



SHIRE
of
DANDARAGAN

MINUTES
of the
ORDINARY COUNCIL MEETING
held at the
COUNCIL CHAMBERS JURIEBAY
on
THURSDAY 27 MARCH 2014
COMMENCING AT 5.11PM

(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 5.11pm and welcomed those present.

1.2 DISCLAIMER READING

The disclaimer was not read aloud as there were no 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 W Gibson	(President)
Councillor K McGlew	(Deputy President)
Councillor L Short	
Councillor J Kulisa	
Councillor D Kent	
Councillor T Bailey	
Councillor M Sheppard	
Councillor L Holmes	
Councillor D Slyn	

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)
Miss D Kerr	(Council Secretary & PA)

Apologies

Approved Leave of Absence

Observers

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

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Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF ORDINARY MEETING HELD 27 FEBRUARY 2014

COUNCIL DECISION

Moved Cr Bailey, seconded Cr Short

That the minutes of the Ordinary Meeting of Council held 27 February 2014 be confirmed.

CARRIED 9 / 0

7 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION AND COUNCIL APPOINTED DELEGATES REPORTS

Cr Short

- 4 March 2014 WALGA Opening of One70 Railway Parade, West Leederville
- 5 March 2014 WALGA State Council Strategic Forum
- 5 March 2014 WALGA State Council
- 6 March 2014 Transport and Roads Conference
- 11 March 2014 WAPC Infrastructure Coordinating Committee (Observer)
- 26 March 2014 Water Corp Customer Advisory Council – Mundaring Dam upgrade inspection

Cr Sheppard

- 5 March 2014 Jurien Bay Progress Association

Cr Slyn

- 19 March 2014 Jurien Bay Chamber of Commerce

Cr Bailey

- 25 March 2014 Canover Bushfire Brigade
- 25 March 2014 Badgingarra Community Association

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Cr Holmes

- 2 March 2014 Cervantes Chamber of Commerce
- 13 March 2014 Department of Parks and Wildlife – Perth
- 16 March 2014 Chamber of Commerce Alliance Group

Cr McGlew

- 6 March 2014 Transport & Roads Forum
- 12 March 2014 Education Working Party Community Consultation Sessions

COUNCIL DECISION

Moved Cr Short, seconded Cr Holmes

That the delegates' reports to 27 March 2014 as presented be received.

CARRIED 9 / 0

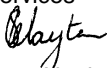

8 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 FINANCE

9.1.1 AUDIT COMMITTEE MINUTES

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Financial Management / Audit / Internal
Disclosure of Interest:	Nil
Date:	17 March 2014
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 13 March 2014.

BACKGROUND

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

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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 13 March 2014 was to discuss the budget review for the 2013/2014 financial years.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda are the following item(s) relevant to this report:

- Minutes of the Audit Committee Meeting (unconfirmed) held on 13 March 2014 (Doc Id: 22999)

(Marked 9.1.1)

VOTING REQUIREMENT

Simple majority



OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr McGlew, seconded Cr Sheppard

That the minutes of the Audit Committee Meeting held on 13 March 2014 be received.

CARRIED 9 / 0

9.1.2 BUDGET REVIEW 2013 / 2014

Location:	Shire of Dandaragan
Applicant:	N / A
Folder ID:	Business Classification Scheme / Financial Management / Financial Reporting / Reviews
Disclosure of Interest:	None
Date:	17 March 2014
Author:	Scott Clayton, Executive Manager Corporate & Community Services
Signature of Author:	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

To adopt as a budget amendment the budget review for the 2013/2014 financial year based on the financial statements from 1 July 2013 to 31 December 2013.

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

COMMENT

Staff reviewed the 2013/2014 budget to identify any significant variances. The financial statements to the 31 December 2013 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 6 March 2014, these have been accounted for.

The budget review was then presented to the audit committee on 13 March 2014.

The following committee decision was made;

OFFICER RECOMMENDATION 1 / COMMITTEE DECISION

Moved Cr McGlew, seconded Cr Kulisa

To recommend to Council that the budget review, as presented with a surplus of \$58,441.75, be adopted, with the following variances being formally adopted as budget amendments;

Shire of Dandaragan Budget Review as at 31 December 2013		
<i>Budgeted Surplus / (Deficit) to 30 June 13</i>	<i>\$0.00</i>	
<i>Variance of opening surplus budget to actual</i>	<i>\$25,335.00</i>	<i>\$25,335.00</i>
<i>Income</i>		
<i>Good Driver Rebate</i>	<i>(\$8,065.29)</i>	
<i>Advertising Rebate</i>	<i>(\$2,780.13)</i>	
<i>Untied Grant</i>	<i>\$9,893.00</i>	
<i>Local Roads Grant</i>	<i>\$2,381.00</i>	
<i>Penalty Interest</i>	<i>(\$5,000.00)</i>	
<i>Interest on Municipal fund</i>	<i>\$16,000.00</i>	
<i>Interest on Reserve Fund</i>	<i>(\$30,000.00)</i>	

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<i>Dog Licences</i>	(\$1,366.00)	
<i>Cat Licences</i>	(\$1,855.00)	
<i>Ratebook information</i>	(\$3,000.00)	
<i>Rental Income</i>	(\$22,000.00)	
<i>Rental Income</i>	(\$20,000.00)	
<i>Private Rental Income</i>	\$5,000.00	
<i>Waste site fees</i>	\$20,000.00	
<i>Recycling income</i>	(\$10,000.00)	
<i>Refuse removal</i>	(\$5,000.00)	
<i>Family Resource Centre</i>	(\$5,000.00)	
<i>JCC Income</i>	\$1,500.00	
<i>Sandy Cape</i>	(\$20,000.00)	
<i>Dandaragan Transit Park</i>	(\$5,000.00)	
<i>Overflow camping</i>	\$10,000.00	
<i>Profit on disposal</i>	\$10,455.00	
		(\$63,837.42)
Operating Expenditure		
<i>Rental Expenditure</i>	\$22,000.00	
<i>Rental Expenditure</i>	\$20,000.00	
<i>Overflow cleaning services</i>	(\$10,000.00)	
<i>DFES availability allowance – PWOH</i>	(\$8,773.00)	
<i>DFES availability allowance – LOPS</i>	\$8,773.00	
<i>Bank Charges</i>	\$10,000.00	
<i>Postage and Freight</i>	\$2,000.00	
<i>Telephone</i>	(\$10,000.00)	
<i>Street Lighting</i>	(\$25,000.00)	
<i>Members Travel</i>	\$7,000.00	
<i>Depreciation Buildings</i>	\$43,536.00	
<i>Depreciation Plant and Equipment</i>	(\$160,971.71)	
<i>Depreciation Furniture and Equipment</i>	\$18,373.00	
<i>Depreciation Tools and Attractive Items</i>	(\$40,080.00)	
<i>Loss on disposal</i>	(\$25,448.00)	
<i>Contribution to Community Centres</i>	\$12,366.67	
<i>Tourism / Marketing / Promotions Position</i>	\$41,500.00	
<i>Reduce Parks & Gardens Materials and Contract (Dandaragan Oval)</i>	(\$90,000.00)	
<i>Reduce Parks and gardens Materials and Contract</i>	(\$70,000.00)	
		(\$254,724.04)
Capital Works		
<i>Delete York Street</i>	(\$70,773.96)	
<i>Delete Cook Street</i>	(\$102,842.00)	
<i>Add Sandy Cape Road</i>	\$173,615.96	
<i>Add Microwave Link</i>	\$20,000.00	
<i>Reduce Casuarina Street</i>	(\$229,384.00)	
<i>Add Hamersley Street</i>	\$229,384.00	
<i>Add Dandaragan Oval Returf</i>	\$90,000.00	
<i>Delete Office renovations</i>	(\$11,500.00)	
		\$98,500.00
Additional Transfers to / from Reserves		

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<i>Interest on Reserve Fund</i>	\$30,000.00	
<i>Reduce Transfer to Plant Reserve</i>	(\$43,000.00)	
<i>Transfer to Plant Reserve</i>	\$389,900.00	
<i>Transfer from Building Reserve</i>	(\$20,000.00)	
		\$356,900.00
<i>Other Assets and Liabilities</i>		
<i>Accumulated Depreciation Buildings</i>	(\$43,536.00)	
<i>Accumulated Depreciation Plant and Equipment</i>	\$160,971.71	
<i>Accumulated Depreciation Furniture and Equipment</i>	(\$18,373.00)	
<i>Accumulated Depreciation Tools and Attractive Items</i>	\$40,080.00	
<i>Plant and Equipment</i>	(\$16,457.00)	
<i>Accumulated Depreciation Plant and Equipment</i>	(\$343,301.00)	
		(\$220,615.29)
<i>Projected (Surplus) / Deficit 30 June 2014</i>		(\$58,441.75)

CARRIED 3 / 0

Following is a detailed summary of the identified variances;

Operating Schedules

Item: Other Reimbursements

Schedule: Other Governance

Details: A good driver rebate was received from the Shire's insurer

Budget Affect: Increase income by \$8065.29

Item: Other Reimbursements

Schedule: Other Governance

Details: An Advertising rebate was received from WALGA

Budget Affect: Increase income by \$2,780.13

Item: Grants Commission – Untied Grant

Schedule: Other General Purpose Income

Details: For the purpose of budgeting, the Shire receives an estimate of its grant. When grants are awarded the grant may vary from that estimated.

Budget Affect: Decrease income by \$9,893

Item: Grants Commission – Local Roads

Schedule: Other General Purpose Income

Details: For the purpose of budgeting, the Shire receives an estimate of its grant. When grants are awarded the grant may vary from that estimated.

Budget Affect: Decrease income by \$2,381

Item: Penalty Interest

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Details: Interest Penalty on unpaid rates is tracking greater than the budgeted amount of \$20,000

Budget Affect: Increase income by \$5,000

Item: Interest on Municipal Fund

Schedule: Other General Purpose Income

Details: Interest on Municipal Fund is tracking less than the original budget of \$90,000

Budget Affect: Decrease income by \$16,000

Item: Interest on Reserves Fund

Schedule: Other General Purpose Income

Details: Interest on Reserve Fund is tracking greater than the original budget of \$270,000

Budget Affect: Increase income by \$30,000, offset by transfer to reserves of \$30,000.

Item: Dog Licences

Schedule: Animal Control

Details: Dog Licence income is greater than the budget of \$5,000

Budget Affect: Increase income by \$1,366.

Item: Cat Licences

Schedule: Animal Control

Details: Cat Licence income was not budgeted for.

Budget Affect: Increase income by \$1,855.

Item: Ratebook Information

Schedule: Rate Revenue

Details: Ratebook Information income is tracking greater than the budget of \$4,500

Budget Affect: Increase income by \$3,000

Item: Staff Rental

Schedule: Animal Control

Details: The Shire rents several houses for staff accommodation for which the employee reimburses the Shire. This property was left out of the budget in error.

Budget Affect: Increase expenditure of \$22,000 offset by income of \$22,000

Item: Staff Rental

Schedule: Town Planning

Details: The Shire rents several houses for staff accommodation for which the employee reimburses the Shire. This property was left out of the budget in error.

Budget Affect: Increase expenditure of \$20,000 offset by income of \$20,000

Item: Private Rental

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Schedule: Unclassified

Details: The Shire is not currently renting any of its houses privately.

Budget Affect: Decrease income \$5,000

Item: Refuse Fees

Schedule: Waste Management - Household

Details: Waste site fees are tracking less than the budgeted \$108,000.

Budget Affect: Decrease income \$20,000

Item: Recycling income

Schedule: Sanitation - Other

Details: Recycling income is greater than the budgeted \$20,000.

Budget Affect: Increase income \$10,000

Item: Refuse removal

Schedule: Waste Management - Household

Details: Kerbside refuse removal income is greater than the budgeted \$659,761.

Budget Affect: Increase income \$5,000

Item: Family Resource Centre Hire Fees

Schedule: Public Halls and Civic Centres

Details: Usage of the Family Resource Centre has increase over budget estimates.

