



CSRFF Small Grants Application Form

For projects up to \$200,000 to be acquitted by 15 June 2017

You MUST discuss your project with an officer from your nearest Department of Sport and Recreation office before completing and submitting your application. Failure to do so will render your project ineligible.

All applications MUST be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.

DSR Contact: Jenifer Collins

Date: 12/07/2016

Office: Northam

Applicant's Details:

Organisation Name:	Shire of Mt Marshall				
Postal Address:	PO Box 20				
Suburb:	Bencubbin	State:	WA	Postcode:	6477
Street Address:	80 Monger Street				
Suburb:	Bencubbin	State:	WA	Postcode:	6477

Preferred Contact Person:

All application correspondence will be directed to this person

Name:	Sally Morgan	Title:	Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input checked="" type="checkbox"/>
Position Held:	Community Development Officer		
Business Phone:	08 9685 1202	Facsimile:	08 9685 1299
Mobile Phone:	0404 101 525	Email:	cdo@mtmarshall.wa.gov.au

Organisation Business Details:

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 44012430676	
Is your organisation registered for GST?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGAs Exempt	
Is your organisation not-for-profit?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Is your organisation incorporated?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Incorporation #: *	
Bank details:	Bank: Bendigo Bank	BSB: 633-000	A/c: 157625575

Local Government Authority Details:

LGA:	Shire of Mt Marshall		
Contact:	Sally Morgan	Title:	Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input checked="" type="checkbox"/>
Position Held:	Community Development Officer		
Business Phone:	08 9685 1202	Facsimile:	08 9685 1299
Mobile Phone:	0404 101 525	Email:	cdo@mtmarshall.wa.gov.au

PROJECT DETAILS

Project Description:

This project involves the replacement of 4 synthetic grass tennis courts at the Welbungin Tennis Club. The courts are located in Welbungin which is approximately 20km outside of Bencubbin in the Shire of Mt Marshall. The existing courts were laid in 1995.

The Welbungin Sports & Progress Association Inc. was established in 1953 and operates from the club house beside the courts. The facility also comprises a 'hit-up' practice wall, a playground, toilet block and social spaces. This is the only public facility in Welbungin.

The club operates its season between October – April each year, social and competitive tennis occurs throughout the season. The club has a thriving weekly social tennis day and competes competitively in interclub events and the Central Wheatbelt Pennants competition. This club is well known for its family friendly environment, providing social and active opportunities for all ages through promoting the sport of Tennis.

How did you establish a need for your project?

The existing court surface was laid in 1995 and have been in use for 21 seasons, at the time of installation the club was advised to expect a life of 8-10 years. Over the last 3-5 years the courts have deteriorated quickly, with joins in the rolls becoming more noticeable and the surface becoming very uneven and slippery. Small mounds and hollows have formed under the court which has resulted in a more unpredictable court to play on with an inconsistent ball bounce.

The Shire became aware of the need to resurface the courts following community consultation in 2015 and the development of the Shire of Mt Marshall Sport & Recreation Plan. The Plan was adopted in April 2016 and the need to resurface the courts was listed as a key theme in community feedback. The Welbungin Sports & Progress Association approached the Shire in late 2015 to seek assistance in the resurfacing of playing courts, their letter of support for the project is attached.

The Welbungin Sports & Progress Association is a fairly unique club to our community given it is the only public facility within a 20km radius of Welbungin and is the only tennis club within a 30km radius. The closest tennis courts to Welbungin within the Shire of Mt Marshall are located in Beacon which is approx. 45km away. There are no plans in place for any new courts to be developed within the Shire so it is important that these courts are improved and maintained.

The club is very active throughout the season holding a weekly social competition, junior coaching with the local Bencubbin Primary School and running club championship days. The club also participates in the Central Wheatbelt Tennis Association (CWTA) Pennants competition and CWTA events. In order to continue to be competitive in these events and ensure a stable membership is continued in to the future, a safe playing court is required. A letter of support from the CWTA is attached.

Project location:	Welbungin-Wialki Road, Welbungin WA 6477		
Land ownership:	Who owns the land on which your facility will be located? Shire of Mt Marshall Lease Expiry (if applicable): n/a		
Planning approvals		If no, provide the date it will be applied for:	
Where applicable, has planning permission been granted? (LGA)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<input type="checkbox"/>	___/___/___
Department of Aboriginal Affairs?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>	n/a
Department of Parks and Wildlife? (Environmental, Swan River)	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>	n/a
Native Vegetation Clearing Permit?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>	n/a
Please list any other approvals that are required?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/>	n/a

How will your project increase physical activity?

The Welbungin Sports & Progress Association has a very proactive membership base, the resurfacing of the courts will enable the club to continue operating their season's games and competitions on a safe playing surface.

Tennis is ranked in the top ten sports for adult participation in organised sport in WA (ABS 2013) and was ranked the number one sport that Shire of Mt Marshall residents participate in through the Sport & Recreation Plan community consultation process (page 35 of plan). Of all clubs within the community, this club attracts the widest demographic as it offers an activity that welcomes all ages and levels of ability in a very social setting. The more competitive players then have the option to play in the Pennants competitions and CWTA events.

The weekly social tennis meet every Sunday is very popular within the community, while the numbers of attendance are not officially recorded there is between 25 – 75 people there each week to enjoy the afternoon. It especially appeals to families as the younger ones enjoy playing on the playground or on the practice wall while social games

occur. Many seniors in the community enjoy participating as it doesn't require the intense physical activity of other sports, they are able to participate in a game in a relaxed atmosphere which provides a great learning opportunity for our younger and/or newer members to learn from them. Without a quality and safe playing surface, it puts the future of these activities at risk.

The club is involved in the CWTA Pennants competition with both a men's and ladies team participating, the club also has a strong representation at all Association tournaments and interclub activities. This provides the club's members an opportunity to play tennis at a more competitive level.

The club is very active in promoting lessons through the local Bencubbin Primary School, holding weekly coaching days for kids in the last term of school and inviting a coach from Perth to hold a clinic with juniors and adults once a year. Following these lessons, many of the children then come to the social meets which in turn encourages their family members to participate.

Do you share your facility with other groups? Yes ☐ No ☒ If so, who:

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
Welbungin Sports & Progress Association	100	16

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, enter the number of users of the facility.

2013/14	52	2014/15	46	2015/16	51
NB:	The club does not keep records for junior membership as there are no fees for juniors to join.				

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <http://www.dsr.wa.gov.au/contact-us/find-a-sport-or-recreation-association>

What is the name of the State Sporting Association for your activity/sport?	
Tennis West (note: The Welbungin Sports & Progress Association is not affiliated with Tennis West)	
Have you discussed your project with your State Sporting Association? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Contact Name:	Date of contact:

PROJECT DELIVERY

Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.

Task	Date
Attainment of Council approvals	August 2016
Preparation of tender/quotes for the major works contract	January 2017
Issuing of tender for major works	February 2017
Signing of major works contract	February 2017
Site works commence	March 2017
Construction of project starts	March 2017
Project 50% complete	April 2017
Project Completed	April 2017
Project hand over and acquittal	May 2017

Are there any operational constraints that would impact on the construction phase of your project? (such as your sporting season, major annual event or inclement weather) – provide details.

The club season operates between October – April. The club is willing to have an early closure for the season if required to commence resurfacing works in March.

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DSR can be accessed by you during standard office hours and updated by writing to DSR or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DSR may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

Name: _____

Position Held: _____

Signature: _____

Date: _____

LODGEMENT OF YOUR APPLICATION

- Applications are to be received in **hard copy** and should be clipped at the top left-hand corner, please do not bind. In **addition to the hard copy an electronic copy is encouraged** to be provided.
- It is recommended that you **photocopy your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly identified** and securely attached to the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

Grants up to \$66,666:

<input type="checkbox"/>	Application form.
<input type="checkbox"/>	Incorporation Certificate.
<input type="checkbox"/>	Two written quotes.
<input type="checkbox"/>	If your project involves the upgrade of an existing facility, include photograph/s of this facility.
<input type="checkbox"/>	Locality map, site map and building plans (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
<input type="checkbox"/>	Income and expenditure statements for the current and next financial years. (LGAs exempted).
<input type="checkbox"/>	Written confirmation of financial commitments from other sources including copies of council minutes . (If a club is contributing financially then evidence of their cash at hand must be provided)
<input type="checkbox"/>	For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
<input type="checkbox"/>	Itemised project cost for components and identified on the relevant quote for each (including cost escalation).
<input type="checkbox"/>	For floodlighting projects, a lighting plan must be supplied showing lux, configuration and sufficient power supply

Your application will be considered not eligible if:

- You have not discussed your project with the Department of Sport and Recreation and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. There is no onus on department staff to pursue missing documentation.
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

You MUST contact your local DSR office to determine eligibility before applying.

Category		Details
Geographical location	<input type="checkbox"/> Regional/remote location <input type="checkbox"/> Growth local government	
Co-location	<input type="checkbox"/> New <input type="checkbox"/> Existing	
Sustainability initiative	<input type="checkbox"/> Water saving <input type="checkbox"/> Energy reduction <input type="checkbox"/> Other	
Increased participation	<input type="checkbox"/> New participants <input type="checkbox"/> Existing participants – higher level <input type="checkbox"/> Special interest <input type="checkbox"/> Other	

PROJECT BUDGET

ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component.

