



MINUTES

Annual General Meeting of Electors

7.00pm, Wednesday 4 May 2022

Muchea Hall, Archibald Street, Muchea

PREFACE

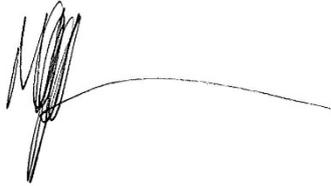
When the Chief Executive Officer approves these minutes for distribution they are in essence "Unconfirmed" until the following Annual Meeting of Electors, where the minutes will be confirmed subject to any amendments.

The "Confirmed" minutes are then signed off by the Presiding Member.

Attachments that formed part of the agenda, in addition to those tabled at the Annual Meeting of Electors are put together as an addendum to these Minutes.

UNCONFIRMED MINUTES

These minutes were approved for distribution on 18 May 2022.



Matthew Gilfellon
Chief Executive Officer

CONFIRMED MINUTES

These minutes were confirmed at the Annual Meeting of Electors held on:

Date: _____

Signed: _____

NOTE: The Presiding Member at the meeting at which these minutes are confirmed is the person who signs above.

CONTENTS

ITEM 1. DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS OF VISITORS.....	4
ITEM 2. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE / ANNOUNCEMENTS .	4
Attendance	4
Apologies	5
Approved leave of absence	5
ITEM 3. CONFIRMATION OF MINUTES.....	5
Annual General Meeting of Electors: 6 May 2021	5
ITEM 4. REPORTS.....	5
AGM01 – 05/22 Annual Report for the Shire of Chittering.....	5
ITEM 5. GENERAL BUSINESS.....	10
GB01 – 05/22 Chris Waldie, Bindoon	10
GB02 – 05/22 Lee Martin, Bindoon.....	10
GB03 – 05/22 John Nagel, Bindoon.....	11
GB04 – 05/22 Tuarn Brown, Chittering.....	12
GB05 – 05/22 Lee Martin, Bindoon.....	12
GB06 – 05/22 John Nagel, Bindoon.....	12
ITEM 6. CLOSURE.....	13

ACKNOWLEDGEMENT OF COUNTRY

Good evening Councillors, staff, ladies and gentlemen, we wish to acknowledge the traditional custodians of the land we are meeting on, the Yued people. We would like to pay respect to the Elders of the Nyoongar nation, past and present, who have walked and cared for the land, we acknowledge and respect their continuing culture, and the contributions made to this region.

ITEM 1. DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS OF VISITORS

The Presiding Member declared the meeting open at 7.00pm.

ITEM 2. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE / ANNOUNCEMENTS

Attendance

The following Elected Members were in attendance:

Cr Aaron King	President
Cr Mary Angus	Deputy President
Cr Kylie Hughes	
Cr Carmel Ross	
Cr David Dewar	
Cr John Curtis	
Cr Mark Campbell	

The following Shire staff were in attendance:

Matthew Gilfellon	Chief Executive Officer
Melinda Prinsloo	Executive Manager Corporate Services
Peter Stuart	Executive Manager Development Services
Leo Pudhota	Executive Manager Technical Services
Denaye Kerr	Executive Assistant / Minute Secretary

Members of the General Public:

Chris Waldie	Bindoon
John Nagel	Bindoon
Lee Martin	Bindoon
Tuarn Brown	Chittering
Renay Backer	Bindoon
Vera Jowett	Bindoon
Gary Wilkinson	Bindoon
Jane Righton	Bindoon
Walter Hoge	Bindoon

Media: 0

Apologies

Bill Nobes

Bindoon

Approved leave of absence

Nil

ITEM 3. CONFIRMATION OF MINUTES

Annual General Meeting of Electors: 6 May 2021

OFFICER RECOMMENDATION / RESOLUTION

Moved Chris Waldie, seconded Jane Righton

That the minutes of the Annual General Meeting of Electors held on Thursday 6 May 2021, as published on the Shire website, be confirmed as a true and correct record of proceedings.