Budget Affect: Increase income \$5,000

Item: JCC management

Schedule: Public Halls and Civic Centres

Details: Control of JCC Management has been handed back to the reformed JCC Committee

Budget Affect: Decrease Income \$1,500

Item: Sandy Cape Income

Schedule: Town Planning

Details: Income from camping at Sandy Cape is tracking greater than the budget amount of \$100,000

Budget Affect: Increase Income \$20,000

Item: Dandaragan Transit Park Income

Schedule: Town Planning

Details: Income from the Dandaragan Transit Park is tracking greater than the budget amount of \$5,000

Budget Affect: Increase Income \$5,000

Item: Overflow Camping Jurien Bay

Schedule: Town Planning

Details: Provision of fee collection and toilet shower facilities at the Jurien Oval are now the control of the LCC committee

Budget Affect: Decrease Income \$10,000, decrease cleaning services \$10,000

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Item: DFES Availability Allowance**Schedule:** Public Works Overhead / Other Law Order & Public Safety**Details:** DFES availability allowance was budgeted within the wrong schedule.**Budget Affect:** Nil, simply requires a movement \$ 8,773 from schedule Public Works Overhead to Other Law Order & Public Safety.**Item:** Bank Charges**Schedule:** Other Governance**Details:** Due to a change in bank account product type, bank charges have increased. However, this should ultimately be offset by a better interest rate.**Budget Affect:** Increase expense \$10,000**Item:** Postage and Freight**Schedule:** Other Governance**Details:** Postage and Freight is tracking greater than budgeted.**Budget Affect:** Increase expense \$2,000**Item:** Telephone**Schedule:** Other Governance**Details:** Telephone expense is less than budgeted**Budget Affect:** Decrease expense by \$10,000**Item:** Street Lighting**Schedule:** Transport**Details:** Street lighting expense is tracking less than the budgeted amount of \$164,090.**Budget Affect:** Decrease expense by \$25,000**Item:** Members Travel / Accommodation**Schedule:** Members of Council**Details:** Members travel claims are tracking higher than budgeted.**Budget Affect:** Increase expense by \$7,000**Depreciation**

As part of new fair value accounting standards the Shire had to revalue all of its Plant, Furniture and Equipment. A result of this is changed depreciation figures for assets in those classes. At the time of revaluation, the opportunity was also taken to reclassify all assets in Tools and Attractive Items into their appropriate Plant or Furniture classification, thereby eliminating the tools and attractive items class.

Further, an annual review of depreciation rates of some buildings also resulted in amended depreciation figure.

The budget for depreciation was formulated from historical data rather than the revalued amounts. Therefore, there is a need to

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revise the budget for depreciation. As depreciation is a non-cash item it will have no effect on possible surplus/deficit.

Budget Affect:

Increase Building Depreciation	\$43,536
Decrease Plant and Equipment Depreciation	\$160,971.71
Increase Furniture and Equipment Depreciation	\$18,373
Decrease Tools and Attractive Items Depreciation	\$40,080

Plant Replacement Program

There are three factors currently affecting the Plant Replacement Program.

Firstly, at the Ordinary Meeting of Council held 19 December 2013 significant changes were made to the budget. These included;

- The non-changeover of four items of plant.
- The retention of three surplus uses, previously budgeted for disposal.
- The addition of the changeover of one administration vehicle.
- The addition of the changeover of a utility.
- The purchase of two additional small items of plant.

Secondly, actual changeovers to date for numerous vehicles have varied slightly from the budget. A note to the monthly financial statements provided to Council shows the actual versus budget variance.

Thirdly, as a result of the fair revaluation of plant and equipment, the reversal of purchase costs and accumulated depreciation on the disposal of the assets will vary significantly from the budget. However, this third point is a non cash item and has no effect on possible surplus/deficit.

Once all entries to account for the points above are considered the net budget affect is as follows;

- Decrease profit on disposal of asset \$10,455
- Decrease loss on disposal of asset \$25,448
- Credit plant and equipment asset \$16,457
- Credit accumulated depreciation asset \$343,301

Further to this, the budget included the transfer of any proceeds from disposal on surplus vehicles to Plant reserve. As several of these items are no longer being disposed of, the budgeted transfer needs to be reduced by \$43,000.

The decision to amend the plant budget was not based on a needs analysis, rather was done to allow time for such an analysis. Therefore, some of the plant no longer being changed over may still require changeover once the analysis is complete. It is recommended that any of the cash savings as a result of these changes be transferred to the plant reserve. This amounts to \$389,900.

Other Council Approved Budget Amendment**Item:** Capital Road Works**Meeting:** 24 October 2013 – Item 9.2.2**Details:** The following Council Decision was made;*Moved Cr McGlew, seconded Cr Short**That Council authorise a budget amendment to delete projects RTR075 Cook Street – \$102,842.00, and RTR108 York Street – \$70,773.96, from Roads Program 2013 / 2014 and replace with the reconstruction of Sandy Cape Road – \$173,615.96.*

CARRIED 9 / 0

Item: Capital Microwave Link**Meeting:** 24 October 2013 – Item 9.2.3**Details:** The following Amended Council Decision was made;**OFFICER RECOMMENDATION***Moved Cr Bailey, seconded Cr Short**That Council endorse the transfer of \$25,000.00 from Building Reserve for the purpose of installing a Microwave Link from the Bashford Street Shire Administration Centre to the Jurien Bay Operations Centre on Carmella Street and minor modification to the Office building.***AMENDMENT***Moved Cr McGlew, seconded Cr Bailey**That Council endorse, as a budget amendment, the transfer of \$20,000.00 from Building Reserve for the purpose of installing a Microwave Link from the Bashford Street Shire Administration Centre to the Jurien Bay Operations Centre on Carmella Street.*

CARRIED 7 / 2

The amendment then became the motion and the motion was put.

CARRIED 8 / 1

Item: Contribution to Community Centres**Meeting:** 28 November 2013 – Item 9.1.4**Details:** The following Council Decision was made;*Moved Cr Bailey, seconded Cr Kent**That Council authorise a budget amendment to expense item "Contributions and Donations" within the "Public Halls and Civic Centres" schedule of up to \$12,366.67 to allow an increase of a contribution to operations from \$5,000pa to \$10,300pa to each of the four Community Centre Management Committees pro-rata to the date the Jurien Community Centre Management Committee takes back operational control of the Jurien Community Centre.*

CARRIED BY ABSOLUTE MAJORITY 7 / 0

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Item: Capital Road Works

Meeting: 28 November 2013 – Item 9.2.3

Details: The following Council Decision was made;

Moved Cr Bailey, seconded Cr Sheppard

That Council authorise a budget amendment to reduce budget allocation RTR181 Casuarina Drive from \$295,384.00 to \$66,000.00, and the remaining balance of \$229,384.00 be allocated to the Hamersley Street upgrade.

CARRIED BY ABSOLUTE MAJORITY 7 / 0

Item: Dandaragan Oval Returfing

Meeting: 28 November 2013 – Item 9.2.4

Details: The following Council Decision was made;

Moved Cr Short, seconded Cr McGlew

That Council authorise a budget amendment to transfer \$90,000.00 from materials and contracts within other recreation and sport to fund the returfing project of Dandaragan oval.

CARRIED BY ABSOLUTE MAJORITY 7 / 0

Item: Salaries and Wages

Meeting: 19 December 2013 – Item .1.4

Details: The following Council Decision was made;

Moved Cr Kent, seconded Cr Slyns

That Council authorise a budget amendment to the 2013/14 budget to increase Gross Salaries and Wages up to \$41,500 for the purpose of:

- a. employing a suitable person to assist with the delivery of the Tourism Growth Plan as attached within the agreed marketing and promotions budget; and*
- b. assisting the Shire of Dandaragan with promotion and marketing of the region and the Visitors Information and Civic Centre.*

Capital

Item: Jurien Bay Office Renovations

Details: The budget included \$11,500 to construct further office space. This is unlikely to be done this financial year. However, A revised costing for renovation of the existing library space will be presented for consideration in the 2014/2015 budget.

Budget Affect: Reduce asset \$11,500

Parks and Gardens Maintenance

Since early in the financial year there has a under spend within the Parks maintenance area. A significant part of this variance is as a result of less than budgeted expenditure on materials and contracts.

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As part of the budget review the Supervisor Parks and Gardens assessed the budget versus actuals figures to identify the areas of underspend. At the conclusion of his review it was concluded that many of the items would be expended by the end of the financial year. However, there were some significant savings identified in the following materials and contracts areas;

- Fertiliser - \$35,000
- Badgingarra Park - \$8,000
- Jurien Recreation Reserve - \$30,000
- Badgingarra Oval - \$18,000
- JC Grieve Sportsground - \$18,000
- Harding Park - \$4,000
- Passamani Park - \$4,000
- Sandy Cape Reserve - \$16,000
- Memorial Park Cervantes - \$2,000
- Vandalism - \$15,000
- BCC surrounds - \$10,000
- **Total - \$160,000**

As a budget amendment to reduce the parks and gardens maintenance budget by \$90,000 to fund the returfing of the Dandaragan Oval has already been moved by Council, a further reduction of \$70,000 is possible.

Salaries

Gross salaries and wages to 28 February 2014 (18th payroll) totalled \$1,883,627.31 versus a year to date budget of \$2,022,519.46. Should this trend continue to the 30 June 2014 the estimated underspend would be \$200,622.

However, the reason for the underspend is due to various extended vacancies across multiple departments, most notably parks and gardens and works. As a result, several projects in these areas have fallen significantly behind schedule.

To complete these projects by 30 June 2014 the CEO has authorised additional overtimes to be undertaken. As a result it is expected that some of this underspend will be utilised by the end of the financial.

Therefore, it is recommended that no budget amendment be made to account for this underspend at this time and should a surplus occur as a result of an underspend on salaries and wages this be dealt with at budget time, similar to what occurred in 2013/2014 budget preparation.

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

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SHIRE OF DANDARAGAN RATE SETTING STATEMENT by Department for the year ending 30 June 2014	
DESCRIPTION	ANNUAL BUDGET 2013/2014
Operating	
Revenues / Sources	
Governance	24,680
General Purpose Funding (Excluding Rate Revenue)	1,165,410
Law, Order and Public Safety	430,652
Health	56,070
Community Ammenities	1,094,173
Recreation and Culture	681,959
Transport	1,482,643
Economic Services	201,197
Other Property and Services	127,941
	5,264,724
Expenses / (Application)	
Governance	(643,119)
General Purpose Funding	(137,522)
Law, Order and Public Safety	(867,824)
Health	(387,526)
Community Ammenities	(1,790,864)
Recreation and Culture	(2,353,342)
Transport	(3,594,250)
Economic Services	(550,458)
Other Property and Services	(75,986)
	(10,400,890)
Adjustments for Non-Cash (Revenue) and Expenditure	
(Profit)/Loss on Asset Disposals	(96,230)
Movement in Accrued Interest	(0)
Movement in Accrued Salaries and Wages	(0)
Movement in Employee Provisions	(0)
Movement in Deferred Rates	(0)
Movement in Accrued Expenses	(0)
Depreciation on Assets	(2,694,413)
Total Operating less non cash items	(2,345,522)
Capital Revenue and (Expenditure)	
Purchase Land and Buildings	(7,367,833)
Purchase Furniture and Equipment	(59,700)
Purchase Plant and Equipment	(430,521)
Purchase Tools and Attractive Items	(0)
Purchase Infrastructure Assets - Roads	(2,402,150)
Purchase Infrastructure Assets - Parks & Reserves	(994,951)
Purchase Infrastructure Assets - Other	(2,662,850)
Proceeds from disposal of assets	224,272
Repayment of Debentures	(202,957)
Self-Supporting Loan Principal Income	32,757
Transfer to Reserves	(1,187,922)
Transfer from Reserves	8,978,073
Surplus/(Deficit) July 1 B/Fwd	3,471,413
Surplus/(Deficit) June 30 C/Fwd	58,442

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Amount raised from rates	5,006,334
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CONSULTATION

- Chief Executive Officer
- Deputy Chief Executive Officer
- Manager Technical Services and Works
- Engineering Technical Officer
- Manager Building Services
- Integrated Planning & Strategic Projects Coordinator

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 \$58,442.

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

Shire of Dandaragan Budget Review as at 31 December 2013				
Budgeted Surplus / (Deficit) to 30 June 13	\$0.00			
Variance of opening surplus budget to actual	\$25,335.00	\$25,335.00		
Income				
Good Driver Rebate	(\$8,065.29)		-	increase income
Advertising Rebate	(\$2,780.13)		+	reduce income
Untied Grant	\$9,893.00			
Local Roads Grant	\$2,381.00			
Penalty Interest	(\$5,000.00)			
Interest on Municipal fund	\$16,000.00			
Interest on Reserve Fund	(\$30,000.00)			
Dog Licences	(\$1,366.00)			
Cat Licences	(\$1,855.00)			
Ratebook information	(\$3,000.00)			
Rental Income	(\$22,000.00)			
Rental Income	(\$20,000.00)			
Private Rental Income	\$5,000.00			
Waste site fees	\$20,000.00			
Recycling income	(\$10,000.00)			
Refuse removal	(\$5,000.00)			
Family Resource Centre	(\$5,000.00)			
JCC Income	\$1,500.00			
Sandy Cape	(\$20,000.00)			

