



## **NOTICE OF AN ORDINARY COUNCIL MEETING**

Dear Council Member,

The next Ordinary Meeting of the Dandaragan Shire Council will be held on **Thursday 24 January 2013** at the **Cervantes Pinnacles Motel** commencing at **5.00pm**.

Attached is your copy of the agenda and business papers for the meeting.

*The format for the day is as follows:*

|                |   |
|----------------|---|
| <b>12.00pm</b> | <b>Lunch</b>  |
| <b>12.30pm</b> | <b>Councillor Discussion Session</b>                          |
| <b>1.00pm</b>  | <b>Corporate Discussion Session</b>                           |
| <b>2.00pm</b>  | <b>Afternoon tea with invited guests</b>                      |
| <b>2.30pm</b>  | <b>Townsite inspection</b>                                    |
| <b>3.30pm</b>  | <b>Discussions on the inspection</b>                          |
| <b>4.30pm</b>  | <b>Gloria White – Cervantes Community Centre Presentation</b> |
| <b>5.00pm</b>  | <b>Ordinary Meeting of Council</b>                            |
| <b>6.00pm</b>  | <b>Annual General Meeting of Electors</b>                     |

A handwritten signature in blue ink, appearing to read "Tony Nottle", is positioned above a dotted line.

**Tony Nottle**  
**CHIEF EXECUTIVE OFFICER**

17 January 2013



**SHIRE**  
*of*  
**DANDARAGAN**

**AGENDA AND BUSINESS PAPERS**

for the

**ORDINARY COUNCIL MEETING**

to be held

**AT CERVANTES PINNACLES MOTEL**

on

**THURSDAY 24 JANUARY 2013**

**COMMENCING AT 5.00PM**

*(THIS DOCUMENT IS AVAILABLE IN LARGER PRINT ON REQUEST)*

# Table of Contents

|            |   |           |
|------------|---|-----------|
| <b>1</b>   | <b>DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS .....</b>  | <b>1</b>  |
| 1.1        | DECLARATION OF OPENING .....  | 1         |
| 1.2        | DISCLAIMER READING.....   | 1         |
| <b>2</b>   | <b>RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE .....</b>   | <b>1</b>  |
| <b>3</b>   | <b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....</b>  | <b>1</b>  |
| <b>4</b>   | <b>PUBLIC QUESTION TIME .....</b>   | <b>1</b>  |
| <b>5</b>   | <b>APPLICATIONS FOR LEAVE OF ABSENCE.....</b>   | <b>2</b>  |
| <b>6</b>   | <b>CONFIRMATION OF MINUTES .....</b>  | <b>2</b>  |
| 6.1        | MINUTES OF THE ORDINARY MEETING HELD 20 DECEMBER 2012.....  | 2         |
| <b>7</b>   | <b>NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION, AND COUNCIL APPOINTED DELEGATES REPORTS.....</b> | <b>2</b>  |
| <b>8</b>   | <b>PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS .....</b>  | <b>2</b>  |
| <b>9</b>   | <b>REPORTS OF COMMITTEES AND OFFICERS .....</b>   | <b>2</b>  |
| <b>9.1</b> | <b>FINANCE.....</b>   | <b>3</b>  |
| 9.1.1      | FINANCIAL STATEMENTS – MONTHLY REPORTING FOR THE PERIOD ENDING 30 NOVEMBER 2012.....                                  | 3         |
| 9.1.2      | AUDIT COMMITTEE MINUTES INCLUSIVE OF THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2012.....            | 7         |
| 9.1.3      | WORKFORCE PLANNING – CAPACITY BUILDING GRANT .....  | 10        |
| 9.1.4      | FINANCIAL STATEMENTS – MONTHLY REPORTING FOR THE PERIOD ENDING 31 DECEMBER 2012 .....                                 | 13        |
| <b>9.2</b> | <b>WORKS AND PLANT .....</b>  | <b>17</b> |
| 9.2.1      | CERVANTES WASTE TRANSFER STATION – DISPOSAL OF SEWERAGE WASTE .....   | 17        |
| 9.2.2      | PORTION OF UNMADE ROAD RESERVE IN THE VICINITY OF LOT 3 MIMEGARRA ROAD – PERMANENT ROAD RESERVE CLOSURE REQUEST ..... | 20        |
| 9.2.3      | CLOSURE OF UNMADE SECTION OF ROAD RESERVE RUNNING BETWEEN DAMBADJIE AND LUPIN VALLEY ROADS .....                      | 23        |
| 9.2.4      | WORKS SERVICES UPDATE FOR DECEMBER 2012.....  | 26        |
| 9.2.5      | SUPPLY AND DELIVERY OF ONE NEW MOTOR GRADER.....  | 28        |

|            |  |           |
|------------|--|-----------|
| 9.2.6      | SUPPLY AND DELIVERY OF ONE NEW SMOOTH DRUM VIBRATING ROLLER .....  | 32        |
| 9.2.7      | WALGA TENDER 052_12 DISPOSAL OF PLANT 12H GRADER AND VIBRATING ROLLER.....   | 36        |
| <b>9.3</b> | <b>ADMINISTRATION.....</b>   | <b>39</b> |
| 9.3.1      | APPLICATION OF COMMON SEAL.....  | 39        |
| 9.3.2      | APPOINTMENT OF NEW FIRE CONTROL OFFICERS.....  | 41        |
| <b>9.4</b> | <b>TOWN PLANNING .....</b>   | <b>43</b> |
| 9.4.1      | APPLICATION FOR PLANNING APPROVAL – CHANGE OF USE FROM GRANNY FLAT TO CHALET – LOT 155 JURIEN BAY VISTA, JURIEN BAY..... | 43        |
| 9.4.2      | ADOPTION OF LOCAL TOURISM PLANNING STRATEGY (DECEMBER 2012).....   | 50        |
| 9.4.3      | REQUEST FOR EXTENSION TO PLANNING APPROVAL – BADGINGARRA WINDFARM.....   | 53        |
| 9.4.4      | DEPARTMENT OF ENVIRONMENT AND CONSERVATION – APPLICATION TO CLEAR NATIVE VEGETATION – MR ANDREW FELBER.....              | 56        |
| 9.4.5      | APPLICATION FOR PLANNING APPROVAL – PROPOSED CARPORT – LOT 61 (14) COOK STREET, JURIEN BAY.....                          | 58        |
| <b>9.5</b> | <b>HEALTH .....</b>  | <b>61</b> |
| <b>9.6</b> | <b>BUILDING .....</b>  | <b>62</b> |
| <b>9.7</b> | <b>COUNCILLOR INFORMATION BULLETIN.....</b>  | <b>63</b> |
| 9.7.1      | RAC - ROAD SAFETY REFORM - DISCUSSION PAPER 2012.....  | 63        |
| 9.7.2      | MINISTERIAL MEDIA STATEMENTS - EVENTSCORP'S REGIONAL EVENTS SCHEME.....  | 63        |
| 9.7.3      | DEPARTMENT FOR COMMUNITIES - 2012 WOMEN'S REPORT CARD .....  | 63        |
| 9.7.4      | POTASH WEST - RECOVERING OF POTASH FROM OVER THE DANDARAGAN TROUGH.....  | 63        |
| 9.7.5      | NATIONAL RURAL WOMEN'S CONFERENCE 2013.....  | 63        |
| 9.7.6      | THE ROADS FOUNDATION - APPRECIATION LETTER.....  | 63        |
| 9.7.7      | JURIEN BAY DISTRICT YOUTHCARE COUNCIL - YOUTHCARE CHAPLAINCY PROGRAMME.....  | 64        |
| 9.7.8      | DEPARTMENT OF FIRE & EMERGENCY SERVICES - <i>NEW BEGINNINGS 2024</i> .....   | 64        |
| 9.7.9      | AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - UPDATE ON THE PROGRESS OF CONSTITUTIONAL RECOGNITION.....                      | 64        |
| 9.7.10     | WALGA - METROPOLITAN LOCAL GOVERNMENT REFORM - MEETING OF METROPOLITAN MAYORS AND PRESIDENTS .....                       | 64        |
| 9.7.11     | BADGINGARRA PRIMARY SCHOOL - LETTER OF THANKS .....  | 65        |
| 9.7.12     | LOCAL GOVERNMENT MANAGERS AUSTRALIA - 2013 NATIONAL CONGRESS & BUSINESS EXPO .....                                       | 65        |