CARRIED BY MAJORITY

ITEM 4. REPORTS

AGM01 – 05/22 Annual Report for the Shire of Chittering

Applicant	Shire of Chittering
File ref	GOV.CM.2022
Prepared by	Executive Assistant
Supervised by	Chief Executive Officer
Voting requirements	Absolute Majority
Attachments	1. 2020-2021 Annual Report

Executive Summary

The 2020-2021 Annual Report for the Shire of Chittering is presented to the Annual Meeting of Electors.

Background

The *Local Government Act 1995* requires a local government to prepare an Annual Report each financial year and to hold an Annual Electors Meeting.

The Annual Electors Meeting is to be held on a day selected by the local government, but not more than 56 days after the report is accepted by the local government.

The annual audit was undertaken by the Office of the Auditor General and signed off by the Acting Deputy Auditor General, Mr Grant Robinson on 18 February 2022.

The draft Annual Report was considered at the same time as the Audited Financial Statements at the Ordinary Council Meeting held 16 March 2022 along with the 2020-2021 Annual Report which is inclusive of the concise audited financial report.

Consultation/Communication Implications

Local

Chief Executive Officer
Audit and Risk Committee

State

Moore Stephens

Legislative Implications

State

- *Local Government Act 1995*
- *Local Government (Financial Management) Regulations*
- *Local Government (Administration) Regulations*

Local

Nil

Policy Implications

State

Nil

Local

Nil

Financial Implications

Nil

Strategic Implications

State

Nil

Local

- *Strategic Community Plan 2017-2027*
Focus area: Strong leadership
Objective: S5.1 An engaged community
Strategy: S5.1.1 Encourage and promote community engagement

Site Inspection

Not applicable

Risk Assessment / Implications

There are no known risks to Electors receiving the Annual Report.

Officer Comment/Details

The Annual Report represents an accurate snapshot of the Shire's activities over the 12 month period from 1 July 2020 to 30 June 2021. In particular, the Annual Report also details progress made against the projects and actions as listed in the four year *Corporate Business Plan 2017-2021*. The financials have been assessed and meet the approval of the Shire's external auditors.

OFFICER RECOMMENDATION / RESOLUTION

Moved John Nagel, seconded Lee Martin

That the 2020-2021 Annual Report be presented to the electors of the Shire of Chittering.

CARRIED BY MAJORITY

** Prior to the motion going to vote the President gave the following update:*

WELCOME

On behalf of Council, I am pleased to present the Shire of Chittering's Annual Report for 2020/2021 to the community. Due to the delay in presenting this report, I will provide some further details on current status of the Shire activities.

COUNCIL ELECTIONS

The recent local government elections were held on 16 October 2021, with nine candidates and three vacant positions. Support for many candidates and a voting turnout of 34.84 % saw close results, with myself and David Dewar newly elected Councillors and Cr Carmel Ross re-elected to Council for a 4 year term, expiring on 18 October 2025.

Council elected myself as President and Cr Mary Angus as Deputy President during the OCM held on 20 October 2021.

I would like to thank the previous Councillors for their willingness to serve the community. Their time and dedication appreciated.

After several changes to Council in the previous few years we remain unified in delivering the best outcomes for our community going forward.

BUDGET

The annual budget was adopted at a Special Meeting of Council held on 29 July 2020. The budget was prepared during the COVID-19 Pandemic and budget considerations needed to be made to accommodate financial hardship in these uncertain times.

2020/2021 budget reflects a 0% increase to the rate in the dollar (RID). Furthermore, no administrative fees were charged to ratepayers entering into a payment arrangement with the Shire, making flexible payment arrangements more available to the community. Through all our efforts we hope to build a good relationship with our residents and ensure that those willing to work with us can do so without any additional fees and changes.

Council continues to allocate funds to reserves to secure the Shire's ability to meet its future financial commitments and fund key strategic projects.

Council commences the budget briefing process this month. Seven workshops have been scheduled to allow Council to develop their budget with the aim being to present the final Budget to Council for adoption by the end of June 22

STRATEGIC COMMUNITY PLAN

In July 2020, the Strategic Community Plan adopted by Council on 21 June 2017 underwent a comprehensive desktop review incorporating feedback from two workshop sessions. Following the review, the format of the Strategic Community Plan was modified, but the content and direction of the plan remained the same as the previously adopted Strategic Community Plan.