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Dandaragan Transit Park	(\$5,000.00)		
Overflow camping	\$10,000.00		
Profit on disposal	\$10,455.00		
		(\$63,837.42)	
Operating Expenditure			
Rental Expenditure	\$22,000.00		- decrease expense
Rental Expenditure	\$20,000.00		+ reduce income
Overflow cleaning services	(\$10,000.00)		
DFES availability allowance - PWOH	(\$8,773.00)		
DFES availability allowance - LOPS	\$8,773.00		
Bank Charges	\$10,000.00		
Postage and Freight	\$2,000.00		
Telephone	(\$10,000.00)		
Street Lighting	(\$25,000.00)		
Members Travel	\$7,000.00		
Depreciation Buildings	\$43,536.00		
Depreciation Plant and Equipment	(\$160,971.71)		
Depreciation Furniture and Equipment	\$18,373.00		
Depreciation Tools and Attractive Items	(\$40,080.00)		
Loss on disposal	(\$25,448.00)		
Contribution to Community Centres	\$12,366.67		
Tourism / Marketing / Promotions Position	\$41,500.00		
Reduce Parks & Gardens Materials and Contract (Dandaragan Oval)	(\$90,000.00)		
Reduce Parks and gardens Materials and Contract	(\$70,000.00)		
		(\$254,724.04)	
Capital Works			
Delete York Street	(\$70,773.96)		- decrease asset
Delete Cook Street	(\$102,842.00)		+ increase asset
Add Sandy Cape Road	\$173,615.96		
Add Microwave Link	\$20,000.00		
Reduce Casuarina Street	(\$229,384.00)		
Add Hamersley Street	\$229,384.00		
Add Dandaragan Oval Returf	\$90,000.00		
Delete Office renovations	(\$11,500.00)		
		\$98,500.00	
Additional Transfers to / from Reserves			
Interest on Reserve Fund	\$30,000.00		
Reduce Transfer to Plant Reserve	(\$43,000.00)		
Transfer to Plant Reserve	\$389,900.00		
Transfer from Building Reserve	(\$20,000.00)		
		\$356,900.00	
Other Assets and Liabilities			
Accumulated Depreciation Buildings	(\$43,536.00)		

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Accumulated Depreciation Plant and Equipment	\$160,971.71		
Accumulated Depreciation Furniture and Equipment	(\$18,373.00)		
Accumulated Depreciation Tools and Attractive Items	\$40,080.00		
Plant and Equipment	(\$16,457.00)		
Accumulated Depreciation Plant and Equipment	(\$343,301.00)		
		(\$220,615.29)	
Projected (Surplus) / Deficit 30 June 2014		(\$58,441.75)	

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Nil

VOTING REQUIREMENT

Absolute majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Kulisa, seconded Cr Kent

That Council adopt the budget review, as presented with a surplus of \$58,441.75, with the following variances being formally adopted as budget amendments;

Shire of Dandaragan Budget Review as at 31 December 2013		
Budgeted Surplus / (Deficit) to 30 June 13	\$0.00	
Variance of opening surplus budget to actual	\$25,335.00	\$25,335.00
Income		
Good Driver Rebate	(\$8,065.29)	
Advertising Rebate	(\$2,780.13)	
Untied Grant	\$9,893.00	
Local Roads Grant	\$2,381.00	
Penalty Interest	(\$5,000.00)	
Interest on Municipal fund	\$16,000.00	
Interest on Reserve Fund	(\$30,000.00)	
Dog Licences	(\$1,366.00)	
Cat Licences	(\$1,855.00)	
Ratebook information	(\$3,000.00)	
Rental Income	(\$22,000.00)	
Rental Income	(\$20,000.00)	
Private Rental Income	\$5,000.00	
Waste site fees	\$20,000.00	
Recycling income	(\$10,000.00)	

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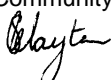
Refuse removal	(\$5,000.00)	
Family Resource Centre	(\$5,000.00)	
JCC Income	\$1,500.00	
Sandy Cape	(\$20,000.00)	
Dandaragan Transit Park	(\$5,000.00)	
Overflow camping	\$10,000.00	
Profit on disposal	\$10,455.00	
		(\$63,837.42)
Operating Expenditure		
Rental Expenditure	\$22,000.00	
Rental Expenditure	\$20,000.00	
Overflow cleaning services	(\$10,000.00)	
DFES availability allowance - PWOH	(\$8,773.00)	
DFES availability allowance - LOPS	\$8,773.00	
Bank Charges	\$10,000.00	
Postage and Freight	\$2,000.00	
Telephone	(\$10,000.00)	
Street Lighting	(\$25,000.00)	
Members Travel	\$7,000.00	
Depreciation Buildings	\$43,536.00	
Depreciation Plant and Equipment	(\$160,971.71)	
Depreciation Furniture and Equipment	\$18,373.00	
Depreciation Tools and Attractive Items	(\$40,080.00)	
Loss on disposal	(\$25,448.00)	
Contribution to Community Centres	\$12,366.67	
Tourism / Marketing / Promotions Position	\$41,500.00	
Reduce Parks & Gardens Materials and Contract (Dandaragan Oval)	(\$90,000.00)	
Reduce Parks and gardens Materials and Contract	(\$70,000.00)	
		(\$254,724.04)
Capital Works		
Delete York Street	(\$70,773.96)	
Delete Cook Street	(\$102,842.00)	
Add Sandy Cape Road	\$173,615.96	
Add Microwave Link	\$20,000.00	
Reduce Casuarina Street	(\$229,384.00)	
Add Hamersley Street	\$229,384.00	
Add Dandaragan Oval Returf	\$90,000.00	
Delete Office renovations	(\$11,500.00)	
		\$98,500.00
Additional Transfers to / from Reserves		
Interest on Reserve Fund	\$30,000.00	
Reduce Transfer to Plant Reserve	(\$43,000.00)	
Transfer to Plant Reserve	\$389,900.00	
Transfer from Building Reserve	(\$20,000.00)	
		\$356,900.00
Other Assets and Liabilities		
Accumulated Depreciation Buildings	(\$43,536.00)	

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Accumulated Depreciation Plant and Equipment	\$160,971.71	
Accumulated Depreciation Furniture and Equipment	(\$18,373.00)	
Accumulated Depreciation Tools and Attractive Items	\$40,080.00	
Plant and Equipment	(\$16,457.00)	
Accumulated Depreciation Plant and Equipment	(\$343,301.00)	
		(\$220,615.29)
Projected (Surplus) / Deficit 30 June 2014		(\$58,441.75)

CARRIED 9 / 0

9.1.3 COMMUNITY CRIME PREVENTION FUND – JURIEAN BAY FORESHORE AND JETTY CCTV SYSTEM

Location:	CCTV Grant Application
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Council Properties / Security / Surveillance
Disclosure of Interest:	Nil
Date:	5 March 2014
Author:	Kelly Shipway, Community Development Officer
Signature of Author:	
Senior Officer:	Scott Clayton, Executive Manager Corporate & Community Services
Signature of Senior Officer:	

Cr Slyns disclosed an impartiality interest due to being the Sergeant at the Jurien Bay Police Station.

PROPOSAL

That Council authorise a budget amendment to allow grant income of \$25,000.00 from the WA Police Community Crime Prevention Fund and corresponding project expenditure of \$25,000.00 on the installation of an expandable IP CCTV system, initially covering Dobbyn Park / Jurien Bay Foreshore and connecting/recording back to the Jurien Bay Police Station.

BACKGROUND

Shire of Dandaragan personnel have worked closely with Officers at the Jurien Bay Police Station and CCTV specialists Zenien from Canning Vale in Perth to compile an application for funding through the WA Police Strategic Crime Prevention – Community Crime Prevention Fund.

The application was successful with the Shire allocated the full funding amount of \$25,000 to go towards an expandable base unit consisting of three x 80 degree full bodied 5 megapixel IP cameras, a high end recording server along with other cost components.

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It was determined that the main server would be held at the Jurien Bay Police Station as Police personnel are already bound by privacy laws in their daily roles. The integrity and privacy of the system will be ensured with embedded information to track system usage. Log reports will be reviewed by the Officer in Charge. The Shire will maintain the server and the CCTV system.

COMMENT

The Shire of Dandaragan would conduct CCTV operations in order to:

1. Deter, detect and respond to criminal offences against person/s or property;
2. Facilitate and support a prompt and effective response by the WA Police Officers or other emergency service personnel to situations of concern or interest; and
3. Manage and maintain community safety for residents, traders, retailers, workers and visitors to the region.

Previous Crime Prevention Reports have identified the most commonly recorded offences in the Shire of Dandaragan were theft, property damage and possession and use of illicit drugs.

A CCTV system would be a way forward for designing out crime at the focal point of the region, the Jurien Bay Foreshore.

CONSULTATION

- Tony Nottle – Chief Executive Officer
- Scott Clayton – Executive Manager Corporate & Community Services
- Darren Slyns – Officer in Charge at Jurien Bay Police Station
- Cameron Watts – Zenien – CCTV Security Agent/Consultant/Installer

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

There will be no policy implications as the system will be housed and footage monitored at the Jurien Bay Police Station. Police personnel are already bound by privacy laws in their daily roles.

FINANCIAL IMPLICATIONS

There will be no financial implications in the 2013/2014 budget as the project is fully funded.

There will be some implications to future budgets with maintaining the system

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:

- Letter receiving grant approval (Doc Id: 22662)
(Marked 9.1.3)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION


Moved Cr Bailey, seconded Cr Holmes

That Council authorise a budget amendment to allow grant income of \$25,000.00 from the WA Police Community Crime Prevention Fund and corresponding project expenditure of \$25,000.00 on the installation of an expandable IP CCTV system, initially covering Dobbyn Park/Jurien Bay Foreshore and connecting/recording back to the Jurien Bay Police Station.

CARRIED 9 / 0

9.2 WORKS AND PLANT

9.2.1 BUDGET AMENDMENT FROM CASUARINA CRESCENT TO HAMERSLEY STREET

Location:	Hamersley Street, Jurien Bay
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Grants and Subsidies / Procedures / Variations
Disclosure of Interest:	N/A
Date:	20 March 2014
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

For Council to consider transferring the remaining funding from the Casuarina Crescent (Roads to Recovery project) to Hamersley Street.

BACKGROUND

At the Ordinary meeting of Council in November 2013, the following was resolved:

Moved Cr Bailey, seconded Cr Sheppard

That Council authorise a budget amendment to reduce budget allocation RTR181 Casuarina Drive from \$295,384.00 to \$66,000.00, and the remaining balance of \$229,384.00 be allocated to the Hamersley Street upgrade.

CARRIED 7 / 0

Casuarina Crescent has been scheduled and budgeted for surface

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repairs and reseal in the 2013/14 Roads 2 Recovery roads program.

Hamersley Street has recently been inspected as part of an ongoing road maintenance program. The inspection has identified many issues with the current condition of the road which need immediate attention.

Issues identified include narrow footpaths, road surface failures, damaged kerbs and damaged drainage pits. Another issue is also dangerous overhanging trees.

COMMENT

Hamersley Street is a main access road to the Jurien Bay District High School. The condition of the road, mentioned above will only deteriorate further given the constant traffic use. The proposed works will also address the provision of safe access for students.

The proposed works identified for Hamersley Street is to reconstruct and asphalt seal 380m of Hamersley Street from the intersection of Whitfield Street to the intersection of Batt Street, including.

- Replacing of footpaths and kerbs, including new pram ramps.
- Removal of all drainage sumps and replace with new sumps with new lids.
- Reinstall house crossovers.
- Traffic control.
- Design and survey.
- Removal of dangerous trees.
- Notifying affected houses (letter drop).

Given the proposed works for Hamersley Street, and considering that funding had not been allocated for this street in the 2013/14 budget, Council officers reviewed the current condition of Casuarina Crescent and are of the opinion that Casuarina Crescent will not deteriorate any further over the next six months, therefore the officer's recommendation is to transfer all remaining funding (\$66,000) to Hamersley Street works from Casuarina Crescent.

The original budget for Hamersley was also based on a "two coat" bitumen seal. Council's *Guidelines for Roadworks, Drainage and Subdivision Development* (originally adopted April 2006 and amended in June 2007) States:

2.2.2. Urban Roads (other than Industrial)

"7.0 m wide, concrete kerbed with 25mm asphalt surface. The maximum longitudinal grade of a road shall be 8% unless otherwise approved. The minimum longitudinal grade shall be 0.5%. A vertical curve shall be provided when the grade change is 1% or greater.

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Verges shall have sufficient width for the provision of public utility services, and shall be a minimum of 3.5m. Verges shall normally be graded at +2% from the top of the kerb to the property boundary.

In areas of steep crossfall or where earthworks should desirably be reduced to minimise environmental impact, the verge grading may be increased as agreed with Council's Works Manager. Cul-de-sacs shall have a minimum head radius of 9m with 15m radius tapers.

Kerb type shall be mountable to residential frontages and semi-barrier elsewhere..."

Therefore the planning for Hamersley Street should have been done on the basis of an asphalt surface.

CONSULTATION

- School Principal
- Cardno Traffic Engineer
- Direct Contracting
- Howson Management

STATUTORY ENVIRONMENT

Local Government Act

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government;
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

Current Budget allocation for Casuarina Crescent is \$66,000.00.

The proposed amendment would delete the Casuarina Crescent project from the 2013/2014 budget and reallocate the \$66,000 to the Hamersley Street project for a revised total project cost of \$295,384.