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
<i>ie Electrical Works</i>	25,000	27,500	<i>B & S Electrical</i>
Supply and install 4 x synthetic court playing surface	\$71,520	\$78,672	Sports Surfaces Quote Ref LtQ9049
Remedial work to surface prior to laying the synthetic courts, includes levelling and filling depressions	\$6000	\$6600	Sports Surfaces Quote Ref LtQ9049
Donated materials (Please provide cost breakdown)	\$5,460	\$6,006	\$130/hr per machine; 2 Machines x 3 days x 7 hours*
Volunteer labour (Please provide cost breakdown)	\$4,800	\$5,280	\$25/hr; 8 people x 8 hours x 3 days*
Sub Total	\$87,780	\$96,558	
Cost escalation	\$4,389	\$4,528	5% based on the building and construction index as per the ABS.
a) Total project expenditure	\$92,169	\$101,386	

* The machinery and in-kind labour will be completed by club members. This will include pulling up and removing the existing courts, cleaning up the area and completing any other tasks required throughout the project. It is difficult to provide an exact cost for this work given the variables involved, the figures above are based off recommendations from Sport Surfaces but will be monitored and costed out appropriately throughout the project.

- At least **two written quotes** are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

PROJECT FUNDING

Source of funding	\$ Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	\$29,000	\$31,900	LGA cash and in-kind	Y	Letter from Shire of Mt Marshall
Applicant cash (Welbungin S&P Ass)	\$23,909	\$26,230	Organisation's cash	Y	Letter from Welbungin Sports & Progress attached with proof of funding
Volunteer labour	\$4,800	\$5,280	Cannot exceed applicant cash and LGA contribution – max \$50,000	Y	Welbungin Sports & Progress Association Members
Donated materials	\$5,460	\$6,006	Cannot exceed applicant cash and LGA contribution		
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CSRFF requested	\$29,000	\$31,900	up to 1/3 project cost		
Development Bonus			Up to ½ project cost		
b) Total project funding	\$92,169	\$101,386			
*Note: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated in this budget, where would the extra funds be sourced from?					
Any cost overruns will be met by Welbungin Sports & Progress Association and Shire of Mt Marshall. An allowance has been made in the Shire of Mt Marshall budget for possible contingencies while the Welbungin Sports & Progress Association are in a financially stable position to contribute to any overruns.					

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

FINANCIAL SUMMARY

a) Total project expenditure (ex GST)	\$92,169
b) Total project funding	\$92,169
c) Project variance*	\$0

***Balance between a) and b) should be \$0**

PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

Name of Local Government Authority:
Name of Applicant:

Note: The applicant's name cannot be changed once the application is lodged at DSR.

Section A

The CSRFF principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Development applications only

	Satisfactory	Unsatisfactory	Not relevant
Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Interest Group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section B

LGA – priority ranking of this project	
Priority ranking of no of applications received	of applications received
Is this project consistent with the	<input type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan <input type="checkbox"/> State Plan
Have all planning and building approvals been given for this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what approvals are still outstanding?	

Project Rating (Please tick the most appropriate box to describe the project)

- | | | |
|---|--|--------------------------|
| A | Well planned and needed by municipality | <input type="checkbox"/> |
| B | Well planned and needed by applicant | <input type="checkbox"/> |
| C | Needed by municipality, more planning required | <input type="checkbox"/> |
| D | Needed by applicant, more planning required | <input type="checkbox"/> |
| E | Idea has merit, more planning work needed | <input type="checkbox"/> |
| F | Not recommended | <input type="checkbox"/> |

LGA comments (Required):

Signed

Position

Date

Applications for CSRFF funding must be submitted to your Department of Sport and Recreation office by **4pm on the last working day in August**. Late applications cannot be accepted in any circumstances.

DSR OFFICES

PERTH OFFICE

246 Vincent Street
Leederville WA 6007
PO Box 329
Leederville WA 6903
Tel: (08) 9492 9700
Fax: (08) 9492 9711

PEEL

Suite 94
16 Dolphin Drive
PO Box 1445
Mandurah WA 6210
Tel: (08) 9550 3100
Fax: (08) 9550 3199

PILBARA

Karratha Leisureplex
Dampier Hwy, Karratha
PO Box 941
Karratha WA 6714
Tel: (08) 9182 2100
Fax: (08) 9182 2199

SOUTH WEST

80A Blair Street
PO Box 2662
Bunbury WA 6230
Tel: (08) 9792 6900
Fax: (08) 9792 6999

GREAT SOUTHERN

22 Collie Street
Albany WA 6330
Tel: (08) 9892 0100
Fax: (08) 9892 0199

GASCOYNE

4 Francis Street
PO Box 140
Carnarvon WA 6701
Tel: (08) 9941 0900
Fax: (08) 9941 0999

GOLDFIELDS

106 Hannan Street
PO Box 1036
Kalgoorlie WA 6430
Tel: (08) 9022 5800
Fax: (08) 9022 5899

KIMBERLEY – Broome

Unit 2, 23 Coghlan Street
PO Box 1476
Broome WA 6725
Telephone (08) 9195 5750
Facsimile (08) 9166 4999
Mobile 0438 916 185

WHEATBELT - NORTHAM

298 Fitzgerald Street
PO Box 55
Northam WA 6401
Tel: (08) 9690 2400
Fax: (08) 9690 2499

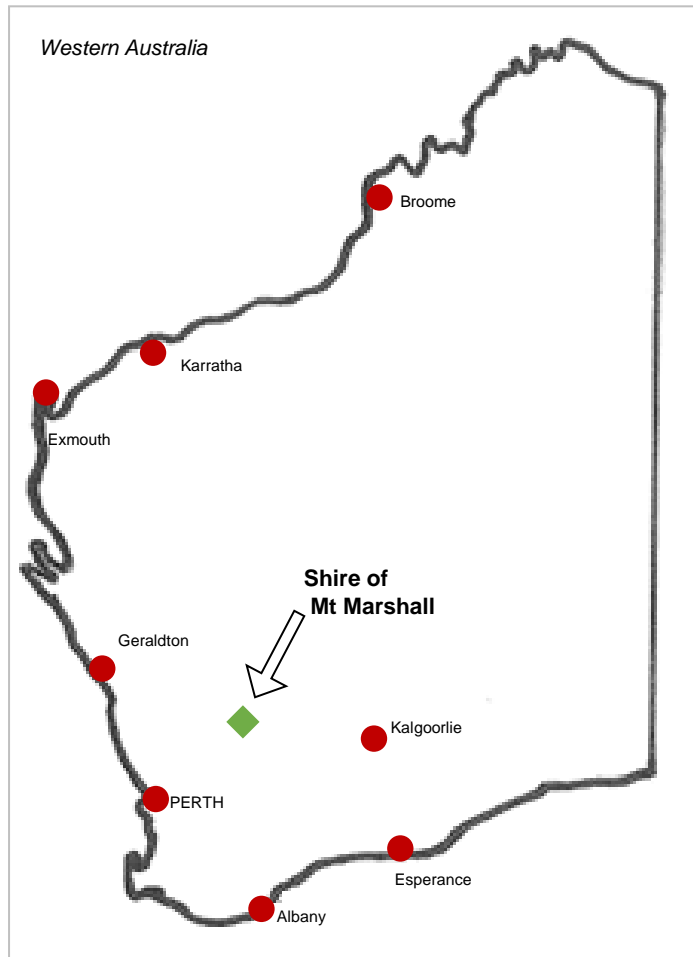
WHEATBELT – NARROGIN

Government Offices
Level 2, 11-13 Park Street Narrogin
WA 6312
Telephone 0429 881 369
Facsimile (08) 9881 3363