The plan is now going through a full review. The current Council has received the results of the public consultation and has finalised a draft plan. This will go back to the community before being finalised and adopted by Council.

COMMUNITY ADVISORY FORUMS

The introduction of community advisory forums in Bindoon, Lower Chittering, Muchea and Wannamal aimed to better inform the community of Shire activities and the Council's strategic direction. Increasing the level of community engagement has and remains a priority for the Shire.

Unfortunately, due to the Covid 19 pandemic and the ensuing restrictions, these forums were suspended. It is my pleasure to announce that the Shire will recommence these forums from mid July 2022.

LOWER CHITTERING SPORT AND RECREATION CENTRE

In October 2020, Council decided not to proceed with the Building Better Regions Fund grant of \$4.71 m to construct a Sport and Recreation Centre in Lower Chittering. This was due to substantial changes which include one investor pulling out with one third of the funding, this has made the project no longer tenable in the current form, as previously agreed.

In September 2021, Council established the Lower Chittering Hall Replacement reference group who have been working with the Architects to develop a community hall facility at lower chittering site. The initial concept plans and costs will be presented to Council once the committee has signed off on the design documents.

MUCHEA RECREATION CENTRE

In March 2021 council endorsed funding of \$2,707,964 for the construction of the multi-purpose community facility at Muchea Oval, with demolition of the old Muchea Hall to occur on completion of the new facility. The community groups have successfully raised \$68,630 in donations as their contribution to the development.

The Muchea Recreation Centre Project Reference Group was established to refine the development to present options to Council for endorsement.

This project has expanded into a site redevelopment project for the replacement of changerooms, club rooms, community hall and netball courts. Due to the current market conditions, shortage of materials and labour, particularly the escalating pricing, Council has identified four stages of the development to provide options should the tender pricing come back higher than can be funded by Council. The four stages are:

- *Stage 1 – Change rooms*
- *Stage 2 – Club room and Hall*
- *Stage 3 – Replacement netball court*
- *Stage 4 – refurbishment of existing netball courts*

The architects are currently completing the final design and preparation of the tender documentation. Tenders are expected to go to market in May and returned in July. The tenders will be adjudicated and a recommendation made for the staging of the development.

MOUNTAIN BIKE PARK

The Mountain Bike and Adventure Park in Bindoon is currently being considered after the completion of a feasibility study in 2019 and various community engagement platforms.

Lot 3874 Chinkabee Rd, central to Bindoon is proposed to be purchased to allow this development to proceed. Part payment for this land will come from the proceeds from the disposal of property from Lot 1104 Grey Road and Lot 171 (RN 29) Binda Place, Bindoon.

In June 2020 Council requested public consultation on the plans and submitted a grant application to the Building Better Regions Fund in February 2021. The Shire has been notified that it has been unsuccessful in the grant application.

The Steering group is continuing to investigate alternative development stages and funding options, including a scaled back option at considerably lower cost.

AGED CARE

The Shire of Chittering engaged Verso Consulting to provide a feasibility study for the provision of aged and disability care within the Shire catchment. This study incorporated a needs analysis to determine aged and disability care needs within the Shire of Chittering, including current and future requirements for:

- *In home aged and disability care.*
- *Respite care.*
- *Aged care facility (residential).*
- *Alternative aged care options*

Council is currently assessing the final report and determining the next steps.

CONTAINER SCHEME

In March 2020, Council signed the Refund Point Agreement for the Container Deposit Scheme. The scheme will result in additional income for the Muchea Waste Site, due to a handling fee of \$0.06 per container. There will be limited capital costs associated with the set-up of the refund point. This will be covered by the current waste site budget. Depending on how much the refund point is used, additional staffing may be required for peak times, but this will be covered by the funds received to process containers.

The Container Deposit Scheme is now functioning well and receiving good support from the community.

CONCLUSION

Council's emphasis on governance, efficiency and transparency has improved. Committees and Council better reflect the emphasis on division of powers and clarification of roles. Practices have improved and a series of reviews of practice, policy and delegations are ongoing. Transparency is foremost and evident in audio recordings of Council meetings, names being recorded against votes and a reduction in confidential business.

