



SHIRE
of
DANDARAGAN

MINUTES

of the

ORDINARY COUNCIL MEETING (PUBLIC)

held

AT THE COUNCIL CHAMBERS, JURIE BAY

on

THURSDAY 24 MARCH 2016

COMMENCING AT 5.08 PM

(THIS DOCUMENT IS AVAILABLE IN LARGER PRINT ON REQUEST)

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.08pm and welcomed those present.

1.2 DISCLAIMER READING

The disclaimer was read aloud as there were 8 members of the public present.

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

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

2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

Members

Councillor L Holmes	(President)
Councillor D Slyns	(Deputy President)
Councillor W Gibson	
Councillor K McGlew	
Councillor J Kulisa	
Councillor M Sheppard	
Councillor P Scharf	
Councillor D Richardson	
Councillor C Carey	

Staff

Mr T Nottle	(Chief Executive Officer)
Mr I Rennie	(Deputy Chief Executive Officer)
Mr S Clayton	(Executive Manager Corporate & Community Services)
Mr G Yandle	(Executive Manager Infrastructure)
Mr D Chidlow	(Manager Planning)
Ms R Headland	(Council Secretary & PA)
Mrs Alison Slyns	(Tourism / Marketing Coordinator)
Ms Michelle Perkins	(Community Development Officer)

Apologies

Approved Leave of Absence

Observers

Mr Clinton Strugnell
Mrs Opal Wilkins

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Mrs Margaret Stewart
Mrs Pam Hicks
Mrs Norma Crommelin
Mr Jim Clarke
Mr James Livingstone
Mrs Judy Peacock

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

1. Mrs. P Hicks raised the issue of the number of rabbits in the Alta Mare Subdivision.

The President advised that Council staff will look into the situation and report back to her.

2. Mr. Livingstone asked to be able to raise issues and questions during the course of the meeting in relation to Item 9.1.4.

The President advised that this could not occur and that the questions are to be raised during the allocated Public Question Time.

3. Mr. J Livingstone requested advice as to how many quotes had been obtained to carry out the work in relation to Item 9.1.4 on today's agenda.

The President advised that the work was undertaken approximately 3 years ago and that this question would be taken on notice and reported back to Mr Livingstone.

4. Mr. J Livingstone requested advice that whether the issues relating to Item 9.1.4 on today's agenda should be under the User pays system.

The President advised that this matter would be taken into consideration as part of Councils deliberations.

5. Mrs. N Crommelin advised that in relation to Item 9.1.4 on today's agenda that the Logo depicts the whole of the Shire of Dandaragan and that it will cost a lot of money to carry out the changes.

6. Mr. J Clarke asked whether the owners of the current logo i.e. members of the Shire of Dandaragan will be given the opportunity to comment on the proposal in Item 9.1.4 on today's agenda.

The President advised that this matter would be consideration as part of Council's deliberations on the matter.

7. Mrs O Wilkins requested advice as to whether the change in logo would be impacted on all Shire signs, Letterhead, etc.

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The President advised that all items would be considered as part of Councils deliberations on Item 9.1.4 of today's agenda.

5 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Gibson requested withdrawal of his leave of absence for 26 April to 10 May 2016.

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF ORDINARY MEETING HELD 25 FEBRUARY 2016

COUNCIL DECISION

Moved Cr Scharf, seconded Cr Richardson
That the minutes of the Ordinary Meeting of Council held 25 February 2016 be confirmed.

CARRIED 9 / 0

7 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

8 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

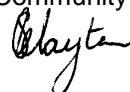
9 REPORTS OF COMMITTEES AND OFFICERS

9.1 CORPORATE & COMMUNITY SERVICES

9.1.1 ACCOUNTS FOR PAYMENT – JANUARY 2016

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Financial Management / Creditors / Expenditure
Disclosure of Interest:	None
Date:	9 March 2016
Author:	Scott Clayton, Executive Manager Corporate & Community Services

Signature of Author:



Senior Officer:

Tony Nottle, Chief Executive Officer

Signature of Senior Officer:



PROPOSAL

To accept the cheque and direct debit listing for the month of January 2016.

BACKGROUND

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As part of the Local Government Act 1995, Financial Management Regulations 1996, a list of expenditure payments is required to be presented to Council.

COMMENT

The cheque, electronic funds transfer (EFT) and direct debit payments for January 2016 totalled \$1,273,411.79 for the Municipal Fund

CONSULTATION

- Chief Executive Officer

STATUTORY ENVIRONMENT

- Regulation 13 of the Local Government Financial Management Regulations 1997.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Cheque, EFT and direct debit listings for January 2016 (Doc ID: 64083)

(Marked 9.1.1)

VOTING REQUIREMENT

Simple majority


OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Kulisa, seconded Cr Carey

That the Municipal Fund cheque and EFT listing for the period ending 31 January 2016 totalling \$1,273,411.79 for the Municipal Fund be accepted.

CARRIED 9 / 0

9.1.2 INDIAN OCEAN FESTIVAL FUNDING

Location:	Shire of Dandaragan
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Recreation & Cultural Services / Event Management / Community Events
Disclosure of Interest:	Nil
Date:	9 March 2016
Author:	Alison Slys, Economic Development Officer
Signature of Author:	

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Senior Officer:

Tony Nottle, Chief Executive Officer

Signature of Senior Officer:

**PROPOSAL**

For Council to consider a Budget allocation of \$5,500 inc GST to Indian Ocean Festival Inc. for a period of three years, being the 2016, 2017 and 2018 festivals.

BACKGROUND

The Indian Ocean Festival is the largest community event held in the Shire of Dandaragan with approximately 3,500 people attending, as well as several hundred stallholders, volunteers and event workers. The event is held in the first week of November, which is an off-peak (shoulder) tourism season.

The event takes place at Dobbyn Park, Jurien Bay foreshore, and has grown each year, since its inception as a fundraiser for the Jurien Bay District High School P&C as the 'Blessing of the Fleet'.

The Shire of Dandaragan has been an ongoing sponsor of the event with both financial contributions and in-kind support, with the most recent arrangement being an annual cash component of \$5,500 inc GST being contributed for the past three years events in 2013, 2014 and 2015.

COMMENT

The Indian Ocean Festival is funded through combined sponsorship from the State Government's Regional Events Scheme, Shire of Dandaragan, commercial business sponsors and proceeds from the event.

For the last three years funding from the Shire of Dandaragan is combined with the Regional Events Scheme grants to help promote the event with television, radio and social media advertising.

Private sponsorship and event proceeds have been re-invested back into the event to purchase infrastructure items such as fencing, storage facilities for equipment and tables and chairs.

The event also makes cash contributions to local community groups that assist during the day and the Jurien Bay District High School P&C receives a cash donation from entry proceeds as well.

The longer term plan for the event is to be able to engage an event management company to coordinate the event with the assistance of the current committee, which are all volunteers. There is the potential for the event infrastructure to be outsourced for further events and activities within the Shire.

The Indian Ocean Festival committee welcomes continued support from the Shire of Dandaragan to assist with the promotional costs

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of the event. There has been an allocation in the last three years (2013, 2014 and 2015) of \$5,500 inc GST, which has now expired and a commitment is sought on future funding support from the Shire for the festival.

This outcome was discussed at the Council Forum on 11 February 2016 held in Jurien Bay.

CONSULTATION

- Executive Manager Corporate and Community Services
- Indian Ocean Festival Inc. Committee
- Council via Council Forum

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

Council Policy 1.6 outlines the guidelines and purpose of the Community Grants Program. Within this policy, Council has also identified recurring grants which include:

1. Local Publications;
2. School student awards;
3. Australia Day celebrations;
4. Art acquisition prize; and
5. Mid-West Group of Affiliated Agricultural Societies annual contribution

Council may wish to consider the annual support of the Indian Ocean Festival within this existing Policy.

FINANCIAL IMPLICATIONS

An annual amount of \$5,500 inc GST has been allocated over the previous 3 financial years. This report recommends the continuation of this contribution for a further 3 years.

STRATEGIC IMPLICATIONS

2015 – 2025 Strategic Community Plan

<i>Goal 2: Healthy, Safe and Active Community</i>	
Objectives	How the Shire will contribute
2.3: Enhance vibrancy and community identity through culture and the arts	Deliver or support the delivery of selected arts, culture and community events

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION



Moved Cr Slyns, seconded Cr Scharf

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That Council authorise an annual budget allocation of \$5,500 inc GST in the 2016-2017, 2017-2018 and 2018-2019 Shire of Dandaragan Budget to the Indian Ocean Festival.

CARRIED 9 / 0

9.1.3 FINANCIAL STATEMENTS - MONTHLY REPORTING FOR THE PERIOD ENDING 31 JANUARY 2016

Location:	Shire of Dandaragan
Applicant:	N/A
Folder:	Business Classification Scheme / Financial Management / Financial Reporting / Periodic Reports
Disclosure of Interest:	None
Date:	14 March 2016
Author:	Scott Clayton, Executive Manager Corporate and Community Services
Signature of Author:	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To table and adopt the monthly financial statements for the period ending 31 January 2016.

BACKGROUND

As part of the Local Government Act 1995 and Financial Management Regulations (1996), monthly financial statements are required to be presented to Council. Circulated are the monthly financial statements for the period ending 31 January 2016.

COMMENT

Regulation 34 of the Financial Management Regulations (1996) requires the following information to be provided to Council:

1. Net Current Assets

Council's Net Current Assets [i.e. surplus / (deficit)] position as at the 31 January 2016 was \$1,806,115. The composition of this equates to Current Assets minus Current Liabilities less Cash Assets that have restrictions on their use placed on them, in this case Reserves and Restricted Assets. The current position indicates that Council can easily meet its short-term liquidity or solvency.

The Net Current Asset position is reflected on page 8 and reconciled with the Statement of Financial Activity on page 1 of the financial statements.

The amount raised from rates, shown on the Statement of Financial Activity (page 1), reconciles with note 6 (page 9) of

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the financial statements and provides information to Council on the budget vs actual rates raised.

2. Material Variances

During budget adoption a 10 percent or \$10,000 threshold for these variances to be reported was set.

Recreation and Culture

Income is at 67% and is due to two large grants not being received. Firstly, the grant application for the Cervantes Community Centre was denied. Secondly, the grant for Sandy Cape has not yet been fully received.

Expenditure is at 110% of Y-T-D budget and is due to depreciation.

Other Property and Services

Income is at 324% Y-T-D budget and is due to a commercial waste disposal agreement. This variance will continue to grow as month's progress and does represent a positive variance in relation to available cash. Further, reimbursement for insurance claims is contributing to this variance.

Expenditure is at 137% of Y-T-D budget and is due to under recovery of on costs. This will be reviewed in due course and adjustments made as required.

Should Councillors wish to raise any issues relating to the 31 January 2016 financial statements, please do not hesitate to contact the Executive Manager Corporate and Community Services prior to the Council Meeting in order that research can be undertaken and details provided either at the time of the query or at the meeting.

CONSULTATION

- Chief Executive Officer

STATUTORY ENVIRONMENT

- Regulation 34 of the Local Government Financial Management Regulations (1996)

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

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Circulated with the agenda is the following item relevant to this report:

- Financial statements for the period ending 31 January 2016
(Doc ID: 64255)
(Marked 9.1.3)

VOTING REQUIREMENT

Simple majority



OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Scharf, seconded Cr Gibson

That the monthly financial statements for the period 31 January 2016 be adopted.

CARRIED 9 / 0

9.1.4 CORPORATE BRANDING – SHIRE OF DANDARAGAN

Location:	Shire of Dandaragan
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Community Relations / Corporate Image
Disclosure of Interest:	Nil
Date:	14 March 2016
Author:	Alison Slyns, Tourism Marketing Coordinator
Signature of Author:	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

For Council to consider the development of a Corporate Brand Policy and style guide, including updated brand images and logos, that outlines the application of brand images, logos, colours, fonts, taglines and the Shire's existing logo as a corporate seal, in all Shire of Dandaragan correspondence and publications.

BACKGROUND

In June 2013, the Shire received and accepted a quote from marketing company, Market Creations, to develop a Shire brand. Market Creations provided four logo concepts to select and the concepts were presented to Council at a forum. Through a voting process carried out by Council and senior Shire staff, one brand was selected. An internal process for the preferred brand was undertaken rather than community selection because ultimately it is Council, Shire executives and staff members that take ownership for how they want themselves to be presented as a corporate brand.

From the brand concepts the preferred logo was summarized as follows:

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“The concept was designed based on the colours and textures of the landscapes across the four towns within the Shire of Dandaragan. The images captured on the inspiration board were considered to be iconic landscapes representing each of the towns, giving life to the brand which embodies the colours and textures: blue for the Jurien Bay marine reserve, pink for the Queen of Sheba flower in Badgingarra, orange for the Pinnacles in Cervantes and green for the rolling hills of Dandaragan. The blue part of the logo has a slightly different shape to the other three as it is modelled on the shape of the Shire”.

The Shire invested \$7,720 + GST on the process of development and although a preferred logo was selected, to date there has been no implementation of the new brand, other than some similar colour selections on the website and the use of the tagline *“Pinnacle of the Turquoise Coast”* in some marketing.

Corporate branding now sits in the Shire of Dandaragan Corporate Business Plan 2015-2019 with the current service level outlined as follows:

“Projects and programs as appropriate, including to develop a brand for the Shire and each community which communicates the role each plays in creating the diversity and liveability of the Shire and market the brand”.

