a donation amount of \$700 is to be made to Kondinin-Hyden St John Ambulance Sub Centre in lieu of the catering for the council meetings they would have done for the May and June 2020 council meetings.

**CARRIED 9/0**

**Cr Darren Pool disconnected at 4.22pm.**

**Shire President Sue Meeking took attendance. All were present apart from Cr Pool.**

**Cr Darren Pool reconnected at 4.24pm.**

**9.4.5 Consideration for COVID-19 Pandemic Assistance & Recovery**

**Applicant:** Shire of Kondinin  
**Author:** CEO – Mia Maxfield  
**Date:** 14<sup>th</sup> April 2020  
**Disclosure of Interest:** No interest to disclose

**Summary**

For Council to consider strategies to assist the Shire of Kondinin communities in the recovery from the COVID-19 Pandemic.

**Background**

On 15<sup>th</sup> March 2020 a State Emergency was declared for the COVID-19 Pandemic. As a result of this there has been many rules imposed upon the state and the nation in a bid cease the spread of the virus. These decisions have had a major impact on businesses who have had to close or restrict their operations and individuals who may have been stood down from their employment.

It is proposed that Council consider some strategies for the coming financial year and associated budget that may assist those who have been impacted by this pandemic.

Some things for Council to consider are as follows;

1. Zero percent (0%) rate increase for Gross Rental Value townsite properties and a Zero percent (0%) rate increase for Unimproved Value rural properties;
2. Zero percent (0%) increase in Councils fees and charges;
3. offers, upon request, a write off of penalty interest on outstanding rates from the 2019/20 financial year for business/individuals who can demonstrate financial hardship from the Commonwealth/State Government's response to the COVID-19 corona virus pandemic and have a Shire of Kondinin endorsed payment plan;
4. offers, upon request, a 50% refund of Council rates from the 2020/21 financial year for business/individuals who can demonstrate financial hardship from the Commonwealth/State Government's response to the COVID-19 corona virus pandemic have a Shire of Kondinin endorsed payment plan;

5. does not include charges for community groups for their annual hire of Council facilities in the 2020/21 financial year;
6. continue measures to monitor and support vulnerable people within the Shire of Kondinin communities; and
7. continuing to plan and fund Council's scheduled community events in the 2020/21 financial year despite the potential restrictions from social distancing;

**Policy Implications**

Nil

**Financial Implications**

2020/2021 Budget will be prepared with these strategies in place

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**RESOLUTION 3566**

**Moved Cr Pool**

**Seconded Cr Jones**

That Council approve the following strategies to be implemented in response to the COVID-19 pandemic;

1. Zero percent (0%) rate increase for all Gross Rental Value rating categories and a Zero percent (0%) rate increase for all Unimproved Value rating categories;
2. Zero percent (0%) increase in Councils fees and charges;
3. offers, upon request, a write off of penalty interest on outstanding rates from the 2019/20 financial year for business/individuals who can demonstrate financial hardship from the Commonwealth/State Government's response to the COVID-19 corona virus pandemic and have a Shire of Kondinin endorsed payment plan;
4. offers, upon request, a 50% refund of Council rates from the 2020/21 financial year for business/individuals who can demonstrate financial hardship from the Commonwealth/State Government's response to the COVID-19 corona virus pandemic and have a Shire of Kondinin endorsed payment plan;
5. Does not include charges for community groups for their annual hire of Council facilities in the 2020/21 financial year;
6. Continue measures to monitor and support vulnerable people within the Shire of Kondinin communities; and
7. Continuing to plan and fund Council's scheduled community events in the 2020/21 financial year despite the potential restrictions from social distancing;

**CARRIED 9/0**

Cr Kent Mouritz left the meeting at 4.21pm and returned at 4.26pm

**9.4.6 Medical Centre Fees & Charges**

**Applicant:** Shire of Kondinin  
**Author:** CEO – Mia Maxfield  
**Date:** 14<sup>th</sup> April 2020  
**Disclosure of Interest:** No interest to disclose  
**Attachments:** Medical Centre Fee Structure

**Summary**

For Council to consider the introduction of a new patient fee at the Kondinin Medical Practice.

**Background**

In the current climate the Doctor's Surgery is seeing an increase of new patients to the surgery due to not wanting to travel to their own Doctor.