|        |  |    |
|--------|--|----|
| 9.7.13 | THE HON SIMON CREAM MP - MYREGION WEBSITE .....  | 65 |
| 9.7.14 | JURIEN BAY DISTRICT HIGH SCHOOL - WORKPLACE LEARNING PROGRAM .....   | 65 |
| 9.7.15 | WESTERN AUSTRALIAN PROVINCIAL THOROUGHBRED RACING ASSOCIATION (WAPTRA) - THE WHEATBELT RACING INDUSTRY .....                           | 66 |
| 9.7.16 | JURIEN BAY KART CLUB - THANK YOU LETTER .....  | 66 |
| 9.7.17 | DANDARAGAN PRIMARY SCHOOL - THANK YOU LETTER .....   | 66 |
| 9.7.18 | HERITAGE COUNCIL - 2013 WESTERN AUSTRALIAN HERITAGE AWARDS .....   | 66 |
| 9.7.19 | JURIEN BAY DISTRICT HIGH SCHOOL - THANK YOU LETTER .....   | 66 |
| 9.7.20 | WALGA - STATE ELECTION CAMPAIGN .....  | 67 |
| 9.7.21 | REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT - WHEATBELT YOUTH STRATEGY 2012 - 2017 .....  | 67 |
| 9.7.22 | HON BILL MARMION MLA, MINISTER FOR ENVIRONMENT; WATER - EXPANSION OF THE WESTERN AUSTRALIAN TRANSITIONAL E-WASTE PROGRAM (WATEP) ..... | 67 |
| 9.7.23 | MUNICIPAL WASTE ADVISORY COUNCIL'S INFORMATION BULLETIN - ISSUE 168 DECEMBER 2012 .....  | 67 |
| 9.7.24 | WALGA INFOPAGE - PROPOSED REFORMS TO STATE INDUSTRIAL RELATIONS SYSTEM .....   | 68 |
| 9.7.25 | WALGA LOCAL GOVERNMENT NEWS - ISSUE NO 49.12 AND ISSUE NO 50.12 .....  | 68 |
| 9.7.26 | DEPARTMENT OF FIRE AND EMERGENCY SERVICES - REVIEW OF THE EMERGENCY SERVICES ACTS .....  | 69 |
| 9.7.27 | WESTERN AUSTRALIAN PLANNING COMMISSION - JURIEN BAY CITY CENTRE STRATEGY PLAN .....  | 69 |
| 9.7.28 | WALGA - TRAINING SOLUTIONS CALENDAR 2013 .....   | 69 |
| 9.7.29 | WALGA INFOPAGE - APPLICATION OPEN - LOCAL GOVERNMENT ENERGY EFFICIENCY PROGRAM .....   | 69 |
| 9.7.30 | WALGA INFOPAGE - FEEDBACK SOUGHT - METROPOLITAN LOCAL GOVERNMENT REVIEW .....  | 70 |
| 9.7.31 | WALGA INFOPAGE - 2013 WA LOCAL GOVERNMENT CONVENTION ACCOMMODATION AND PARKING .....   | 70 |
| 9.7.32 | ASIA-PACIFIC CYCLE CONGRESS 2013 .....   | 70 |
| 9.7.33 | IPWEA WESTERN AUSTRALIA - 2013 EXCELLENCE AWARDS .....   | 70 |
| 9.7.34 | DEPARTMENT OF COMMUNITIES - AN AGE FRIENDLY WA: THE SENIORS STRATEGIC PLANNING FRAMEWORK .....   | 70 |
| 9.7.35 | LANDCORP - RDAP 2012 DANDARAGAN AND CERVANTES .....  | 71 |

**10 NEW BUSINESS OF AN URGENT NATURE – INTRODUCED BY RESOLUTION OF THE MEETING .....72**

11 CONFIDENTIAL ITEMS FOR WHICH MEETING IS CLOSED TO THE PUBLIC.....72

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....72

13 CLOSURE OF MEETING .....72

## 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

### 1.1 DECLARATION OF OPENING

### 1.2 DISCLAIMER READING

*"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

|                |                      |                    |
|----------------|----------------------|--------------------|
| <b>Members</b> | Councillor S Love    | (President)        |
|                | Councillor L Short   | (Deputy President) |
|                | Councillor M Russell |                    |
|                | Councillor D Kent    |                    |
|                | Councillor L Holmes  |                    |
|                | Councillor W Gibson  |                    |
|                | Councillor T Bailey  |                    |
|                | Councillor K McGlew  |                    |

|              |                    |  |
|--------------|--------------------|--|
| <b>Staff</b> | Mr T Nottle        | (Chief Executive Officer)              |
|              | Mr I Rennie        | (Deputy Chief Executive Officer)       |
|              | Mr R Pepper        | (Manager Technical Services and Works) |
|              | Mr W George        | (Manager Building Services)            |
|              | Mr S Clayton       | (Manager Corporate Services)           |
|              | Mr T Brokenshire   | (Manager Environmental Health)         |
|              | Mr D Chidlow       | (Manager Planning)                     |
|              | Mr B Bower         | (Coordinator Integrated Planning)      |
| Mr R Casella | (Planning Officer) |  |

### Apologies

**Approved Leave of Absence** Councillor M Sheppard

## 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

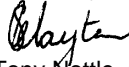

## 4 PUBLIC QUESTION TIME

- 5 APPLICATIONS FOR LEAVE OF ABSENCE**
  
- 6 CONFIRMATION OF MINUTES**
  - 6.1 MINUTES OF THE ORDINARY MEETING HELD 20 DECEMBER 2012**
  
- 7 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION, AND COUNCIL APPOINTED DELEGATES REPORTS**
  
- 8 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**
  
- 9 REPORTS OF COMMITTEES AND OFFICERS**



## 9.1 FINANCE

### 9.1.1 FINANCIAL STATEMENTS – MONTHLY REPORTING FOR THE PERIOD ENDING 30 NOVEMBER 2012

|                              |  |
|------------------------------|--|
| Location:                    | Shire of Dandaragan  |
| Applicant:                   | N/A  |
| Folder:                      | Business Classification Scheme / Financial Management / Financial Reporting / Periodic Reports |
| Disclosure of Interest:      | None   |
| Date:                        | December 2012  |
| Author:                      | Scott Clayton, Manager Corporate Services  |
| Signature of Author:         |               |
| Senior Officer:              | Tony Nottle, Chief Executive Officer   |
| Signature of Senior Officer: |              |

#### PROPOSAL

To table and adopt the monthly financial statements for the period ending 30 November 2012.

#### BACKGROUND

As part of the Local Government Act 1995 and Financial Management Regulations (1996), monthly financial statements are required to be presented to Council. Circulated are the monthly financial statements for the period ending 30 November 2012.

#### COMMENT

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

##### 1. Net Current Assets

Council's Net Current Assets [ie surplus / (deficit)] position as at the 30 November 2012 was \$6,234,837. The composition of this equates to Current Assets minus Current Liabilities less Cash Assets that have restrictions on their use placed on them, in this case Reserves, Restricted Assets and Trust. The current position indicates that Council can easily meet its short-term liquidity or solvency.

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

The amount raised from rates, shown on the Statement of Financial Activity (page 1), reconciles with note 6 (page 9) of the financial statements and provides information to Council on the budget vs actual rates raised.

##### 2. Material Variances

The Statement of Financial Activity provides variances to budget by way of percentages. Council's adopted policy states a 10 percent threshold for these variances to be reported. An explanation of these variances is as follows:

*Governance*

Income is at 225.7% of Y-T-D budget and is due to a good driver rebate from the Shire's insurer.

*General Purpose Funding*

Income is at 131.7% of Y-T-D budget and is due to interest earned on SuperTowns funds. The SuperTowns funds are held in a separate reserve and were excluded from the budget as at the time of adoption there was insufficient information available on how the funds would be expended and over what time frame. This has now been rectified as a result of a budget amendment made by Council at the Special Meeting of Council held 8 August. This item recognised additional interest income of \$330,000. This variance will continue to appear until the budget review is adopted.

It is important to note that as part of the SuperTowns funding agreement any interest earned must be retained for the purpose of SuperTown and therefore, the interest does not represent additional untied cash.

*Recreation and Culture*

Income is at 89.4% and is due to a non-operating grant from Lotterywest being less than budgeted. This is offset by saving on the project the grant relates to (Dobbyn Park playground equipment and stage roof).