COMMENT

The current Shire of Dandaragan logo incorporates four images that represent the four main townships within the Shire. Since the Shire’s inception, there have only been minor changes to the logo and some of the representations of the towns are outdated. Dandaragan’s beef industry is now supplemented with a wide range of horticulture and agribusiness ventures (green), Jurien Bay’s crayfishing industry moves towards wider tourism and coastal economic development opportunities (turquoise) and Badgingarra is the hidden gem of the inland wildflower route, with the Queen of Sheba being one of the most unique elusive and highly sought-after wildflowers of our region (pink). As a world-renowned wonder, it is little wonder that Cervantes portion of the logo retails the golden / orange glow of the Pinnacles as its most unique feature.

Without being too different to the old logo, in that all four towns are represented, the new logo represents the modern and proactive approach the Shire of Dandaragan has taken in recent times and continues to lead other Shire’s in. Importantly, updating the corporate branding allows more striking colour combinations to be used in publication and marketing materials.

Given the rich history of the Shire, it is intended that the existing logo will be retained for official use, becoming a corporate seal separate to the updated common-use logo, which is yet to be

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confirmed. This application, as well as that of any new branding items or logos, will be outlined in the proposed Style Guide.

Updating the corporate brand promotes the Shire of Dandaragan as a vibrant and modern region with a bright future to lead its communities into. Likewise, as a workplace the Shire provides secure employment for its regional communities and fosters a committed and proactive team that strive to achieve the best outcomes in all areas. Having a bright, modern and unique visual representation of the Shire brand helps to foster a dynamic and cohesive corporate image, both visually and within the team.

Corporate branding for the Shire was discussed at a Council Forum on 10 March 2016.

CONSULTATION

- Market Creations

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

- New stationary printing or signage updates as required;
- Minimal graphic design work to create style guide, if in-house publishing methods are not sufficient

STRATEGIC IMPLICATIONS

Shire of Dandaragan Corporate Business Plan

<i>Program Area 7: Economic Services</i>	
Objectives	Current Service Level
1.5: Facilitate industry, population and visitor attraction and growth to expand and diversify the regional economy	Projects and programs as appropriate, including to "develop a brand for the Shire and each community which communicates the role each plays in creating the diversity and liveability of the Shire and market the brand"

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Shire of Dandaragan Rebranding Samples (Doc ID: 63935)
(Marked 9.1.4)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Kulisa, seconded Cr Gibson

That Council to approve the development of a Corporate Brand Policy and Style Guide, including updated brand

images and logos where applicable, that outlines the application of brand images, logos, colours, fonts, taglines and the Shire's existing logo as a corporate seal, in all Shire of Dandaragan correspondence and publications.

CARRIED 7 / 2

Councillor McGlew requested that the vote of all members present be recorded.

For:

*Cr Holmes
Cr Sheppard
Cr Carey
Cr Slyn
Cr Scharf
Cr Gibson
Cr Kulisa*

Against:

*Cr McGlew
Cr Richardson*

9.1.5 AGE FRIENDLY/WHEATBELT DEVELOPMENT COMMISSION COMMUNITY TRANSPORT PILOT

Location: Shire of Dandaragan
Applicant: Shire of Dandaragan
Folder Path: Business Classification Scheme/Community Services/Service Provision/Transport
Disclosure of Interest: None
Date: 18 March 2016
Author: Michelle Perkins, Community Development Officer

Signature of Author:

Senior Officer:

Signature of Senior Officer:



Scott Clayton, Executive Manager Corporate and Community Services



PROPOSAL

That Council:

- Endorse participation in the six (6) month pilot service for the WDC Age Friendly Transport Pilot,
- authorise a budget amendment of \$650 for 13 weeks service to pay for empty seats which would enable the Shire of Dandaragan and WDC to obtain true demand statistics for such a service,
- allocate a budget item in the 2016/17 budget of \$450 for 9 weeks of the 22 week pilot service to pay for empty seats which would enable the Shire of Dandaragan and WDC to obtain true demand statistics for such a service.

BACKGROUND

In late 2015, the Wheatbelt Development Commission contacted the Community Development Officer to obtain information on previous community bus services from Jurien Bay to Cervantes to other regional centres or Perth. This coincided with the release of the draft Age Friendly Summary Engagement Report which is one element of the Shire of Dandaragan's Age Friendly Community

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Plan process. The Engagement Report highlighted the desire for a community bus between and within towns in the Shire, as well as to regional centres and the metropolitan area. The results of this consultation with older community members is also mirrored in extensive research into Ageing by the Wheatbelt Development Commission itself. According to the WDC “The state government has a clear policy encouraging shires to develop age friendly communities....The government has issued ‘The Seniors Strategic Planning Framework 2012—2017’ which has at its core “An age friendly WA”. In summary terms, infrastructure investment, supports and strategies which foster age friendly communities still need development in most locations in the Wheatbelt. Few shires reported concerted strategic activity in this area. The exceptions are shires in the [Shires of Wagin, Woodanilling, Williams, West Arthur, Dumbleyung and Lake Grace]... sub-region and Moora Shire which have conducted community consultations and have entered into some strategic activities” (Verso Consulting, 2014). With the possible adoption of the Shire of Dandaragan’s Age Friendly Community Plan, and improved transport options for both Jurien Bay and Cervantes, Shire of Dandaragan will join those shires who have conducted community consultations with this community demographic. “One of the greatest impediments to age friendly communities identified in many sub-regional needs studies is transport” (2014).

The WDC’s *Creating Age Friendly Communities in Small Towns Project* forms part of a holistic solution to address aged care issues across the region. The Project, which was the recipient of \$2.53 million through the Royalties for Regions Regional Grant Scheme, is integral to support local governments to implement recommendations from the Central East Aged Care Alliance (CEACA) Aged Care Solution/s and the Wheatbelt Aged Support and Care Solutions (WASCS) Report. The Project aims to improve the level of age-friendly infrastructure, services and inclusion across 43 Local Governments in the Wheatbelt. The Project will assist local governments via The Creating Age Friendly Communities (CAFC) – Local Transport Solutions Project which will assist to improve transport options for older residents living in the Wheatbelt. WDC’s Project will focus on identifying transport options from small towns to regional centres, allowing older residents across the Region to better access key services and infrastructure including health and medical, specialty retail as well as recreation and social opportunities.

Among other things, the Project will aim to deliver the following:

- The identification of communities to participate in a pilot transport program (a route may pass through several communities in more than one Local Government on the way to the selected service centre);
- The successful implementation and evaluation of 6 month Pilot transport projects;

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- An integrated transport strategy, summarising findings of the Pilot Projects, as well as some recommendations for the provision of alternative and innovative transport options for older residents travelling from small towns to regional centres. This framework will be open to further development.

COMMENT

The Shire of Dandaragan, in partnership with the Shire of Gingin, has been working with the WDC's Avon Regional Officer, and the Research & Project Officer to establish an 'age friendly' community bus pilot for 6 months to run one weekday per week (and return same day) from Jurien Bay to Joondalup stopping in Cervantes, Lancelin, Redfield Park, and Woodridge. The service will be focused mainly on access for older community members with the capacity for people with mobility issues to utilise the service and be assisted by the driver if necessary, however the service is also open to the general public. The aim is to have the service link in to both shopping precincts in Joondalup, as well as link in with the existing Joondalup CAT transport service.

WDC will provide a per kilometre subsidy to the service provider during the pilot period to ensure that the service is affordable and cost effective while the service is in the early uptake period.

Shire staff and management became aware of a local Jurien Bay-based adventure transport provider who had shown interest on social media in providing some kind of transport service from Jurien Bay, so the Community Development Team approached the business and encourage them to submit a tender to provide the service. We have been advised that the local business has been successful in obtaining the contract to provide services during the pilot project. Prior to this, the only service provider to submit a tender was a Perth-based business.

The pilot service will be managed through the Shire's Community Development Office, and currently the Community Development Officer and management are setting up operational requirements related to ticketing and ticket payment. This is to ensure that monitoring and evaluation of the service (including operations) is accessible to Shire staff at all stages of the pilot scheme. Long term, the plan is to create a sustainable service run by a local business to ensure that Seniors and the wider community have access to services that encourage accessibility to health & other services in the metropolitan area in order to be able to remain in their homes in the Shire as long as possible.

The pilot project is for a 12-15 seater bus to service the route to which half of the available seats would be allocated to Shire of Dandaragan passengers, and the other half allocated to Shire of Gingin passengers. If one Shire has unsold tickets by an agreed upon day each week, remaining seats will be made available to waitlist seats in the other Shire. This will be managed during the

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pilot by Shire Community Development departments in Dandaragan and Gingin. The bus service is promoted as an Age Friendly Service so will be accessible for people with mobility issues including those who are wheelchair bound (limited seats). It is proposed that the service is launched late March/early April.

To date the cost for a ticket for Jurien Bay/Cervantes/Joondalup/return will be approximately \$25-\$30 payable by the passenger. Shire staff do not believe this ticket price represents a real world situation, however as this is a WDC project, staff and management are prepared to accept it for the length of the pilot for the purposes of obtaining statistical data of service demand. The WDC will contribute \$1 per km for running costs payable directly to the service provider. Whilst other Shire's have decided to contribute a capped amount toward the service to subsidise ticket prices even further, the Shire of Dandaragan has to date, made no commitment to do so.

One option is for Shire of Dandaragan to allocate a budget item to pay for any empty seats. Conservative expectation would be a 66% usage rate for the period of the pilot (which to date, is limited to 22 weeks of service starting on 4 April 2016). Based on community support and interest in the service, we estimate that, using conservative estimates, the cost for Shire contribution would be \$650 for two (2) unsold tickets per week at the subsidised rate of \$25 in the current financial year. Beyond the current financial year, this contribution could be reassessed for the remainder of the project, which ends last week in August 2016 therefore a maximum financial contribution for the 2016/17 financial year would not exceed \$450.

Other options would be to for the Shire to cover costs of all empty seats (not exceeding the 6 seats allocated to the Shire of Dandaragan) for the length of the pilot (maximum contribution would be \$3,300) or alternatively, not offer any financial contribution at all.

In addition, in-kind support by way of booking and management of the pilot service, will be provided by Shire of Dandaragan Community Development staff.

CONSULTATION

During January and February, Community Development staff, with the support and participation of local community groups, undertook consultation meetings and surveys in both Jurien Bay and Cervantes to gauge interest in the service, and determine how this type of pilot service might work with existing TransWA services. Consultation indicated an incredibly high level of support for this pilot and a commitment by seniors in the community to help it succeed, not only during the pilot but beyond.

FINANCIAL IMPLICATIONS

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Budget amendment to the 2015/16 budget will be required to the total of \$650 and a budget allocation of \$450 will be required in the 2016/17 budget.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Age Friendly Community Transport Pilot Launch draft Poster (Doc ID: 64256)
(Marked 9.1.5)

VOTING REQUIREMENT

Absolute majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Scharf, seconded Cr Gibson


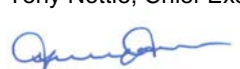
That Council:

- 1. endorse participation in the six (6) month pilot service for the WDC Age Friendly Transport Pilot, and;**
- 2. authorise a budget amendment of \$650 for 13 weeks service to pay for empty seats which would enable the Shire of Dandaragan and WDC to obtain true demand statistics for such a service, and;**
- 3. that Council allocate a budget item in the 2016/17 budget of \$450 for 9 weeks of the 22 week pilot service to pay for empty seats which would enable the Shire of Dandaragan and WDC to obtain true demand statistics for such a service.**

CARRIED 9 / 0

9.2 INFRASTRUCTURE SERVICES

9.2.1 INSTALLATION OF DUMP POINTS

Location:	Shire of Dandaragan
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Economic Development / Industries / Tourism
Disclosure of Interest:	Nil
Date:	14 March 2016
Author:	Alison Slyn, Tourism Marketing Coordinator
Signature of Author:	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

For Council to endorse the installation of public black-waste dump points in Cervantes, Jurien Bay and Badgingarra.

BACKGROUND

According to the Caravan and Motorhome Club of Australia the *“provision of easily-accessible dump points encourages more self-contained tourism throughout Australia, benefiting both regional and rural centres, and the environment. Towns that install dump points benefit from the increased visitation to their communities by RV tourists, while the environment also benefits from responsible waste water disposal”*.

This is supported by research in Tourism WA’s Caravan and Camping Action Plan 2013-2018, which outlined eleven recommendations including number four as follows:

“Provision of new and upgraded amenities to support self-drive holiday makers including 24-hour roadside rest areas in high priority areas and black waste dump points in strategic locations around the State”.

Currently within the Shire of Dandaragan there are free public dump points at Pioneer Park Dandaragan, the Sandy Cape Information Bay north of Jurien Bay and inside the gates of the Cervantes Waste Transfer Station. The Sandy Cape dump point is accessible 24 hours a day but the facility is on Sandy Cape Road, which is unsealed and 5km from Indian Ocean Drive. The Cervantes dump point is only accessible during opening hours and there is no public dump point within the townships of Jurien Bay or Badgingarra.

COMMENT

The Shire has received written and verbal feedback from customers at the Turquoise Coast Visitor Centre, as well as written feedback from individual community members and community groups and organisations regarding the installation of accessible dump points within townships. This has been documented for Cervantes, Badgingarra and Jurien Bay.

A number of potential sites were identified in Jurien Bay, with installation quotes and infrastructure investigations carried out to determine the most appropriate locations. The preferred sites are:

- Long vehicle parking north of Caltex Jurien Bay;
- Long vehicle parking Cadiz Street Cervantes;
- Tennis courts / public toilets Meagher Drive Badgingarra.

Depending on usage volume, there is the potential to install another dump point in Jurien Bay in the future, with the Jurien Bay Boat Harbour and within the vicinity of the town sports grounds both being identified as potential sites. As well, given the popularity of overflow camping at the town ovals in both Jurien Bay and Cervantes, there is the potential for each of the managing committees of those sites to consider their own installation of a dump point in the future.