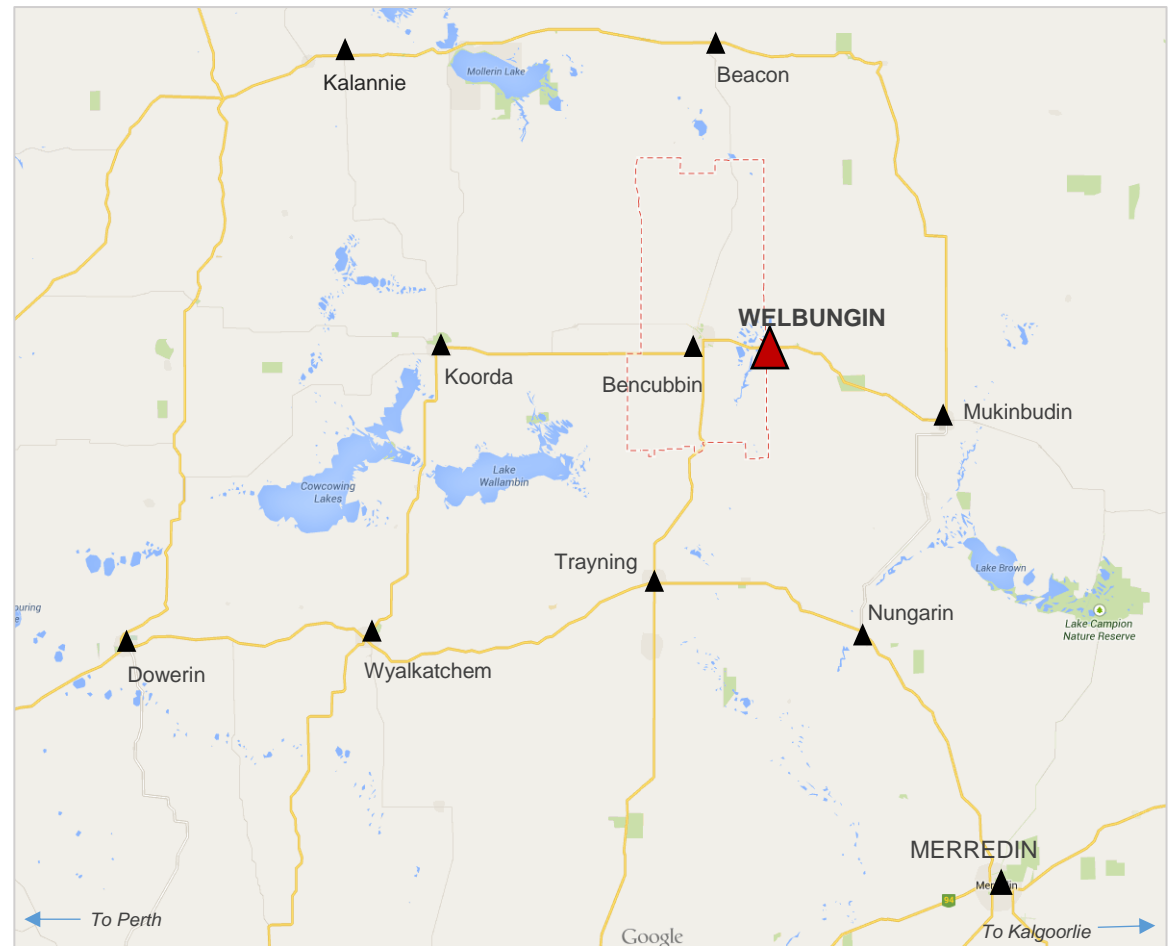
MID-WEST

Level 1, 268-270
Foreshore Drive
PO Box 135
Geraldton WA 6530
Tel: (08) 9956 2100
Fax: (08) 9956 2199

Where is the Shire of Mt Marshall?



Where is the Welbungen?



Tel: (61) 8 9244 2299

Email: enquiries@sportssurfaces.com.au

Post: PO Box 361 Mouth Hawthorn WA 6915

ABN: 58 521 861 188

To:	Alan Gracie	From:	Clive Peckham
Club:	Welbungin Tennis Club	Date:	2nd August 2016
Phone:	0409088121	No.Pages:	2
Fax:		Subject:	Resurfacing of Synthetic turf tennis courts
Email:	aggie@wn.com.au		

The contents of this fax are intended for the persons / Company it is addressed to. It may contain legally confidential and privileged information. If this fax is received in error, please call this office immediately to advise us of the mistake. We would appreciate your co-operation in this matter.

Ref. LtQ9049A

Dear Alan,

Sports Surfaces is pleased to present the following budget estimate for the resurfacing of your four synthetic turf tennis courts at Welbungin Tennis Club.

This quotation is based on the understanding that: -

- There is clear and unimpeded access to site for materials and equipment via double access gate.
- There is unrestricted access to both power and water supply if required. (FOC)
- The works are to be carried out during favourable weather conditions.
- The club will lift and remove existing turf from site.
- The underlying surface will be inspected once existing turf is removed and any remedial work required will be discussed with the Club. For further remedial work a variation will be provided.

Scope of Works (area = 33.77 x 63.6m)

- Supply and lay Sports Surfaces' **Matchplay 19mm pile polyethylene** tennis turf including white sub-angular silica sand and tufted lines for four tennis courts.

\$71,520.00

- Assess base once the existing turf has been removed and to complete remedial work on the surface.

\$6,000.00

Possible savings can be made if the Club were to provide assistance in the form of freight to site from Perth of bulk sand and/or synthetic turf rolls. Savings can also be made if the Club were to provide suitable meals and accommodation for our two-man installation crew.

GST

An additional 10% is applicable to the above prices.

Product Profile

Matchplay is a 19mm high performance commercial grade turf. It is made from 11,000 decitex **polyethylene** yarn and is a 40% better wearing product that requires less grooming and maintenance than

Attachment 12.2.5c

alternative polypropylene products. It does not mat or fibrillate to the same extent polypropylene-based surfaces tend to. Matchplay has been laid at Burswood International Resort, Nedlands, Denmark, Moora, Buntine, Badgingarra, Cadoux, Mukinbudin, Wubin, Kalannie, Mt Arrowsmith, Mt Walker, Beacon, and Muntadgin Tennis Clubs to name a few.

Installation Method

All Sports Surfaces synthetic turf tennis courts are laid using 300mm wide polybac tape and specially formulated outdoor adhesive to ensure all seams are securely joined without contaminating or touching the surface of the existing base.

Warranty

All Sports Surfaces' Synthetic Turfs carry an eight-year yarn manufacturer's UV and colourfast warranty and a one year warranty in respect to workmanship and materials subject to fair wear and tear and the court surface being properly maintained with a record of any services or treatments kept for review.

The budget prices presented are based on current costs only. If you are seeking a "Facility Grant" to assist with the funding of this project we would recommend that a suitable "price indexation" be allowed. This especially applies when the funds for such a project are unlikely to be known, or indeed be available, for an extended period of time.

Should you require any further information please contact this office on 9244 2299 (Our Ref LtQ9049A).

Regards,

Clive Peckham



West Coast Synthetic Surfaces

17 Evergreen Gardens

Carramar WA 6031

Phn : 9306 2725

Fax : 9306 2726

Mobile : 0419 044 257

Email : westcoastsyn@myoffice.net.au

Shire of Mt Marshall

Attention : Sally Morgan
Community Development Officer

15 July 2016

Re: **Court Resurfacing**

West Coast Synthetic Surfaces are pleased to provide our budget quote for resurfacing of Four Courts in Welbungin.

Brief Business History

Alan Disley has experience of over 26 years in the Sports Surfacing Installation industry. West Coast Synthetic Surfaces have been operating for 16 years.

Qualitative Criteria

- Experience in completing similar projects and supplying similar goods and services, please see reference list attached.
- West Coast Synthetic Surfaces are a Member of the Sports Contractors Association with Alan the WA Representative.

Resources

- West Coast Synthetic Surfaces (WCSS) own all our own plant and equipment as required for performing resurfacing work.
- Methodology and understanding : please see following pages.

Myself or Alan Disley Managing Director of West Coast Synthetic Surfaces, are available any time to discuss any aspect of the submission.

Kind regards

Lyn Disley

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Scope of Works

Pricing is Plus GST

- Pricing includes all transport, meals and accommodation.
We have separated these costs as a saving if the Club can provide these items.
- Existing synthetic turf to be removed by others prior to our arrival on site.
- No allowance for any repair works to the existing base.

Synthetic Turf Installation

We have priced two different synthetic turf options for your convenience.

- Supply and installation of Synthetic Turf.
- Supply and application of silica sand infill.

Omni Pro Court 16mm pile

\$ 80,500.00

Omni Pro Cool Plus 12mm pile

\$ 91,300.00

- | | |
|--|-------------|
| • Transport costs for turf included | \$ 2,000.00 |
| • Transport costs for bulk sand included | \$ 2,000.00 |
| • Self contained accommodation included | \$ 3,000.00 |

Key Personnel

As West Coast Synthetic Surfaces are owner operated we take very careful attention to detail and ensure every client is 100% satisfied during each stage of works, and at the completion of their project.

Managing Director – Alan Disley

Alan is actively & personally involved with every project.

Alan is available at any time to discuss any aspect of the project.

Secretary - Lyn Disley

Lyn has been involved in the industry for 23 years. Lyn is also actively and personally involved with every project.

- As West Coast Synthetic Surfaces are owner operated, we are contactable at any time.

Foreman

Stephen Cocks has been with West Coast Synthetic Surfaces for 9 years. Steve is involved with the majority of our projects and very experienced in all aspects of the scope of works. Steve has also travelled to and worked on many country projects. Steve is easily approachable and happy to discuss aspects of the project when on site.

Surfacing Technician

Mark Tucker has been in the industry for 15 years and with WCSS for 1 year. Mark is very experienced in all aspects of the scope of our works.

Mark is easily approachable and happy to discuss aspects of the project when on site.

Surfacing Technician

Liam Johns has been with WCSS for 1 year and is a very dedicated and reliable employee.

Surfacing Technician

James Dee has been with West Coast Synthetic Surfaces for 8 years full time and is now working with WCSS on a casual basis. James has been involved with many local and country projects over the years, he is very knowledgeable and willing to discuss any aspect of the scope when on site.

All of our Employees are committed to excellence in all aspects of our Business.