Thank you to the Chief Executive Officer Matthew Gilfellow and staff for your dedication and commitment. It is not always visible to the community how much work staff do behind the scenes so I hope the community will join me in acknowledging this. Thank you also to my fellow Councillors for your time, commitment. I aim to build and foster strong working relationships with you and strengthen the existing foundations to deliver an even more transparent and accountable Council and Shire for our ratepayers.

It is only with community interest, feedback/discussion and attendance at meeting such as these that Council can continue to serve the community's needs.

ITEM 5. GENERAL BUSINESS

GB01 – 05/22 Chris Waldie, Bindoon

I think we are lacking in effective communication, I was totally unaware of this meeting tonight and I think the turnout here tonight indicates the lack of communication with the community. Can this be something that is addressed within the Budget?

The President agreed the Shire has struggled with communication, we use Facebook, Chatter and Northern Valley News. It has been a common problem for long time, we are trying to work out a better way to communicate with our community and those advisory forums are one of those mechanisms to try to improve that communication. If the community can provide more feedback on where they are looking for their information and what they are not seeing then that would help guide how we go forward in terms of trying to get that communication out.

Chris advised that there are some 38 various Clubs and Organisations within this community that are effectively communicated to via Lisa and Alison in Community Development, none of this communication came through them which would have contacted a huge number of people in the community.

The Chief Executive Officer advised that the Shire's primary communication was through Facebook and the Northern Valley News. On Facebook we are up over 2500 followers which for a Shire of 6000 isn't too bad, it is a fair amount of our population. The down side of Facebook is that when something goes out unless it is really picked up and liked it doesn't go too far so we have been looking at putting a bit more money into trying to spread the messages that need to get out there but certainly the things like Annual Electors Meeting, often because there isn't that interaction with it, it doesn't spread as far. We do use the Club newsletter mainly for the Club space business that is why it is set up but we do find and it is certainly not all the Clubs but generally as much as we can get information to the executive or the one or two people who receive it at the Club, often it is then not distributed out to the members of the Club. I am not saying it is all of them but it does happen a fair amount. Council did put in money in the budget for a part time communications officer which has recently been advertised but unfortunately we didn't have anyone apply for it so we will have to go out a re-advertise for that position again.

GB02 – 05/22 Lee Martin, Bindoon

Congratulations on the Financial Dashboard, very good idea. It reflects pretty well, the only thing it doesn't reflect is any of Council borrowings and generally when you are dealing with anyone about finances they like to know which sort of money you owe. Can that be included by chance?

The President advised that there was a resolution at last month's Ordinary Council Meeting that included that component. The financial Dashboard is going to be published quarterly and it will include the borrowings and the principal interest payments.

I am a bit concerned on the turnout here tonight. I hope this doesn't reflect the thoughts of the community that are going to get this money spent down here on improving the facilities, I thought there might be more interest in coming along and perhaps finding out or hearing a bit about it. That is just an observation but it sometimes gets a bit concerning, there is going to be a few million dollars spent here on these facilities I thought there would be more interest.

I notice in a lot of subdivisions and things happening they don't really reflect on the history of our district. Perhaps some of the street names in these locations should reflect a little of our pioneering families here.

The Chief Executive Officer advised that when we go through the process, ultimately the power is with the geographic names committee and they have quite a lengthy manual. We do run into the problem where there are a lot of rules about what you can and can't do so number one, anyone alive you can't name a street after them so unless it is a pioneering family that no longer has names in the area you can't actually do that. The other one that we really run into problems with is that any Shire's within 50km, you are not allowed to have any street names that are either the same or similar in sounding and for us that includes Swan and Wanneroo which limits names considerably. We do have some roads that are names after local springs, I know it might not be the pioneers but when you go back further into the history it is named after them. You also have ones such as the Industrial Park who have Mercury Rise to reflect the history of Muchea with the tracking station talking to John Glen when he went over.