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Leeman Plumbing and Excavation provided a written quote for the installation of a Dump-Ezy dump point, being \$3,536.62 including GST per unit. A holding tank is required for each unit, which are \$3,628.79 including GST each. The total cost for each dump point unit plus a holding tank is \$7,165.41 including GST. The funding for the installations will be drawn from the Shire of Dandaragan *Caravan Park Reserve* budget, to add improvements to existing caravan facilities and make the facilities more accessible to caravan and camping visitors to the Shire. There is also the potential for the Shire to apply for funding through the Caravan and Motorhome Club of Australia (CMCA) who offer subsidies to local governments to cover the cost of the dump point housings (up to \$1,649.70 per unit), as well as through Tourism WA with the potential for an equal-share contribution for one site through the Caravan and Camping Action Plan funding (up to \$3,582.70). Ongoing maintenance of the dump points involves emptying the holding tanks, which will be incorporated into the Shire's existing septic tank cleaning schedules.

The installation of public black-waste dump points was discussed at Council's Forum held on the 10 March 2016.

CONSULTATION

- Leeman Plumbing and Excavation
- Tourism WA
- Caravan and Motorhome Club of Australia
- Executive Manager Corporate and Community Services
- Executive Manager Infrastructure
- Manager Planning

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

Pending subsidy applications through Caravan and Motorhome Club of Australia's Dump Point Subsidy Program and Tourism WA's funding through the Caravan and Camping Action Plan, the balance of the project will be funded through the Shire of Dandaragan's *Caravan Reserve Budget*, to add improvements to existing caravan facilities and make the facilities more accessible to caravan and camping visitors to the Shire. The cost per unit, not including any subsidies that may be received is \$7,165.41 including GST, with up to three units being installed.

STRATEGIC IMPLICATIONS

2015 – 2025 Strategic Community Plan

<i>Goal 1: Great Place for Residential and Business Development</i>	
Objectives	How the Shire will contribute

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1.5: Facilitate industry, population and visitor growth to expand and diversify the regional economy	Tourism and marketing with a focus on promotion and product development based on natural assets in partnership with the Department of Parks and Wildlife
<i>Goal 2: Healthy, Safe and Active Community</i>	
Objectives	How the Shire will contribute
2.5 Provide environmental health and safety services	Camp ground management and control of illegal camping

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Badgingarra (Doc ID: 63957);
- Cervantes – Cadiz Street (Doc ID: 63962);
- Jurien Bay – Caltex (Doc ID: 63960)

(Marked 9.2.1)

VOTING REQUIREMENT

Officer recommendation 1 – Simple majority

Officer recommendation 2 – Absolute majority

OFFICER RECOMMENDATION 1 / COUNCIL DECISION

Moved Cr Slyns, seconded Cr Carey

That Council endorse the installation of public black-waste dump points at the following locations:

- **Cadiz Street, Cervantes**
- **long vehicle parking bay (Caltex), Bashford Street, Jurien Bay; and**
- **public amenities area, Meagher Drive, Badgingarra.**

CARRIED 9 / 0

OFFICER RECOMMENDATION 2 / COUNCIL DECISION

Moved Cr Sheppard, seconded Cr Richardson

That Council agree to a budget amendment up to the maximum of \$21,496.23 inc GST to fund the installation of public black-waste dump points to be funded by the Caravan Park Reserve.

CARRIED 9 / 0

9.3 GOVERNANCE & ADMINISTRATION

9.3.1 TURQUOISE COAST TRAIL - LOTTERYWEST APPLICATION FOR GRANT FUNDING

Location:	N/A
Applicant:	Ardross Estates
Folder Path:	Business Classification Scheme / Grants and Subsidies / Programs / Special Purpose
Disclosure of Interest:	Nil
Date:	14 March 2016

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Author & Senior Officer: Tony Nottle, Chief Executive Officer
Signature of Senior Officer:

PROPOSAL

That Council agrees to apply for funding under the Lotterywest Scheme for the continuation of the Turquoise Coast Trail (south to Booka Valley) as per the Jurien Bay Chamber of Commerce presentation to Council on the 25 February 2016.

BACKGROUND

At the Council meeting held 25 February 2016, Jurien Bay Chamber of Commerce (JBCC) presented to Council the continuation of the Turquoise Coast Trail (the Trail) proposal to connect Jurien Bay to Cervantes. The proposal was presented in a staged process, with stage 1 being a further 2.7km section from the end of the existing path, to Booka Valley.

At present, the Turquoise Way Trail is a 6.5km sealed track from the Jurien Bay Marina along the coast to the southern end of town. The track is suitable for walking, running / jogging, cycling, prams, scooters and users of all ages.

The JBCC propose that the Trail will:

- Extend the activities available to tourists who stay at Cervantes to visit the Pinnacles at Nambung National Park.
- Provide for linked adventure tourism at Jurien Bay adding informal cycling and running to sky diving and the snorkel trail.
- Offer a new venue in Western Australia for formal runs, bike rides and swim events for all ages including marathons, triathlons and similar.
- Provide a family-friendly opportunity to explore the Turquoise Coast and Jurien Bay Marine Park with regular access to coastal picnic locations.

JBCC propose to fund the project through several grant applications, private sector contribution from Ardross Estates, and an existing contribution by the Shire of Dandaragan for the existing Turquoise Coast Walk Trail.

COMMENT

The JBCC have submitted, on behalf of the Shire, a grant application to Lotterywest for funding of \$100,000. The Shire of Dandaragan has since received correspondence from Lotterywest advising receipt of the application on the 28 February 2016 and that the application will be assessed by a member of their Grants Team prior to a recommendation being submitted to the Lotterywest Board for its consideration.

To progress the grant application, the Shire is required to provide written acknowledgement that Council agrees to the Lotterywest Conditions of Grant.

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If successful, the funding will be applied to stage 1. Stage 1 is a proposed 2.7 kilometre extension of the Turquoise Coast Trail which will allow extended resident and tourist access up to Booka Valley.

Total cost of the proposed Trail is as follows:

Stage	Location	Length	Cost
Stage 1	South of Jurien Bay to Booka Valley	2.7km	\$786,000
Stage 2	Booka Valley to Hill River	3.9km	\$1,118,400
Stages 3 & 4	Hill River to Black Peak & Black Peak to Cervantes	13.1km	\$3,932,400
Total		19.7km	\$5,836,800

CONSULTATION

- Council Forum
- Jurien Bay Chamber of Commerce
- Lotterywest
- Wheatbelt Development Commission

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

While the construction of an additional stage of the Turquoise Way will initially not cost Council, ongoing maintenance and renewal would be the responsibility of the Shire.

Stage 1 is proposed to be funded by:

- \$100,000 - Lotterywest
- \$500,000 - Jurien Bay Chamber of Commerce (Ardross Group of Companies)
- \$200,000 - Wheatbelt Development Commission

STRATEGIC IMPLICATIONS

Shire of Dandaragan Community Strategic Plan 2015 - 2025

Goal 2: Healthy, Safe and Active Community:

2.4 Provide recreation and community facilities and activities

- *Plan for future recreation needs, including five-yearly review of the Recreation Plan, feasibility assessments in accordance with the Major Recreation Facilities Fund, and review of cycleway and dual use pathway plans.*

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

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- Presentation by Jurien Bay Chamber of Commerce (Doc ID: 64258)
- Correspondence received from Lotterywest (Doc ID: 64119)
(Marked 9.3.1)

VOTING REQUIREMENT

Simple majority


OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Gibson, seconded Cr Scharf

That Council endorse the application for funding under the Lotterywest Scheme for the continuation of the Turquoise Coast Trail in partnership with the Jurien Bay Chamber of Commerce and authorises the Chief Executive Officer to sign the Lotterywest Grant Application, Application: 421008887 Conditions of Grant agreement.

CARRIED 9 / 0

9.3.2 COUNCIL MEETING SCHEDULE 2016 / 2017

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Corporate Management / Meetings / Meetings
Disclosure of Interest:	None
Date:	22 February 2015
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

To determine a Council meeting schedule for the period 1 July 2016 to 30 June 2017 and to consider start times for Council Meetings.

BACKGROUND

On an annual basis, local governments in Western Australia are required to establish and advertise a schedule of Council meetings. The Shire of Dandaragan's current schedule sets meetings up to 30 June 2016 and as such it is timely to adopt a new schedule.

COMMENT

Currently, Council meets every fourth Thursday of the month, excepting December. Other changes can occur due to public holidays.

In previous years, Council has allocated one Ordinary Meeting of Council to be held in Cervantes, Dandaragan and Badgingarra. The town that holds the Annual General Meeting of Electors also has the Ordinary Meeting of Council held the same day in that location. In this year's situation, the Annual General Meeting of

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Electors is to be held in Cervantes. In Dandaragan and Badgingarra there will be one Ordinary Council Meeting.

In regard to Council Meeting start times, this matter was discussed at the Corporate Discussion session held 28 February 2013. Some of the comments made by Councillors at that time included:

- flexible start times;
- combined Forums and Ordinary Council Meetings;
- need to encourage new Councillors;
- problem is not so much Council Meetings but other meetings that Councillors are involved in i.e. Forums;
- holding of Forums in the evenings;
- set start and finish times i.e. 6.30pm – 8.00pm; and
- if Forums and Council Meetings are held at night, there will be issues with receiving Delegations.

In regard to this matter, Council set the 5.00pm start times which have been in place since July 2012. This time was adopted by Council when the dates for the 2012 / 2013 Council Meeting Schedule was adopted.

Please note that Australia Day falls on Thursday 26 January 2017, the proposed January Council Meeting, the suggested date for the January Meeting would be Wednesday 25 January 2017. The December meeting is always brought forward one week, because of Christmas.

Council has previously discussed the pressures of a long meeting day with the Council Meeting commencing at 5.00pm following the Forum and various other commitments prior. There has been no evidence to suggest that a 5.00pm start has increased the number of members of the public to a Council Meeting. Council indicated at the Forum held 25 February 2016 that Council Meetings should start at 4.00pm.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 requires the advertising of a local government's ordinary meetings of Council.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Nil

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VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION


Moved Cr McGlew, seconded Cr Richardson

That Council adopt the following meeting schedule for the 2016 / 2017 financial year:

DAY	DATE	TIME	MEETING VENUE
Thurs	28 July 2016	4.00pm	Jurien Bay
Thurs	25 August 2016	11.00am	Jurien Bay
Thurs	22 September 2016	4.00pm	Badgingarra
Thurs	27 October 2016	4.00pm	Jurien Bay
Thurs	24 November 2016	4.00pm	Cervantes
Thurs	15 December 2016	4.00pm	Jurien Bay
Wed	25 January 2017 AGM	4.00pm 6.00pm	Cervantes
Thurs	23 February 2017	4.00pm	Jurien Bay
Thurs	23 March 2017	4.00pm	Jurien Bay
Thurs	27 April 2017	4.00pm	Dandaragan
Thurs	25 May 2017	4.00pm	Jurien Bay
Thurs	22 June 2017	4.00pm	Jurien Bay

CARRIED 9 / 0

9.3.3 COUNCIL FORUMS SCHEDULE 2016 / 2017

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Corporate Management / Meetings / Meetings
Disclosure of Interest:	None
Date:	22 February 2016
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

To determine a Council forum meeting schedule for the period commencing 1 July 2016 to 30 June 2017.

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BACKGROUND

Council generally hold forums on the second Thursday of each month, at Jurien Bay commencing at 9.00am and as required prior to Council Meetings at the venue of the Council Meeting.

COMMENT

The current system seems to be working well, however if any Councillors wish to raise issues please do so.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

Financial implications relate to the Councillors travel expenses and catering and are not deemed to be significant.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Gibson, seconded Cr Sheppard

That Council adopt the following Council forum dates / times for the purpose of informally progressing issues of policy, strategy and to receive delegations and presentations:

DAY	DATE	TIME	VENUE
Thursday	14 July 2016	9.00am	
Thursday	11 August 2016	9.00am	
Thursday	8 September 2016	9.00am	
Thursday	13 October 2016	9.00am	
Thursday	10 November 2016	9.00am	
Thursday	8 December 2016	9.00am	
Thursday	12 January 2017	9.00am	
Thursday	9 February 2017	9.00am	


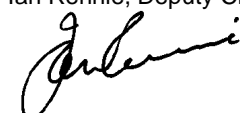
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DAY	DATE	TIME	VENUE
Thursday	9 March 2017	9.00am	
Thursday	13 April 2017	9.00am	
Thursday	11 May 2017	9.00am	
Thursday	8 June 2017	9.00am	

CARRIED 9 / 0

9.4 DEVELOPMENT SERVICES

9.4.1 PLANNING APPROVAL – PROPOSED HOME OCCUPATION (CHINESE MEDICINE AND ACUPUNCTURE) – LOT 1007 (NO.113) BEACHRIDGE DRIVE, BEACHRIDGE

Location:	Lot 1007 Beachridge Drive Beachridge
Applicant:	P & S Tsui-Po
Folder Path:	Development Services Apps / Development Application / 2016 / 15
Disclosure of Interest:	None
Date:	11 March 2016
Author:	David Chidlow, Manager of Planning
Signature of Author:	
Senior Officer:	Ian Rennie, Deputy Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

The applicant seeks planning approval for a Home Occupation (Chinese Medicine and Acupuncture) for a residential property at No.113 Beachridge Drive, Beachridge.

BACKGROUND

The subject lot is zoned Residential.

It is proposed to operate a home occupation from a rear room (~15 m²) of the existing dwelling providing Chinese Medicine and Acupuncture services. Proposed business hours are Wednesday 8:30am to 5:30pm and Saturday 8:30am to 1:00 pm.