Expenditure is at 78.2% of Y-T-D budget. This is due to salaries and materials and contracts being less than budgeted. In the July monthly statements, advice from the Manager of Technical Services and Works was that this variance is as a result of parks and gardens staff being redirected to road works including patching, verge maintenance, carpark construction and footpath maintenance. This redirection is expected and is being monitored by the Manager of Technical Services and Works.

While the variance still exists, it has remained at the level it was at 31 July 2012.

The following commentary has been provided by the Manager of Technical Services and Works;

*"At present the Parks & Gardens is running one staff member down but will be rectified in the near future to give a full complement to the Parks and Gardens team. There has been some redirection with staff carrying out road verge maintenance as well as foot path construction"*

*Economic Services*

Income is at 123.7% of Y-T-D and is due to two large building licence fees collected. On for a temporary camp and the other

for a fifteen unit group dwelling development.

Expenditure is at 79.7% of Y-T-D budget. This is primarily due to employee costs being less than budgeted as a result of a vacancy for the Special Projects Officer.

#### *Other Property and Services*

Income is at 136.8% and is due to private works income for the CESC to respond to fires that are the full responsibility of FESA as well as firebreak compliance. This additional income is fully offset by employee costs for the CESC position or by contractor engagement.

Expenditure is as 271.3% and is partially due to higher than budgeted Overheads being recognised within Plant Repairs. Investigations identify that an overhead allocation was not included in the budget for plant repairs. Therefore, this variance will continue until budget review where the correction can be made.

The remaining variance is due to on-cost allocations of plant operations. The Y-T-D budget attempts to allocate the plant operation costs to individual jobs through timesheets. However, the Y-T-D budget evenly distributes these on-costs and does not give consideration of the timing of the actual expenses. When the budget is set each year a certain level of machinery hours is estimated so that an hourly cost can be calculated. If actual machinery use varies from these estimates allocations can vary while true costs are still incurred.

An analysis will be performed in the December period, and any required adjustments to on-costs will be made.

Please note that while this does present a true variance within the accounts it is a non cash item and does not affect the bottom line of the financials.

Should Councillors wish to raise any issues relating to the 30 November 2012 financial statements, please do not hesitate to contact the Manager Corporate Services prior to the Council Meeting in order that research can be undertaken and details provided either at the time of the query or at the meeting.

#### CONSULTATION

- Chief Executive Officer

#### STATUTORY ENVIRONMENT

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

#### POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

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

- Financial statements for the period ending 30 November 2012  
(Doc Id: 10801)

**(Marked 9.1.1)**

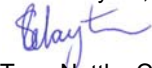

VOTING REQUIREMENT

Simple majority

**OFFICER RECOMMENDATION**

**That the monthly financial statements for the period ending 30 November 2012 be adopted.**

## 9.1.2 AUDIT COMMITTEE MINUTES INCLUSIVE OF THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2012

|                              |  |
|------------------------------|--|
| Location:                    | Shire of Dandaragan  |
| Applicant:                   | N/A  |
| Folder Path:                 | BCS / Financial Management / Audit / External                                      |
| Disclosure of Interest:      | None   |
| Date:                        | 11 January 2013  |
| Author:                      | Scott Clayton, Manager Corporate Services  |
| Signature of Author:         |   |
| Senior Officer:              | Tony Nottle, Chief Executive Officer   |
| Signature of Senior Officer: |  |

### PROPOSAL

To receive the Audit Committee meeting minutes (unconfirmed) held on 20 December 2012, inclusive of the 2011 / 2012 Audited Financial Statements.

### 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 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 adoption. 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.

The primary purpose of the Audit Committee meeting held 20 December was to receive 2011 / 2012 Audited Financial Statements.

### COMMENT

The following Committee Decisions were made during the meeting:

#### *4.1 ANNUAL FINANCIAL STATEMENTS INCLUSIVE OF THE AUDIT REPORT FOR THE YEAR ENDED 30 JUNE 2012*

*OFFICER RECOMMENDATION/AUDIT COMMITTEE DECISION  
Moved Cr McGlew, seconded Cr Gibson  
That it be recommended to Council that the Independent Audit Report and Annual Financial Statements for the year ended 30*

*June 2012 be received.*

CARRIED 5 / 0

#### 4.2 BUDGET VERSUS ACTUAL COMPARISON

##### OFFICER RECOMMENDATION/AUDIT COMMITTEE DECISION

*Moved Cr McGlew, seconded Cr Sheppard*

*That the budget versus actual report for capital projects be received.*

CARRIED 5 / 0

##### AUDIT COMMITTEE DECISION

*Moved Cr McGlew, seconded Cr Sheppard*

*That it be brought to Council and the Chief Executive Officer's attention the Audit Committee's concern regarding significant carryover of projects from year to year, and request the Chief Executive Officer to report back to the Audit Committee for reasons for the carryover.*

CARRIED 5 / 0

##### CONSULTATION

- Chief Executive Officer

##### STATUTORY ENVIRONMENT

- Part 7 of the Local Government Act 1995

##### 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:

- minutes of the Audit Committee meeting (unconfirmed) held on Thursday 20 December 2012 (Doc ID: 10901)
- Management Report for year ended 30 June 2012 (Doc ID: 9708)
- Annual Financial Statements (inclusive of Audit Report) for the year ended 30 June 2012 (Doc ID: 9989)

**(Marked 9.1.2)**


##### VOTING REQUIREMENT

Simple majority

**OFFICER RECOMMENDATION**

**That the unconfirmed minutes of the Audit Committee meeting held on Thursday 20 December 2012 and the 2011 / 2012 Audited Financial Statements be received.**

### 9.1.3 WORKFORCE PLANNING – CAPACITY BUILDING GRANT

|                              |  |
|------------------------------|--|
| Location:                    | Shire of Dandaragan  |
| Folder Path:                 | BCS / Corporate Management / Planning / Corporate Management Plans                 |
| Disclosure of Interest:      | None   |
| Date:                        | 10 January 2013  |
| Author:                      | Bob Bower, Coordinator Integrated Planning   |
| Signature of Author:         |   |
| Senior Officer:              | Tony Nottle, Chief Executive Officer   |
| Signature of Senior Officer: |  |

#### PROPOSAL

To accept grant funding of \$25,000 from the Department of Local Government to undertake Workforce Planning as part of the Integrated Planning and Reporting Framework.

#### BACKGROUND

The Local Government (Administration) Regulations 1996 have been amended and from 1 July 2013, the Shire must now have a Strategic Community Plan and a Corporate Business Plan. A key informing report towards constructing the Corporate Business Plan is the development of the Workforce Plan.

A Workforce Plan is designed to capture the current level of human resource used to complete the various day to day functions within the community. It can then be used to map out future workforce trends and requirements to meet the needs of the district.

#### COMMENT

The Workforce Development Plan will be a resource the Shire will use to review and plan for a workforce that can deliver the strategies and goals as outlined in the Strategic Community Plan.

The Workforce Plan will assist in the development of the Corporate Business Plan, which must be adopted by 30 June 2013.

The Department of Local Government held a work shop regarding the introduction of Integrated Planning over 18 months ago. Senior management attended the two day conference in Dongara and began formulating long term strategies to address the coming changes. At the workshop, verbal confirmation was given that Shire's who had embraced reform discussions and opportunities would be offered financial incentives to work at implementing Integrated Planning. Senior management concurred that where possible internal staff would be utilised to work towards implementing these new changes to help foster direct ownership of the Corporate Planning documents. However, there was no capacity within current staffing levels to achieve this. Payment of staff salaries to complete the Long Term Financial Plans, Corporate Business Plan and associated informing strategies were



allocated for in future budgets and a full time FTE was created specifically for this role.

While it was hoped at the time that some or all of this position would be funded from grants the Shire at the time of adopting the budget allocated this position irrespective of not having received confirmation of funding.

This \$25,000 grant for workforce planning as well as the \$15,000 previously received for Long Term Financial planning will be utilised to offset some of the cost of the position of Coordinator of Integrated Planning.

Most recently, in September 2012 the Coordinator of Integrated Planning attended a training workshop on Workforce Planning hosted by the Department of Local Government. The two day workshop provided basic elements and requirements necessary for developing a Plan. The requirements of the Grant will be completed internally using existing staff resources to construct the Workforce Plan.

The Grant Agreement stipulates the project must be completed by 31 December 2013. Staff are of the opinion the Workforce Plan would be completed within the next six months.

#### CONSULTATION

- Chief Executive Officer

#### STATUTORY ENVIRONMENT

There are no statutory implications relevant to this.