STRATEGIC IMPLICATIONS

- Shire of Dandaragan Strategic Community Plan 2011 – 2021

5.15.2 GOAL NUMBER TWO: Build a high level of amenity and lifestyle

OBJECTIVE 3: Develop, deliver and maintain a high quality of community infrastructure that

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continues to build the amenity and livability of the communities

ATTACHMENTS

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

- Draft design of Hamersley Street (Doc Id: 23048)
- Photos of Casuarina Crescent (Doc Id: 18397)
- Photos of Hamersley Street (Doc Id:18401)

(Marked 9.2.1)

VOTING REQUIREMENTS

Absolute majority

OFFICERS RECOMMENDATION / COUNCIL DECISION


Moved Cr Short, seconded Cr Sheppard

That Council:

1. **authorise a budget amendment to delete project Casuarina Crescent, (Job number RTR181), and increase Hamersley Street project (Job number RTR066) to \$295,384.00; and**
2. **confirm that the works on Hamersley Street shall include an asphalt surface in accordance with Council's adopted *Guidelines for Roadworks, Drainage and Subdivision Development*.**

CARRIED 9 / 0

9.2.2 RFT 02/14 TENDER FOR THE PURCHASE OF NEW AND TRADE OF EXISTING SHIRE VEHICLES

Location:	N/A
Applicant:	Shire of Dandaragan
Folder Path:	Tenders / RFT 02-2014 / Unsuccessful
Disclosure of Interest:	None
Date:	20 March 2014
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

For Council to not award tender RFT 02/14 for the purchase of new and trade of existing shire vehicles and for the changeover of the vehicles to be removed from the 2013/2014 budget.

BACKGROUND

The replacement of a number of Shire vehicles (works and services utilities) was included in Council's 2013/14 budget. A tender for the purchase of new and trade of existing vehicles was prepared and advertised in the Western Australian Newspaper and the Advocate Newspaper on 8 February 2014. The Tender closed 2:00pm on Tuesday 4 March 2014.

One submission was received.

COMMENT

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After discussions with the relevant Shire officers, the tender was prepared with the following scope:

Item 1 - Purchase of New Vehicle (Crewcab, 4 door utility) and Trade for a 2010 Ford Ranger XL Space Cab Ute

Year: 2010
 Make: Ford Ranger
 Registration No: DN 059
 Colour: White
 Kilometres: 117444

Current use – Shire Ranger



Item 2 - Purchase of New Vehicle (Crewcab, 4 door utility) and Trade for a 2009 Ford Ranger XLT Space Cab Ute

Year: 2009
 Make: Ford Ranger
 Registration No: DN 012
 Colour: White
 Kilometres: 119838

Current use: Shire Ranger



Item 3 - Purchase of New Vehicle (Crewcab, 4 door) and Trade for a 2010 Ford Ranger Dual Cab Ute

Year: 2010
 Make: Ford Ranger
 Registration No: DN 024
 Colour: White
 Kilometres: 154308

Current use: Works Supervisor



Item 4 - Purchase of New Vehicle (crewcab, 4 door) and Trade for a 2010 Ford Ranger Dual Cab Ute

Year: 2010
 Make: Ford Ranger
 Registration No: DN 035
 Colour: White
 Kilometres: 84750

Current use: Works Coordinator



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Item 5 - Purchase of New Vehicle (Space cab, 2 door) and Trade for a 2008 Ford Ranger Super Cab Ute

Year: 2008
 Make: Ford Ranger
 Registration No: DN 060
 Colour: White
 Kilometres: 55183

Current use: Shire Mechanic



The following tender selection criterion was advertised as part of the tender document and was to be used to assess all tenders:

Description of Qualitative Criteria	Weighting %
A) Value for Money i. Proposed changeover price for each vehicle	60%
B) Suitability of Vehicle i. Provide details of vehicle; ii. Suitability of proposed vehicles for Shire use iii. Proven track record of this type of vehicle in this field; iv. Proven Resale value of proposed vehicle;	20%
C) Respondent's Resources Respondents should demonstrate their ability and sustain the necessary ; i. Staff and services necessary to supply and provide services; ii. After sales and service support	20%

The one tender received listed purchase prices far exceeding the budgeted amount, with offered trade far lower than those budgeted.

It is the officer recommendation the tender process is closed with no tender being awarded, and that vehicle changeovers be reassessed for the 2014/15 budget consideration.

CONSULTATION

Various car dealerships in Moora, Perth and surrounding areas were contacted to gauge market values for trade of existing shire vehicles.

STATUTORY ENVIRONMENT

Local Government Act

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government;
 - (b) is authorised in advance by resolution*; or

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- (c) is authorised in advance by the mayor or president in an emergency.

Local Government Act

Purchasing Regulation state:

14. Publicly inviting tenders, requirements for

- (1) When regulation 11(1), 12 or 13 requires tenders to be publicly invited, Statewide public notice of the invitation is to be given.
- (2) If the CEO has, under regulation 23(4), prepared a list of acceptable tenderers, instead of giving Statewide public notice the CEO is required to give notice of the invitation to each acceptable tenderer listed.
- (2a) If a local government —
 - (a) is required to invite a tender; or
 - (b) not being required to invite a tender, decides to invite a tender,
 the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

It is proposed that the net cost of changeover budget for the vehicles listed in the RFT 02/14 “Tender for the Purchase of New and Trade of Existing Shire Vehicles” be transferred to the Plant Replacement reserve, an amount of \$95,000.

STRATEGIC IMPLICATIONS

- Shire of Dandaragan Strategic Community Plan 2011 – 2021

5.15.2 GOAL NUMBER TWO: Build a high level of amenity and lifestyle

OBJECTIVE 3: Develop, deliver and maintain a high quality of community infrastructure that continues to build the amenity and livability of the communities

ATTACHMENTS

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

- **CONFIDENTIAL ATTACHMENT** – Budget v Tender Spreadsheet (Doc Id: 23057)
(Marked 9.2.2)

VOTING REQUIREMENTS

Absolute majority

OFFICERS RECOMMENDATION / COUNCIL DECISION


**Moved Cr Kent, seconded Cr Short
That Council:**

1. close the tendering process for RFT 02/14 Tender for the Purchase of New and Trade of Existing Shire Vehicles without awarding the tender; and
2. authorise a budget amendment to delete the changeover of the five listed vehicles in RFT 02/14 "Tender for the Purchase of New and Trade of Existing Shire Vehicles" from the 2013/2014 budget and transfer the budgeted net cost of changeover of \$95,000 to the Plant Reserve.

CARRIED 9 / 0

9.3 ADMINISTRATION

9.3.1 COUNCIL MEETING SCHEDULE 2014 / 2015

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Corporate Management / Meetings / Meetings
Disclosure of Interest:	None
Date:	25 February 2014
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

To determine a Council meeting schedule for the period 1 July 2014 to 30 June 2015 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 2014 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 Electors is to be held in Badgingarra. In Cervantes and Dandaragan 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;

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- 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 ie Forums;
- holding of Forums in the evenings;
- set start and finish times ie 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.

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

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Kent, seconded Cr Bailey

That Council adopt the following meeting schedule for the 2014 / 2015 financial year;


DAY	DATE	TIME	MEETING VENUE
Thurs	24 July 2014	5.00pm	Jurien Bay
Thurs	28 August 2014 (School Visit)	11.00am	Jurien Bay
Thurs	25 September 2014	5.00pm	Dandaragan
Thurs	23 October 2014	5.00pm	Jurien Bay

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DAY	DATE	TIME	MEETING VENUE
Thurs	27 November 2014	5.00pm	Jurien Bay
Thurs	18 December 2014	5.00pm	Jurien Bay
Thurs	22 January 2015	5.00pm	Badgingarra (AGM of Electors 7.00pm)
Thurs	26 February 2015	5.00pm	Jurien Bay
Thurs	26 March 2015	5.00pm	Jurien Bay
Thurs	23 April 2015	5.00pm	Cervantes
Thurs	28 May 2015	5.00pm	Jurien Bay
Thurs	25 June 2015	5.00pm	Badgingarra

CARRIED 9 / 0

9.3.2 COUNCIL FORUMS SCHEDULE 2014 / 2015

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Corporate Management / Meetings / Meetings
Disclosure of Interest:	None
Date:	25 February 2014
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

To determine a Council forum meeting schedule for the period commencing 1 July 2014 to 30 June 2015.

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.

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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 Bailey, seconded Cr Short

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	10 July 2014	9.00am	Jurien Bay
Thursday	14 August 2014	9.00am	Jurien Bay
Thursday	11 September 2014	9.00am	Jurien Bay
Thursday	9 October 2014	9.00am	Jurien Bay
Thursday	13 November 2014	9.00am	Jurien Bay
Thursday	11 December 2014	9.00am	Jurien Bay
Thursday	8 January 2015	9.00am	Jurien Bay
Thursday	12 February 2015	9.00am	Jurien Bay
Thursday	12 March 2015	9.00am	Jurien Bay
Thursday	9 April 2015	9.00am	Jurien Bay
Thursday	14 May 2015	9.00am	Jurien Bay
Thursday	11 June 2015	9.00am	Jurien Bay

CARRIED 8 / 1

9.3.3 CLUB DEVELOPMENT OFFICER – COLLECTIVE FUNDING APPLICATION

Location:	Club Development Officer Funding Application
Applicant:	Shire of Dandaragan, Shire of Gingin, Shire of Coorow
Folder Path:	Business Classification Scheme / Recreation and Cultural Services / Programs / Sport and Recreation
Disclosure of Interest:	Nil

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Date: 5 March 2014
 Author: Kelly Shipway, Community Development Officer
 Signature of Author: 
 Senior Officer: Scott Clayton, Executive Manager Corporate & Community Services
 Signature of Senior Officer: 

PROPOSAL

That Council commits to the placement of a Club Development Officer in Jurien Bay to service the collective Shire's of Dandaragan, Gingin and Coorow.

That Council considers allocations from the 2014/2015 and 2015/2016 budget to support the Club Development Officer Scheme funded through the Department of Sport and Recreation.

The collective application was successful in securing \$75,000 over a two year period from the Department of Sport and Recreation. A financial commitment of between \$15,000 - \$19,500 per year would be required from the Shire of Dandaragan for the 2014/2015 and 2015/2016 financial year.

A comprehensive budget will be put forward for Club Development in the 2014/2015 and 2015/2016 budget submissions.

BACKGROUND

The collective Shires are focused on planning strategically for the provision of future sport and recreation needs of the community to be met in a sustainable manner. Strong future population growth to the coastal sub-region will bring with it significant increase in demand for sport and recreation facilities and services.

With this in mind, a collective application was submitted to the Department of Sport and Recreation by the Shire of Dandaragan to obtain funding through the Club Development Officer Scheme.

The Shire of Dandaragan will act as the lead governing body in partnership with the Shire of Coorow and the Shire of Gingin. A dedicated Club Development Officer will be based at Jurien Bay to service all Community sporting clubs and groups along the coastal and inland corridor.

One day per week will be allocated to each Shire within the collective in which the Club Development Officer will deliver specific outcomes with sporting clubs and groups' onsite. Two days per week will be allocated to general administration tasks with key strategies implemented via the outlined action plan.

COMMENT

With a dedicated Club Development Officer in the region, Clubs will have access to help at the appropriate level with ongoing support.

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Emphasis will be placed on sustainability, volunteer retention and burnout, attracting younger volunteers and the impact of FIFO/DIDO on current volunteer structures.

Due to a growing number of single parent families in the sub-coastal region the promotion of Kidsport opportunities for children to participate in sport and recreation at a reduced cost is also a key social issue within the region.

The first year 2014/2015, will be dedicated to setting up club specific requirements and deliverables and providing club volunteer support. The second year 2015/2016, will place emphasis on club sustainability.

CONSULTATION

- Chief Executive Officers – Shire's of Dandaragan, Gingin and Coorow.
- Department of Sport and Recreation – Wheatbelt and Midwest Regions.
- Executive Manager of Corporate and Community Services – Shire of Dandaragan.
- Community Development Officers – Shire's of Gingin and Coorow.

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There will be financial implications for the 2014/2015 and 2015/2016 budgets.

STRATEGIC IMPLICATIONS

The application relied heavily on the Strategic Plans of Gingin and Coorow which place emphasis on supporting Sport and Recreation and Community Groups within their Shire's.

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple majority


OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Kent, seconded Cr Sheppard

That Council confirm its commitment to the placement of a Club Development Officer in the Shire of Dandaragan for the 2014 / 2015 and 2015 / 2016 financial years to service the collective Shire's of Dandaragan, Gingin and Coorow.

CARRIED 9 / 0

9.3.4 APPLICATION OF COMMON SEAL

Location:	N/A
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Governance / Authorisations / Council Seal
Disclosure of Interest:	None
Date:	17 March 2014
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To seek Council's endorsement for the application of the Shire of Dandaragan's common seal to the following documents:

1. Application for a clearing permit (purpose permit) on sections of Road Reserve (Mimegarra Road); and
2. Form 18 - Warrant to appear as agent (Scott Roffey of WALGA Employee Relations to act on behalf of the Shire of Dandaragan).

BACKGROUND

The Shire of Dandaragan's common seal is applied in circumstances where the Shire enters into a legal agreement, lease or undertakes the disposal or acquisition of land.

Application of the Seal is accompanied by the signatures of the President and Chief Executive Officer.

A register is maintained to record all occasions on which the Seal is applied.

Generally, the common seal is only applied in circumstances where the Council has specifically resolved to enter into an agreement, lease or dispose of or acquire land. There are however, occasions where the Seal is required to be applied urgently and Council's endorsement is sought retrospectively.