Pursuant to the Local Planning Scheme a Home Occupation is a discretionary use of Council in the 'Residential' zone, and by definition is..... *an occupation carried out in a dwelling or on land around a dwelling which –*

- a) *Does not employ any person not a member of the occupier's household;*
- b) *Will not cause injury to or adversely affect the amenity of the neighbourhood;*
- c) *Does not occupy an area greater than 20 square metres;*
- d) *Does not display a sign exceeding 0.2 square metres;*

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- e) *Does not involve the retail sale, display or hire of goods of any nature;*
- f) *In relation to vehicles and parking, does not result in the requirement for a greater number of parking facilities than normally required for a single dwelling or an increase in traffic volume in the neighbourhood, does not involve the presence, use of calling of a vehicle more than 2 tonnes tare weight, and does not include provision for the fuelling, repair or maintenance of motor vehicles; and*
- g) *Does not involve the use of an essential service of greater capacity than normally required in the zone.*

The following provisions of Local Planning Policy 8.10 Home Based Businesses (Including Cottage Industry) are applicable.

2.2 Planning approvals for all types of home based businesses (other than a Home Office) shall be limited to a maximum period of 12 months, after which the further renewal of the approval by the local government is required annually, including payment of a fee. This is the responsibility of the applicant as the local government will not automatically re-issue approvals.

2.4 Planning approvals are issued only to the specific occupier of the particular parcel of land and is not transferable to any other person or to any other land parcel. Should there be a change of the occupier on the land in respect of which the planning approval was issued the approval shall no longer be valid.

2.5 Operating hours for home based businesses should be determined on the type of business being undertaken and having regard to the objectives of this policy.

As a general guide only, operating hours for businesses in residential areas should conform to what are considered normal business hours (generally 7.30am to 5.30pm, Monday to Friday and 8.30am to 1.00pm on Saturday).

2.6 Where an activity involves the visitation of clients or customers these appointments should be limited to 10 per day in accordance with hours as per Clause 2.5.

3.2 Annual renewal of approvals is granted under delegation to the Shire Chief Executive Officer provided there have been no written complaints received during the 12 months period preceding the request for renewal, and there has been no change in the circumstances under which the previous approval was granted.

COMMENT

On all accounts the application aligns with the Home Occupation definition and there is no reason for planning consent to be denied.

It is recommended that standard hours of operation and client parking of motor vehicles be addressed as conditions of approval.

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Home based businesses are usually granted 12 monthly approvals as the intent of a home based business is to establish and build up a client base and when the business outgrows the dwelling, to move to a commercial property. It also enables the Council to refuse the renewal of a home occupation if justified due to disruption of the neighbourhood amenity occurs on a regular basis.

CONSULTATION

Notice of the proposed development was advertised to adjoining and potentially impacted neighbouring landowners. The advertising period closes on 22 March 2016. At the time of writing this report no submissions had been received. If any submissions are received prior to the Council meeting date, these will be forwarded to Councillors for consideration.

STATUTORY ENVIRONMENT

- Local Planning Scheme No 7

POLICY IMPLICATIONS

- Local Planning Policy 8.10 Home Based Business (Including Cottage Industry)

FINANCIAL IMPLICATIONS

The applicant has paid a standard planning application fee of \$147.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Location Plan (Doc ID: 64341)
- Floor Plan (Doc ID: 64342)

(Marked 9.4.1)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Kulisa, seconded Cr Scharf

That Council grant twelve months planning approval to Pier Tsui-Po for a Home Occupation (Chinese Medicine and Acupuncture) on Lot 1007 Beachridge Drive, subject to the following:

- 1. all development shall be in accordance with the attached plans date stamped 29 February 2016 subject to any modifications required as a consequence of any conditions of this approval and shall not be altered without the prior written approval of the local government;**

2. the Home Occupation (Chinese Medicine and Acupuncture) shall not:
 - i. Entail the employment of any person not a member of the occupier's household.
 - ii. Display a sign at the front of the property that exceeds 0.2 square metres in area.
 - iii. Involve the retail sale, display or hire of goods of any nature.
3. customer parking is to be provided on the subject lot, customers are not to use on street parking. Customer parking signage to the satisfaction of the Manager Planning is to be provided on site.
4. operating hours are limited to Wednesday 8.00am – 5.30pm and Saturday 8.30am – 1.00pm.
5. where an activity involves the visitation of clients or customers these appointments should be limited to 10 per day in accordance with hours as per the above condition.
6. all materials and/or equipment used in relation to the activity must be stored within the dwelling, outbuilding and/or rear yard of the property, or behind property fences or appropriately maintained screening vegetation.
7. activities must be ancillary to the principal use of the land as a residence, and are not to be construed as an alternative use.
8. This approval is valid until 29 April 2017 upon which a new application for planning approval is to be lodged with the Shire for continuance of the Home Occupation activity.

ADVICE NOTES:

Note 1: Planning approvals for all types of home based businesses (other than a Home Office) shall be limited to a maximum period of 12 months, after which the further renewal of the approval by the local government is required annually, including payment of a fee. This is the responsibility of the applicant as the local government will not automatically re-issue approvals.



Note 2: Planning approvals are issued only to the specific occupier of the particular parcel of land and is not transferable to any other person or to any other land parcel. Should there be a change of the occupier on the land in respect of which the planning approval was issued the approval shall no longer be valid.

Note 3: The applicant be advised that "should you be aggrieved by this decision, or any conditions imposed, there is a Right of Review under the Planning and Development Act 2005. An application for Review must be submitted in accordance with Part XIV of the Planning and Development Act within 28 days of the date of this decision to:

**The State Administrative Tribunal
GPO Box U1991
PERTH WA 6845**

CARRIED 9 / 0

**9.4.2 PLANNING APPLICATION – PROPOSED OVERSIZED
OUTBUILDING – LOT 518 AQUILLA STREET, JURIE BAY**

Location:	Lot 518 Aquilla Street, Jurien Bay
Applicant:	R & J Hepple
Folder Path:	Development Services App / Development Application / 2016 / 19
Disclosure of Interest:	None
Date:	11 March 2016
Author:	David Chidlow, Manager of Planning
Signature of Author:	
Senior Officer:	Ian Rennie, Deputy Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

The applicant seeks approval for a proposed outbuilding measuring a total area of 15m x 7m (105m²) exceeding Council's Policy for permitted area of outbuilding.

BACKGROUND

The proponent has submitted a proposal to construct an outbuilding measuring 15m x 7m with a wall height of 3.6m and ridge height of 4.5m.

In accordance with Local Planning Policy 8.6 – Outbuildings 'Residential Areas' (the Policy) the total permitted area of outbuilding is 80m², or 10% of the site area, whichever is the lesser. The proposed outbuilding has an area of 105m². It exceeds the Policy requirements by 25m².

The proposed outbuilding is setback 1m from the northern boundary in accordance with table 2 of the R Codes. The eastern boundary proposes a 750mm setback which is acceptable under the R Codes as there is an adjoining parapet boundary wall of similar dimensions.

The proposed development complies with height and side and rear setbacks of the Policy and R Codes as discussed above.

COMMENT

Apart from exceeding the permitted area of outbuilding the proposal complies with all other requirements of Council's policies.

The subject lot is 1213 square metres, the proposed outbuilding is not to exceed 80m², or 10% of the site area, whichever is the lesser. There is a case to permit this development given that there is no significant negative impact on the streetscape, compliance

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with all other requirements of the policy and the large lot size (10% of the lot area would equate to 121.3 m²).

Council has consistently refused applications for outbuildings that do not fully meet the policy requirements.

CONSULTATION

Notice of the proposed development was advertised to adjoining and potentially impacted neighbouring landowners. The advertising period closes on 22 March 2016. At the time of writing this report no submissions had been received. If any submissions are received prior to the Council meeting date, these will be forwarded to Councillors for consideration.

STATUTORY ENVIRONMENT

- Local Planning Scheme No 7
- Residential Design Codes

POLICY IMPLICATIONS

- Local Planning Policy 8.5 – Outbuildings ‘Residential Areas

Outbuildings

1. An outbuilding within a Residential area shall be deemed as meeting the performance criteria of section 5.4.3 P3 the Residential Design Codes where the following area and height requirements can be achieved:

Outbuilding External Appearance	Permitted Area of Outbuilding	Permitted Wall Height	Permitted Ridge Height
Reflective Cladding	12m ²	2.4m *	4.2m *
Non-Reflective Cladding or Masonry	80m ² , or 10% of the site area, whichever is the lesser	3.6m *	4.5m or the highest point of the roof cladding of the residence whichever is lesser *
* Note that total wall / ridge heights are measured from the ground level at the closest common boundary			

2. When giving consideration to an application for an outbuilding, the Shire of Dandaragan shall have regard to the Design Principles contained in section 5.4.3 P3 of the Residential Design Codes, namely that outbuildings do not detract from the streetscape or the amenity of residents or neighbouring properties.
3. All outbuildings are to otherwise maintain a minimum rear / side setback in accordance with the Residential Design Codes Tables 2a and 2b. Any variation to these setback requirements will require the submission of a Planning Application with adjoining property owner comment for a council decision.
4. Where a parapet/boundary wall is proposed (ie a wall within 750mm of a boundary), a maximum wall height of 3.0m and length of 9m will apply. Any variation to this requires comment from the affected adjoining property owner/s for a Council decision

FINANCIAL IMPLICATIONS

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The applicant has paid a standard planning application fee of \$147.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Location plan (Doc ID: 64344)
- Plans (Doc ID: 64345)
- Image of site area and adjoining structures Doc ID: 64346)

(Marked 9.4.2)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr McGlew, seconded Cr Gibson

That Council refuse planning approval for the proposed outbuilding on Lot 518 Aquilla Street, Jurien Bay for the following reason;

- 2. Non-compliance with the permitted area of outbuilding identified in table in section 5 of Local Planning Policy 8.5 – Outbuildings ‘Residential Areas and thereby not meeting either the Design Principles contained in section 5.4.3 P3 of the Residential Design Codes or the deemed to comply requirements of section 5.4.3 C3 of the Residential Design Codes.**

ADVICE NOTES:

Note 1: The applicant be advised that “should you be aggrieved by this decision, or any conditions imposed, there is a Right of Review under the Planning and Development Act 2005. An application for Review must be submitted in accordance with Part XIV of the Planning and Development Act within 28 days of the date of this decision to:

**The State Administrative Tribunal
GPO Box U1991
PERTH WA 6845”**

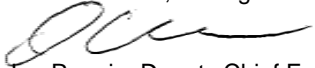

CARRIED 9 / 0

9.4.3 WESTERN AUSTRALIAN PLANNING COMMISSION (WAPC) – PROPOSED SUBDIVISION (AMALGAMATION) OF LOT NO’S 8, 9, 10, 11, 362 MADRID STREET, CERVANTES

Location:

Lot No’s 8, 9, 10, 11 & 362 Madrid Street, Cervantes

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Applicant:	Allerding & Associates on behalf of Thompson Family
Folder Path:	Business Classification Scheme / Land Use and Planning / Subdivision Requests / WAPC 153257
Disclosure of Interest:	None
Date:	14 March 2016
Author:	David Chidlow, Manager of Planning
Signature of Author:	
Senior Officer:	Tan Rennie, Deputy Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To consider an application for the amalgamation of Lot No's 8, 9, 10, 11, 362 Madrid Street, Cervantes and make recommendations to the Western Australian Planning Commission (WAPC).

BACKGROUND

Lot No's 8, 9, 10, 11, 362 comprise a combined area of 1.05ha.

The land is owned by the Thompson family and accommodates the Indian Ocean Rock Lobster processing facility. This processing facility was established in 2008 and now incorporates a tourism operation featuring factory tours. Additionally, the seafood outlet on site provides fresh local seafood to the local community and tourists visiting Cervantes.

Lot 11 and the rear portion (abutting the ocean front) of Lot 362 have a zoning of Industrial under the Shire of Dandaragan's Local Planning Scheme No. 7 (LPS7). The front portion of Lot 362 (fronting Catalonia Street) and Lots 8, 9 and 10 are zoned Residential with an R Coding of R12.5.

The applicant proposes to amalgamate Lot 11 Madrid Street and Lots 8, 9, 10, and 362 Catalonia Street into one green title lot comprising a total area of 1.05ha. Lots 9, 10 11 and 362 contain existing buildings which will all be retained. The proposed Lot will retain frontage to Madrid Street to the south west and Catalonia Street to the south east.

A proposed rezoning of the site has been submitted to rezone the area to a Special Use Zone under clause 4.7.1 of the Scheme as a Tourism Industry Zone.

This proposal has also been referred to the following organisations by the Department of Planning for their comments:

Department Of Environment and Regulation, Department of Parks and Wildlife, Water Corporation, Western Power.

Comment is required to be provided to the WAPC by 29 March 2016.

COMMENT

The applicant has submitted an application for rezoning of the site and a copy of the draft amendment is provided in the attachments

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as background information to the purposes of the amalgamation. There are currently some issues that require further information in the Scheme Amendment application that will require addressing prior to presenting to Council.

The current zoning mix of industrial and residential is problematic with conflicting land uses. In addition there are several components of the tourism facility that are on separate lots but form part of the same business.

The intent of this Scheme Amendment is to introduce a Special Use zone as a Tourism Industry zone. This zone would specifically relate to those lots utilised for the Indian Ocean Rock Lobster business. It is intended that this Special Use zone would list permissible suitable land uses which recognise the mix of uses on site and cater for the future development of the Indian Ocean Rock Lobster business as a tourist attraction.

The Scheme Amendment would also allow for the continuation of the existing residential land uses, both within the proposed amalgamated lot and within the two existing lots. It is also proposed that the Tourism Industry Special Use zone will permit a 'Grouped Dwelling' land use to enable the capability for the existing dwellings within the proposed amalgamated lot to be legally retained.