#### POLICY IMPLICATIONS

There are no policy implications relevant to this item.

#### FINANCIAL IMPLICATIONS

No budget allocation has been made for the 2012/13 period to carry out the project, other than the newly created position of Coordinator of Integrated Planning. This grant will be used to offset the cost of this employee. Grant revenue of \$25,000 is required to be brought into the budget.

#### STRATEGIC IMPLICATIONS

- Community Strategic Plan: G5-O2-A5 Develop Workforce Plan

#### ATTACHMENTS

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

- letter from the Department of Local Government (Doc Id: 10817)

**(Marked 9.1.3)**

VOTING REQUIREMENT

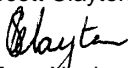
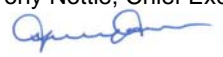
Absolute majority

**OFFICER RECOMMENDATION**

**That Council;**

- 1. agree to received \$25,000 funding to carry out Workforce Planning.**
- 2. recognise the grant \$25,000 and associated expenses over and above those already allocated for staff time, to carry out the project as a budget ammendment.**
- 3. authorise the Common Seal be applied to the Grant Agreement.**

#### 9.1.4 FINANCIAL STATEMENTS – MONTHLY REPORTING FOR THE PERIOD ENDING 31 DECEMBER 2012

|                              |  |
|------------------------------|--|
| Location:                    | Shire of Dandaragan  |
| Applicant:                   | N/A  |
| Folder:                      | BCS / Financial Management / Financial Reporting / Periodic Reports                |
| Disclosure of Interest:      | None   |
| Date:                        | 11 January 2013  |
| Author:                      | Scott Clayton, Manager Corporate Services  |
| Signature of Author:         |   |
| Senior Officer:              | Tony Nottle, Chief Executive Officer   |
| Signature of Senior Officer: |  |

#### PROPOSAL

To table and adopt the monthly financial statements for the period ending 31 December 2012.

#### BACKGROUND

As part of the Local Government Act 1995 and Financial Management Regulations (1996), monthly financial statements are required to be presented to Council. Circulated are the monthly financial statements for the period ending 31 December 2012.

#### COMMENT

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

##### 1. Net Current Assets

Council's Net Current Assets [ie surplus / (deficit)] position as at the 31 December 2012 was \$5,761,137. The composition of this equates to Current Assets minus Current Liabilities less Cash Assets that have restrictions on their use placed on them, in this case Reserves, Restricted Assets and Trust. The current position indicates that Council can easily meet its short-term liquidity or solvency.

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

The amount raised from rates, shown on the Statement of Financial Activity (page 1), reconciles with note 6 (page 9) of the financial statements and provides information to Council on the budget vs actual rates raised.

##### 2. Material Variances

The Statement of Financial Activity provides variances to budget by way of percentages. Council's adopted policy states a 10 percent threshold for these variances to be reported. An explanation of these variances is as follows:

#### *Governance*

Income is at 205.4% of Y-T-D budget and is due to a good

driver rebate from the Shire's insurer.

*General Purpose Funding*

Income is at 135.1% of Y-T-D budget and is due to interest earned on SuperTowns funds. The SuperTowns funds are held in a separate reserve and were excluded from the budget as at the time of adoption there was insufficient information available on how the funds would be expended and over what time frame. This has now been rectified as a result of a budget amendment made by Council at the Special Meeting of Council held 8 August. This item recognised additional interest income of \$330,000. This variance will continue to appear until the budget review is adopted.

It is important to note that as part of the SuperTowns funding agreement any interest earned must be retained for the purpose of SuperTown and therefore, the interest does not represent additional untied cash.

*Law, Order and Public Safety*

Income is at 256.5% and is due to a non-operating grant from the Department of Fire and Emergency Services for the provision of a new fire truck. This amount is directly offset by an increase in the Plant and Equipment asset.

*Recreation and Culture*

Expenditure is at 79.4% of Y-T-D budget. This is due to salaries and materials and contracts being less than budgeted. In the July monthly statements, advice from the Manager Technical Services and Works was that this variance is as a result of parks and gardens staff being redirected to road works including patching, verge maintenance, carpark construction and footpath maintenance. This redirection is expected and is being monitored by the Manager Technical Services and Works.

While the variance still exists, it has remained at the level it was at 31 July 2012.

The following commentary was provided by the Manager Technical Services and Works:

*"At present the Parks and Gardens is running one staff member down but will be rectified in the near future to give a full complement to the Parks and Gardens team. There has been some redirection with staff carrying out road verge maintenance as well as foot path construction."*

Further clarification has been sought as to why this variance continues. The following is information provided by the Manager Technical Services and works:

*“Salaries*

*The variation in the salaries would be due to the amount of time the Parks and Gardens staff are spending on our road verge maintenance which include verge mowing, verge slashing and slashing of fire breaks. The Parks and Gardens are running .65 of a staff member down at the present time also. We did adjust staff allocation in this year’s budget but still seem to be running slightly behind expectations.*

*Materials*

*The difference in materials and contracts is partly due to holding back on ordering fertiliser, bore pumps, reticulation equipment and oval sprinklers. These will be purchased in the coming weeks and would equate to \$40,000 plus.*

*In the coming budget review there may need to be an adjustment from Parks and Gardens to road maintenance budget, where Parks and Gardens staff are spending considerably more time due to extra demand in this area of maintenance.”*

*Economic Services*

Income is at 121.0% of Y-T-D and is due to two large building licence fees collected; one for a temporary camp and the other for a fifteen unit group dwelling development.

Expenditure is at 79.2% of Y-T-D budget. This is primarily due to employee costs being less than budgeted as a result of a vacancy for the Special Projects Officer.

*Other Property and Services*

Income is at 287.9% and is due to profit on the sale of Lot 8 Dandaragan Road, Dandaragan. Profit on disposal is a book entry only and does not directly represent an increase in available cash. The proceed on disposal do normally represent an increase in cash, however, as directed by the Council Decision to dispose of this property, any remaining proceeds from disposal once sale costs have been accounted for will be transferred to the housing reserve.

Expenditure is as 168.3% and is partially due to higher than budgeted overheads being recognised within Plant Repairs. Investigations identify that an overhead allocation was not included in the budget for plant repairs. Therefore, this variance will continue until budget review where the correction can be made.

The second part of the variance is due to the recognition of a loss on asset disposal of the single person buildings and the house located at Lot 6 Dandaragan Road.

Should Councillors wish to raise any issues relating to the 31

December 2012 financial statements, please do not hesitate to contact the Manager Corporate Services prior to the Council meeting in order that research can be undertaken and details provided either at the time of the query or at the meeting.

CONSULTATION

- Chief Executive Officer

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

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

- financial statements for the period ending 31 December 2012 (Doc Id: 10924)

***(Marked 9.1.4)***

VOTING REQUIREMENT


Simple majority

**OFFICER RECOMMENDATION**

**That the monthly financial statements for the period ending 31 December 2012 be adopted.**

## 9.2 WORKS AND PLANT

### 9.2.1 CERVANTES WASTE TRANSFER STATION – DISPOSAL OF SEWERAGE WASTE

|                              |   |
|------------------------------|---|
| Location:                    | Cervantes Waste Transfer Station  |
| Applicant:                   | Shire of Dandaragan   |
| Folder Path:                 | Business Classification Scheme / Waste Management / Service Provision / Waste Depots and Tips |
| Disclosure of Interest:      | None  |
| Date:                        | 15 January 2013   |
| Author:                      | Ian Rennie, Deputy Chief Executive Officer  |
| Signature of Author:         |              |
| Senior Officer:              | Tony Nottle, Chief Executive Officer  |
| Signature of Senior Officer: |             |

#### PROPOSAL

To consider the removal of the charge set for the disposal of sewerage waste at the Cervantes Waste Transfer Station and to consider the relocation of the dump point.

#### BACKGROUND

Council installed a dump point for sewerage from caravans etc at the Cervantes Waste Transfer Station. Council and Staff at the Cervantes Waste Transfer Station have been receiving complaints for some period of time in regard to firstly the charge of \$3 per 12 litres of sewerage and secondly access to the site mainly being while the Waste Transfer Station is not open. The site is only open Monday to Saturday from 8.30am until noon and on Sunday from 1.30pm to 5pm. It is not always convenient for persons who wish to utilise this service to visit during these hours. The issue of the dump point at the Cervantes Waste Transfer Station was discussed at the Council Forum held 13 September 2012 following a complaint from a tourist.