For your convenience, we can be contacted during office hours

and after office hours on 9306 2725 or (Alan) 041 9044 257.

- 5 -

Terms & Conditions

Payment Schedule

- Progress payment for stages of works.
- Final payment 30 days from EOM.
- Late payments may incur fees and charges.
- All goods and services supplied remain the property of West Coast Synthetic Surfaces until full payment is received.

Clarifications & Exclusions

- No allowance has been made for the reduction of low spots that is 3mm or more under a 3m straight edge when measured in any direction that shall cause any water ponding. This quotation is based on the courts complying to industry standards.
- No allowance for crainage, forklift or any other equipment hire required due to lack of clear access or obstructions.
- This quotation is based on clear access to site, power and water at all times throughout the installation of the sports surface.
- No allowance for hard / rock digging.

Life expectancy / warranty

- Life expectancy of the system is virtually indefinite. The initial five year warranty of the Laykold Acrylic surface can be renewed on a maintenance contract basis to ensure maximum life for an indefinite period.
- No guarantee is offered or implied against new and or existing cracks reflecting through the surface. Sub grade movement during seasonal changes and or expansion and contraction of pavement cannot be calculated and may be in excess of the systems capabilities.

Health Hazard Information

All materials submitted in this quotation are non-toxic and do not come under the classification of dangerous goods Classification 4.1 and are unlikely to cause any adverse health effects.

- **All Laykold products are 100% water based and are non hazardous.**
- **All Laykold products do not contain any lead, solvents or heavy metals.**
- MSDS's are available upon request.

Work Schedule

West Coast Synthetic Surfaces is happy to work with the principal and programme all works to suit the necessary schedule.

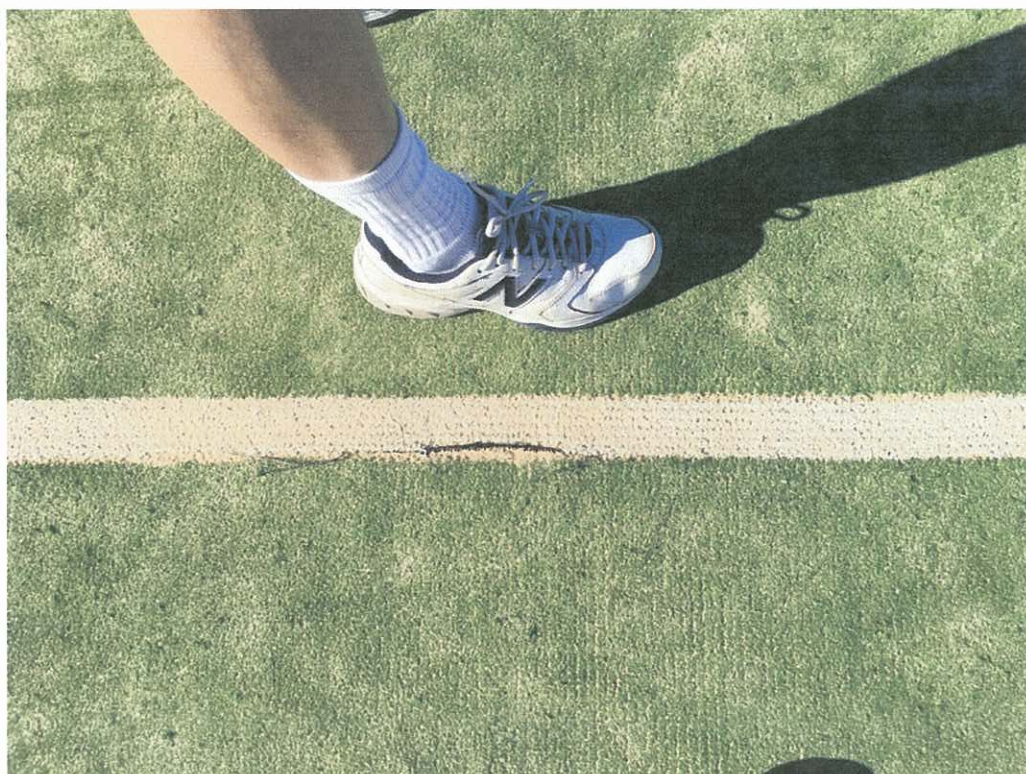
Kristell Pty Ltd ACN 104 900 085
ATF Disley Trust
T/A West Coast Synthetic Surfaces
ABN : 75 928 592 403

Welbungin Sports & Progress Association INC.



Aerial photo taken 14th December 2015

Photos of wear & tear on the courts – taken Sunday, 27th December 2015



An area of fraying – southern service line on Court 1



Joins between the rolls becoming visible on Court 1 (left photo) and Court 4 (right photo)



Wearing of the lines on Court 2 (left photo) and Court 1 (right photo)



On the left - a piece of unused turf, leftover from 1995 and kept inside the hall

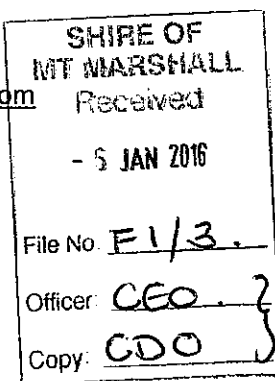
On the right – the current surface

Welbungin Sports & Progress Association INC.

President: Mark Fitzpatrick 0428 848 068 markfitzshell@westnet.com.au
Vice President: Ben Sachse 0427 851 257 ben.sachse@bigpond.com
Secretary: Emily Millar 0407 273 480 ytime_14@hotmail.com
Treasurers: Hilary West 0488 968 624 rosehil17@bigpond.com
Deanne Morgan 0429 333 639 deannevalda@hotmail.com

CEO, President and Councillors
Shire of Mt Marshall
80 Monger Street
Bencubbin WA 6477

Tuesday, 5th January 2015



Dear Dirk and Councillors Kirby, Faulkner, Sachse, Gillett, Shemeld, Beagley and Lumsden,

I'm writing on behalf of the WSPA Inc. to ask you to consider including funds for the resurfacing of the tennis courts at Welbungin in the next budget and to request that the Community Development Officer, Sally Morgan explore what grant funding is available for this.

The current courts were laid in October 1995, so have been in use for 21 seasons, including this one (i.e. 2015/16). At the time they were installed we were advised to expect a life of 8-10 years.

Over the past 3-5 years we have increasingly noticed that the surface is starting to show wear and tear in places e.g. the joins in the rolls are becoming noticeable, the lines are wearing causing an inconsistent bounce, in a couple of spots there is fraying and generally the surface has become uneven with small hollows and mounds appearing randomly under the courts. We have included a couple of photos, but it's a bit hard to show this effectively. Should any of you want to come and have a look for yourselves, you're very welcome to come out.

We have enjoyed good membership over recent years and most Sundays all four courts are in use, if not by adults, then the kids are encouraged to play on the spare one. Our membership numbers over the past 3 seasons are as follows:

2013/14	Playing members	46	Social	6
2014/15	Playing members	41	Social	5
2015/16	Playing members	41	Social	9

We don't keep an official record of Juniors as our aim is to encourage them to play and once they are able to serve they are allowed to play a set or two with the adults. Every season we get a good number of people who might be around for harvest or holidays and they pay ball fees each week rather than a Sub, so we don't have a record of them either. For this season we can already list 15 people who have played two or more Sundays.

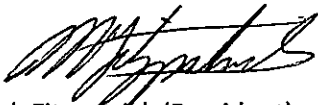
In late October 2015 we obtained a quote from John Cramer of *Sports Surfaces*, for the amount of \$71,300 +GST (~\$78,500). A copy of the quote is attached. This covers the cost of replacing the

synthetic grass, but does point out that “the underlying surface will be inspected once existing turf is removed and any remedial work required will be discussed with the club” – meaning there may be extra costs for preparing the base before the new turf goes down.

The WSPA Inc. is prepared to contribute, in kind and cash, to one third of the cost of the project. We would hope that a grant would cover the second third. For the remaining third, we are asking that Council please support us in our efforts and agree to include the funds required in the next budget?

If you require any further information, please feel free to contact me.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Mark Fitzpatrick', written in a cursive style.

Mark Fitzpatrick (President)



Central Wheatbelt Tennis Association

CWTA
P.O. Box 122
Mukinbudin W.A. 6479

11th August 2016

To Whom It May Concern:

The Welbungin Tennis Club have been one of the strongest clubs within the Central Wheatbelt Tennis Association for many years. The club is very competitive in the Association's Pennant Tennis Competition and Tournaments and their strong club membership numbers are the envy of the rest of the Association.

The Welbungin Tennis Club are a progressive club and were the first in our Association to lay an artificial surface on their courts, this was over 20 years ago and the surface has been past its prime for some time. The resurfacing of these courts has been discussed regularly during the last couple of seasons as the quality of the court has diminished rapidly. The Association, and its member clubs, would welcome the resurfacing of the tennis courts as soon as possible for the safety of all players and for the quality of tennis played.

Yours sincerely

Kerry Junk

CWTA
Secretary

Welbungin Sports & Progress Association INC.