Amalgamation of the lots will not change the zoning as that is a separate process and there will be no change to the land uses over the subject lots if the WAPC approves the amalgamation.

The proposed amalgamation meets the guidance points listed below under Strategic Implications for Shire of Dandaragan Local Tourism Planning Strategy 2012 - 4.1.5.3 Subdivision / Amalgamation in that;

- Provides the development flexibility necessary to facilitate development of a sustainable tourism facility.
- Retains the strategic value of the site for tourism purposes, including the relationship between individual lots and areas of high tourism amenity (such as the beachfront) and potential in accommodating current and future tourism demand.
- Does not compromise the character, development flexibility or tourism amenity of the site.
- Provides for the ability for all resultant lots to be developed sustainably consistent with the future potential zoning.

CONSULTATION

- Department of Planning

STATUTORY ENVIRONMENT

- Planning and Development Act 2005
- Local Planning Scheme No 7

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

STRATEGIC IMPLICATIONS

Shire of Dandaragan Local Tourism Planning Strategy 2012 -
4.1.5.3 Subdivision / Amalgamation

The Taskforce Report provides guidance in the assessment of subdivision proposals for tourism sites. The following principles should be considered for inclusion within the preparation of the Local Planning Policy:

- *The proposed lot(s) will be able to accommodate and provide the development flexibility necessary to facilitate development of a sustainable tourism facility consistent with the site's zoning and location and, where identified, its tourism function under an endorsed local planning strategy or tourism strategy.*
- *The retention or enhancement of the strategic value of the site for tourism purposes, including the relationship between individual lots and areas of high tourism amenity (such as the beachfront) and potential in accommodating current and future tourism demand.*
- *The accommodation of services, management and recreation facilities associated with the development of the site without compromising the character, development flexibility or tourism amenity of the site.*
- *Where the zoning of the site provides for a restricted range of tourism uses, or a single use, the ability for all resultant lots to be developed sustainably consistent with that zoning.*

The amalgamation of two or more tourism sites to improve their viability will generally be supported, and Section 5.2 identifies those sites zoned for tourism purposes in which amalgamation with adjoining sites should be encouraged.

Note – The Indian Ocean Rock Lobster site is not specifically identified in the Local Tourism Planning Strategy as a site. The Strengths, Weaknesses, Opportunities and Threats assessment in the Strategy identifies the Indian Ocean Rock Lobster facility in Cervantes as an attraction. The same principles above would apply.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Application for subdivision (Doc ID 64347)
- Subdivision report (Doc ID: 64348)
- Plan of Subdivision (Doc ID 64349)
- Draft scheme amendment application (Doc ID: 64350)

(Marked 9.4.3)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Slyns, seconded Cr Carey

That the Western Australian Planning Commission be advised that Council supports the proposed application for amalgamation of Lot No's 8, 9, 10, 11, 362 Madrid Street, Cervantes as the proposal meets the guidance points listed below under Strategic Implications for Shire of Dandaragan Local Tourism Planning Strategy 2012 - 4.1.5.3 Subdivision / Amalgamation in that;


- 1. provides the development flexibility necessary to facilitate development of a sustainable tourism facility.**
- 2. retains the strategic value of the site for tourism purposes, including the relationship between individual lots and areas of high tourism amenity (such as the beachfront) and potential in accommodating current and future tourism demand.**
- 3. does not compromise the character, development flexibility or tourism amenity of the site.**
- 4. provides for the ability for all resultant lots to be developed sustainably consistent with the future potential zoning.**

ADVICE NOTES:

Note 1: The applicant is advised to address site issues in relation to coastal processes and storm surge, contaminated site, traffic management and onsite parking.

CARRIED 9 / 0

9.4.4 FREE CAMPING IN THE SHIRE OF DANDARAGAN

Location:	Shire of Dandaragan
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Economic Development / Industries / Tourism
Disclosure of Interest:	Nil
Date:	11 March 2016
Author:	Alison Slyns, Tourism Marketing Coordinator
Signature of Author:	

Senior Officer: Tony Nottle, Chief Executive Officer

Signature of Senior Officer:

PROPOSAL

For Council to make free camping available and endorse the following reserves as overnight rest stops:

Seventy-two hour rest stops

- Drummond Reserve, Bibby Road

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- Tuart Reserve, Cervantes Road
- Wandoo Reserve, Jurien East Road

Twenty-four hour rest stops

- Hakea Road, Bibby Road
- Banksia Reserve, Cervantes Road
- Smokebush Reserve, Jurien East Road

BACKGROUND

The caravan and camping industry is a growing tourism market, with 2014 figures from Tourism WA estimating that 5.98 million domestic visitor nights were spent in Western Australia, with 93% of those visitors coming from within the State.

Following a Parliamentary Inquiry in 2009 into the provision, use and regulation of caravan parks and camping grounds in Western Australia, Tourism WA commissioned consultancy firm Brighthouse to assess WA's caravan and camping sector. Findings in the Brighthouse report, *A Strategic Approach to Caravanning and Camping Tourism in WA 2012* guided Tourism WA in the development of the *Western Australian Caravan and Camping Action Plan 2013-2018*. The Action Plan aims to improve the supply, delivery and promotion of caravan and camping in the State.

Eleven recommendations came out of the Action Plan, of which number four is:

“Provision of new and upgraded amenities to support self-drive holiday makers including 24-hour roadside rest areas in high priority areas and black waste dump points in strategic locations around the State”.

The Plan also makes mention of the priority for Local Governments to consider overflow camping options and the provision of services outside of traditional caravan parks to service markets preferring recreational-style camping facilities.

At present, there is recreational-style camping at Sandy Cape, north of Jurien Bay, and the State Government's Coastal Nodes project will extend the capacity and improve facilities at this site. There is also a 72-hour transit park in Dandaragan and caravan parks in Jurien Bay, Cervantes and Badgingarra. There are no rest stops within the Shire that offer overnight facilities.

COMMENT

As the caravan and camping industry continues to grow, the Shire considers options for camp accommodation to meet a variety of traveller needs, whilst still considering the viability of commercial caravan park operators. To this end, it is proposed that the free campsites will only be available to visitors that do not require access to water, ablutions or power. This traveller market is fully

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self-contained and do not seek the facilities offered by commercial caravan park operations.

After an initial investigation, six sites were identified within the Shire as having the potential to be used as rest areas or campsites and an on-site assessment was carried out by Cr Chris Carey, Executive Manager Infrastructure Garrick Yandle and Tourism Marketing Coordinator Alison Slys. From this, three sites were identified as being suitable for campsites and the remaining three were better left in their current form as rest areas. Although each of the six sites had rubbish bins, picnic tables and were easily accessible, the potential campsites also had adequate shade and presented well for potential travellers to stay several days.

The sites suggested for campsites are:

- Drummond Reserve
Bibby Road; 4.29km from Brand Highway and 45.1km from Indian Ocean Drive; closest township is Badgingarra;
- Tuart Reserve (reserve # 39468)
Cervantes Road; 40.26km from Brand Highway and 9.19km from Indian Ocean Drive; closest township is Cervantes;
- Wandoo Reserve
Jurien East Road; 16.47km from Brand Highway and 31.79km from Jurien Bay; closest township is Jurien Bay.

The sites suggested to remain as rest stops are:

- Hakea Reserve, Bibby Road
- Banskia Reserve, Cervantes Road
- Smokebush Reserve, Jurien East Road

Although the rest stops do not provide shade there is the potential for these rest stops to be 24-hour overnight stops to assist with combatting driver fatigue issues.

After completing the on-site assessment the works to be completed on the sites, which can be carried out with Shire of Dandaragan staff and equipment, is as follows:

- Stone / cement fire pits that have been filled with concrete to be bulldozed and removed completely;
- Avon Waste to replace all existing bins and maintain waste management at all sites;
- Cut back trees and bushes along entrance and within campsite to Tuart Reserve;
- Remove blue 'no camping' signs;
- Replace damaged or missing picnic chairs and tables as required.

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Signage will be placed at each site advising of the restrictions in place, including time limits, self-sufficiency for water and waste, fire bans and consideration will be given to the installation of interpretive signage outlining the history of each reserve and its unique flora and fauna.

There was a proposed policy in place for Tuart Reserve (part of land reserve #39468) to be transferred from the Shire to the management of Department of Parks and Wildlife. It has not been confirmed whether this transfer ever took place and enquiries have been undertaken to clarify who is responsible for the management of this reserve. In the event that it is confirmed that Tuart Reserve is under the management of Department of Parks and Wildlife, this site will be removed from the free camping list.

CONSULTATION

- Department of Parks and Wildlife

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

- As a trial rubbish bins will not be provided and signage indicating to people to remove their own rubbish
- Costs associated with rubbish removal, to be arranged with Avon Waste
- Cost of signage is currently unknown
- Costs associated with removing the existing concrete fire pits and toilet and removal of signs etc, to be completed by Shire of Dandaragan outside works staff.
- Regular inspections by Shire of Dandaragan Rangers or outside works staff.
- Costs of new signage for camping regulations and interpretive information.

STRATEGIC IMPLICATIONS

2015 – 2025 Strategic Community Plan

<i>Goal 2: Healthy, Safe and Active Community</i>	
Objectives	How the Shire will contribute
2.5: Provide environmental health and safety services	Camp ground management and control of illegal camping

ATTACHMENTS

- Shire Map Free Camping (Doc ID: 63977)
 - Coastal-Attractions-Map (Doc ID: 64250)
- (Marked 9.4.4)**

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Slyns, seconded Cr Scharf

That Council agree to make free camping available and endorse Drummond Reserve, Tuart Reserve and Wandoo Reserve as 72-hour rest stops and Hakea Reserve, Banskia Reserve and Smokebush Reserve as 24-hour rest stops.

CARRIED 9 / 0

9.5 COUNCILLOR INFORMATION BULLETIN

9.5.1 SHIRE OF DANDARAGAN – FEBRUARY 2016 COUNCIL STATUS REPORT

Document ID: 64251

Attached to the agenda is a copy of the Shire's status report from the Council Meeting held 25 February 2016. **(Marked 9.5.1)**

9.5.2 SHIRE OF DANDARAGAN – EXECUTIVE MANAGER INFRASTRUCTURE REPORT – MARCH 2016

Document ID: 64262

Attached to the agenda is a copy of the Shire of Dandaragan's Executive Manager Infrastructure Report for March 2016. **(Marked 9.5.2)**

9.5.3 SHIRE OF DANDARAGAN – BUILDING STATISTICS – FEBRUARY 2016

Document ID: 63863

Attached to the agenda is a copy of the Shire of Dandaragan Building Statistics for February 2016. **(Marked 9.5.3)**

9.5.4 SHIRE OF DANDARAGAN – PLANNING STATISTICS – FEBRUARY 2016

Document ID: 63862

Attached to the agenda is a copy of the Shire of Dandaragan Planning Statistics for February 2016. **(Marked 9.5.4)**

9.5.5 WALGA – WASTE NEWS – 19 FEBRUARY 2016 – ISSUE 2

Document ID: 63583

In this issue:

- LG Spotlight: Bin tagging near you
- Recyclability Label workshop
- Pink, blue, now you pick the hue
- Better Practice Guide Reuse Shops
- Community Waste Grants Funding

Submissions:

- Tuesday, **1 March** – Better Practice Guide Reuse Shops survey
- Friday, **11 March** – Community Waste Grants Funding

Events:

- Wednesday, **23 March** – Recyclability Label workshop

9.5.6 REGIONAL DEVELOPMENT COUNCIL – TOUR OF JURIEBAY

Document ID: 63567

“On behalf of the Regional Development Council, I would like to thank the President, Tony Nottle and the staff of the Dandaragan Shire for your hospitality during our recent visit to Jurieb Bay. Members appreciated that you and Tony took the time to provide an overview of the Shire, which culminated in a tour of Jurieb Bay, including the marina, health centre and tourism developments”

9.5.7 DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITIES – UPCOMING CHANGES TO DECLARATION OF GIFTS AND TRAVEL CONTRIBUTIONS – CIRCULAR NO 01-2016

Document ID: 63392

“Proposed amendments to the Local Government Act 1995 and subsidiary legislation will impose new disclosure requirement on employees and councillors in regards to gifts and travel contributions.

*Councillors and designated employees will be required to declare gifts and travel contributions within **10 days** of receipt, as opposed to in the annual return. The Chief Executive Officer is to make this information available on the local government’s official website in the form attached.”*

Attached to the agenda is correspondence (**Marked 9.5.7**)

9.5.8 DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITIES – REVALUATION OF ASSETS AT FAIR VALUE – CIRCULAR NO 02-2016

Document ID: 63395

“The value of all assets shown in a local government’s financial reports for the financial year ending 30 June 2015 was required to be the fair value of the assets. Local governments are now reminded of the statutory requirement of regulation 17A of the Local Government (Financial Management) Regulations 1996 which requires all assets to be revalued by certain days, or as close as possible to the days, by which the revaluation is due.

Attached to the agenda is correspondence (**Marked 9.5.8**)

9.5.9 MARION & IAN DAVIDSON – SHACK 76 GREY – THANK YOU

Document ID:

Thank you one and all for your concern & care when evacuated from Grey during the Bush Fire. Many thanks to all involved.