As request has been received from Kondinin Medical Centre to introduce a new patient fee to the fee structure effective immediately.

A copy of the new fee structure is attached.

**Policy Implications**

Nil

**Financial Implications**

Possible increase to Medical Centre income

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**RESOLUTION 3567**

**Moved Cr Gangell**

**Seconded Cr Pool**

That the Council

- 1) approve the introduction of a new client fee, effective immediately
- 2) endorse the Kondinin Medical Centre fee structure as included in the attachments

**CARRIED 8/1**

**9.4.7 Change of Purpose for Budgeted Funds**

**Applicant:** Shire of Kondinin  
**Author:** CEO – Mia Maxfield  
**Date:** 14<sup>th</sup> April 2020  
**Disclosure of Interest:** No interest to disclose  
**Attachments:** Nil

**Summary**

For Council to approve a budget variation for administration to implement electronic devices for the Councillors.

**Background**

In the current climate the with the imposed social distancing and isolation requirements Council is required to meet remotely. As Councillors have previously had agendas printed and delivered by way of post it is

timely for administration to implement electronic devices for all Councillors so that Council business can still continue to be undertaken effectively and efficiently.

As such it is requested that a budget variation be made to the purpose of GL1042820 to change the purpose from the purchase of a Disaster Recovery Camera to Purchase of Electronic Devices and Software for Councillors.

**Policy Implications**

Nil

**Financial Implications**

\$20,000 has already been included in the budget. The request is for a change of purpose for the expenditure of those funds

**Strategic Implications**

Nil

**Voting Requirements**

Absolute Majority

**RESOLUTION 3568**

**Moved Cr Jones**

**Seconded Cr James**

**That the Council authorises a change of purpose for GL1042820 from Disaster Recovery Camera to Electronic Devices and Software for Councillors**

**CARRIED 9/0**

**Council moved to item 9.5**

**Councillor Mulcahy declared an impartiality interest.**

**9.4.8 Invoices relating to Summer Bushfires**

**Applicant:** Shire of Kondinin  
**Author:** AMC  
**Date:** 14th March 2020  
**Disclosure of Interest:** No interest to disclose  
**Attachments:** 10 invoices

**Summary/Background**

This summer has seen the effective suppression of multiple fires across the district by dedicated land holders and volunteers. The scale and number of incidences far outweigh most other seasons this decade and the Shire of Kondinin once again would like to express our gratitude for the community's effort.

Expenditure across all fire accounts this financial year currently sits at \$73,448.42 which is substantially above the \$41,062 budgeted. While some of this is recoverable from DFES or has been supplied through the Emergency Services Levy we haven't seen spending like this for some time in relation to fire activities.

Across multiple incidents the Shire of Kondinin received \$5190.58 worth of invoices from Waveline Tyres for repairs to vehicles. Across these dozen invoices no purchase orders have been issued and the only information provided in most instances is a surname or description, such as Varley Truck or East Hyden Vehicles.

Of the multiple letters the Shire has sent out to individuals a total of 2 complete insurance claims (one that is unrelated to Waveline Tyres) have been received and 1 that requires a bushfire officer's declaration.

The Deputy Chief Bushfire Control Officer Tom Mulcahy who was the Acting Chief across some of these incidents has requested that council pay all of these outstanding invoices to help alleviate some stress from the business concerned during the current economic and health related turmoil.

Some of the expenditure on volunteer vehicles is recoverable from insurance but once the business has been paid there is no pressure at all for individuals to submit a claim and the Shire will be more out of pocket than it already is.

It is suggested that Council approve payment of all the outstanding invoices to Waveline Tyres totalling \$5190.58 and attempt to recuperate some funds from the Kulin Shire and our insurer where possible. While overall the “fire” budget has been expended there is currently a sufficient amount in the individual GL1051080 Other Goods & Services Fire Prevention. This will have to be addressed at the end of financial year.

As this situation may occur again in the future it is suggested that a Chief and Deputy Bushfire Control Officer Expenditure Policy be workshopped prior to the next brigade AGM. DFES best practice will be considered and this may result in a policy that allows volunteers to issue specific purchase orders.

A delegation may be provided for consideration alongside this policy, which under the Bush Fires Act 1954 designates to the CEO the following as per section 36.