#### COMMENT

The Waste Transfer attendants have kept some statistics over recent months to gauge the number of persons utilising the service and in September 2012, there were 65 dumps and in October 2012, 53 dumps. While this is the peak of the tourist season, the usage is fairly consistent all year round. The Waste Management Employees are tired of being criticized for having the charge and for the limited opportunity to utilise the service. Comments received vary from how much cheaper it is than the one in Broome as to how ridiculous it is to charge anything for the service. The majority of persons are happy to pay the fee. Therefore the main concern is the location of the dump point and timing of the opening for people to dump at the Waste Transfer Station.

In view of the relatively small income being received for using the service, estimated to be approximately \$1,500 per annum and given that Council has a fairly large expense in pumping the tank out on a regular basis and dumping it at a disposal point, the

income would not match the expenditure incurred.

Staff will be recommending to Council that the charge be deleted from the Annual Fees and Charges and also will be suggesting that two possible locations be advertised locally in Cervantes seeking public comment. The suggested locations are firstly at the long vehicle parking bay in the Cervantes Commercial Area and the long vehicle parking bay on Aragon Street east of Brown Street. Staff are also suggesting that no firm decision be made on either matter by Council immediately but that the matter be further considered and inspected at the Council Meeting to be held 24 January 2013 which is to take place in Cervantes. The location of the proposed dump points need to have a reasonable separation from the Residential Area and both sites do have that. The site at the Commercial Area could have a water connection extended and this would be the preferred location.

#### CONSULTATION

Consultation hasn't taken place at this time, however it is suggested that the matter be discussed prior to the Council Meeting being held in Cervantes on 24 January 2013. Council will then carry out the necessary advertising for the removal of the fee and also for people to comment on any proposed locations suggested.

#### STATUTORY ENVIRONMENT

If the fee is to be abolished then Council will need to advertise the proposal.

#### POLICY IMPLICATIONS

There are no policy implications relevant to this item.

#### FINANCIAL IMPLICATIONS

If the fee of \$3 for dumping at the Cervantes Waste Transfer Station is to be deleted then income would be reduced by approximately \$1,500 per annum.

#### STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

#### ATTACHMENTS

Nil

#### VOTING REQUIREMENT

Simple majority – Officer Recommendation 2

Absolute majority – Officer Recommendation 1

#### **OFFICER RECOMMENDATION 1**

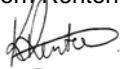

**That the charge for disposal of sewerage waste – Cervantes of \$3 per 12 litres be abolished.**

#### **OFFICER RECOMMENDATION 2**



**That Council carry out a public consultation process on the relocation of the sewerage dump point in the Cervantes town site with two suggestions being at the long vehicle parking bay near the Commercial Area and the long vehicle parking bay in Aragon Street east of Brown Street.**

## 9.2.2 PORTION OF UNMADE ROAD RESERVE IN THE VICINITY OF LOT 3 MIMEGARRA ROAD – PERMANENT ROAD RESERVE CLOSURE REQUEST

|                              |  |
|------------------------------|--|
| Location:                    | Lot 3 Mimegarra Road   |
| Applicant:                   | Mr G Wardle  |
| Folder Path:                 | Business Classification Scheme / Roads / Road Closures / Permanent                 |
| Disclosure of Interest:      | None   |
| Date:                        | 7 January 2013   |
| Author:                      | Kerri Renton, Works Support Officer  |
| Signature of Author:         |   |
| Senior Officer:              | Ray Pepper, Manager Technical Services & Works                                     |
| Signature of Senior Officer: |  |

### PROPOSAL

The joint property owners of Lot 3 Mimegarra Road being Mr Geoff Wardle and Dianne Porter wish to formally propose the road reserve be permanently closed to allow the land to be consolidated back into the freehold title.

### BACKGROUND

Mr Wardle and Ms Porter have been the land owners since 1969 and to their recollection the 5.96km section of unmade road reserve (one chain road) running through the middle of Lot 3 Mimegarra Road has never been established or made available for access.

This section of the road reserve does not contain any services or Shire infrastructure.

### COMMENT

The area of the unmade road reserve is 5.96kms in length separating Lot 3 into two areas both containing cleared land and uncleared land.

Figure 1



As both landowners of Lot 3 Mimegarra Road agree to pursue the closure request and in accordance with advice from State Lands Acting Manager, Mr Garry Crow, the land owners have taken the first step in writing to council seeking support for the road reserve to be closed permanently.

If Council support to have the unmade road reserve, as shown in figure 1 permanently closed, staff would commence proceedings guided by the requirements of the Land Administration Act 1997 Section 58(3) - Closing roads and report back to Council as to whether any objections were received.

#### CONSULTATION

- State Lands Acting Manager, Mr Garry Crow

#### STATUTORY ENVIRONMENT

Land Administration Act 1997 Section 58 – Closing roads

- (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.
- (2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.
- (3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.

#### POLICY IMPLICATIONS

There are no policy implications relevant to this item

#### FINANCIAL IMPLICATIONS

All costs associated with the road closure inclusive of advertising of the proposal would be at the cost of the applicant.

#### STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item

#### ATTACHMENTS

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

- Lot map (Doc Id: 10327)
- Letter from Mr Wardle (Doc Id: 10328)

**(Marked 9.2.2)**

VOTING REQUIREMENT

Absolute majority

**OFFICER RECOMMENDATION**

1. That Council supports the proposal from Mr G Wardle to have the registered unmade road reserve on the title of Lot 3 Mimegarra Road permanently closed; and
2. That staff commence proceedings to close the unmade road reserve as shown on figure 1 and report back to Council following the statutory advertising period as to whether any objections were received.

### 9.2.3 CLOSURE OF UNMADE SECTION OF ROAD RESERVE RUNNING BETWEEN DAMBADJIE AND LUPIN VALLEY ROADS

Location: Between Lots 1131 and 2384 Dambadge Road Dandaragan

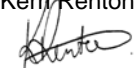
Applicant: Dambagee (J & J Glasfurd)

Folder Path: Business Classification Scheme / Roads / Road Closure / Permanent


Disclosure of Interest: None

Date: 9 January 2013

Author: Kerri Renton, Works Support Officer

Signature of Author: 

Senior Officer: Ray Pepper, Manager Technical Services and Works

Signature of Senior Officer: 

#### PROPOSAL

To consider the closure of an unmade section of unmade road reserve running between Lot 1131 and 2384.

#### BACKGROUND

Lot 1131 is owned by GT and JA Marriott and Lot 2384 is owned by J & J Glasfurd (Dambagee). Throughout the Shire of Dandaragan there are numerous unmade inaccessible road reserves which currently serve no purpose to the land owners or the Shire of Dandaragan requirements.

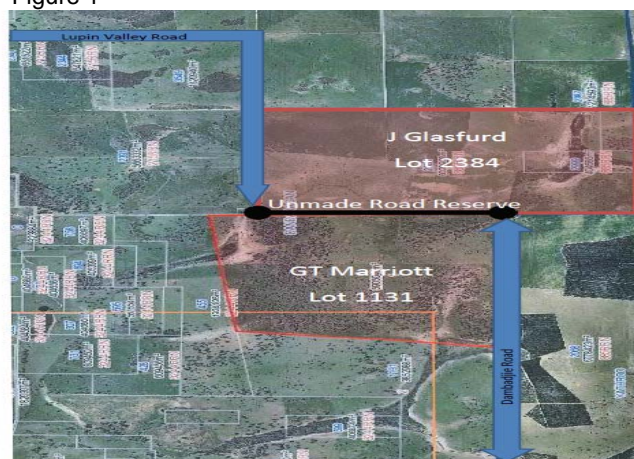
Currently the unmade road reserve that separates lots 1131 and 2384 Dambadge Road does not contain any services or Shire infrastructure.

A request from the land owners has been submitted in writing for council to consider the closure of the road reserve.

#### COMMENT

The length of road reserve requested to be closed is approximately 2018m (2.018km's). This section of road reserve begins at Dambadge Road and follows the fence line northward between Lot 1131 and 2384 and finishes where Lupin Valley Road meets the fence line of Lot 1131.

Figure 1



Mr Glasfurd of Lot 2384 has stated that closing the road will not hinder anybody that needs to gain access to their land nor are there any utilities using the road for any purpose.

A second supporting letter from Mr Graeme Marriott has been received. Mr Marriott has confirmed in writing for request of the road closure.