9.5.10 WALGA – LOCAL GOVERNMENT NEWS – 19 FEBRUARY 2016 – ISSUE 6

Document ID: 63548

In this issue:

- National Stronger Regions Fund (NSRF)

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- Reporting of Grants and Payments made by Government Entities
- Environmental Planning Tool (EPT) Users Survey
- IPR Workshops – Development of Updated DLGC Guidelines and Opportunity for Local Government Input
- Training

Mailbag

- InfoPage: Blessing of the Roads
- InfoPage: Public Inquiry into 2016 Waroona Fire
- InfoPage: Public Libraries

9.5.11 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – 2016 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT – CALL FOR MOTIONS

Document ID: 63667

“The 2016 National General Assembly of Local Government (NGA), to be held at the National Convention Centre in Canberra between 19 – 22 June, is an opportunity for councils to identify and discuss national issues of priority for the sector and to agree on possible steps which could be taken to address these issues. Every council has the opportunity to raise relevant issues for debate at the NGA and I invite your council to participate in the 2016 NGA by submitting a motion for consideration.”

Attached to the agenda is the entire document for your information **(Marked 9.5.11)**.

9.5.12 WALGA – ENVIRO NEWS – FEBRUARY 2016 – ISSUE 11

Document ID: 63674

In this issue:

- City of Cockburn – Trail Project to Strip Nutrients
- Town of Claremont – Ecology Students Investigate Native Vegetation Trampling
- City of Bayswater – Eric Singleton Bird Sanctuary Wetland
- Free GIS Training in 2016
- EPT Users Survey
- Water Corporation Top Tips to Save
- Upcoming WALGA Events
- Welcome to WasteNews

Events and Funding Opportunities

- Upcoming Events
- Funding Opportunities

9.5.13 HON TONY SIMPSON MLA – NEW DISCLOSURE REQUIREMENTS FOR WA COUNCILS

Document ID: 64004

“New legislation requires online declaration of gifts and travel. Local Government Minister Tony Simpson said the changes to the Local Government Act were another step forward for transparency and accountability for the State’s local government sector. These

new measures will bring local government in Western Australia into the modern age.”

9.5.14 SHIRE OF DANDARAGAN – LEMC MEETING MINUTES – 10 FEBRUARY 2016

Document ID: 63754

Attached to the agenda are the Minutes from the LEMC Meeting held 10 February 2016 (**Marked 9.5.14**)

9.5.15 HON DEAN NALDER MLA – COASTAL MANAGEMENT FUNDING NOW AVAILABLE

Document ID: 63752

“State Government has made \$1 million funding available in the next financial year for one of Australia’s most valuable assets and to help local coastal managers to sustainably manager their stretch of coastline.

Mr Nalder said *“the Government wants to support local coastal managers as they seek to better understand the Western Australian coastline they are responsible for and work to adapt to the challenges presented. With a better understanding of the risks posed by coastal hazards, local managers can make informed decisions leading to more sustainable coastal management.”*

9.5.16 DEPARTMENT OF TRANSPORT – JURIEN BOAT HARBOUR STEERING COMMITTEE

Document ID: 63753

“Following on from actions during the last steering committee meeting the Department of Transport (DoT) is continuing to pursue recommendations identified during the Experts Workshop in May 2015, which was held to discuss the approach to resolving ongoing water quality issues to the Jurien Bay Boat Harbour (JBBH). Data continues to be collected from instrumentation in both the harbour and Jurien Bay. In addition, two new scientific investigations are about to take place.

Attached to the agenda is correspondence outlining these two new scientific investigations that are about to take place. (**Marked 9.5.16**)

9.5.17 DEPARTMENT OF MINES & PETROLEUM – COMMUNITY PARTNERSHIP RESOURCES SECTOR AWARD

Document ID: 63887

“The Department of Mines and Petroleum’s (DMP) has launched its exciting new Community Partnership Resources Sector Award aimed at recognising the achievements of communities and resources companies to work together.

The accolade will publicly celebrate examples of outstanding leadership that have helped to build strong community partnerships and created positive and meaningful outcomes for communities throughout Western Australia.”

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Attached to the agenda is the full content of correspondence
(Marked 9.5.17)

9.5.18 JURIEAN SPORT & RECREATION COMMITTEE – MINUTES FROM MEETING 22 FEBRUARY 2016

Document ID:

Attached to the agenda are the Minutes of Jurien Sport & Recreation Committee meeting held 22 February 2016. **(Marked 9.5.18)**

9.5.19 WALGA – LOCAL GOVERNMENT NEWS – 26 FEBRUARY 2016 – ISSUE 7

Document ID: 63715

In this issue:

- Leadership and Governance Program
- Rescheduled: Biodiversity Conservation Bill Briefing Session
- Free GIS Training
- 2016 Heritage Management & Planning Seminar
- Fiji Relief Fund

9.5.20 TINA HILL – DOBBYN PARK FACILITIES

Document ID: 63335

"I am a regular visitor to Jurien Bay and Cervantes. The recent modernisation of the jetty and play area is very impressive but when will the toilets at Dobbyn Park be upgraded. They are basic and quite uninviting at the moment and do not fit into their lovely surroundings."

9.5.21 WALGA – MEDIA RELEASE – SUPPORT FOR WALGA PRESIDENTS

Document ID: 63942

"The elected leadership team of the WA Local Government Association has been retained at a meeting of the organisation's State Council last night. WALGA President Cr Lynne Craigie and Deputy President Mayor Tracey Roberts were required to seek re-election as their interim terms had expired."

Attached to the agenda is the full correspondence **(Marked 9.5.21)**

9.5.22 WHEATBELT DEVELOPMENT COMMISSION

Document ID: 63717

"The Wheatbelt Development Commission would like to thank the President and the Shire Council for hosting the Regional Development Council's tour of Jurien Bay and the networking sundowner held 3 February 2016.

We would like to congratulate the Councillors for the positive approach and enthusiasm for the current and future development of Jurien Bay.

Please pass on our thanks to the Joint Chambers Alliance, Jurien Bay / Cervantes for their presentation".

9.5.23 RON SNOOK – FORESHORE DEVELOPMENT

Document ID: 63892

Attached to the agenda is correspondence from Mr Ron Snook in relation to the Foreshore Development south of the Jetty to Cook Street. *(Marked 9.5.23)*

9.5.24 MINISTER FOR POLICE, ROAD SAFETY, TRAINING & WORKFORCE DEVELOPMENT, WOMENS INTERESTS

Document ID: 63900

“Over the coming months, the Western Australian TAFE system will be streamlined from 11 colleges to five colleges and arrangements will be introduced to see these colleges work more collaboratively than has previously occurred. Today I was pleased to announce significant changes to the structure and function of the Western Australian vocational education and training sector, in line with the recommendation of the Training Sector Reform Project.”

Attached to the agenda is correspondence *(Marked 9.5.24)*

9.5.25 DANDARAGAN COMMUNITY RESOURCE CENTRE

Document ID: 64058

“I write to express our sincere thanks for the prompt and efficient service provided by Will George, Manager of Building Services and other Shire employees, when we recently had problems with a sagging ceiling and damage to our shed.

Both problems were repaired quickly and with a minimum of disruption to our operations, thanks to Will’s organisation.

Please pass our thanks and appreciation on to Will, all staff members and the Shire Councillors for your continued support”.

9.5.26 BADGINGARRA COMMUNITY ASSOCIATION INC

Document ID: 64052

“At a recent meeting of the above organisation it was noted how green and loved our town oval is looking. It was decided to write of our appreciation and ask you to pass on our thanks to the relevant maintenance personnel.

The upcoming social cricket match will have a far cheerier aspect this year.”

9.5.27 CELEBRATE WA – PLAN YOU COMMUNITY CELEBRATION THIS WA LONG WEEKEND

Document ID: 64054

“On behalf of Celebrate WA, the Shire of Dandaragan is invited to be a part of state-wide WA Day 2016 celebrations.

We invite the Shire of Dandaragan to plan and lead community celebrations amongst its residents and communities, showcasing Western Australian landscape, lifestyle, local products and local pride. By promoting and recognising excellence in our people, lifestyle, culture and bright future, the Council will be

demonstrating its strong commitment to enduring Western Australian values, community spirit and pride”.

9.5.28 REGIONAL DEVELOPMENT AUSTRALIA (WHEATBELT WA) – TRANSITIONING TOWNS TOOLBOX

Document ID: 64055

“I recently came across this toolkit that was put together by RDA Loddon Mallee. As I read it and about why they did it, it appeared to me that it would be very relevant for our towns in the Wheatbelt and may be a useful resource for you.

It notes “small towns ...are generally faced with increasing challenges as a result of population decline. They are usually dependent on one or two dominant industry sectors, therefore, any challenges in these key sectors are felt more acutely. (We) are exposed to the challenging aspects of transitioning small towns with 84% of towns in the region with a population of less than 3000 and many with economies dependent on agriculture. Many of these towns are experiencing population decline and in some cases a subsequent reduction in the quality of life. Conversely, certain small towns ...are experiencing population growth due to the spill over from urban sprawl and the tree change factor. However, the influx of new entrants to such towns can also create some social and environmental challenges.

A soft copy is also available to download at <http://www.rdawheatbelt.com.au/publications/current>.

9.5.29 HON TONY SIMPSON MLA / HON TERRY REDMAN MLA – MORE SUPPORT FOR COUNTRY LOCAL GOVERNMENTS

Document ID: 64102

Mr Simpson said “It is a priority of the Government to help country local governments to have the capacity to deliver a wide range of community services into the future.”

He also said “this funding will enable them to achieve innovative local solutions in service delivery and community partnerships, and ensure councils’ have the right governance to support this. These initiatives are fundamental to our commitment to creating a stronger local government sector in Western Australia, and better outcomes for residents and ratepayers.”

Regional Development Minister Mr Redman said “the capacity building program was a significant step forward for social and economic development in regional areas. This program will support ongoing improvements in the capacity of country local governments to identify and act on opportunities for developments and initiative, particularly with the community and not-for-profit sector.”

9.5.30 WALGA – LOCAL GOVERNMENT NEWS – 4 MARCH 2016 – ISSUE 8

Document ID: 64031

In this issue:

- WALGA Leadership Re-Elected
- Reconciliation Action Plan at WALGA
- Changing Placed Grants – Round 2 Open
- Suicide Prevention Training Small Grants – Open Now
- Do you have the tools and information to procure sustainably?
- Coastal Adaptation and Protection Grants
- City of Wanneroo Receives Best Practice Award
- Training

Mailbag

- InfoPage: New Food Standards Code

Media Releases

- Support for WALGA Presidents – 3 March

9.5.31 DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITIES – NEW REQUIREMENTS FOR DISCLOSURE OF GIFTS AND TRAVEL AND REMOTE ATTENDANCE AT COUNCIL MEETINGS – CIRCULAR NO 04-2016

Document ID: 64028

The *City of Perth Act 2016* received Royal Assent on 3 March 2016 and amends the gift and contributions to travel provisions within the *Local Government Act 1995* (the Act). Associated amendments have also been made to the following:

- The *Local Government (Administration) Regulations 1996*, and
- The *Local Government (Rules of Conduct) Regulations 2007*.

Attached to the agenda is Circular No 04-2016 (**Marked 9.5.31**)

9.5.32 GOVERNMENT OF WA – RADIOLOGICAL COUNCIL – RADIATION SAFETY ACT

Document ID: 64117

“On 24 April 2015, the Minister for Health announced a ban on the possession and operation of sun-tanning units for commercial purposes commencing on 1 January 2016.

An amendment to the Radiation Safety (General) Regulations was gazetted on 9 October 2015 in the Health Gazette, WA. The amendment was made to reflect the Minister of Health’s decision and states:

“The prohibition on the commercial use of sun tanning units is to commence on 1 January 2016.”

Attached to the agenda correspondence (**Marked 9.5.32**)

9.5.33 THE RETURNED & SERVICES LEAGUE OF AUSTRALIA WA BRANCH INC – JURIE BAY SUB BRANCH – ANZAC DAY 2016

Document ID: 64149

An invitation is extended to Councillors and staff to attend the Jurie Bay RSL Sub Branch ANZAC Day Memorial Service at

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Jurien Bay War Memorial on 25 April 2016 commencing at 10.00am.

9.5.34 WALGA – LOCAL GOVERNMENT NEWS – 11 MARCH 2016 – ISSUE 9

Document ID: 64179

In this issue:

- Local Emergency Management Arrangements
- Vacancies on Boards and Committees
- Community Events to Promote *Blessing of the Roads*
- Coastwest and Coastal Management Plan Assistance Program Grants
- Garage Sale Trail – Council Information Session
- Reminder – Review of Bushfire Prone Maps

Mailbag

- Economic Briefing – March 2016

9.5.35 DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITIES – SPECIAL GOVERNANCE BULLETIN – MARCH 2016 – ISSUE 11

Document ID: 64214

“Welcome to this special edition of the Department of Local Government and Communities’ Governance Bulletin. This special edition of the Governance Bulletin has been prepared to provide information regarding recent changes to gift and travel disclosure provisions in the Local Government Act 1995 and subsidiary legislation as part of the City of Perth Bill 2015. This edition will provide an in depth look at the new legislation requirements and guidance on how they apply to elected members and staff across all local governments in Western Australia.”

Attached to the agenda is copy of the bulletin **(Marked 9.5.35)**

9.5.36 HON LIZA HARVEY MLA – GOVERNMENT COMMITS TO WHEATBELT ROAD SAFETY REVIEW

Document ID:

“The State Government has committed to implementing the recommendations of its inaugural Wheatbelt Highway Safety Review report, which was tabled today in State Parliament.”

Mrs Harvey said *“the report recommended a range of road safety treatments including shoulder widening, audible line edging, upgraded intersections, realignment and improved signage. The engineering work will also be complemented by targeted community education and engagement which will be tailor-made for the Wheatbelt community.*

The report recommended we continue to educate on issues including safe overtaking, speed, drink and drug driving, seat belts, driving to conditions, courtesy and fatigue.”