President:	Mark Fitzpatrick	0428 848 068	markfitzshell@westnet.com.au
Vice President:	Ben Sachse	0427 851 257	ben.sachse@bigpond.com
Secretary:	Emily Millar	0407 273 480	ylime_14@hotmail.com
Treasurers:	Hilary West	0488 968 624	rosehil17@bigpond.com
	Deanne Morgan	0429 333 639	deannevalda@hotmail.com

Sally Morgan (CDO)
Shire of Mt Marshall
80 Monger Street
Bencubbin WA 6477

Monday 9th August, 2016

Dear Sally,

I am writing on behalf of all of the Welbungin Sports & Progress Association members to confirm our support towards the funding application to resurface the tennis courts in Welbungin.

The current courts were laid in October 1995, so have been in use for 21 seasons. At the time they were installed we were advised to expect a life of 8-10 years. Over the past 3-5 years we have increasingly noticed that the surface is starting to show wear and tear in places e.g. the joins in the rolls are becoming noticeable, the lines are wearing causing an inconsistent bounce, in a couple of spots there is fraying and generally the surface has become uneven with small hollows and mounds appearing randomly under the courts.

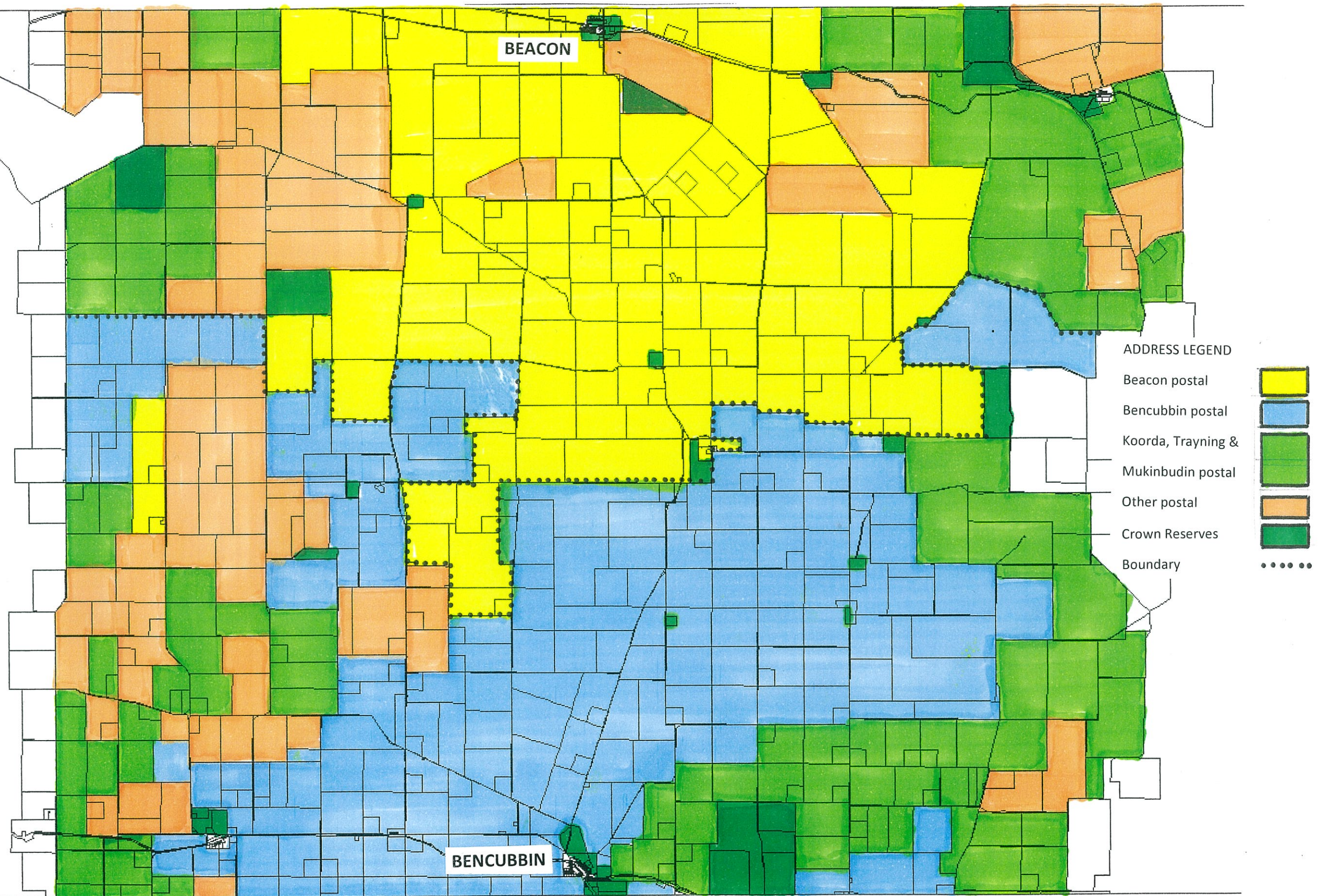
We have enjoyed good membership over recent years and most run a social tennis day every Sunday between October – April. Each week attracts different numbers but we always have all four courts in use by both adults and kids, families then stay to enjoy a BBQ around the campfire in the evenings which gives our club a real community feel. We also use the courts for pennants, singles and double competitions within the Central Wheatbelt Tennis Association; with both daytime and night time competitions it is vital for all players' safety that the courts are resurfaced as they are becoming more slippery.

Our Association is aware of the significant costs associated with this resurfacing project and set up a term deposit account 10 years ago to allow us to contribute to these costs. We look forward to assisting with the project financially and in-kind.

We wish you every success with the funding application as this project will provide a fantastic benefit to our community.

Yours sincerely,
Emily Millar

SPECIFIED AREA RATE MAP (Northern Boundary)



Loan repayments based on equal quarterly repayments over 20 years at 2.7% interest						OPTION 1			OPTION 2			OPTION 3		
						Loan Amount	1/4 Repayment	Full Year	Loan Amount	1/4 Repayment	Full Year	Loan Amount	1/4 Repayment	Full Year
Shire Loan						432,600.00	7,016.09	28,064.36	491,300.00	7,968.11	31,872.44	432,600.00	7,016.09	28,064.36
SAR Loan						550,000.00	8,920.13	35,680.52	491,300.00	7,968.11	31,872.44	491,300.00	7,968.11	31,872.44
Total						982,600.00	15,936.22	63,744.88	982,600.00	15,936.22	63,744.88	923,900.00	14,984.20	59,936.80

Whole of Shire Loan						Repayments on \$432,600	2016/17	2017/18	Repayments on \$491,300	2016/17	2017/18	Repayments on \$432,600	2016/17	2017/18
Valuations														
Amount Raised														
1% inc														
UV Rate 0.019384						6,506.07			7,388.89			6,506.07		
GRV Rate 0.112928						510.02			579.22			510.02		
						12,734.10			7,968.11			7,016.09		
						% Rate Inc								
						0.55			0.63			0.55		
SAR Loan						Repayments on \$550,000			Repayments on \$491.300			Repayments on \$491,300		
Valuations														
Amount Raised														
1% inc														
UV Rate 0.019384						8,145.44			7,341.38			7,341.38		
GRV Rate 0.112928						774.69			626.73			626.73		
						8,920.13			7,968.11			7,968.11		
						% Rate Inc								
						1.43			1.28			1.28		
Rate increase for all of Shire loan (from above)						0.55			0.63			0.55		
Rate increase for specified area loan (from above)						1.43			1.28			1.28		
Total rate increase for those in the specified area						1.98			1.91			1.83		

Loan repayments based on equal quarterly repayments over 25 years at 2.7% interest						OPTION 1			OPTION 2			OPTION 3		
						Loan Amount	1/4 Repayment	Full Year	Loan Amount	1/4 Repayment	Full Year	Loan Amount	1/4 Repayment	Full Year
Shire Loan						432,600.00	5,963.09	23,852.36	491,300.00	6,772.23	27,088.92	432,600.00	5,963.09	23,852.36
SAR Loan						550,000.00	7,581.37	30,325.48	491,300.00	6,772.23	27,088.92	491,300.00	6,772.23	27,088.92
Total						982,600.00	13,544.46	54,177.84	982,600.00	13,544.46	54,177.84	923,900.00	12,735.32	50,941.28

Whole of Shire Loan						Repayments on \$432,600	2016/17	2017/18	Repayments on \$491,300	2016/17	2017/18	Repayments on \$432,600	2016/17	2017/18
Valuations														
Amount Raised														
1% inc														
UV Rate 0.019384						5,529.62			6,279.94			5,529.62		
GRV Rate 0.112928						433.47			492.29			433.47		
						5,963.09			6,772.23			5,963.09		
						% Rate Inc								
						0.47			0.53			0.47		
SAR Loan						Repayments on \$550,000			Repayments on \$491.300			Repayments on \$491,300		
Valuations														
Amount Raised														
1% inc														
UV Rate 0.019384						6,922.95			6,184.08			6,184.08		
GRV Rate 0.112928						658.42			588.15			588.15		
						7,581.37			6,772.23			6,772.23		
						% Rate Inc								
						1.22			1.09			1.09		
Rate increase for all of Shire loan (from above)						0.47			0.53			0.47		
Rate increase for specified area loan (from above)						1.22			1.09			1.15		
Total rate increase for those in the specified area						1.69			1.62			1.62		