**36. Local government may expend moneys in connection with control and extinguishment of bush fires**

*A local government may, notwithstanding anything to the contrary contained in any other Act —*

*(e) use any vehicle in controlling or extinguishing a bush fire or in the attempting so to do but the local government must pay to the owner or hirer of the vehicle, in respect of any damage done to a tyre of that vehicle while it was being so utilized, an amount assessed by an employee of the local government authorised by it to assess the cost of that damage;*

*(f) assist the occupier of farm lands within its district to acquire appliances, equipment and apparatus for the prevention, control, and extinguishment of bush fires upon or threatening his land, including the sale, loan or exchange to the occupier of appliances, equipment and apparatus belonging to the local government.*

After working with volunteers this delegation and policy will hopefully result in a simple procedure that is in the best interests of volunteers, the Shire and local businesses. This may be in line with insurance policies (which only pay out what a tyre is currently worth) or may be a set amount for a particular class of vehicle.

**Statutory Environment**

Local Government Act 1995

Bush Fires Act 1954

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirement**

Simple Majority

**RECOMMENDATION 3569**

**Moved Cr Mulcahy**

**Seconded Cr Mouritz**

**That Council pay \$5190.58 to Waveline Tyres for outstanding invoices relating to volunteer and other tyre repairs incurred during this summer's bushfire Season from account 1051080 Other Goods & Services Fire Prevention.**

**CARRIED 9/0**

**9.5 ENVIRONMENTAL HEALTH OFFICER**

See attached report.

**9.6 KONDININ MEDICAL CENTRE**

**Staff**

Jen Henderer is on leave without pay due to COVID and having young children at home.

Two casuals have been engaged to assist as required, Brooke Biglin and Bella Serra-Sanfelin.

Dr Job was here for 2 days in March while Dr Mackie was on leave. She will not be back until after the COVID-19 crisis.

**COVID-19**

Dr Mackie is happy to work as 'normal' until there is a confirmed COVID case in Kondinin or Kulin Shire, then Dr Mackie will work from home via telehealth only. We are looking at setting this up to be ready to go. Telephone Consults are being promoted where possible to limit staff exposure.

As changes happen, we will keep you updated

**Flu Vaccines**

Flu vaccines for +65 are in progress – 150 given in first week. More have been ordered.

Vaccines for 5-64-year olds that qualify for Government Issue (people with a chronic health issue i.e. diabetes) should arrive soon.

At this stage I have been unable to order for general public and suggesting to patients they contact a pharmacy.

**Debtors Balance 7/4/20 \$1245.45**

**Wendy Whyte**

**FOR INFORMATION ONLY**

**9.7 BUILDING SURVEYOR'S REPORT – MARCH 2020**

Building permits were issued for:-

1. 5 Hinck St Kondinin - Patio
2. 114 Wave Rock Rd Hyden – office extension, laundry and UAT.
3. 2 Lynch St Hyden – Undercover area

**9.8 SWIMMING POOLS**

**Hyden Pool-**

MONTH: March  
ATTENDANCE: 316  
WATER SAMPLES: Good  
EQUIPMENT ISSUES: Nil

PROPERTY ISSUES: Extra camera is needed for the west side fence. Shade cloth is needed for toddler playpen. Air conditioner needed for the kiosk.

ACTIVITIES AT POOL: School swimming carnival, in-school swimming lessons, swim club, early morning swimming, applied first aid requalification for Wayne.

The pool closed early, due to the current COVID-19 situation. Rob White currently installing camera to face baby pool and west side fence. Overall it has been a very busy season, even with less numbers than last season. Stay safe everyone and thank you for your support.

**Wayne Dicker-Lee**  
**Hyden Pool Manager**

**Kondinin Pool-**

**MONTH: March**  
**ATTENDANCE: 421**  
**SEASON ATTENDANCE: 4077**  
**WATER SAMPLES: Good**  
**WATER METER: 16436**

Another great season with excellent numbers, all things considered. A huge thanks to the Kondinin Primary School, The Kondinin Swim Club, the Early Morning Swim & Aerobics crew, the Mums & Bubs crew, the CRC and everyone who makes good use of and came and supported the Kondinin Aquatic Centre this season!

Mums & Bubs finished on the 10th March and proved to be an excellent program. I am hoping this will continue next season.

In-term swimming ended 18th March making good use of the inflatable. Another huge thanks to the school for their efforts to bring the kids in as much as possible.