9.5.37 WALGA – ROADWISE ROAD SAFETY NEWSLETTER – MARCH 2016 – ISSUE 15

Document ID:

In this issue:

- *Blessing of the Roads* event
- New participants help fight fatigue
- “The difference between life and death” video
- Baby boom in Broome?
- Scooter safety presentation
- Great Southern committees target fatigue
- Short break helps 200+ drivers avoid fatigue on Labour Day
- Welcome to Derby Expo
- Katanning Senior High School (KSHS) *Get Up n Go Day*
- Joondalup uses social media to reinforce the speed limit
- Child car restraint update
- Westcare supports employees to gain confidence about being a safe pedestrian
- Commitment to safe patient transfer
- Protecting vulnerable road users in the City of Rockingham
- Pilbara road safety campaign encourages road safety input
- Local business teams up with the Carnarvon RoadWise Committee to review hotspots
- Young Cricketers spread the ‘Belt Up’ message
- Australian Anglers Association targets fatigue
- ANCAP welcomes new ‘Exit Warning’ technology
- Road safety events conferences and resources

9.5.38 WALGA – CHANGING PLACES GRANTS ROUND TWO OPEN

Document ID: 64287

The Western Australian Local Government Association (WALGA) is seeking Expressions of Interest (EOI’s) from Local Governments that would like funding to retrofit or construct a specialised Changing Place bathroom facility in their region.

WALGA, in partnership with the Disability Services Commission (DSC) is delivering the program to support the development of a network of Changing Places across Western Australia for people with disability. The State Government has committed \$2 million to create the network of Changing Places, which is the first of its kind in Australia.

10 NEW BUSINESS OF AN URGENT NATURE - INTRODUCED BY RESOLUTION OF THE MEETING**10.1 CORPORATE & COMMUNITY SERVICES**

Any new business of an urgent nature requires a resolution of Council in order to be considered.

The following item requires urgent consideration by Council:

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 MARCH 2016

1. to receive the Audit Committee Meeting Minutes (unconfirmed) held on 24 March 2016;
2. to adopt the Statutory Compliance Audit Return for the period 1 January 2015 to 31 December 2015; and
3. to recommend to Council that the budget review for the 2015/2016 financial year based on the financial statements from 1 July 2015 to 31 December 2015 be recommended for adoption.
4. That Council as amendment to the budget transfer \$66,000 of the reported \$209,297.72 surplus to the Rubbish Reserve.

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Scharf, seconded Cr Slyns

That the following new business of an urgent nature be considered by Council:

1. that the unconfirmed minutes of the Audit Committee Meeting held on 24 March 2016 be received.
2. that the Compliance Audit Return as per attached for the period 1 January 2015 to 31 December 2015 be adopted.
3. that Council adopt the budget review, as presented with a surplus of \$209,297, with the following variances being formally adopted as budget amendments;

Shire of Dandaragan		
Budget Review		
as at 31 December 2015		
Budgeted Surplus / (Deficit) to 30 June 16	\$0.00	
Variance of opening surplus budget to actual	(\$81,972.47)	(\$81,972.47)
Income		
Dog Licences	\$4,000.00	
DER Contribution	(\$8,544.00)	
Refuse Site Fees	(\$10,000.00)	
Sandy Cape Fees correct schedule	\$80,000.00	
Sandy Cape Fees correct schedule	(\$80,000.00)	
Sandy Cape Fees	(\$50,000.00)	
Civic Centre fees	\$20,000.00	
Building Licenses	(\$15,000.00)	
Development Application Commercial Waste Disposal	(\$66,000.00)	
Fuel Rebate	(\$16,000.00)	
Youth Friendly Communities	(\$10,000.00)	
Cervantes Bowling Club Contribution	(\$75,000.00)	
Cervantes Bowling Club Grant	(\$35,000.00)	
DoT Connecting Schools Grant	(\$10,781.25)	
Badgingarra Bushfire Brigade Grant	(\$30,127.00)	

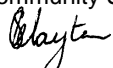

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	(\$312,452.25)
Operating Expenditure	
Telephone and Internet Charges	\$10,000.00
WVG correct schedule	(\$26,000.00)
WVG correct schedule	\$26,000.00
Youth Friendly Communities	\$10,000.00
Depreciation	\$1,272,648.50
	\$1,292,648.50
Capital Works	
Delete Jurien East Road	(\$134,000.00)
Add Sandy Cape Road	\$134,000.00
Reduce Path Dryandra to Lesueur	(\$50,000.00)
Increase Path 19th to Whitfield	\$10,000.00
New Path Lindsay to Cook	\$50,000.00
Cervantes Bowling Club	\$125,000.00
Badgingarra BFB fitout	\$30,127.00
	\$165,127.00
Other Assets and Liabilities	
Accumulated Depreciation	(\$1,272,648.50)
	(\$1,272,648.50)
Projected (Surplus) / Deficit 30 June 2016	(\$209,297.72)

- 4. That Council as an amendment to the budget transfer \$66,000 of the reported \$209,297.72 surplus to the Rubbish Reserve.**

CARRIED 9 / 0

10.1.1 AUDIT COMMITTEE MINUTES

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Financial Management / Audit / Internal
Disclosure of Interest:	Nil
Date:	16 March 2016
Author:	Scott Clayton, Executive Manager Corporate & Community Services
Signature of Author:	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

To receive the Audit Committee Meeting Minutes (unconfirmed) held on 24 March 2016.

BACKGROUND

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The Local Government Act (1995) requires Council to establish an Audit Committee to assist Council to fulfil corporate governance, stewardship, leadership and control responsibilities in relation to the Shire's financial reporting and audit responsibilities.

Due to the small number of audit committee meetings held during the year there is a significant delay between the audit meetings and the subsequent confirmation of the minutes of that meeting at the following audit committee meeting and hence, a further delay in presentation to Council of the minutes for adoption.

Therefore, it is considered more appropriate to present the unconfirmed minutes to Council for receipt. Should any issue arise at the adoption of these minutes at the following audit committee meeting varying the accuracy of the unconfirmed minutes, these changes will be presented to Council at the following Council meeting.

COMMENT

The purpose of the Audit Committee Meeting held 24 March 2016 was to consider the 2014/15 Audit Report, Budget Review for 2015/16 and the Compliance Audit Return for 2015.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Minutes of the Audit Committee Meeting (unconfirmed) held on 24 March 2016 (Doc Id: xxx)

(Marked 10.1.1)

VOTING REQUIREMENT

Simple majority


OFFICER RECOMMENDATION / COUNCIL DECISION
--

Moved Cr Gibson, seconded Cr Sheppard

That the unconfirmed minutes of the Audit Committee Meeting held on 24 March 2016 be received.

CARRIED 9 / 0

10.1.2 STATUTORY COMPLIANCE AUDIT RETURN 2015

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Corporate Management / Audit / Internal
Disclosure of Interest:	None
Date:	14 March 2016
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 MARCH 2016PROPOSAL

To adopt the Statutory Compliance Audit Return for the period 1 January 2015 to 31 December 2015 be adopted.

BACKGROUND

Local governments in Western Australia are required to complete, on an annual basis, a Compliance Audit Return (CAR). The Return is a self-assessment of compliance with Local Government (Audit) Regulation 13 and covers compliance in the areas of Caravans and Camping, Cemeteries, Commercial Enterprises, Delegations, Disclosure of Interest, Disposal of Property, Elections, Executive Functions, Finance, Local Government Employees, Grants Commission, Local Laws, Meeting Process, Miscellaneous Provisions, Official Conduct, Swimming Pools and Tenders.

The audit questions relate to areas of compliance considered high risk, such as:

- financial interest disclosures;
- procurement and tendering;
- delegation and use of delegated power; and
- the recruitment and appointment of the Chief Executive Officer.

After the Compliance Audit Return has been reviewed by the Audit Committee and a report presented to Council, a certified copy of the return along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit is to be submitted to the Director General of the Department of Local Government and Communities by 31 March.

The CAR was presented to the Audit Committee at a meeting held on Thursday 24 March 2016 where the Committee recommended to Council that the Compliance Audit Return for the period 1 January 2015 to 31 December 2015 be adopted.

COMMENT

For the period 1 January 2015 to 31 December 2015 the CAR demonstrates that the Shire has achieved a high level of compliance with no non-compliance identified in the areas under review.

CONSULTATION

- Chief Executive Officer
- Executive Manager Corporate and Community Services

STATUTORY ENVIRONMENT

The contents of the Compliance Audit Return relates to a range of local government legislation.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

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STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Compliance Audit Return 2015 (Doc ID: 64486)
 - Minute extract from Audit Committee meeting (Doc ID: 64487)
- (Marked 10.1.2)**

VOTING REQUIREMENT

Simple majority



OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Scharf, seconded Cr Sheppard

That the Compliance Audit Return as per attached for the period 1 January 2015 to 31 December 2015 be adopted.

CARRIED 9 / 0

10.1.3 BUDGET REVIEW 2015 / 2016

Location:	Shire of Dandaragan
Applicant:	N / A
Folder ID:	Business Classification Scheme / Financial Management / Financial Reporting
Disclosure of Interest:	None
Date:	9/3/2016
Author:	Scott Clayton, Manager Corporate Services
Signature of Author:	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To recommend to Council that the budget review for the 2015/2016 financial year based on the financial statements from 1 July 2015 to 31 December 2015 be recommended for adoption.

BACKGROUND

As part of the amendments to the Financial Management Regulations (1996), Regulation 33A - Review of budget has been inserted.

"This requires;

1. *between 1 January and 31 March in each year, local government is to carry out a review of its annual budget for that year;*
2. *it is to be submitted to council within 30 days of the review;*
3. *Council is to consider the review and determine whether or not to adopt the review, any parts of the review or any recommendations made in the review; and*

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4. *a copy of the review and determination is to be then forwarded to the Department within 30 days."*

COMMENT

Staff have reviewed the 2015/2016 budget to identify any significant variances. The financial statements to the 31 December 2015 have been used as the basis for the review, however, where a variance has occurred and is known prior to the completion of the staff component of the review on 9 March 2016, these have been accounted for.

Following is a detailed summary of the identified variances;

Operating Schedules and Capital

Item:	Telephone & Internet
Schedule:	Governance Other
Details:	Telecommunications expenses are higher than budgeted, due to the introduction of a more suitable system
Budget Affect:	Increase expense by \$10,000
Item:	Dog Licences
Schedule:	Animal Control
Details:	Actual dog licence renewals are lower than budgeted
Budget Affect:	Decrease income by \$4,000
Item:	DER Contribution
Schedule:	Waste Management - Household
Details:	As part of the commercial waste arrangement DER contribute towards the tip site upkeep
Budget Affect:	Increase income by \$8,544
Item:	Refuse Site Fees
Schedule:	Waste Management - Household
Details:	Gate fees are higher than budgeted
Budget Affect:	Increase income by \$10,000
Item:	West Midlands Group Contribution
Schedule:	Town Planning > Protection of the Environment
Details:	Budgeted contribution to WMG allocated to incorrect schedule.
Budget Affect:	Nil, internal allocation only (\$26,000)
Item:	Sandy Cape Fee allocation
Schedule:	Town Planning > Other Recreation and Culture
Details:	Budget allocated to incorrect schedule
Budget Affect:	Nil, internal allocation only (\$80,000)

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Item:	Sandy Cape Fees
Schedule:	Other Recreation and Culture
Details:	Camping fees higher than budgeted
Budget Affect:	Increase income by \$50,000
Item:	Civic Centre Hire Fees
Schedule:	Public Halls and Civic Centres
Details:	Higher fees less than budgeted
Budget Affect:	Decrease income by \$20,000
Item:	Building Licences
Schedule:	Building Control
Details:	Building licence income higher than budgeted
Budget Affect:	Increase income by \$15,000
Item:	Development Applications
Schedule:	Town Planning
Details:	Income greater than budgeted
Budget Affect:	Increase income by \$10,000
Item:	Commercial Waste Disposal
Schedule:	Private Works
Details:	Commercial waste disposal arrangement resulted in unbudgeted income
Budget Affect:	Increase income by \$66,000
Item:	Fuel Rebate
Schedule:	Plant Operations
Details:	Fuel rebate greater than budgeted
Budget Affect:	Increase income \$16,000
Item:	Depreciation
Schedule:	Various
Details:	Over the last three years the Shire has been undertaking a process of fair revaluation of assets. Budgeting depreciation during a time of such significant change can result in significant variation between budgeted depreciation and actual depreciation. This year as a result of a revaluation of the Shire's largest asset classes, infrastructure, this variation is quite significant. However, depreciation is a non cash item and as such has no impact on the immediate financial position of the Shire
Budget Affect:	Increase expenses \$1,272,648.50 Increase Accumulated Depreciation \$1,272,648.50

Other Council Approved Budget Amendment

Item: Youth Friendly Communities
Meeting: 25 February 2016 – Item 9.1.3
Details: The following Council Decision was made;

Moved Cr Kulisa, seconded Cr Scharf

That Councillors recognise the Department of Local Government and Communities grant to the amount of \$10,000 and authorise a Youth Services budget amendment to the same amount in order for Shire staff to complete the Youth Friendly Communities project.

CARRIED 9 / 0

Item: Capital Road Works
Meeting: 28 January 2016 – Item 9.2.1
Details: The following Council Decision was made;

Moved Cr Gibson, seconded Cr Scharf

That Council approve a budget amendment to reallocate \$134,000 of the 2015/16 Capital Works Budget from Jurien East Road to Sandy Cape Road.