GB03 – 05/22 John Nagel, Bindoon

Back in July 2020 Councillors put the following motion:

Moved Cr Osborn / Seconded Cr Ross

That Council directs the Chief Executive Officer to:

- 1. Facilitate the preparation of an independent, comprehensive Feasibility Study to include all options available for providing aged and disability care in Chittering.*
- 2. Funding for the study is covered by the budget allocation to Council Reserves for this purpose.*
- 3. Complete the Bindoon Master Plan as a matter of urgency taking into account the potential need to allocate an area of land for Aged and Disability Care.*
- 4. Carry out community consultation to assess the potential demand from Chittering Shire and surrounds for an aged and disability care facility and what form it is believed it should be delivered.*

The Shire of Chittering Local Planning Strategy was endorsed by the West Australian State Planning Commission back in October 2019 and it clearly states in there the following:

“An ageing population will increase the demand for social services and for services such as public transport, age-friendly recreation and leisure, and affordable housing and accommodation. Although there is a current shortfall in aged facilities and accommodation in the Shire, Bindoon has recently improved its facilities with the development of the Chittering Community Medical Centre, and additional aged accommodation and associated community facilities are to be built next to the medical centre.”

The President advised that Council had received the final feasibility report from Verso and are currently looking at how they are going to proceed. It has been a long haul and I appreciate the frustration from the community however, we are at that point now that we have all the information and we can now act and decide what we want to do going forward.

MOTION / RESOLUTION

Moved John Nagel, seconded Lee Martin

That the land behind the medical centre be used for aged care persons accommodation and facilitate facilities as is set out in the Local Planning Strategy 2019, page 8.

CARRIED BY MAJORITY

Has the Shire got a costing on the Muchea and Lower Chittering Sporting projects? As most of you are aware the Toodyay Shire has built a sporting complex, the starting cost was 11.6 million dollars, the President of the Toodyay Shire was on the radio and the total costing of that project is just over 20 million dollars. Have we got a total costing on both of our projects or are we going to go down the same road as Toodyay?

The President advised that there are full costings on the Muchea redevelopment based on four stages. They are also producing a pre tender estimate that sits behind the tender process so we can compare the tenders received against the pre tender estimate and ultimately Council will have to make a decision to how they want to stage that development based on what they can afford.

We have confidence in the costs that have been produced and this is why it has taken a bit longer to get this development to the point of going out to tender.

In relation to Lower Chittering, there is a Reference Group, they have been working with the architects and have come up with a concept and a price. Council will follow the same due diligence and process that we have done with Muchea so that we are confident that the pricing is correct.

GB04 – 05/22 Tuarn Brown, Chittering

Is there any conflict in allocation of land or land use between the community's desire for aged care / independent living and such projects as bike parks and the like?

The President advised that there can be some conflict between an aged care facility that would sit behind the Medical Centre versus the Mountain Bike Park, but at the end of the day Council will have to make a decision either way. If Council decides to proceed with the Mountain Bike Park on a different format it would need to take into consideration of what Council may want to do with aged care facilities. Currently there is no conflict in that nothing has been agreed so the opportunity still exists with Council to make land available for aged care and still have access to the Mountain Bike Park Project.

So just to follow up on that, when the conversation is occurring about the Shire getting involved in aged care, what is it that the Shire sees that it can do?

The President advised that he can't speak for all of Council as we haven't deliberated on the way forward for aged care in particular however from the report from Verso it is quite clear that it wouldn't be wise for Council to try and build an aged care facility or operate it so the recommended approach is to facilitate a third party service provider to build, own and operate a multi service facility that would probably extend from independent living all the way through to high dependency care. Council would have to agree and endorse that concept and they would also have to decide what contributions it would make to encourage investment by these service providers.

GB05 – 05/22 Lee Martin, Bindoon

Has the land for the proposed Mountain Bike Park been purchased at this stage?

The Chief Executive Officer advised that a Contract for Sale has been signed, we are still waiting on the surveyors to peg it out as that is required for the subdivision for the sale to finish going through.

So it hasn't been paid for at this stage?

No, we have a contract of sale however the land won't be paid for until the handover happens.

GB06 – 05/22 John Nagel, Bindoon

Has a deposit been paid on that block?

The Executive Manager Corporate Services advised that yes the deposit is sitting in a trust fund.

ITEM 6. CLOSURE

The President closed the meeting at 8.03pm.