COMMENT

Not applicable

CONSULTATION

Not applicable

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

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

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION


Moved Cr Bailey, seconded Cr Sheppard

That Council endorse the affixing of the Shire of Dandaragan's common seal to the following documents:

- 1. Application for a clearing permit (purpose permit) on sections of Road Reserve (Mimegarra Road); and**
- 2. Form 18 - Warrant to appear as agent (Scott Roffey of WALGA Employee Relations to act on behalf of the Shire of Dandaragan).**

CARRIED 9 / 0

9.3.5 DRAFT LEASE AGREEMENT – JURIEN BAY COMMUNITY RESOURCE CENTRE

Location:	Portion of Lot 67 Bashford Street, Jurien Bay
Applicant:	Jurien Bay Community Resource Centre
Folder Path:	Business Classification Scheme / Council Properties / Leasing Out / Office Locations
Disclosure of Interest:	Nil
Date:	17 March 2014
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

For Council to consider approving of the draft lease agreement between the Shire of Dandaragan and the Jurien Bay Community Resource Centre (JBCRC) to occupy a portion of the Jurien Bay Visitors Information and Civic Centre (currently under construction) located at Lot 67 Bashford Street, Jurien Bay.

BACKGROUND

The Jurien Bay Visitors Information and Civic Centre (VICC) is due for completion around October 2014.

As part of the planning for the facility, the Shire of Dandaragan has included the relocation of the JBCRC into the new building on a lease arrangement, therefore moving the organisation from the existing site on Lot 96 Bashford Street Jurien Bay.



An opportunity to partner with the JBCRC to provide services on behalf of the Shire was recently discussed at Council's meeting held on the 27 February 2014. At this meeting Council resolved:

“That Council adopt the Draft Agreement for the Provision of Services between the Shire of Dandaragan and the Jurien Bay Community Resource Centre as per attachment 9.3.2 (Doc Id: 22216).”

CARRIED 7 / 0

In order to allow the JBCRC to operate from the building and to provide the services as stipulated in the Service Agreement adopted the previous month, an appropriate lease agreement will need to be prepared to legitimise their presence in the building and to provide a clear relationship between the two parties.

It is also essential that a lease agreement be entered into to assist with grant applications for both the JBCRC and the Shire.

COMMENT

Following the Council's resolution above, a meeting was held with Shire staff (CEO, Tony Nottle and Tourism / Marketing Coordinator, Alison Slyn) and JBCRC representatives (Chairperson, Lester Marsden and Manager, Denise King) in order to review the draft lease agreement that had been prepared by Council's solicitors.

Following this meeting it was agreed that the minor amendments to the draft document were agreeable to both parties.

Features of the lease agreement include:

- Initial term of 5 years with a further term of 5 years

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- Rent to be set at one peppercorn per annum payable on demand
- Use is for “Community and civic purposes, which are consistent with the CRC Network and the Shire of Dandaragan
- Public Liability of \$20,000,000 required
- Clarity around the specific area that is leased by the JBCRC

The attached draft copy has been reviewed by Council’s solicitors.

CONSULTATION

- JBCRC
- McLeods Barristers & Solicitors

STATUTORY ENVIRONMENT

The proposed lease agreement will form a legally binding agreement between the Shire of Dandaragan and the Jurien Bay Community Resource Centre Inc.

POLICY IMPLICATIONS

There are no current policies in relation to this item that are affected.

FINANCIAL IMPLICATIONS

The proposed lease indicated a “peppercorn lease” arrangement. Therefore the lease agreement will not affect the budget income. Council is to be mindful that by leasing this portion of the building as indicated in the lease document, this limits the ability to maximise income from the VICC.

STRATEGIC IMPLICATIONS

- Shire of Dandaragan Strategic Community Plan 2011 - 2021

5.15.1 GOAL NUMBER ONE: Strong Economic Base and Enabling Infrastructure					
OBJECTIVE 2: Ensure timely provision of essential and strategic infrastructure to ensure investment and growth for the Shire is maximized					
CODE	STRATEGIES	LINKS	TIME FRAME	SCOPE	PARTNERS
G1-O2-A1	Develop civic precinct concept in Jurien Bay.	Town Centre Strategy Plan SuperTowns Growth Plan	Short - Medium	Jurien Bay	CRC DEC Other agencies

5.15.3 GOAL NUMBER THREE: Focus on community					
OBJECTIVE 1: Develop strong and supportive community social services					
CODE	STRATEGIES	LINKS	TIME FRAME	SCOPE	PARTNERS
G3-01-A3	Support Community Resource Centres linked network across Shire.	Community workshops	Short - Medium	District	CRC Management Committees

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ATTACHMENTS

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

- Draft Lease Agreement Jurien Bay Community Resource Centre Inc. (Doc Id: 23053)

(Marked 9.3.5)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION
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Moved Cr Bailey, seconded Cr Holmes

That Council:

1. **endorse the lease agreement as marked in attachment 9.3.5 prepared between the Shire of Dandaragan and the Jurien Bay Community Resource Centre Inc., to occupy a portion of the Jurien Bay Visitors Information and Civic Centre (currently under construction) located at Lot 67 Bashford Street, Jurien Bay; and**
2. **authorise the President and the Chief Executive Officer to sign and affix the common seal to the lease agreement between the Shire of Dandaragan and the Jurien Bay Community Resource Centre Inc. on Council's behalf.**

CARRIED 9 / 0

9.3.6 APPROVAL TO ATTEND THE 2014 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

Location:	Canberra
Applicant:	Councillors Gibson, McGlew and CEO
Folder Path:	Business Classification Scheme / Government Relations / Conferences / Council
Disclosure of Interest:	The author declares an impartiality interest as the item refers to approving attendance at a conference that includes him
Date:	17 March 2014
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

Mr Tony Nottle declared an impartiality interest due to being considered as one of the attendees of the 2014 National General Assembly of Local Government.

PROPOSAL

To approve the attendance of Councillor Wayne Gibson, Councillor Kaye McGlew and Chief Executive Officer, Tony Nottle, to the 2014 National General Assembly of Local Government.

BACKGROUND

Australian Local Government Association is holding the 2014 National General Assembly of Local Government (NGA) at the National Convention Centre in Canberra. The NGA will commence on Sunday 15 June and concluding on Wednesday 18 June 2014.

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The NGA is the premiere local government event bringing together around 700 representatives from councils across Australia to develop local government policy ideas, meet with key federal politicians and hear from renowned experts on the key issues affecting local government in Australia.

The theme of the 2014 National General Assembly is '*Getting Down to Business*'. It is a theme that invites NGA delegates, councils and interested stakeholders to reflect on the roles and responsibilities of local government, its funding and relative place in the Federation. It's a theme that enables local government to define for itself:

- what business local government is in;
- the resources we need to do it; and
- what should be expected from the Commonwealth and what we should expect from state and territory governments. In short how local government should fit in the Federation.

Federal politicians including: the Prime Minister; the Leader of the Opposition; the Deputy Prime Minister and Minister for Infrastructure and Regional Development; the Minister for Immigration and Border Protection; and the Shadow Minister for Regional Development and Local Government, and Shadow Minister for Employment Services will be addressing the NGA as well as keynote speakers who will be addressing the theme.

Council's policy for conference expenses for elected members states:

"Conference expenses will only be paid or reimbursed when the attendance is authorised by Council, through a resolution passed at a Council meeting."

Council discussed this matter at the Forum held 13 March 2014 and requested that an item go to Council to approve the attendance of the President, Deputy President and Chief Executive Officer to the 2014 NGA.

COMMENT

The total cost to attend the NGA comes to approximately \$4,500 per person which includes registration, flights, accommodation (for up to seven nights) and meals.

In addition to attending the conference, it is planned that attendees will also organise meetings with key federal government personnel and political representatives to advocate for the Shire and the region in relation to various key topics such as aged care, road funding and the future of the Regional Development Australia Fund.

CONSULTATION

- Council Forum held 13 March 2014

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STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

- Council Policy 1.14 - Conferences, Training and Development Expenses, Members applies to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item as there will be sufficient funds available within the 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:

- 2014 National General Assembly of Local Government program and registration (Doc Id: 23002)

(Marked 9.3.6)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Bailey, seconded Cr Short

That Council approve the attendance of Councillor Wayne Gibson, Councillor Kaye McGlew and Chief Executive Officer, Tony Nottle, to the 2014 National General Assembly of Local Government.

CARRIED 7 / 2

9.3.7 AMENDMENT TO POLICY 1.6 COMMUNITY GRANTS PROGRAM – MOVE LEEUWIN SAIL TRAINING FOUNDATION SCHOLARSHIP TO YOUTH BUDGET

Location:	N/A
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification / Community Relations / Sponsorships / Leeuwin Program
Disclosure of Interest:	None
Date:	17 March 2014
Author:	Kelly Shipway, Community Development Officer
Signature of Author:	
Senior Officer:	Scott Clayton, Executive Manager Corporate & Community Services
Signature of Senior Officer:	

PROPOSAL

That Council considers removing section four, Leeuwin Sail Training Foundation from the Shire of Dandaragan Policy 1.6 – Community Grants Program.

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That Council considers a full fare Shire of Dandaragan Leeuwin Scholarship to be funded through the Shire's Youth Budget which will provide incentive for local youth to apply and will make the program affordable to everybody, regardless of financial constraints. Fares currently range from \$1,800 - \$1,980.

That Council considers reducing the minimum age requirement of the Shire of Dandaragan Leeuwin Scholarship to 14 years of age to align with the local Police Ranger program.

BACKGROUND

The Shire of Dandaragan Policy 1.6 – Community Grants Program section four, currently provides funding towards the Leeuwin Sail Training Foundation on an annual basis.

The funding amount of \$1,200 is allocated via a scholarship program to go towards passage on the Leeuwin Ocean Adventure. Local youth between the ages of 15 and 25 years of age are encouraged to apply. The program offers a unique opportunity for young people to learn about responsibility, working within a team along with personal development and leadership skills.

A written application addressed to the Chief Executive Officer is required of applicants, outlining what they feel they could receive from the experience. A letter of support from a community organisation included with the application may also assist in the selection process. A further requirement of the scholarship recipient is to present a verbal or written report to Council if requested.

COMMENT

The Leeuwin Foundation and its sponsorship partners are currently offering scholarships for \$1400 for each successful recipient. Further enquiries have determined that Leeuwin Foundation Scholarships have been increased by \$400 from the previous year, to reflect the rising price of Leeuwin Voyage fares. Currently, applicants have 100% success rate when accessing funding through Leeuwin directly which entails filling out a simple application form.

With this in mind, our current Leeuwin Scholarship Program offers no real incentive for applicants. Youth considering applying for funding to experience a Leeuwin Voyage in 2014 would be more likely to seek funding through the Leeuwin Foundation where the funding amount is \$200 higher than the local Shire of Dandaragan Scholarship and the requirement for applicants is less, being a simple application form.

By relocating the Leeuwin Scholarship from Policy 1.6 Community Grants Program to be funded through the Youth Budget, the Shire will be able to increase the funding allocation within the current

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budget.

Last year, six local youth, all aged fourteen successfully completed a Leeuwin Ocean Adventure Voyage. The program was encouraged by the local Police Rangers Coordinator. Reducing the Shire of Dandaragan Leeuwin Scholarship age will align our scholarship with the local Police Rangers program.

By increasing the current funding allocation of \$1200 to a fully funded fare, the Shire of Dandaragan Leeuwin Scholarship will become a Scholarship worth applying for. It will become accessible to youth from lower income pool families. Currently families or youth have to come up with an additional \$600 - \$800 on top of the current Shire of Dandaragan Scholarship to sail on the Leeuwin, this is not affordable to everybody.

CONSULTATION

- Scott Clayton – Executive Manager Corporate & Community Services

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

This will result in an amendment to Policy 1.6 – Community Grants Program

FINANCIAL IMPLICATIONS

There is adequate funding available in the Shire Youth 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:

- Policy 1.6 Community Grants Program (Doc Id: 23023)
(Marked 9.3.7)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

Moved Cr Sheppard, seconded Cr Bailey
That Council;

1. removes section four, Leeuwin Sail Training Foundation from the Shire of Dandaragan Policy 1.6 – Community Grants Program;
2. agrees to allocate funding from the Shire's Youth Budget, increasing the current Shire of Dandaragan Leeuwin Scholarship from \$1,200 to a fully funded fare; and
3. reduces the minimum age requirement for the Shire of

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Dandaragan Leeuwin Scholarship to 14 years of age.

AMENDMENT

**Moved Cr McGlew, seconded Cr Bailey
That Council;**

- 1. removes section four, Leeuwin Sail Training Foundation from the Shire of Dandaragan Policy 1.6 – Community Grants Program;**
- 2. agrees to allocate funding from the Shire’s Youth Budget, increasing the current Shire of Dandaragan Leeuwin Scholarship from \$1,200 to a fully funded fare; and**
- 3. set the age range requirement for the Shire of Dandaragan Leeuwin Scholarship be 15 to 18 years of age.**

CARRIED 9 / 0

The amendment then became the motion and was

CARRIED 9 / 0

Cr Sheppard left the Council Chambers at 6.07pm.


COUNCIL DECISION

**Moved Cr McGlew, seconded Bailey
To develop a Shire Youth Policy that includes covering Leeuwin Scholarship Guidelines.**

CARRIED 8 / 0

The Officer Recommendation was not adopted due to Council wishing to change the minimum age from 14 to 15 – 18.