ACTING CHIEF EXECUTIVE OFFICER - STEPHEN TINDALE				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/107 July 2016	That based on current and ongoing community consultation, Shire staff prepare a report for Council's consideration at its next ordinary meeting on a proposed specified area rate boundary aligned with, or in the vicinity of, the Andrews Tank Rd and its prolongation eastwards to the Shire boundary to enable the raising of two proposed loans to cover the balance of funding required for the proposed redevelopment of the Bencubbin Recreation Complex. The first proposed loan to be repaid by general rates and the second proposed loan to be repaid by a specified area rate on land holdings south of the proposed boundary.	Complete		
2016/082 May 2016	That Council endorse: <ol style="list-style-type: none"> the Shire consulting with residents of the Shire of Mt Marshall regarding the raising of a loan for \$550,000 and the establishment of a specified area rate to fund repayments; and the loan being funded over a twenty year term with quarterly repayments. 	Complete	Community Meetings were held in Beacon ad Bencubbin	
2015/094 July 2015	That Council: <ol style="list-style-type: none"> endorse advertising for expressions of interest for individuals, groups or clubs to lease the Beacon Caravan Park and Beacon Barracks on a five (5) year lease with an annual lease fee of \$5,200 per year (\$100.00 per week). consider any expressions of interest received at the September 2015 Ordinary Meeting of Council. 	<div>Completed</div> <div>Not Completed</div>	Advertisement for EOI's was drafted, however never published as planned. Park manager resigned in February 2016. Advertising for her replacement took place. Porky's Enterprises have been contracted to manage the park.	<div>Completed</div> <div>Not Completed</div>

[illegible]

JULY 2016

ACTING CHIEF EXECUTIVE OFFICER - STEPHEN TINDALE

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2015/151 December 2015	<p>That:</p> <ol style="list-style-type: none"> the scale of the Bencubbin Complex Redevelopment project be reduced from the original 2015/2016 Budget amount of \$2,797,000 to \$2,600,000 and that National Stronger Regions be advised of this change accordingly; Council fund \$550,000 (five hundred and fifty thousand dollars) of the borrowings towards the redevelopment of the project with a specified area rate with this portion of the loan being payable over a maximum of 25 years; Council enter into an agreement with the Bencubbin Community Recreation Council for repayments of \$150,000 (one hundred and fifty thousand dollars) of loan proceeds towards the Bencubbin redevelopment project as a self-supporting loan payable over a maximum of 25 years; the Bencubbin Community Recreation Council contributes a further \$100,000 (one hundred thousand) in cash to the project; the Shire of Mt Marshall contribute reserve funds totalling \$250,000 (two hundred and fifty thousand) towards the Bencubbin complex redevelopment project as follows: Reserve Funds – Public Amenities \$243,000 Reserve Funds – Bencubbin Rec Complex \$7,000 Council continues to commit \$100,000 (one hundred thousand dollars) from the 2015/2016 Budget as per the original Budget document. (continued over page) 	<p>Completed</p> <p>Ongoing</p> <p>Report going to August meeting</p> <p>Ongoing</p> <p>Awaits Annual Budget adoption</p> <p>Awaits Annual Budget adoption</p>		

ACTING CHIEF EXECUTIVE OFFICER - STEPHEN TINDALE

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2015/151 December 2015	<div>7. Council borrow the remaining project balance of \$317,000 (three hundred and seventeen dollars) to be paid over a period of 20 years.</div> <div>8. an in kind commitment of \$100,000 (one hundred thousand dollars) be endorsed for Shire staff to manage the project.</div> <div>9. an in kind commitment of \$100,000 (one hundred thousand dollars) be endorsed for Bencubbin Recreation Council to carry out allowable works.</div> <div>10. A summary of the new project Budget follows:<div><div>Loan Proceeds – Specified Area Rate\$550,000</div><div>Loan Proceeds – Bencubbin Recreation Council\$150,000</div><div>Cash – Bencubbin Recreation Council\$100,000</div><div>Loan Proceeds – All of Shire of Mt Marshall\$317,600</div><div>Council Reserve Funds\$250,000</div><div>2015/2016 Budget Allocation\$100,000</div><div>In Kind – Project Management\$100,000</div><div>In Kind – Bencubbin Recreation Council\$100,000</div><div>National Stronger Regions Grant Funding\$932,400</div><div>Total Budget\$2,600,000</div></div></div>	<div>Report going to August Meeting</div> <div>Superseded</div> <div>Superseded</div> <div>Superseded</div> <div>Report going to August meeting</div>		

ACTING CHIEF EXECUTIVE OFFICER - STEPHEN TINDALE

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2015/150 December 2015	<p>That Council :</p> <ol style="list-style-type: none"> accept the surplus funding of \$51,520 from the Regional Road Group funding pool; and make an allowance of \$77,280 in the 2016/2017 Budget which includes \$25,760 (1/3) of Council own funding for resealing works associated in the vicinity of 2.20 to 3.70SLK of the Bencubbin-Kellerberrin Road. 	Ongoing	An allowance will be made in the 2016/2017 budget.	
2015/108 August 2015	<ol style="list-style-type: none"> That Council endorse, in principal, to a trial of RAV7(36.5m C-train) vehicles operating on the Shire of Mt Marshall road network subject to the following: <ol style="list-style-type: none"> That RAV7 combination vehicles not operate on designated unsealed School Bus Routes within the Shire of Mt Marshall between 7am to 8.30am and 2:30pm to 4.00pm, Monday to Friday, excluding School Holidays. That a maximum speed stipulation of 80kmh be enforced for all RAV7 combination vehicles operating on all unsealed roads throughout the Shire of Mt Marshall. A trial period of 1 October 2015 to 30 January 2016. That Council endorse trialling an all-inclusive Shire approach with the exception of any roads deemed not suitable by the Works Supervisor and or Main Roads Heavy Vehicle Staff. That Council endorse the CEO being authorised to remove any road from RAV7 rating at any time throughout the trial period without giving reason for doing so. That Council endorse considering a list of all roads deemed unsuitable for RAV7 combination vehicles presented at the September 2015 Ordinary Meeting of Council. 	Ongoing	<p>Main Roads advised and they are looking into it but this may take a long time.</p> <p>Main Roads making presentation to August Council meeting</p>	Oct 2016

ACTING CHIEF EXECUTIVE OFFICER - STEPHEN TINDALE				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2015/049 April 2015	<p>That Council:</p> <ol style="list-style-type: none"> 1. endorses the CEO approaching the Grand Lodge of Western Australian Freemasons seeking the Bencubbin Masonic Lodge property situated at 170 Collins Street be transferred to the Shire of Mt Marshall, subject to local lodge member support, with the intention of the construction of future aged units associated with the CEACA project and; 2. make a draft allowance in the 2015/2016 Budget for a transfer of one hundred thousand dollars (\$100,000) to the existing Aged Units Reserve as a part Shire contribution towards the future aged units within the Bencubbin and Beacon town sites. 	Report going to August Meeting	<p>No contact as yet</p> <p>Allowance will be made in the 2016/17 budget.</p>	August 2020

ACTING CHIEF EXECUTIVE OFFICER - STEPHEN TINDALE				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2015/045 April 2015	<p>That Council:</p> <ol style="list-style-type: none"> make an allowance in the 2015/2016 Budget document for the disposal of asset number L09006, being Lot 168 Collins Street (Land and Building or Building only), Bencubbin call public tenders for the disposal of Lot 168 Collins Street, Bencubbin in the first quarter of the 2015/2016 financial year at which time Tenders will be referred to Council for consideration and decision. 	<p>Ongoing</p> <p>Current</p>	<p>Included in 16/17 budget</p> <p>Tenders yet to be called</p>	
2015/030 March 2015	<p>That Council:</p> <ol style="list-style-type: none"> instruct the CEO to investigate the purchase and installation of a used four bedroom transportable building from Smith and Broughton including costs associated with the relocation and installation at the Beacon Caravan Park and; endorse the CEO preparing a detailed costing for Council consideration and decision at the April 2015 Ordinary Meeting of Council. 	<p>Complete</p> <p>Not Actioned</p>	<p>Investigated and the buildings were not suitable for the intended installation.</p>	<p>Complete</p>
2015/012 February 2015	That Council request the Local Government Advisory Board undertake a Minor Boundary alteration between the Shire of Mt Marshall and Shire of Trayning as follows:	To be actioned		Ongoing
2013/062 May . 2013	<p>That a reserve price for the sale of:</p> <ol style="list-style-type: none"> Lot 22 Rowlands Street be set at \$5,000; Lot 45 Rowlands Street be set at \$5,000; Lot 46 Rowlands Street be set at \$5,000. 	Current	<p>Lot 22 sold.</p> <p>Report to Council October 2016</p>	