Unfortunately swim club wind up had to be cancelled due to Coronavirus concerns. Another huge thanks to all the parents & volunteers whose dedication and enthusiasm make the club work. All the kids have worked really hard this season and is truly remarkable to see how far they have come.

Initial Coronavirus restrictions were put in place on the 19th March.

A new water meter was installed on the pool fill tap on the 20th March, which will help in monitoring water usage for the pool.

The centre closed on the 25th March due to the Coronavirus restrictions.

The Pool shut down procedures have almost been completed.

I am waiting for a date to be confirmed with regards to the repair of the bulkhead. I do plan to be present for the repair and will take the opportunity to clean some marks and stains on the floor tiles.

The pavers will be needing attention. The western side near the bulkhead needs re-levelling, some pavers along the north side have had some movement and will need attention and all pavers will need cleaning and re-sealing.

Ann, Mia, and I would like to thank the community and all those who have supported the Kondinin Aquatic Centre this season. A big thanks to Ian for his help and support over the season & another big thanks to



Tory, who really puts in the hard yards for the Swim Club & Triathlon on top of everything else. We wish everyone the best of health and hope to see everyone poolside next season!

**Shaun Franich**  
**Kondinin Pool Manager**

### **9.9 BUILDING MAINTENANCE REPORT**

The following is not an exhaustive list of current Building Maintenance and Repairs

- Staff Housing Air conditioner, oven and door repairs
- Woodbee building Water pipe replacement
- Hyden Youth Base Vandalism Repairs
- Hyden Hall and Ablutions Water Leak
- Hyden & Kondinin Transfer Stations Repair to Shed and Roller Doors
- Kondinin Medical Replace leaking water housing and filters
- Inspection due to Vandalism– Kondinin Pavilion

### **9.10.1 Ranger Report March 2020**

- 32 No Ticket displayed tickets issued at Wave Rock
- Liaise with DPIRD Officers - Attempts throughout Month to locate European Wasp nest. Towards the end of the month there were positive signs that new experimental baits used by DPIRD had been successful in their use and attempts. Follow ups will continue.
- Dog Infringement #3457 Kondinin. Issued to repeat Offender despite many warnings over a long period of time.
- Liaised with RSPCA Officers from Perth in relation to reports received about two dogs in Kondinin. Followed up with photos and videos which were passed on to RSPCA. Issue still ongoing.
- Issued a warning notice # 16938 with request to move on at Wave Rock. Issued with a Warning Notice again # 16939 at Kondinin Caravan Park with request to leave the Shire of Kondinin and to make his way to Perth. Details recorded.
- Warning Notice # 16940 and requested to make way back to Perth before boundary restrictions came into effect.
- Hyden and Karlgarin repeater sites security checked for March

Greg Gleeson  
Ranger

**H. Repacholi and I. Holland left the room at 4.39pm and did not return.**  
**Council moved to item 9.4.9**

### **RESOLUTION 3570**

**Moved Cr Lynch**

**Second Cr Mouritz**

**Council moves meeting behind closed doors as per Section 5.23 (2) (a and d) of Local Government Act 1995.**

**CARRIED 9/0**

**CONFIDENTIAL ITEMS**

**9.4.3 Ranger Services Contract**

**RESOLUTION 3571**

Moved Cr Gangell

Seconded Cr Pool

That Council endorse;

- 1) the Chief Executive Officer to terminate the Ranger Agreement between the Shire of Kondinin and Greg and Lorraine Gleeson T/as Dynamic Cleaning Services, as per the legal advice received;
- 2) the Chief Executive Officer to engage another suitably qualified company or individual to undertake the Shire's Ranger duties.

**CARRIED 9/0**

**9.4.2 CEO KPI Update**

**RESOLUTION 3572**

Moved Cr Mulcahy

Seconded Cr Mouritz

That Council acknowledge the progress of the CEO's achievement against the set Key Performance Indicators as acceptable.

**CARRIED 9/0**

**RESOLUTION 3573**

Moved Cr Jones

Seconded Cr Gangell

Council moves meeting from behind closed doors.

**CARRIED 9/0**

**Council moved to item 11**

**11. BUSINESS OF AN URGENT NATURE**

Nil

**12. CLOSURE**

Being no further business the Shire President thanked Councillors and Staff for their attendance and declared the meeting closed at 5.10pm.