9.3.8 STATUTORY COMPLIANCE RETURN 2013

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Corporate Management / Audit / Internal
Disclosure of Interest:	None
Date:	17 March 2014
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

PROPOSAL

To adopt the Statutory Compliance Return for the period 1 January 2013 to 31 December 2013.

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,

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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.

In December 2011, Mr Castrilli announced a reduction of 20 per cent to the size of the compliance audit return with a further 70 per cent reduction in 2012, meaning local governments will deal with eight, not 27 pages.

The remaining 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.

The completed CAR is required to be adopted by Council and submitted with the minute extract to the Department of Local Government.

COMMENT

For the period 1 January 2013 to 31 December 2013 the CAR demonstrates that the Shire has achieved a high level of compliance with only one non-compliance identified in the areas under review. The item in question relates to the review of the Delegations Register which was to be reviewed within the 2012 / 2013 financial year. The Register was reviewed at the Council meeting held 19 December 2013.

CONSULTATION

- 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.

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 2013 (Doc Id: 23014)
(Marked 9.3.8)

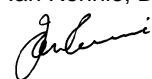
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VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION**Moved Cr McGlew, seconded Short****That Council adopt the Compliance Audit Return as per attached for the period 1 January 2013 to 31 December 2013.****CARRIED 8 / 0****9.4 TOWN PLANNING****9.4.1 WESTERN AUSTRALIAN PLANNING COMMISSION (WAPC) – PROPOSED SUBDIVISION OF LOT 1242 COALSEAM DRIVE, JURIEN BAY**

Location:	Lot 1242 Coalseam Drive, Jurien Bay
Applicant:	Landvision Pty Ltd on behalf of Department of Lands (LandCorp)
Folder Path:	Business Classification Scheme / Land Use and Planning / Subdivision / Requests / WAPC149487
Disclosure of Interest:	Nil
Date:	13 March 2014
Author:	David Chidlow, Manager Planning
Signature of Author:	

Senior Officer:	Ian Rennie, Deputy Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To consider an application for the subdivision of Lot 1242 Coalseam Drive, Jurien Bay to provide an additional 11 Industrial lots and make recommendations to the Western Australian Planning Commission (WAPC).

BACKGROUND

This application is for subdivision of Lot 1242 Coalseam Drive, Jurien Bay.

In 1989, the Shire of Dandaragan requested that the then Department of Land Administration investigate areas suitable to satisfy Jurien Bay's future industrial requirements. The evaluation led to the siting of a new light industrial area south of the Jurien Road and east of the airstrip.

The LandCorp Board had concept plans prepared in support of the development which would see the expansion of the existing industrial area in Coalseam Street with the creation of up to 46 lots. The land parcels identified to support the development were areas of Crown land under the control of the Department for Regional Development; Lands (now the Department of Lands). In June 2006, Landvision, on behalf of LandCorp, submitted an application for the subdivision of the first 28 lots. The application

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included an Outline Development Plan for 46 lots but sought approval for 28 lots which was granted by the WAPC on 12 September 2006 subject to a number of conditions.

LandCorp was unable to act on the approval to implement the subdivision due to Western Power being unable to supply.

This current application is more modest reflecting sustainable servicing costs and the changed economic circumstances which has lead to a reduced demand for these lots. It is anticipated, that the release of these 11 lots will stimulate development in the area and cater to an immediate demand.

This current application is for the approval of the first 11 lots ranging in size from 1000m² to 2680m².

Stage 1 will be serviced by a new road which intersects with Coalseam Road and, together with a minor section of new road from a T-junction so that all lots have direct frontage to a constructed and sealed road.

The lot layout is consistent with the subdivision guide plan which plans for 46 lots.

COMMENT

The subject land is part of a much larger area which was zoned for Industry through a Scheme Amendment 4 in 1996. This rezoning was consistent with Jurien Townsite Structure Plan - North, September 1990, prepared by the Department of Land Administration.

As a result of this rezoning a subdivision plan was prepared for the first 52 lots of which an initial 27 lots were released. These lots range in area from 2000m² to 3250m².

The demand for the release of more lots has existed for some time, demonstrated by recent approaches to LandCorp by local real estate agents/companies, however the cost of extending services, particularly sewerage, has been a major constraint.

Vegetation

In 2006 Coffey Environments undertook a flora and vegetation survey followed by a site visit in 2010. Conditions remain the same today and it is not considered necessary to review the findings again.

A botanical survey was undertaken in May 1992 to satisfy concerns raised by CALM that there was a possibility of priority species and declared rare flora being located within the project area. The findings of the survey provided a clearance for the development of the industrial estate.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 27 MARCH 2014*Aboriginal Site Identification Heritage Assessment*

In 2011 an Aboriginal Site Identification Heritage Assessment for the proposed Jurien Bay Industrial area expansion was completed. Yued Aboriginal Heritage Consultants were involved in all aspects of the Survey. The South West Land and Sea Council (SWALSC) engaged Daniel de Gand to conduct this survey. The results are discussed in the Subdivision report provided in the attachments.

Services

Water reticulation is available to the Site. There is an existing 0150 PVC water main on Coalseam Drive.

Previous advice provided by Western Power confirmed that their network had sufficient capacity to accommodate 11 industrial lots without the requirement of a high voltage feeder. The exact underground power requirements to service Stage 1 will be determined once a formal request for a design information package has been made to Western Power.

Effluent Disposal

The existing industrial area is serviced by gravity sewer which terminates at a dormant sewer, which is located 120m inside the Site. The Water Corporation are currently tankering from the holding sewer.

Discussions with the Water Corporation has indicated that a gravity sewer service will have to be established for this development.

The Water Corporation's planning for eastern Jurien Bay shows a sewerage pumping station and pressure main is required to service the ultimate industrial area. The Water Corporation has indicated this pumping station and pressure main will have to be constructed as part of these works. LandCorp has challenged the servicing advice from Water Corporation.

Investigations undertaken in 2010 concluded that providing deep sewerage including anticipated headworks charges makes the subdivision cost prohibitive. In these circumstances it is requested that Stage 1 should be subject to onsite effluent disposal for each lot.

In support of using onsite effluent disposal Golder and Associates Pty Ltd carried out geotechnical investigations for the site (A copy of which is included in the attachments). Based on their findings, it is considered that on site effluent disposal designed and installed to the satisfaction of relevant State and local government officers for each lot should be accepted as a safe alternative to connection to deep sewerage.

Golder and Associates further advise that: "the relatively free draining (high permeability) nature of the soil present is expected

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to allow relatively high effluent discharge (design loading) rates to be applied to on -site effluent disposal design".

The existing industrial development is a sealed and kerbed 10.0m wide industrial road. The Site will require all lots to be serviced with a 10.0m wide kerbed and sealed road.

The existing industrial development does not have paths. It is expected that the Site will also not require paths.

There is a limited drainage network surrounding the Site. The development will require a road drainage network. Soakage disposal is an appropriate method to dispose of stormwater due to the nature of the ground.

Design of stormwater disposal systems should make allowance for:

- the ground water level;
- permeability testing completed by Colder and Associates;
- the level of the underlying cemented/lithified limestone material which may act as a confining (relatively impermeable) layer);
- a decrease in the infiltration of subsoils due to fine grained particles migrating into the sand via the stormwater; and
- a decrease in the infiltration rate due to relatively high in situ densities caused by compaction of the sand.

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

There are no strategic implications relevant to this item.

ATTACHMENTS

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

- application for subdivision (Doc Id: 22959)
- subdivision report (Doc Id: 22958)
- geotech report (Doc Id: 22957)

(Marked 9.4.1)

VOTING REQUIREMENT

Simple majority

OFFICE RECOMMENDATION / COUNCIL DECISION

Moved Cr Holmes, seconded Cr Kent

That the Western Australian Planning Commission be advised that Council supports the proposed application for subdivision of Lot 1242 Coalseam Drive, Jurien Bay subject to:

- 1. engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, to ensure that those lots not fronting an existing road are provided with frontage to a constructed road(s) connected by a constructed road(s) to the local road system and such road(s) are constructed and drained at the landowner/applicant's cost. As an alternative, and subject to the agreement of the Local Government the Western Australian Planning Commission (WAPC) is prepared to accept the landowner/applicant paying to the local government the cost of such road works as estimated by the local government and the local government providing formal assurance to the WAPC confirming that the works will be completed within a reasonable period as agreed by the WAPC;**
- 2. all local streets within the subdivision being truncated in accordance with the Western Australian Planning Commission's DC 4.1 Industrial Subdivision;**
- 3. the land being filled, stabilised, drained and/or graded as required to ensure that:

 - a. lots can accommodate their intended development; and**
 - b. finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and / or proposed finished ground levels of the land abutting; and**
 - c. stormwater is contained on-site, or appropriately treated and connected to the local drainage system;****
- 4. drainage easements and reserves as may be required by the local government for drainage infrastructure being shown on the diagram or plan of survey (deposited plan) as such, granted free of cost, and vested in that local government under Sections 152 and 167 of the Planning and Development Act 2005; and**
- 5. arrangements being made with the Water Corporation so that provision of a suitable water supply service will be available to the lots shown on the approved plan of subdivision. (Water Corporation).**


CARRIED 8 / 0

9.4.2 APPLICATION FOR ALFRESCO DINING ON VERGE – PT LOT 1 AND LOT 6 ROBERTS STREET, JURIEN BAY

Location:
Applicant:

Pt Lot 1 and Lot 6 Roberts Street, Jurien Bay
Ray White on behalf of TN & HV Nguyen and I Craig

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File Ref:	Development Services Apps / Development Applications / 2013 / 15
Disclosure of Interest:	None
Date:	14 March 2014
Author:	David Chidlow, Manager Planning
Signature of Author:	
Senior Officer:	Ian Rennie, Deputy Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

The applicant is seeking approval to use portion of the Road reserve (carpark/footpath) for alfresco dining to service both the Bakery and Bistro.

BACKGROUND

In April 2013 Council granted approval for Bakery/Restaurant use at the old Betta Electrical Store in Roberts Street. The Bay Bakery has commenced operation and the Beach Bistro is expected to commence operating at the end of March 2014

The applicant is seeking approval to use two areas of 7.5m x 1.65m and 8m x 1.65m adjacent to the Bay Bakery and Beach Bistro for the purpose of alfresco dining.

In February 2011 Council granted approval for alfresco dining at Lesueurs Gallery Café in Bashford street, however this was restricted to the property boundary and did not include dining on the footpath.

The Council resolution is reproduced below;

*That Council issue planning approval for alfresco dining use on Lot 1 (36) Bashford Street, Jurien Bay subject to the following:
Conditions*

- 1. The alfresco dining use shall be limited to a maximum 40 seats in total that may be used for internal or external dining as part of the Lesueurs Gallery Café (Lot 1);*
- 2. The tables and chairs associated with the alfresco dining use shall to be placed within the boundary of Lot 1, as shown indicatively on the approved plan dated 27 January 2011, and shall not obstruct or restrict access to the café or to the existing commercial premises on the adjoining lot 3; and*
- 3. The placement of tables, chairs and any other structures on the public footpath in front and adjacent to the Lesueurs Gallery Café (Lot 1) is not permitted.*

Advice

- With reference to Condition 1 the applicant is advised that this approval has been granted on the basis of formalising the existing alfresco dining that has operated since 1999, and does not apply any additional requirement for car parking or sanitary facilities. However, any increase in seating for patrons beyond the 40 seats outlined in Condition*

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1 of this approval will require a further application for planning approval to be lodged with the Shire for determination, and will likely attract additional parking and ablution facilities in accordance with current legislative requirements.

- *With reference to Condition 2 the applicant is advised that placement of tables, chairs or any other furniture associated with the café dining within the adjoining road reserve (footpath area) may be subject to infringement and/or impoundment under:

 - *the Shire of Dandaragan Activities on Thoroughfares and Public Places Local Law; or*
 - *the relevant provisions of Planning and Development Act 2005 and associated Regulations.**
- *The applicant is advised a right of appeal against Council's decision exists in accordance with the provisions of the Planning and Development Act, 2005. In this regard contact should be made with the State Administrative Tribunal on 9219 3111 or via website www.sat.justice.wa.gov.au.*

COMMENT

The applicants seek to provide additional seating and dining immediately adjacent to food premises on the verge (footpath).

Access by pedestrians will not be impeded as 2.5m width of available footpath will be provided. This accords with the City of Fremantle requirements of 1.8m and City of Greater Geraldton requirement for 1.5m of clear pedestrian access width associated with Alfresco dining activities.

It is noted that the shop has a canopy that extends over the footpath and is already using the area by virtue of having a built structure overhead.

A Local Planning Policy or Local Law should ideally be in place to regulate such activities. The planning conditions in the recommendation have been based on standard policy and local law requirements for this type of activity for the City of Fremantle and City of Greater Geraldton. It is recommended a 12 month planning approval be granted as an interim measure and give Council time to consider and advertise an alfresco dining policy.