If Council support to have the unmade road reserve as shown in figure 1 permanently closed, staff would commence proceedings guided by the requirements of the Land Administration Act 1997 Section 58(3) - Closing roads and report back as to whether any objections were received.

#### CONSULTATION

Nil

#### STATUTORY ENVIRONMENT

Land Administration Act 1997 Section 58 – Closing roads

- (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.
- (2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.
- (3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.

#### POLICY IMPLICATIONS

There are no policy implications relevant to this item.

#### FINANCIAL IMPLICATIONS

All costs associated with the road closure will be absorbed by the applicants.

#### STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

#### ATTACHMENTS

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

- letters from Mr John Glasfurd and Mr G Marriott (Doc Id: 7785)
- map (Doc Id: 10815)

- LAA 1997 excerpt (Doc Id: 10816)  
**(Marked 9.2.3)**

VOTING REQUIREMENT

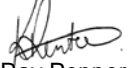

Simple majority

**OFFICER RECOMMENDATION**

**That;**

- **Council supports the proposal from the request of the Mr Glasfurd and Mr Marriott in the closure of the section of unmade road reserve separating Lot 1131 and Lot 2384 Dambadjie Road; and**
- **staff commence proceedings to close the unmade road reserve as shown on figure 1 and report back to Council following the statutory advertising period as to whether any objections were received.**

### 9.2.4 WORKS SERVICES UPDATE FOR DECEMBER 2012

|                              |  |
|------------------------------|--|
| Location:                    | Shire of Dandaragan  |
| Applicant:                   | N/A  |
| Folder Path:                 | Business Classification Scheme / Roads / Reporting / Summaries                     |
| Disclosure of Interest:      | None   |
| Date:                        | 7 January 2013   |
| Author:                      | Kerri Renton, Works Support Officer  |
| Signature of Author:         |   |
| Senior Officer:              | Ray Pepper, Manager Technical Services and Works                                   |
| Signature of Senior Officer: |  |

#### PROPOSAL

To notify Council on the progress of the Technical Services and Works Department of the Shire of Dandaragan.

#### BACKGROUND

The Works Report is presented as an attachment.

#### COMMENT

This report provides Council with a summary of the construction and maintenance works that were undertaken by the technical services and works teams of the Jurien Bay and Dandaragan Depots in the month of December 2012.

#### CONSULTATION

- Works Supervisor Jurien Bay
- Works Supervisor Dandaragan
- Manager Technical Services Works

#### 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

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

- December Supervisor's Report (Doc Id: 10783)  
**(Marked 9.2.4)**

#### VOTING REQUIREMENT

Simple majority

#### **OFFICER RECOMMENDATION**


**That the progress report of the Technical Services and Works**



**AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 24 JANUARY 2013**

**department of the Shire of Dandaragan be received and noted.**

### 9.2.5 SUPPLY AND DELIVERY OF ONE NEW MOTOR GRADER

|                              |   |
|------------------------------|---|
| Location:                    | Shire of Dandaragan   |
| Applicant:                   | N/A   |
| File Ref:                    | Business Classification Scheme / Plant and Equipment<br>Stores / Acquisition / Purchase |
| Disclosure of Interest:      | None  |
| Date:                        | 09 January 2013   |
| Author:                      | Kerri Renton, Works Support Officer   |
| Signature of Author:         |        |
| Senior Officer:              | Ray Pepper, Manager Technical Services and Works  |
| Signature of Senior Officer: |        |

#### PROPOSAL

To approve the purchase for 1 new Grader as per adopted in the 2012/2013 budget.

#### BACKGROUND

Provision has been made within the 2012/2013 budget for the replacement of Grader Plant number PCG007. Offers were recently obtained through WALGA's eQuotes online preferred suppliers process for the supply of a new Motor Grader.

Shire of Dandaragan is a municipality with increasing traffic movements accompanied with increasingly high levels of maintenance. It is imperative to keep high demand equipment such as graders in a condition that provides optimum performance to maintain service levels as required and expected by our growing community and the Road Management Act.

The benefits for the council and the whole community with the new plant include:

- A more reliable fleet with minimal down time therefore improving effectiveness;
- Quieter operation due to improvements in sound deadening engine upgrades;
- Environmental improvements with compliance to Tier 3 standards and lower Co2 emissions;
- Improved ergonomics reducing driver fatigue with latest technology;
- Provision to multi task and improve productivity with the new pilot control system;
- Enhanced safety improvements.

Council undertook the process of seeking offers for the purchase of a new road grader through WALGA Preferred Suppliers eQuotes system.

#### COMMENT

This report details the offers received for the purchases of one (1) motor grader

Requests were conducted using WALGA Preferred Supplier eQuotes tool. Details of the request were advertised from the 23

November 2012 until 14 December 2012.

The three company offers that met the minimum requirement are tabled below:

#### GRADER PURCHASE

| <b>Company</b>               | <b>Make</b> | <b>Model</b> | <b>Supply<br/>(ex GST)</b> |
|------------------------------|-------------|--------------|----------------------------|
| Komatsu                      | Komatsu     | GD555_5      | \$284,892.95               |
| WesTrac                      | Caterpillar | 12M          | \$318,000.00               |
| Hitachi<br>Construction Mach | John Deere  | 670GP        | \$338,000.00               |

Grader inspections were carried out on the following machines;

- Komatsu – Komatsu GD 555\_5 Grader
- WesTrac – CAT12M Grader
- Hitachi – John Deere 670GP Grader

Arrangements were made with the Moora Shire for staff to attend a demonstration of the CAT 12M grader in Moora on the 19 November 2012.

The Manager of Technical Services and Works, Shire mechanic and Dandaragan depot operational staff undertook an inspection of the CAT 12M Grader. Staff spent considerable time with the WesTrac instructor which enabled invaluable time absorbing information on how the machine functions respond, including operating the machine themselves.

On the 6 December 2012 arrangements with the Shire of Morawa for staff to attend a demonstration of a John Deere 670GP enabled them to compare this model with other machines.

With regards to the preferences of both the John Deere 670GP and the CAT12M they both have similar features and qualities, which would only be the small price factor that may sway the outcome.

Key staff members from Dandaragan depot have written investigation reports outlining their preference and specification requirements and are attached to the item.

The Manager of Technical Services and Works feels that the CAT12M Grader and the John Deere 670GP Grader have all the modern features including grade control cross slope system, rear vision camera as well as joystick controls. He would be comfortable if the Shire of Dandaragan purchased either machine. The final outcome would come down to the purchase price which would put the Cat 12M grader in the best position.

#### CONSULTATION

- Manager Technical Services and Works

**AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 24 JANUARY 2013**

- Leading Hand
- Grader Operator
- Dandaragan Mechanic
- WALGA Preferred Supplier eQuotes online system

#### STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 1996, Regulation 11 allow Local Governments to procure services without going to tender if:

- a) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA, (Regulation 11 (2)(b)); or
- b) the goods or services are to be supplied by or obtained through the government of the State or the commonwealth or any of its agencies, or by a local government or a regional local government, (Regulation 11 (2)(e)).

#### POLICY IMPLICATIONS

In accordance with the Shire of Dandaragan Purchasing Policy 1.15.

#### FINANCIAL IMPLICATIONS

Table outlines the 2012/2013 adopted budget allocation the actual purchase price and the residual amount (excluding GST) after acquiring the new grader.

| Budget       | Actual       | Residual    |
|--------------|--------------|-------------|
| \$355,000.00 | \$318,000.00 | \$37,000.00 |

#### STRATEGIC IMPLICATIONS

Whilst consistent with the Shires of Dandaragan's ongoing operational programs, the Shire of Dandaragan's Strategic Community Plan identifies the purchase to be an integral part of the Core Business Goal Number One: Ongoing priority investment in roads program.