ENVIRONMENTAL HEALTH OFFICER – BILL HARDY				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/104 July 2016	That Council endorse, in accordance with section 3.12 of Local Government Act 1995, the giving of 42 days state wide public notice of intention to make the Shire of Mt Marshall Health Amendment Local Law 2016.		Currently being advertised for public submissions. Proposed Local Law with DLGC and Dept of Health for comment.	December 2016
2015/146 December 2015	That Council endorse giving 42 days state wide public notice under section 3.12 of the Local Government Act 1995 of intention to make the Shire of Mt Marshall Health Amendment Local Law 2015 with changes as requested by the Joint Standing Committee on Delegated legislation.	Superseded		
2015/111 September 2015	That Council endorses the Shire's Principal Environmental Health Officer arranging the issue of a planning approval for the proposed development as proposed in the current application for Lot 272.	Complete		Complete
2015/087 July 2015	That Council endorse the Principal Environmental Health Officer making the following corrections to the Shire of Mt Marshall Health Local Law 2014 as requested by the Joint Standing Committee on Delegated Legislation.	Superseded		
2014/140 October 2014	That: 1. Council 'Make' the Shire of Mt Marshall Health Local Law 2014 as presented in 11.1.5a; 2. Council authorises the Shire of Mt Marshall Seal to be affixed to the Shire of Mt Marshall Health Local Law 2014, signed and dated by the Shire President and Chief Executive Officer and; 3. The signed and sealed Shire of Mt Marshall Health Local Law 2014 be forwarded to the Executive Director of Public Health for his/her signature of consent and presented to State Law Publishers for gazettal.	Superseded	Seal affixed and signed, posted to the Exec Director 18 November. Will be going to Gazettal early in the new year. Has been gazetted and very near completion.	June 2015

ENVIRONMENTAL HEALTH OFFICER – BILL HARDY				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2014/115 August 2014	Whitestone Quarries Planning Application	Complete	PEHO/BS met with owner of Whitestone and went through all the requirements of planning conditions, it was explained that from time to time some activities may occur outside the times allowed due to operational constraints, PEHO/BS said as long as the Shire was informed in a timely manner this can be assessed on a case by case basis and is not meant to be strictly prohibitive.	Complete
2014/087 June 2014	That: <ol style="list-style-type: none"> 1. The proposed Shire of Mt Marshall Health Local Laws 2014, as attached, be endorsed; and 2. State wide and local advertising for public comment commences for a period of not less than 42 days; 3. A copy of the proposed Shire of Mt Marshall Health Local Laws 2014 and the advertised Notice is delivered to the Honourable Minister for Local Government and the Executive Director of Public Health for the purpose of review for comment. 	Superseded	Advertising of the HLL has ceased, review documents received from DoH & DLGC to have edits made. When edits completed the HLL will be presented to the OCT OMC for 'making' of new HLL and then presented to DoH for endorsement then gazettal then presented to the joint standing committee of legislation.	October OMC with resolution in November 2014

ENVIRONMENTAL HEALTH OFFICER – BILL HARDY

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2011/197 December 2011	<p>That Council:</p> <ol style="list-style-type: none"> 1. Proceed with legal action for failing to comply with the Notice served under the Health Act 1911 Part V Dwellings Division 1 Houses unfit for occupation Sec. 139 served to Mrs GM Trainor by registered post on the 14/10/2009. 2. That the dwelling located on Lot 10 Hammond Street Gabbin being of brick veneer, suspended timber floors and timber framed roof with clay tiles be declared condemned and that the dwelling is to be demolished and that a notice to that effect be issued with immediate effect and that the Land is to be cleaned up after removal of the dwelling pursuant to Health Act 1911 Part V Dwellings Division 1 Houses unfit for occupation Sec. 138 and that the demolition be completed within 82 days. 3. After 82 days from the serving of the demolition notice that the principal Environmental Health Officer/Building Surveyor inspect Lot 10 Hammond Street Gabbin to determine compliance with the demolition notice. 	To be reviewed	<p>Scoping document for McLeods to be written and submitted for legal opinion/advice to proceed or not.</p> <p>Letter received from Trainors builder asking for info about what required for a building permit. Inspection of dwelling imminent.</p> <p>Building license issued for renovations, Works progressing.</p> <p>At completion of 2 years from date issue of license will investigate if suitable progress has been made BL issued 30/3/2012 and will expire on the 30/3/2014</p> <p>Will investigate works undertaken at expiry of BL and review.</p> <p>Oct 2014 - Inspection done, unable to track down builder for a report of works completed. Letter sent to owners of house requesting update of progress and intent for house.</p> <p>Continued over page</p>	<p>Be reviewed early April (expiry of BL)</p> <p>Onsite inspection planned 17 June 2014 to determine extent of works, letter to be written to Builder & owners to say this will occur.</p>

ENVIRONMENTAL HEALTH OFFICER – BILL HARDY				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2011/197 December 2011 (continued)		Ongoing	House inspected on 10/8/2016 – House is in need of repairs. Owner has advised that the Shire withdrew its order to demolish after an appeal was lodged with the State Administrative Tribunal. The owner will be undertaking repairs in the next few weeks.	
2009/081 April 2009	That the dwelling located on Lot 94, Lindsay St, Beacon being of weather board walls over wooden stud frames, suspended timber floors and timber framed iron clad roof be declared unfit for human habitation from immediate effect of date of notification and also the Council place a work order on the said dwelling to bring the dwelling up to a standard deemed by the Environmental Health Officer/Building Surveyor to be compliant with the Health Act 1911, Shire of Mt Marshall Health Local Laws 2007 and Local Government (Miscellaneous Provisions) 1960 and that a period of time being 90 days of notification of dwelling unfit for habitation to be allowed to do such works and in the event of works not commenced to bring the dwelling to the said standard that a demolition order be placed on the said dwelling.	Ongoing	<p>Works inspected by EHO/BS and are acceptable. House Unfit for habitation to stay in effect until rear plumbing is confirmed done. Discussions with Ruth DeJong said they were keen to fix plumbing so they could get workers into the house BUT were out on jobs Statewide. Works ongoing when workhands available.</p> <p>House inspected on 10/08/2016. The house remains unfit for habitation by the owner's workers. The owner has been informed that the house needs to be made good before the order can be lifted and used for habitation.</p>	Ongoing.

FINANCE & ADMINISTRATION MANAGER – TANIKA MCLENNAN				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/092 June 2016	That: <div><div>1. The following change of purpose of the Plant Reserve be proposed “To fund the purchase of plant which exceeds Council’s capitalisation threshold, so as to avoid undue heavy burden in a single year”;</div><div>2. One month’s local public notice of the proposed change of purpose be given; and</div><div>3. If no public submissions are received, the proposed change be effected from the date submissions close.</div></div>	Complete EA		Complete
2016/078 May 2016	That the following lending with Bendigo Bank, Mukinbudin Branch be established: Overdraft of \$500,000, secured by the Shire of Mt Marshall Rate Roll. The Shire authorises the following signatories to operate this account: Chief Executive Officer			

FINANCE & ADMINISTRATION MANAGER – TANIKA MCLENNAN

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/048 March 2016	That: <ol style="list-style-type: none">1. Mr RJ Back be engaged to review Council's Integrated Plans as per the attached quote, provided Mr Back only completes \$15,000 of invoiced work in the 2015/2016 financial year;2. \$15,000 from the Integrated Planning/Financial Reporting Reserve be utilised for the review of Council's Integrated Planning and Reporting; and3. Consideration of \$35,000 be included in the 2016/17 Annual Budget for the purpose of reviewing Council's Integrated Planning and Reporting.	Ongoing	Ron Back to conduct consultation sessions 19/20 July 2016.	December 2016
2016/036 March 2016	That Council make an allowance of \$30,000 in the 2016/17 Budget for costs associated with a further 12 months of operation of the Little Bees Family Day Care Service.	Complete subject to budget adoption	To be included in the 2016/17 Budget	August 2016

FINANCE & ADMINISTRATION MANAGER – TANIKA MCLENNAN

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2015/068 May 2015	That Council award its banking services to Bendigo Community Bank, Mukinbudin effective 1st January 2016.	Complete	<p>Process held up by key personnel taking leave.</p> <p>Numerous attempts made to contact Branch Manager and get the process underway. Slow process!</p> <p>Some “teething problems” with changeover. Still waiting on bulk payment and merchant facilities to be set up.</p>	July 2016

JULY 2016

REGULATORY OFFICER – JACK WALKER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/110 July 2016	<p>That Council endorse the recommendation of the Wheatbelt North East Sub Regional Road Group in relation to the Wheatbelt Freight Plan as follows:</p> <p>That:</p> <p>a) The following “Collector” Routes within the WNE SRRG road network:</p> <ol style="list-style-type: none"> 1 Wyalkatchem to Southern Cross Route 2 Cunderdin to Wyalkatchem Route 3 Wongan Hills to Koorda Route 4 Hines Hill to Burakin Route 5 Kulja to Dalwallinu Route 6 Kellerberrin to Beacon Route 7 Warralakin to Burracoppin Route 8 Bruce Rock to Moorine Rock Route <p>be endorsed as our Wheatbelt Freight Plan routes.</p> <p>b) All of the 2030 roads within these eight (8) WFP “collector” routes be allocated a single RAV access level of Network 7.</p> <p>c) All of the 2030 roads within these eight (8) WFP “collector” routes be allocated an AMMS level of 2, except for the Mukinbudin / Wialki Rd within the Shire of Mukinbudin from SLK 0.0 – 25.00 (Mukinbudin – Bonnie Rock Rd intersection), which is to be kept at its current level 3.</p>	Ongoing	Awaiting confirmation that the Wheatbelt Freight Plan has been adopted	August 2017