FINANCIAL IMPLICATIONS

Income by way of fees and charges for use of portion of the Reserve. Charges should reflect the value of use of the land area that is in public domain, but at the same time support new and existing businesses attracting tourists to the town.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2011 - 2021

4.2.1 Tourism

Key issues in developing the industry have been identified as insufficient accommodation, food and beverage and entertainment infrastructure and the lack of a strong and coordinated marketing effort from the region. The high degree of seasonality of the industry also has a large impact on the capacity of local operators to successfully service the market 365 days a year

ATTACHMENTS

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

- Floor plans and application (Doc Id: 22967)
(Marked 9.4.2)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Bailey, seconded Cr Kent

That Council grant temporary planning approval to TN & HV Nguyen and I Craig for a period of 12 months only for use of portion of the verge to be used as an outdoor eating area (alfresco dining) immediately adjacent to Pt Lot 1 and Lot 6 Roberts Street Jurien Bay identified as plan marked TD00574B dated 19 February 2014, subject to:

- 1. The public shall be free to use the tables and chairs at all times, whether paying customers or not.**
- 2. No umbrellas or sunshades shall be erected.**
- 3. The tables and chairs shall not be fixed to the public footpath paving material unless otherwise approved by Council.**
- 4. The tables and chairs shall be removed from the public footpath area outside normal trading hours.**
- 5. The shop owners shall, to the satisfaction of the Shire, cleanse daily and keep clean at all times the pavement of the eating area, the tables, chairs and umbrellas and also shall keep the footway and roadway in the vicinity of the eating area of litter and waste materials and remove all sweepings and washdown waste from the street.**
- 6. Boundary of dining area to be marked in accordance with Australian standards so as to assist Vision impaired persons using the footpath.**
- 7. Council shall be indemnified against any damage which may arise, with the indemnity being Public Liability Insurance cover of \$10 million minimum.**
- 8. Council shall be advised directly by the Insurance Company of the Policy and any changes to that Policy, a copy of which is required to be kept at Council.**
- 9. The applicant shall ensure that rubbish shall be regularly removed from the premises in order to ensure high public amenity.**
- 10. The service of alcohol shall not commence unless the**

- relevant approval has been obtained from the Liquor Licensing Division of the Office of Racing and Gaming.
11. The Council will provide footpath identification of the approved area of the outdoor eating facility.
 12. Tables and chairs placed in a public place that enables unlimited public use shall not be considered as part of the premises in calculating the required number of public toilets under the Health Act.
 13. All electrical wiring connected to lights, devices or appliances which are situated on or above the eating area shall not be placed -
 - a. on or under the eating area;
 - b. above any part of a street or public place so as to interfere or obstruct the passage of vehicles or pedestrians; or
 - c. in any place or in any manner which may be prejudicial to public safety.
 14. All persons, equipment and activities associated with the operation of the outdoor eating area shall remain wholly within the defined area, except for the conveying of food, drink, tableware and furniture across the footpath.
 15. The eating area or any part thereof shall be cleared of obstructions as required by the Council for pavement maintenance and repair work, except in emergencies, at least 72 hours notice shall be given to this requirement.
 16. The shop owners shall bear the cost of all pavement repairs carried out by the Council within the eating area or part thereof, which in the opinion of the Council have been rendered necessary by the existence or use of the eating area.

Advice:

Note 1: The applicants are advised that this is a temporary 12 month approval that will expire on 31 March 2015 so as to allow Council to consider either a planning policy or Local Law on verge outdoor eating areas with associated fees and that granting this approval does not imply that the a new approval will be granted after March 2015.

Note 2: 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 8 / 0

9.4.3 APPLICATION FOR SMALL SCALE POULTRY ABATTOIR – LOT 5 MIMEGARRA ROAD

Location:	Lot 5 Mimegarra Road
Applicant:	Ivan Zuvich
Folder Path:	Development Services Apps / Development Applications / 2014 / 5
Disclosure of Interest:	None
Date:	17 March 2014
Author:	David Chidlow, Manager Planning
Signature of Author:	
Senior Officer:	Ian Rennie, Deputy Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To consider an application for Planning Approval for the establishment of a small scale poultry abattoir on Lot 5 Mimegarra Road.

BACKGROUND

Lot 5, Mimegarra Road, is zoned 'Rural' under Local Planning Scheme No 7. The use as an abattoir is classed as 'Industry Rural' in the zoning table and is an 'A' use in the Rural Zone. An 'A' means that the use is not permitted unless the local government has exercised it's discretion by granting Planning Approval after giving special notice in accordance with clause 9.4 of the Local Planning Scheme.

The applicant is proposing a small scale abattoir to process poultry currently bred on the subject property.

COMMENT

A development such as an abattoir has the potential to impact on areas surrounding such a site inclusive of odours and impact on ground water. There is also the potential for there to be an increase in traffic utilising various roads.

While this is a small scale abattoir (1-2 workers), once planning approval is granted, there is potential for the business to grow and create potential issues for neighbours such as odour. For this reason the 500m buffer, which would be applicable to a larger abattoir has been used.

When the application was received by Council, the proposal was advertised to various Government departments and nearby adjoining land owners. No submissions have been received at the time of writing this report.

As the proposal involves the establishment of an abattoir with a processing capacity of less than 1000 tonnes per annum, a works approval under the Environmental Protection Act is not required.

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The Rural local planning strategy and EPA guidelines set a 500m buffer for odour from an abattoir. In regard to this application, there are no existing dwellings within this buffer distance except for a dwelling located on the subject property.

Advice from the Department of Health, Meat Safety Branch indicates that they do not have any input into such proposals during the planning stage.

Should all planning approvals be granted, including the Western Australian Meat Industry Authorities approval, the Department would comment on final working schematic drawings provided by the operator and then deal directly with the abattoir owner. Domestic abattoirs are required to meet the requirements of the Australian Standard for the Hygienic Production and Transportation of Meat and Meat Products for Human Consumption.

Abattoirs fall under the definition of 'Offensive Trades' under the Health Act and the Shire of Dandaragan's Health Local Laws. Persons seeking to establish an 'Offensive Trade' within the Shire are required to make an application to Council in accordance with the Local Laws. If approved, the premises are required to apply for registration annually on the prescribed form.

CONSULTATION

Notice of the proposed development was advertised to adjoining and potentially impacted neighbouring landowners as well as various Government departments listed below. The advertising period was from 5 March to 19 March 2014.

- Department of Agriculture (Moora and Geraldton)
- Department Environment Regulation
- Water Corporation
- Department of Water (Perth and Geraldton)

Advice has been received from the Department of Agriculture and Food as well as the Department of Water seeking further information from the applicant before making comment. This item may be deferred if the applicant is unable to provide comment in time to those Departments.

STATUTORY ENVIRONMENT

- Planning and Development Act 2005
- Local Planning Scheme No 7
- Local Planning Strategy
- Environmental Protection Act

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

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There are no financial implications relevant to this item. All costs associated with the processing of the application have been re-couped via an application for Planning Approval fee.

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: 23008)
- Floor plans and Application (Doc Id: 22974)

(Marked 9.4.3)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION
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Moved Cr Holmes, seconded Cr Bailey

That planning approval be granted to Ivan Zuvich for the establishment of an abattoir on Lot 5 Mimegarra Road, subject to the following conditions;

- 1. This approval shall expire if the development hereby approved has not been substantially commenced within two years of the date hereof – or within any extension of that time (requested in writing prior to the approval expiring) that may be granted by Council. Any extension of approval that may be granted would be for a maximum 12 months.**
- 2. The development hereby approved must be carried out generally in accordance with the plans and specifications submitted with the application and these shall not be altered and / or modified without the prior knowledge and written consent of the Chief Executive Officer.**
- 3. Signs may be erected or displayed to the specification and satisfaction of Council. Prior to any sign being displayed, a sign licence is required to be obtained from Building Services.**
- 4. An adequate on-site potable water supply must be provided, in accordance with National Health and Medical Research Council Guidelines, prior to occupation.**
- 5. Effluent disposal systems are to be responsive to the current environmental concerns associated with nutrient leaching and run off.**
- 6. The approved development is to comply with the requirements of the “Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations, 1974”.**
- 7. All stormwater is to be collected and contained onsite. No stormwater is to be discharged from the property into other land or reserves. Stormwater drainage plans are to be included at submission of building licence application.**
- 8. All drainage to be constructed as per approved plans.**

9. The area allocated for the parking of vehicles shall be designed and constructed to the satisfaction of the Executive Manager Infrastructure, prior to occupation of the Approved development.
10. Any vehicle crossovers are to be designed, constructed and drained in accordance with the requirements of the Executive Manager Infrastructure, prior to occupation of the approved development.
11. Formal agreement to any road upgrading is required prior to the issue of a building licence and the works shall be fully completed prior to the operations of the facility.
12. There is to be no rendering, milling, grinding or cooking of animal products on-site.
13. All waste materials and by-products of vehicle wash-down areas on the subject property must be contained on site and directed to a suitable waste treatment facility.
14. The subject property is located within the Gingin ground water area. The abstraction or diversion of surface water in this area for purposes other than domestic or and / or stock use may be subject to licensing by the Department of Water.
15. Any commercial / industrial rubbish created as a result of the construction and / or operation of the abattoir will not be allowed to be disposed of at a Council operated landfill site.

Advice:

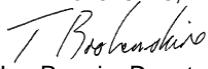

1. The proponent is advised that the approved development must comply with all relevant provisions of the Health Act, 1911 (as Amended) and the Building Code of Australia (as amended).
2. The proponent is advised that the approved development is to comply with all relevant provisions of the Shire of Dandaragan Health Local Laws.
3. The proponent is advised that this planning approval is NOT a building licence. A building licence must be formally applied for and obtained from Building Services BEFORE the commencement of any site and / or development works.
4. 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 8 / 0

9.5 HEALTH

9.5.1 RELOCATE PUBLIC RECYCLING FACILITY – DANDARAGAN

Location:	Dandaragan
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Waste Management / Service Provision / Recycling
Disclosure of Interest:	Nil
Date:	17 March 2014
Author:	Tim Brokenshire, Manager Environmental Health
Signature of Author:	
Senior Officer:	Ian Rennie, Deputy Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To relocate the public recycling facility presently located at the Golf Club entrance on Golf Drive, Dandaragan to within the fence of the Dandaragan Waste Management Facility.

BACKGROUND

The Manager of Environmental Health (MEH) received a complaint (attached) from the Dandaragan Golf Club concerning the location of the Shires recycling drop off point located at the Golf Clubs entrance on Golf Dr Dandaragan.

In support of the complaint the MEH discussed possibilities for alternative locations for a recycling drop off point with the Dandaragan CRC and Local Shire employees. From this discussion, an alternative location was for the recycle drop point was considered to be 15 Topham St Dandaragan (the Old Single Men's Quarters). To obtain the communities view on the proposed location, a letter was sent to all residents within 100 metres of 15 Topham St seeking their opinion on the proposed location. Also a letter was sent to the Advance Dandaragan Association and an advertisement was placed in the Redgum newsletter also seeking people's views on the location.

Reply correspondence was received via email and letter. The MEH was also contacted by phone and the matter was discussed in person whilst visiting Dandaragan. Feedback was also received from Councillors via Council's Forum process.

COMMENT

Three written and one verbal complaints were received regarding the proposed site at 15 Topham St Dandaragan indicated that the site is not appropriate. Further positive suggestions were made that the recycling facility be located within the fence of Dandaragan Waste Management Facility.

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Locating the recycling facility to the Dandaragan Waste Management Facility will restrict the present 24 hour 7 days a week availability of the current or proposed recycling facility location. However comments received indicated that reduced access that the Waste Management Facility would provide was not considered an issue.

CONSULTATION

- Dandaragan Residents
- Dandaragan Associations
- Dandaragan Community Groups
- Shire employees

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

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 Strategic Community Plan 2011 - 2021

5.15.1 GOAL NUMBER ONE: Strong Economic Base and Enabling Infrastructure					
OBJECTIVE 2: Ensure timely provision of essential and strategic infrastructure to ensure investment and growth for the Shire is maximized					
CODE	STRATEGIES	LINKS	TIME FRAME	SCOPE	PARTNERS
G1-O2-A10	Progress Waste Management Plan.	Corporate Business Plan	Ongoing	District	

ATTACHMENTS

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

- Golf Club complaint (Doc Id: 22808)
- Ross Clark complaint (Doc Id: 23044)
- Ruth Clayton complaint (Doc Id: 22625)

(Marked 9.5.1)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Bailey, Cr McGlew

That Council agree to relocate the public recycling facility currently located at the Golf Club entrance on Golf Drive, Dandaragan to within the boundary of the Dandaragan Waste Management Facility.

CARRIED 8 / 0

9.6 BUILDING**9.7 COUNCILLOR INFORMATION BULLETIN****9.7.1 SHIRE OF DANDARAGAN – FEBRUARY 2014 COUNCIL STATUS REPORT**

Document ID: 22994

Attached to the agenda is a copy of the Shire's status report from the Council Meeting held 27 February 2014. **(Marked 9.7.1)**

9.7.2 SHIRE OF DANDARAGAN – PLANNING STATISTICS – FEBRUARY / MARCH 2014

Document ID: 22975

Attached to the agenda is a copy of the Shire of Dandaragan Planning Statistics for February / March 2014.