#### ATTACHMENTS

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

- Staff preference reports (Doc Id: 10923)
- Quote WesTrac 12M Caterpillar Grader (Doc Id: 10927)
- Quote Hitachi 670GP John Deere Grader (Doc Id: 10936)
- Quote Komatsu GD555-5 Grader (Doc Id: 10992)

**(Marked 9.2.5)**

#### VOTING REQUIREMENT

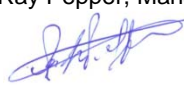
Simple majority

#### **OFFICER RECOMMENDATION**

**That Council accept quote number 34200A from WesTrac Pty Ltd for one (1) latest model CAT 12M Grader for purchase**

**price of \$318,000.00 excluding GST as outlined within the  
WALGA preferred suppliers eQuotes panel**

## 9.2.6 SUPPLY AND DELIVERY OF ONE NEW SMOOTH DRUM VIBRATING ROLLER

|                              |  |
|------------------------------|--|
| Location:                    | Shire of Dandaragan  |
| Applicant:                   | N/A  |
| Folder Ref:                  | Business Classification Scheme / Plant and Equipment Stores / Acquisition / Purchase |
| Disclosure of Interest:      | None   |
| Date:                        | 14 January 2013  |
| Author:                      | Kerri Renton, Works Support Officer  |
| Signature of Author:         |     |
| Senior Officer:              | Ray Pepper, Manager Technical Services and   |
| Signature of Senior Officer: |    |

### PROPOSAL

To approve the purchase for 1 new Vibrating Roller as adopted in the 2012/2013 budget.

### BACKGROUND

Provision has been made within the 2012/2013 budget for the replacement of Roller Plant number PCR008. Offers for the supply of a new Vibrating Roller were recently obtained through WALGA's eQuotes online preferred suppliers. The current Roller is part of the Shire's Civil Maintenance and Construction.

Shire of Dandaragan is a municipality with increasing traffic movements accompanied with increasingly high levels of maintenance. It is imperative to keep high demand equipment such as Rollers in a condition that provides optimum performance to maintain service levels as required and expected by our growing community and the Road Management Act.

The benefits for the council and the whole community with the new plant include:

- A more reliable fleet with minimal down time therefore improving effectiveness;
- Quieter operation due to improvements in sound deadening engine upgrades;
- Environmental improvements with compliance to Tier 3 standards and lower Co2 emissions;
- Improved ergonomics reducing driver fatigue with latest technology;
- Enhanced safety improvements.

To assess the expectations and specific operational functions of the machines, inspections were required. The Manager of Services and Works the Shire Mechanic and Dandaragan Supervisor have made their recommendations from the inspections that took place on Tuesday 14 January 2013.

### COMMENT

This report details the offers received for the purchase of one (1) Vibrating Roller

**AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 24 JANUARY 2013**

Details of the request were conducted and advertised from the 23 November 2012 until 14 December 2012 using WALGA Preferred Supplier eQuotes Tool.

The three company offers have been assessed for the Vibrating Roller and are tabled below:

**ROLLER PURCHASE**

| <b>Company</b>        | <b>Make</b> | <b>Model</b> | <b>Supply (ex GST)</b> |
|-----------------------|-------------|--------------|------------------------|
| McIntosh & Son        | LuiGong     | CLG 612H     | \$105,000.00           |
| WesTrac               | Caterpillar | CS56         | \$159,750.00           |
| CJD                   | Volvo       | 670GP        | \$176,000.00           |
| Tutt Bryant Equipment | Bomag       | BW211D-4     | \$140,000.00           |

An Additional quote was received via email correspondence from Conplant for the supply of One (1) *Ammann ASC110D Single drum vibrating roller, quoted price of \$129,500.00 excluding GST* and recognised as non-registered with WALGA's preferred suppliers.

Inspections conducted on 14 January 2013 were attended by the Manager of Technical Services and Works – Ray Pepper, Works Supervisor – Glenn Casley and Shire Mechanic – Dave Taylor. On this day the following companies made their Vibe Roller available for full inspection;

- WesTrac – Caterpillar Vibe Roller
- Tutt Bryant – Bomag Roller
- McIntosh & Sons – LuiGong Roller
- Conplant – Ammann Roller

*Manager Technical Services and Works*

WesTrac – Model C956 Vibrating Caterpillar Roller has all modern features, cabin complies with safety and comfort requests including good front and rear vision requirements. The machine has easy ground level access points for servicing oil, fuel and water. Engine is a Cat C6.6 six cylinder which is similar to the machine we are replacing through our Disposal Tender.

Tutt Bryant – Model BW 211D-4 Bomag Vibrating Roller also has all modern features including compliant safety and comfort requests. Easy ground level access points for servicing oil, fuel, water and engine bay bonnet extends further away from engine giving more room to access vital servicing components. This machine operates with a water cooled Deutz four cylinder motor.

McIntosh & Sons – Model 612H LuiGong Vibrating Roller has been made in China as an alternative cheaper machine and does not compare to the technology and safety of the other models. The cabin is restrictive with very basic controls and minimal air flow in

the air-conditioning unit. The engine bay has reasonable access to all service areas but the layout requires updating in the design. The pivot section is made of a lighter material than the other machines which gives me the impression that we may come across some maintenance issues here.

Conplant – Model ASC110D Ammann Vibrating Roller would rate in the top 3 of this list but the company is not registered in the WALGA preferred suppliers list, this eliminates Conplant from the process.

Reports outlining the individual machines inspections and staff recommendations have been written and attached to the item;

#### CONSULTATION

- Manager Technical Services and Works
- Leading Hand
- Roller Operator
- Dandaragan Mechanic
- WALGA Preferred Supplier eQuotes online system

#### STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 1996, Regulation 11(2)(b)) allows Local Governments to procure services without going to tender if:

- a) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA, (Regulation 11 (2)(b)); or
- b) the goods or services are to be supplied by or obtained through the government of the State or the commonwealth or any of its agencies, or by a local government or a regional local government, (Regulation 11 (2)(e)).

#### POLICY IMPLICATIONS

In accordance with the Shire of Dandaragan Purchasing Policy 1.15.

#### FINANCIAL IMPLICATIONS

Table outlines the 2012/2013 adopted budget allocation the actual purchase price and the residual amount (excluding GST) after acquiring the new roller.

| Budget       | Actual       | Residual    |
|--------------|--------------|-------------|
| \$175,000.00 | \$140,000.00 | \$35,000.00 |

#### STRATEGIC IMPLICATIONS

Whilst consistent with the Shires of Dandaragan's ongoing operational programs, the Shire of Dandaragan's Strategic Community Plan identifies the purchase to be an integral part of the Core Business Goal Number One: Ongoing priority investment in roads program.



ATTACHMENTS

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

- Staff investigation reports (Doc Id: 10976)
- Quote McIntosh & Son LuiGong Vibrating Roller (Doc Id: 10867)
- Quote WesTrac Caterpillar Vibrating Roller (Doc Id: 10943)
- Quote Tutt Bryant Bomag Vibrating Roller (Doc Id: 10947)
- Quote Conplant Vibrating Roller (Doc Id: 10977)

**(Marked 9.2.6)**

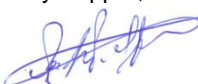
VOTING REQUIREMENT

Simple majority

**OFFICER RECOMMENDATION**

**That Council accept the quote from Tutt Bryant Equipment for one (1) latest model Bomag BW211D-4 Vibrating Roller for purchase price of \$140,000.00 excluding GST as outlined within the WALGA preferred suppliers eQuotes panel.**

### 9.2.7 WALGA TENDER 052\_12 DISPOSAL OF PLANT 12H GRADER AND VIBRATING ROLLER

Location: Shire of Dandaragan  
 Applicant: N/A  
 Folder Ref: Business Classification Scheme / Plant Equipment and Stores / Tendering / Tendering Evaluations  
 Disclosure of Interest: None  
 Date: 15 January 2013  
 Author: Kerri Renton, Works Support Officer  
 Signature of Author:   
 Senior Officer: Ray Pepper, Manager Technical Services and Works  
 Signature of Senior Officer: 

#### PROPOSAL

To consider submissions received for the disposal of Caterpillar Grader 12H and Caterpillar Vibe Roller.

#### BACKGROUND

Submissions were requested via tender through Western Australian Local Government Association's (WALGA) Procurement Consultancy Service.

WALGA has established a specialised Procurement Consultancy Service dedicated to the provision of high quality procurement services to Local Governments.

The submissions were assessed using an assessment matrix as shown below:

| Description of Qualitative Criteria | Weighting |
|-------------------------------------|-----------|
| Price                               | 100%      |

The tendered price(s) will be considered along with related factors affecting the total cost to the Principal.

Early settlement discounts, lifetime costs, purchase dates and the undisclosed reserve price may also be considered in assessing the best value for money outcome.