REGULATORY OFFICER – JACK WALKER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/108 July 2016	<p>That Council approves the application for development for an extractive industry on Ninghan locations 606, 3029, and 2643, Potts Road, Welbungin for Qstone Pty Ltd for the purpose of extracting pegmatite aggregate in accordance with the development application dated 7 July 2016 subject to the following conditions:</p> <ol style="list-style-type: none"> 1. to activate the planning approval, the development subject to this approval must be substantially commenced within a period of two (2) years of the date of the approval notice. If the development is not commenced within this period the approval shall lapse; 2. where a permit is required under the provisions of the Building Act 2011 and Building Regulations 2012, all relevant approvals and /or requirements to be lodged with the permit authority prior to the commencement of any building works on-site; 3. the approval is valid for 15 years; 4. no excavation or associated operations and facilities to occur outside of the locations indicated on the application; 5. the hours of operation of the extractive industry shall be limited to daylight hours Monday to Saturday, exclusive of public holidays. 6. a \$1,000.00 per year (subject to an annual review by Council) paid to the Shire covering road maintenance in accordance with the approved Traffic Management Plan, etc. <p>(continued over page)</p>	Complete		Complete

REGULATORY OFFICER – JACK WALKER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
	<p>7. payment of a bond of \$5,000.00 for the rehabilitation and closure of the site to be lodged with the Shire of Mt Marshall.</p> <p>8. an agreement to be signed by both parties accepting the above conditions.</p> <p>9. Qstone management provides contact details for the distribution of SMS messaging relating to Total Fire Bans and Harvest and Movement of Vehicles in Paddock Bans.</p> <p>10. extraction on or under the road reserve to be the subject of a separate application for development approval.</p>			
2016/055 March 2016	<p>That Council</p> <p>1. authorise the amended 2015/2016 budget as follows: Please see Minutes for details</p> <p>2. receive and adopt the revised bitumen sealing programme as detailed in attachment 12.6.1b</p>	Complete		
2016/053 March 2016	That Council dispose of the trailer mounted 110kva generator to NP and SE Metcalf for an amount of \$3,000.00.	Complete		
2013/132 September 2013	<p>That:</p> <p>1. The contract with Avon Waste for the provision of waste and recycling services be extended to 30 September 2018, with a further 3 year extension option; and</p> <p>2. The President and CEO be authorised to affix Council's common seal to the new contract.</p>	Complete		

ENGINEERING ADMINISTRATION OFFICER – JACK WALKER				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2008/083 April 2008	<p>That the Shire of Mt Marshall Local Law Relating to Dogs be amended as follows:</p> <p>15 2) Remove (e) Beacon Recreation Reserve No 36172</p> <p>15 (2) Remove (f) Bencubbin Recreation Reserve No 21535</p> <p>15 (2) Amend (g) to be denoted (e)</p> <p>Insert 15 (3) Fouling of Streets and Public Places</p> <p>Any person liable for the control of a dog as defined in Section 3(1) of the Act, who permits the dog to excrete on any street or public place or on any land within the District without the consent of the occupier commits an offence unless the excreta is removed forthwith and disposed of either on private land with the consent of the occupier or in such other manner as the local government may approve.</p> <p>16 (2) Remove (a) All freehold land owned by the Shire of Mt Marshall.</p> <p>16 (2) Remove (b) All reserves owned by the Shire of Mt Marshall or under the care control and management of the Shire.</p> <p>Insert 16 (2) (a) Beacon Recreation Reserve No 36172 (outside the fenced oval area) providing there are no organised activities upon this reserve.</p> <p>Insert 16 (2) (b) Bencubbin Recreation Reserve No 29824.</p>	Ongoing	Proposed changes to be advertised.	September 2009

EXECUTIVE ASSISTANT – NADINE RICHMOND				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/096 June 2016	That Council authorise the President and Acting CEO to apply the Shire of Mt Marshall common seal in accordance with the Local Government Act 1995, Section 9:49A (3) to the Honorary Freeman Award certificate to be presented to Mr Peter Geraghty.	Complete	Certificate complete and will be presented on 28 June 2016.	Complete
2016/095 June 2016	That agenda item 12.5.6 lay on the table for further consideration at future meetings.	Ongoing		Ongoing

COMMUNITY DEVELOPMENT OFFICER – SALLY MORGAN				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2016/036 March 2016	That Council make an allowance of \$30,000 in the 2016/17 Budget for costs associated with a further 12 months of operation of the Little Bees Family Day Care Service.	Ongoing	<p>Little Bees will continue to operate in 2016/17, the current Coordinator has been advised.</p> <p>New information has been circulated to Council regarding the changes in regulations, ultimately allowing us to operate the service from 2 different venues. We envisage that Little Bees will begin to operate on a trial 1 day a week basis from the end of September 2016.</p>	June 2017
2015/046 April 2015	That Council make an allowance of forty two thousand five hundred dollars (\$42,500) in the 2015/2016 Budget for costs associated with a twelve month trial period of the Sturt Pea Family Day-Care, Bencubbin, including insurances, utilities, building improvements and wage subsidy.	Superseded	<p>The Service has been open since the 28th July 2015.</p> <p>See 2016/036</p>	Superseded
2011/115 July 2011	That the Community Development Officer works with the Bencubbin Junior Councillors to develop a project plan for a community garden to be established using the existing Community Nursery (greenhouse) facility.	Complete	Little interest received	



Eastern Wheatbelt Biosecurity Group (EWBG) General Meeting held Tuesday 26th of July, 2016 at Merredin CRC, Merredin.

Chairperson: Cyril Smith

1. Opening of Meeting:

2. Attendance and Apologies:

- a. **Attendance:** Steve Palm, Ron Burro, Cyril Smith, Jim Sullivan, Dean Sinclair, Belinda O'Brien, Stuart McEwan, Glenice (DAFWA) and Lisa O'Neill (EWBG Executive Officer/minute taker).
- b. **Apologies:** Mark Crees.

3. Disclosure of Interests: None.

4. Confirmation of Minutes:

- a. Meeting held 8th of April 2016, at DAFWA, Merredin.

Motion:

That the minutes presented from the meeting held on the 8st of April, 2016 are accepted as a true and accurate record.

Moved: R. Burro, seconded: D. Sinclair.

5. Business Arising from Previous Minutes:

- a. Letter of response to Koolyanobbing Grid, from Viv Read. Belinda O'Brien to address and get an update.
- b. WSA agreement signed.
- c. Letter of response to WA Wild Dog Action sent.

6. Adoption of Financial Statement:

- a. 2015/16 Financials.

Motion:

That the financials presented to be accepted as true and accurate.

Moved: L. O'Neill, seconded: S Palm.

7. Correspondence:

- a. Inward/Outward Correspondence

Motion:

That all correspondence presented be considered and accepted.

Moved: L. O'Neill, seconded: S Palm.



8. Agenda Items

a. Pest Management Technician Position

Stu McEwan: A resignation had been received. C.O.M discussed position with Stuart. EWBG and S. McEwan agreed to keep him in the position on a 200 day contract for the 2016/17 financial year however 200 days to be split over the year and paid on a regular date.

Action: Letter to DPAW/DAFWA to be written in regards to the need for all communication about Pest Management Technicians and activity on the SBF through EWBG Executive Officer.

b. Community Engagement Plan: Belinda O'Brien

Glenice put on as new Biosecurity contract. Executive Officer to work with Belinda and Glenice to increase community awareness about the EWBG and DPR.

Action: Jim Sullivan's letter to be sent to Shire's and local paper to be distributed.

c. Constitution.

Constitution to be updated and presented at 2016 AGM. Changes to be made:

- Full Membership: 1 representative from each Shire who is appointed by the Shire (so 11 full members) plus 3 'Expert Members' that can be elected.
- Continue to have Associated Members: However no voting right.
- EWBG to move from rotation of Executive Committee to a voted Executive Committee. So no longer follow the rotation.

9. General Business:

- a. Annual Report to be completed when Audit completed.
- b. Information for audit has been sent to Byfields.
- c. Helicopter Baiting: Apply to AWI for sponsorship. To be conducted October.
- d. Permits 1080: user pays, applications - \$77, Where does it stop? why should landholders be charged to help control Wild Dogs.
- e. WA Wild Dog Action Plan: need to ensure it does not reflect Eastern States plan as techniques are different in Western Australia.

Action: Letter to Simon in regards to consultation period and whether invoicing direct to farmer is best option and also who is the best to assess these permits? How long does the permit last? What is renewal time period? We have been asked to be biosecurity group so this should have been discussed with group. MOU agreement may be an option.

Next Meeting 28th of September. 10am. DAFWA.

10. Close of Meeting: 12.45pm.