9.7.3 SHIRE OF DANDARAGAN – RANGER SERVICES REPORT – JANUARY / FEBRUARY 2014

Document ID:

Attached to the agenda is a copy of the Shire of Dandaragan's Ranger Services Report for January / February 2014. **(Marked 9.7.3)**

9.7.4 SHIRE OF DANDARAGAN – BUILDING STATISTICS – FEBRUARY 2014

Document ID: 22877

Attached to the agenda is a copy of the Shire of Dandaragan Building Statistics for February 2014. **(Marked 9.7.4)**

9.7.5 CERVANTES RATEPAYERS AND PROGRESS ASSOCIATION – CORRESPONDENCE FROM MR RUDY RYBARCZYK

Document ID: 22361

Attached to the agenda is a copy of the correspondence from Mr Rybarczyk to the Cervantes Ratepayers and Progress Association regarding rubbish collection within the Shire.

9.7.6 PREMIERS AWARDS 2014 – CALL FOR NOMINATIONS

Document ID: 22414

The Premiers Awards were launched in 1996 to stimulate and inspire agencies to strive for excellence in their delivery of services to the community. The awards are about recognising and rewarding the most outstanding initiatives and the most extraordinary achievements for the State's Public Sector that year. Nominations open on Tuesday 1 April 2014 and close 6.00pm Wednesday 30 April 2014. All nominations must be submitted online at <http://www.publicsector.wa.gov.au/document/premiers-award-nomination-guide-working-form>

9.7.7 WALGA TRAINING DIRECTORY 2014

Document ID: 22358

On hand is a copy of the WALGA Training Directory for 2014. WALGA have provided a full 12 month program this year to assist in the longer term planning of Officer and Elected Member training needs.

9.7.8 SATELLITE TELEVISION & RADIO AUSTRALIA – LOCAL EMERGENCY ALERT SYSTEM

Document ID: 22362

“A local Emergency Alert System for your community could save lives and property. Such a service is now available.”

An Emergency Alert System operating 24/7 on FM radios at work placed, homes, cars and in caravans will always provide a constant update on any approaching risk to life and/or property.

Funding for this service may soon be accessible through The Natural Disaster Resilience Program.

More information can be found at www.semc.wa.gov.au/riskmanagement/NaturalDisasterResilienceProgram

9.7.9 JURIE BAY COMMUNITY FESTIVAL ASSOCIATION INC – EASTER SCHOOL HOLIDAYS

Document ID: 22373

As in the past two years, the Jurie Bay Community Festival Association will be promoting Jurie Bay during the Easter School Holidays 12th to 27th April, by publishing a Community Calender showing events and activities available to locals and visitors alike over this two week period.

Attached to the agenda is a copy of the above mentioned correspondence. **(Marked 9.7.9)**

9.7.10 DEPARTMENT OF FIRE & EMERGENCY SERVICES – BUSHFIRE RISK MANAGEMENT PLAN

Document ID: 22390

The initial phase of the development and implementation of Bushfire Risk Management Plans (BRMP) involves a pilot with selected local governments. The pilot program is to be conducted between now and July 2014 and will provide the opportunity for further refinement to the BRMP process, guidelines and template.

Attached to the agenda is a copy of the above mentioned correspondence. **(Marked 9.7.10)**

9.7.11 DEPARTMENT OF LANDS – REQUEST FOR CLOSURE OF UNNAMED AND UNMADE ROAD ADJACENT LOTS 1 AND 2384 DAMBADJIE ROAD, DANDARAGAN

Document ID: 22392

“Regretfully, the closure of this road cannot be supported as it

provides legal access to several freehold lots located to the north of Lots 1 and 2384.”

Attached to the agenda is a copy of the above mentioned correspondence. **(Marked 9.7.11)**

9.7.12 RECFISHWEST – EXCITING NEW COMMUNITY DRIVEN PROJECT

Document ID: 22534

Recfishwest, in partnership with Fishers with Disabilities are commencing and exciting new community driven project to map out all-ability-access fishing locations around the State. This project aims to identify and categorise locations based on an assessment criteria, incorporating parameters such as walking distance to site, disabled parking, ablutions, lighting, hand rails, shade and prevailing winds. This information will then be consolidated and delivered to the general public through a user-friendly website portal and mapping system.

For more information about this project or if you are interested in providing assistance and contributing toward Western Australia's first widely accessible recreational fishing location portal, please contact Ellen Smith, Policy Officer at Recfishwest via email at ellen@recfishwest.org.au or by phone on (08) 9246 3366 by 31 March 2014.

9.7.13 DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITIES – DIRECTOR GENERALS REPORT – FEBRUARY 2014

Document ID: 22578

Inside this issue:

- Update on Metropolitan Local Government Reform.
- Reform Update in Country Western Australia.
- Webinar series for elected members.
- Registrations for Tidy Towns.
- National Youth Week planning.
- Board Readiness Guide for women.
- Heritage Planning and Management Seminar in Albany.
- Nominations for Community Services Excellence Awards.
- Age Friendly Home Maintenance Kit.
- Age-friendly Network encourages consultation with Seniors.

9.7.14 WALGA – LOCAL GOVERNMENT NEWS – 28 FEBRUARY 2014

Document ID: 22628

Inside this issue:

- Vacancies on Boards and Committees.
- New Roman II Support Number.
- 2014 Innovation Awards.
- Training.
- Parks & Leisure Australia – 2014 Awards of Excellence.
- Integral Development – One Day Change Management Lab.

9.7.15 JURIEBAY LIONS CLUB – INVITATION TO OPEN THE LIONS DISTRICT CONVENTION

Document ID: 22581

The Juriebay Lions Club Convention Committee would formally like to extend an invitation to the Shire to open the Lions District 201W1 (Sea-Breeze) Convention to be held at the Juriebay Community Centre on Friday 24 October at 7.00pm. The Convention will run until 1pm on Sunday 26 October with various business sessions, guest speakers and Lions display booths and up to 200 Lions in attendance.

An invitation is also extended to all Shire Councillors to attend the opening ceremony and enjoy a light supper afterwards among Lions, guests and visitors.

9.7.16 WALGA – STATE COUNCIL SUMMARY MINUTES – MARCH 2014

Document ID: 22830

Attached to the agenda is a copy of WALGA's State Council Summary Minutes from the meeting held 5 March 2014. **(Marked 9.7.16)**

9.7.17 WHEATBELT DEVELOPMENT COMMISSION – BOARD MEETING AND STRATEGY LAUNCH

Document ID: 22659

The Staff and Board of the Wheatbelt Development Commission would like to thank Tony and Wayne for hosting the Board meeting and strategy launch 13/14 February 2014.

“The Board enjoyed the tour of the town, the excellent accommodation at the Juriebay Tourist Park, breakfast at the Jetty Café, delicious catering from Seaside Café and a lovely dinner at the Sandpiper Tavern.

The Community Centre was an ideal venue for the Board meeting and the launch of the Central Coast Sub Regional Economic Strategy. We would also like to thank Gemma Richardson, Executive Assistant for her assistance with the meeting preparations and Mike Newton from Turquoise Coast Enviro Tours for great customer service.”

9.7.18 DEPARTMENT OF INFRASTRUCTURE AND REGIONAL DEVELOPMENT – 2010 / 2011 LOCAL GOVERNMENT NATIONAL REPORT

Document ID: 22661

The *2010 / 2011 Local Government National Report* (the Report) was presented for tabling in the Federal Parliament on 29 January 2014 in accordance with the *Local Government (Financial Assistance) Act 1995*.

A copy of this report is available on the Department of Infrastructure and Regional Development's website at www.infrastructure.gov.au

9.7.19 MINISTER FOR POLICE; TOURISM; ROAD SAFETY; WOMEN'S INTERESTS

Document ID: 22662

"I am pleased to offer my congratulations and advise that a Community Crime Prevention Fund grant of \$25,000 (GST exclusive) has been approved for the Jurien Bay Foreshore and Jetty CCTV System.

The Government acknowledges the Shire of Dandaragan's commitment to crime prevention and the safety of the community. Your contribution, combined with the strong interagency and community group partnerships you promote, is an important factor in enhancing the safety of our communities."

9.7.20 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

Document ID: 22716

Councillors are invited to attend this year's National General Assembly of Local Government in Canberra from 15 – 18 June.

Attached to the agenda is a copy of the above mentioned correspondence. **(Marked 9.7.20)**

9.7.21 MELISSA PRICE MP – FEDERAL MEMBER FOR DURACK – UPDATE

Document ID: 22809

"How time flies! March 7 marked six months since the 2013 Federal Election; making it a timely opportunity to update everyone on how the Abbott led Government is progressing with its plan to create a prosperous Australia."

Attached to the agenda is a copy of the above mentioned correspondence. **(Marked 9.7.21)**

9.7.22 MUNICIPAL ASSOCIATION OF VICTORIA – FUTURE OF LOCAL GOVERNMENT NATIONAL SUMMIT

Document ID: 22860

The tenth Future of Local Government National Summit will be held on May 21-22. This year's event will include some real highlights:

- A Commission of Inquiry into 'Rewiring Public Services: is there a better way? What is the game plan: do we take the 'high road' or the 'low road'?
- Jeff Kennett asking if there is a future for Local Government.
- Graham Sansom (Panel Chair, NSW LG Review) assessing whether shared services will replace amalgamations as the preferred future direction of the sector.
- A number of leading edge LG case studies demonstrating innovation and collaboration.

9.7.23 SHIRE OF DANDARAGAN – LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 27 MARCH 2014
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Document ID:

The Local Emergency Management Committee Meeting was held on Wednesday 19 February 2014 in the Jurien Bay Administration Centre.

Attached to the agenda is a copy of the above mentioned minutes.
(Marked 9.7.23)

9.7.24 DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITIES – OFFICE OF MULTICULTURAL INTERESTS STRATEGIC PLAN 2014-2018

Document ID: 22930

The Department of Local Government and Communities is pleased to announce the release of the Office of Multicultural Interests Strategic Plan 2014-2018. A copy is on hand.

9.7.25 WALGA – MUNICIPAL WASTE ADVISORY COUNCIL – INFORMATION BULLETIN – ISSUE 183 – 28 FEBRUARY 2014

Document ID:

Inside this issue:

- Waste to Energy Forum
- Verging on the Ridiculous
- Mountain of E-waste at Merredin
- Introduction to the Western Australian Planning System
- 2014 Registrations for Tidy Towns closed on 1 March 2014
- Opt for paperless
- ACCC Agwaste levy

9.7.26 WALGA – MUNICIPAL WASTE ADVISORY COUNCIL – INFORMATION BULLETIN – ISSUE 184 – 14 MARCH 2014

Document ID:

Inside this issue:

- Planning for Waste
- Future Power in Waste for Energy
- Verging on the Ridiculous
- Noise News
- Still a bit SCEWy
- National Waste Reporting online resource now available
- Community Grants now open
- That Gangrenous, Frozen Foot will make a charming souvenir

9.7.27 DEPARTMENT OF TRANSPORT – JURIEN BOAT HARBOUR STEERING COMMITTEE MEETING

Document ID:

Attached to the agenda is a copy of the draft Minutes, updated Terms of Reference and PowerPoint presentation from the Jurien Boat Harbour Steering Committee Meeting held Friday 14 February 2014. *(Marked 9.7.27)*

9.7.28 REGIONAL DEVELOPMENT AUSTRALIA – WHEATBELT INC COMMUNITY NEWSLETTER – FEBRUARY 2014

Document ID:

Inside this issue:

- Government news
- Youth news and opportunities

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 27 MARCH 2014
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- Community news and events
- News and funding

9.7.29 WA COUNTRY HEALTH SERVICE – MEDICAL SERVICES IN CERVANTES

Document ID: 22952

“You have raised a number of issues in your letter and we would like to work with the community to help address the health issues within the funding parameters and core business of WA Country Health Service.”

Attached to the agenda is a copy of the above mentioned correspondence. **(Marked 9.7.29)**

9.7.30 WALGA – 2014 ASSOCIATION HONOURS

Document ID:

2014 Association Honours are now open.

WALGA recognises service to Local Government by the award of the following Honours:

- Local Government Medal
- Life Membership
- Eminent Service Award (previously Certificate of Appreciation)
- Long and Loyal Service Award
- Merit Award (previously Distinguished Service Award)
- Local Government Distinguished Officers Award

Nominations close 5.00pm Friday 16 May 2014.

9.7.31 WALGA – LOCAL GOVERNMENT NEWS – 14 MARCH 2014

Document ID:

Inside this issue:

- Vacancy on WA Super Trustee Board
- Northern Country Zone – 2014 Convention
- Vacancies on Boards and Committees
- Information Session – Guide to the use of Towed Agricultural Implements
- Review of “Code of Practice for Timber Plantations in Western Australia”
- RoadWise Website gets a Facelift

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

11 CONFIDENTIAL ITEMS FOR WHICH MEETING IS CLOSED TO THE PUBLIC

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 27 MARCH 2014

13 CLOSURE OF MEETING

The presiding member declared the meeting closed at 6.21pm.

These minutes were confirmed at a meeting on

Signed

Presiding person at the meeting at which the minutes were confirmed

Date