CARRIED 8 / 0

Item: Dual Use Path
Meeting: 22 October 2015 – Item 9.2.2
Details: The following Council Decision was made;

Moved Cr Slyn, seconded Cr Carey

That Council authorise a budget amendment for the Jurien Bay Dual Use Path projects along Bashford Street as follows:

- Dryandra Boulevard to Lesueur Drive reduce from \$150,000 excluding GST to \$100,000 excluding GST.**
- Nineteenth Avenue to Whitfield Road increase from \$40,000 excluding GST to \$50,000 excluding GST.**
- New project Lindsay Street to Cook Street for \$50,000 excluding GST, with incoming funding of \$10,781.25 excluding GST from Department of Transport Connecting Schools Programme.**

CARRIED BY ABSOLUTE MAJORITY 9 / 0

Item: Cervantes Bowling Club Tender
Meeting: 24 September 2015
Details: The following Council Decision was made;

Moved Cr Holmes, seconded Cr Short

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That Council:

1. authorise a budget amendment to recognise an Infrastructure asset of \$125,000 with a corresponding contribution income of \$125,000; and
2. award the Cervantes Bowling Club – synthetic carpet bowling green preplacement tender to Tiger Turf for \$121,700 ex GST.

CARRIED BY ABSOLUTE MAJORITY 9 / 0

Item: DFES Capital Grant
Meeting: 27 August 2015 – Item 9.3.1
Details: The following Council Decision was made;

Moved Cr Short, seconded Cr Kulisa

That Council authorise a budget amendment to receive Capital Grant funding for the purpose of fit out of the Badgingarra Bush Fire Brigade facility as follows:

1. recognise a non-operating grant income of \$30,127; and
2. that Council recognise a building asset of \$30,127.

CARRIED BY ABSOLUTE MAJORITY 8 / 0

The effect of these variances result in a revised Rate Setting Statement as follows;

SHIRE OF DANDARAGAN		
RATE SETTING STATEMENT by Department		
for the year ending 30 June 2016		
Description	Annual Budget 2015/2016	Budget Review 2015/2016
	\$	\$
Operating		
Revenues / Sources		
Governance	37,375	37,375
General Purpose Funding (Excluding Rate Revenue)	1,067,223	1,067,223
Law, Order and Public Safety	443,775	469,902
Health	6,298	6,298
Education & Welfare	(0)	(0)
Community Ammenities	1,718,961	1,667,505
Recreation and Culture	943,968	1,173,968
Transport	4,314,602	4,325,383
Economic Services	178,797	193,797
Other Property and Services	72,520	154,520
	8,783,519	9,095,972
Expenses / (Application)		
Governance	(633,458)	(749,024)
General Purpose Funding	(146,781)	(146,781)

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Law, Order and Public Safety	(1,029,941)	(1,053,166)
Health	(311,019)	(325,251)
Education & Welfare	(10,000)	(10,000)
Community Amenities	(1,988,164)	(2,247,209)
Recreation and Culture	(2,765,815)	(3,393,842)
Transport	(5,421,319)	(5,627,718)
Economic Services	(706,888)	(758,697)
Other Property and Services	(270,082)	(264,429)
	(13,283,468)	(14,576,117)
Adjustments for Non-Cash (Revenue) and Expenditure		
(Profit)/Loss on Asset Disposals	(212,648)	(212,647)
Movement in Accrued Interest	(0)	(0)
Movement in Accrued Salaries and Wages	(0)	(0)
Movement in Employee Provisions	(0)	(0)
Movement in Deferred Rates	(0)	(0)
Movement in Accrued Expenses	(0)	(0)
Depreciation on Assets	(5,026,812)	(6,299,460)
Total Operating less non cash items	739,510	1,031,962
Capital Revenue and (Expenditure)		
Purchase Land and Buildings	(1,298,434)	(1,328,561)
Purchase Furniture and Equipment	(55,450)	(55,450)
Purchase Plant and Equipment	(1,154,859)	(1,154,859)
Purchase Infrastructure Assets - Roads	(5,945,674)	(5,945,674)
Purchase Infrastructure Assets - Parks & Reserves	(1,247,970)	(1,247,970)
Purchase Infrastructure Assets - Other	(5,185,196)	(5,320,196)
Capital Works in Progress	(0)	(0)
Proceeds from New Debentures	109,066	109,066
Proceeds from disposal of assets	278,363	278,363
Repayment of Debentures	(199,104)	(199,104)
Payment Self Supporting Loan to Community Group	(80,000)	(80,000)
Self-Supporting Loan Principal Income	44,673	44,673
Transfer to Reserves	(863,224)	(863,224)
Transfer from Reserves	5,787,447	5,787,447
Surplus/(Deficit) July 1 B/Fwd	3,640,700	3,722,672
Surplus/(Deficit) June 30 C/Fwd	0	209,297
Amount raised from rates	5,430,153	5,430,153

This statement is to be read in conjunction with the accompanying notes.

CONSULTATION

- Chief Executive Officer

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 MARCH 2016

- Executive Manager Infrastructure
- Manager Building Services

STATUTORY ENVIRONMENT

- Regulation 33A and 34 of the Local Government Financial Management Regulations (1996)

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

The adoption of this budget review will amend the budget with an overall recognition of a surplus of \$209,297.

Individual line items will be amended according to the following summary;

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Shire of Dandaragan			
Budget Review			
as at 31 December 2015			
Budgeted Surplus / (Deficit) to 30 June 16		\$0.00	
Variance of opening surplus budget to actual		(\$81,972.47)	(\$81,972.47)
Income			
Dog Licences		\$4,000.00	- increase income
DER Contribution		(\$8,544.00)	+ reduce income
Refuse Site Fees		(\$10,000.00)	
Sandy Cape Fees correct schedule		\$80,000.00	
Sandy Cape Fees correct schedule		(\$80,000.00)	
Sandy Cape Fees		(\$50,000.00)	
Civic Centre fees		\$20,000.00	
Building Licenses		(\$15,000.00)	
Development Application		(\$10,000.00)	
Commercial Waste Disposal		(\$66,000.00)	
Fuel Rebate		(\$16,000.00)	
Youth Friendly Communities		(\$10,000.00)	
Cervantes Bowling Club Contribution		(\$75,000.00)	
Cervantes Bowling Club Grant		(\$35,000.00)	
DoT Connecting Schools Grant		(\$10,781.25)	
Badgingarra Bushfire Brigade Grant		(\$30,127.00)	
			(\$312,452.25)
Operating Expenditure			
Telephone and Internet Charges		\$10,000.00	- decrease expense
WVG correct schedule		(\$26,000.00)	+ Increase expense
WVG correct schedule		\$26,000.00	
Youth Friendly Communities		\$10,000.00	
Depreciation		\$1,272,648.50	
			\$1,292,648.50
Capital Works			
Delete Jurien East Road		(\$134,000.00)	- decrease asset
Add Sandy Cape Road		\$134,000.00	+ increase asset
Reduce Path Dryandra to Lesueur		(\$50,000.00)	
Increase Path 19th to Whitfield		\$10,000.00	
New Path Lindsay to Cook		\$50,000.00	
Cervantes Bowling Club		\$125,000.00	
Badgingarra BFB fitout		\$30,127.00	
			\$165,127.00
Other Assets and Liabilities			
Accumulated Depreciation		(\$1,272,648.50)	
			(\$1,272,648.50)
Projected (Surplus) / Deficit 30 June 2016			(\$209,297.72)

STRATEGIC IMPLICATIONS

Regulation 33A and 34 of the Local Government Financial Management Regulations (1996)

ATTACHMENTS

None

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 MARCH 2016

**Moved Cr Richardson, seconded Cr Carey
That Council adopt the budget review, as presented with a surplus of \$209,297, with the following variances being formally adopted as budget amendments;**

Shire of Dandaragan Budget Review as at 31 December 2015		
Budgeted Surplus / (Deficit) to 30 June 16	\$0.00	
Variance of opening surplus budget to actual	(\$81,972.47)	(\$81,972.47)
Income		
Dog Licences	\$4,000.00	
DER Contribution	(\$8,544.00)	
Refuse Site Fees	(\$10,000.00)	
Sandy Cape Fees correct schedule	\$80,000.00	
Sandy Cape Fees correct schedule	(\$80,000.00)	
Sandy Cape Fees	(\$50,000.00)	
Civic Centre fees	\$20,000.00	
Building Licenses	(\$15,000.00)	
Development Application Commercial Waste Disposal	(\$66,000.00)	
Fuel Rebate	(\$16,000.00)	
Youth Friendly Communities	(\$10,000.00)	
Cervantes Bowling Club Contribution	(\$75,000.00)	
Cervantes Bowling Club Grant	(\$35,000.00)	
DoT Connecting Schools Grant	(\$10,781.25)	
Badgingarra Bushfire Brigade Grant	(\$30,127.00)	
		(\$312,452.25)
Operating Expenditure		
Telephone and Internet Charges	\$10,000.00	
WMG correct schedule	(\$26,000.00)	
WMG correct schedule	\$26,000.00	
Youth Friendly Communities	\$10,000.00	
Depreciation	\$1,272,648.50	
		\$1,292,648.50
Capital Works		
Delete Jurien East Road	(\$134,000.00)	
Add Sandy Cape Road	\$134,000.00	
Reduce Path Dryandra to Lesueur	(\$50,000.00)	
Increase Path 19th to Whitfield	\$10,000.00	
New Path Lindsay to Cook	\$50,000.00	
Cervantes Bowling Club	\$125,000.00	

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 MARCH 2016
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Badgingarra BFB fitout	\$30,127.00	
		\$165,127.00
Other Assets and Liabilities		
Accumulated Depreciation	(\$1,272,648.50)	
		(\$1,272,648.50)
Projected (Surplus) / Deficit 30 June 2016		(\$209,297.72)

CARRIED 9 / 0

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Kulisa, seconded McGlew

That Council, as an amendment to the budget, transfer \$66,000 of the reported \$209,297.72 surplus to the Rubbish Reserve.

CARRIED 9 / 0

10 NEW BUSINESS OF AN URGENT NATURE - INTRODUCED BY RESOLUTION OF THE MEETING

10.2 COMMUNITY & CORPORATE SERVICES

Any new business of an urgent nature requires a resolution of Council in order to be considered.

The following confidential item requires urgent consideration by Council:

Disposal of Lot 3 Dandaragan Road, Dandaragan by private treaty.

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Slyn, seconded Cr Kulisa

That the following new business of an urgent nature be considered by Council:

Disposal of Lot 3 Dandaragan Road, Dandaragan by private treaty.

CARRIED 9 / 0

11 CONFIDENTIAL ITEMS FOR WHICH MEETING IS CLOSED TO THE PUBLIC

Section 5.23 of the Local Government Act 1995 stipulates that all Council Meetings are generally open to the public. Section 5.23 goes on to identify specific situations in which the Council or committee may close to members of the public the meeting, or part of the meeting.

In situations where it is deemed that a meeting or part of a meeting must be closed to the public, Section 5.23 (3) states "A decision to close a meeting or

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 MARCH 2016
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part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.”

For a decision to be recorded in the minute a formal motion must be passed by Simple majority clearly stating the reason for the closure in accordance with Section 5.23 of the Local Government Act 1995.

Local Government Act 1995

5.23. *Meetings generally open to public*

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
 - (a) a matter affecting an employee or employees;**
 - (b) the personal affairs of any person;
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret;**
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
 - (ii) endanger the security of the local government’s property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

Local Government (Administration) Regulations 1996


4A. *Meeting, or part of meeting, may be closed to public — s. 5.23(2)(h)*

The determination by the local government of a price for the sale or purchase of property by the local government, and the discussion of such a matter, are matters prescribed for the purposes of section 5.23(2)(h).

11.1 CORPORATE & COMMUNITY SERVICES**OFFICER RECOMMENDATION / COUCIL DECISION****Moved Cr Sheppard, seconded Cr Slyns**

That the meeting be closed to members of the public at 6:20pm in accordance with Section 5.23 (2) (a) and (e) (i) of the Local Government Act 1995 and Regulation 4A of the Local Government (Administration) Regulations 1996 to allow Council to discuss Item 11.1.1 'Disposal of Lot 3 Dandaragan Road, Dandaragan by private treaty'.

CARRIED 9 / 0**11.1.1 DISPOSAL OF LOT 3 DANDARAGAN ROAD, DANDARAGAN BY PRIVATE TREATY**

Location:	Lot 3 Dandaragan Road, Dandaragan
Applicant:	Dave & Jude Taylor
Folder Path:	Business Classification Scheme / Council Properties / Acquisition and Disposal / Disposals
Disclosure of Interest:	None
Date:	24 March 2016
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

OFFICER RECOMMENDATION / COUNCIL DECISION**Moved Cr Gibson, seconded Cr Carey****That Council:**

1. note that no submissions had been received by the closing date (4 January 2016) for the proposed sale by public treaty of Lot 3 Dandaragan Road;
2. agrees to dispose of Lot 3 Dandaragan Road, Dandaragan, being a Council asset, to D & J Taylor for the total amount of \$100,000 in accordance with Section 3.58(3) of the Local Government Act;
3. authorises the President and the Chief Executive Officer to execute the documentation for the sale of land and transfer of land documentation on Council's behalf; and
4. that Council authorise a budget amendment for the 2015 / 2016 budget for the income of \$100,000 to be allocated to the Building Construction Reserve.

CARRIED 9 / 0**COUNCIL DECISION****Moved Cr Kulisa, seconded Cr Slyns**

That the meeting be reopened to the public. Five members of the public entered the meeting.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 MARCH 2016

CARRIED 9 / 0

6.24pm the President read aloud the Council decision that had been taken during the time the meeting was closed to the public for benefit of the five members of the public who had returned to the meeting.

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13 CLOSURE OF MEETING

The presiding member declared the meeting closed at 6.26pm.

These minutes were confirmed at a meeting on

Signed

Presiding person at the meeting at which the minutes were confirmed

Date