#### COMMENT

Two Submissions have been received from the two companies listed below:

##### *Allused PL*

*Plant 1: Caterpillar CS 563D Vibe Roller \$28,250 ex GST*

*Plant 2: Caterpillar 12H Grader \$100,900 ex GST*

##### *Mining Maintenance Solutions Australia*

*Plant 1: Caterpillar CS 563D Vibe Roller \$25,000 ex GST*

*Plant 2: Caterpillar 12H Grader \$121,900 ex GST*

The Two submissions have been assessed as follows:

*Plant 1: Caterpillar CS 563D Vibe Roller*

| Company                                | (ex GST) | Score (%) |
|--|----------|-----------|
| Allused PL                             | \$28,250 | 100%      |
| Mining Maintenance Solutions Australia | \$25,000 | 88.5%     |

*Plant 2: Caterpillar Grader 12H Grader*

| Company                                | (ex GST)  | Score (%) |
|--|-----------|-----------|
| Mining Maintenance Solutions Australia | \$121,000 | 100%      |
| Allused PL                             | \$100,900 | 83%       |

From the above tables, the submissions to receive the highest scores are Allused PL for the outright purchase of the Caterpillar CS 563D Vibe Roller and Mining Maintenance Solutions Australia for the outright purchase of the Caterpillar 12H Grader.

CONSULTATION

- Manager Technical Services and Works

STATUTORY ENVIRONMENT

- Part 4 of the Local Government (Functions and General) Regulations 1996, Section 3.57 of the Local Government Act 1995.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

Table outlines the 2012/2013 adopted budget allocation for actual purchase and sale (excluding GST) of the new plant being one (1) motor grader and one (1) vibrating roller. Also shown are residual and deficit amounts that will occur after acquiring and disposing of the new and used plant.

| Plant  | Budget    | Purchase  | Disposal  | Residual | Deficit |
|--------|-----------|-----------|-----------|----------|---------|
| Grader | \$355,000 | \$318,000 |           | \$37,000 |         |
| Roller | \$175,000 | \$140,000 |           | \$35,000 |         |
| Grader | \$130,000 |           | \$121,000 |          | \$9,000 |
| Roller | \$ 35,000 |           | \$ 28,250 |          | \$6750  |

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

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

- WALGA Tender Submissions Register (Doc Id: 10968)
- Allused PL Offer to Purchase (Doc Id: 10969)
- Mining Maintenance Solutions Australia Offer to Purchase (Doc Id: 10970)

**(Marked 9.2.3)**

VOTING REQUIREMENT

Simple majority


**OFFICER RECOMMENDATION**

**That Council;**

- 1. accept the submission for the outright purchase for the Caterpillar CS 563D Vibe Roller from Allused PL for a cost of \$28,250 (ex GST); and**
- 2. accept the submission for the outright purchase for the Caterpillar 12H Grader from Mining Maintenance Solutions Australia for a cost of \$121,000 (ex GST).**

### 9.3 ADMINISTRATION

#### 9.3.1 APPLICATION OF COMMON SEAL

|                              |  |
|------------------------------|--|
| Location:                    | N/A  |
| Applicant:                   | Shire of Dandaragan  |
| File Ref:                    | Business Classification Scheme / Governance / Authorisations / Council Seal        |
| Disclosure of Interest:      | None   |
| Date:                        | 9 January 2013   |
| 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 sale of Lot 8 Dandaragan Road, transfer of land documentation.

#### 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**

**That Council endorse the affixing of the Shire of Dandaragan's common seal to the sale of Lot 8 Dandaragan Road, transfer of land documentation.**

### 9.3.2 APPOINTMENT OF NEW FIRE CONTROL OFFICERS

|                              |   |
|------------------------------|---|
| Location:                    | Shire of Dandaragan   |
| Applicant:                   | Fire Control Officers   |
| Folder Path:                 | Business Classification Scheme / Emergency Services / Appointments / Chief Fire Control Officer |
| Disclosure of Interest:      | None  |
| Date:                        | 10 January 2013   |
| Author:                      | Matt Dadd, Community Emergency Services Coordinator   |
| Signature of Author:         |   |
| Senior Officer:              | Tony Nottle, Chief Executive Officer  |
| Signature of Senior Officer: |               |

#### PROPOSAL

To appoint Mr Robert Wedge and Mr Chester Vanzetti to the position of Fire Control Officers for the Shire of Dandaragan under the Bush Fires Act 1954 Section 38.(1).

#### BACKGROUND

At the recent general meeting of Fire Control Officers held 8 November 2012, Mr Richard Allen (Chief Bush Fire Control Officer) nominated Mr Wedge and Mr Vanzetti for the position of Fire Control Officers.

#### COMMENT

Staff support's the decision to appoint Mr Wedge and Mr Vanzetti to the positions of Fire Control Officer. This will provide for fire control in areas where there is no coverage of Fire Control Officers within the Shire of Dandaragan.

#### CONSULTATION

Consultation took place with the Chief Bush Fire Control Officer and Fire Control Officers elected by the Council for the Shire of Dandaragan.

#### STATUTORY ENVIRONMENT

Bush Fires Act 1954, Section 38(1)

#### **38. Local government may appoint bush fire control officer**

- (1) *A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*

#### POLICY IMPLICATIONS

As per Shire of Dandaragan Policy 3.1: Bush Fire Control Officer Appointments.

FINANCIAL IMPLICATIONS

Council will be responsible for the costs associated with advertising.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Attached to the agenda is the following item relevant to this report:

- minutes of general meeting of Fire Control Officers held 8 November 2012 (Doc Id: 10851)

**(Marked 9.3.2)**

VOTING REQUIREMENT

Simple majority

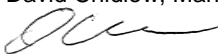

**OFFICER RECOMMENDATION**

**That Council agree to appoint Mr Robert Wedge and Mr Chester Vanzetti to the positions of Fire Control Officers to assist with a broader coverage of fire control operations within the Shire of Dandaragan.**



## 9.4 TOWN PLANNING

### 9.4.1 APPLICATION FOR PLANNING APPROVAL – CHANGE OF USE FROM GRANNY FLAT TO CHALET – LOT 155 JURIEBAY VISTA, JURIEBAY

|                              |  |
|------------------------------|--|
| Location:                    | Lot 155 Juriebay Vista, Juriebay   |
| Applicant:                   | A & J Bradley  |
| File Ref:                    | Development Services Apps / Development Applications / 2013                        |
| Disclosure of Interest:      | None   |
| Date:                        | 6 November 2012  |
| Author:                      | David Chidlow, Manager of Planning   |
| Signature of Author:         |  |
| Senior Officer:              | Ian Rennie, Deputy Chief Executive Officer   |
| Signature of Senior Officer: |   |

#### PROPOSAL

The proponent is seeking planning approval for an existing ancillary accommodation to be used as a chalet at Lot 155 Juriebay Vista, Juriebay (the subject property).

#### BACKGROUND

Council approved a Bed and Breakfast (B&B) at the subject property on the 19 December 2002. The B&B was constructed as part of the main dwelling and complies with Council's Policy on B&B establishments.

The owners provided care for a parent (Mrs V Munday). Council approved a separate two bedroom granny flat (ancillary accommodation) to be constructed close to the main dwelling on the 23 November 2006. A Condition of approval for the granny flat stated that;

*Approval is specifically granted to Mrs Veronica Munday to reside in the ancillary accommodation unit. Approval for other person(s) to occupy the building must be granted by Council.*

The owners have advised that Mrs Munday has now vacated the granny flat and is living in town. In recent times the owners/operators have suffered some long term health problems and are now unable to continue to run the B&B. A letter from the owners is provided in the attachments. The owners have been forced to place the property on the market due to ill health.

The granny flat is vacant and cannot be occupied by any other persons or used to accommodate guests without Council approval. The owners have advised that they are having difficulties selling the B&B with the granny flat and its restrictions.

The two bedroom granny flat comprises a chalet type dwelling with kitchen, living area and bathroom with a total internal area of 60.5 m<sup>2</sup>. It has a concrete slab floor that makes relocation of the structure difficult.

They are now seeking Council approval for the granny flat to be used to house guest as part of the B&B that is run from the main house.

All of the structures on the property are within the building envelope.

**COMMENT**

The granny flat is separate from the main dwelling and therefore cannot be considered to be part of the B&B. The granny flat also has its own ensuite, kitchen and living area.

Under Council's Policy for B&B establishments, guest rooms shall not be self contained with separate cooking and laundry facilities, unless already retrospectively provided. En-suite bathroom facilities however may be provided for each room.

The B&B Policy also states that there shall be a maximum of three bedrooms for up to six guests and shall be constructed under the main roof of the dwelling. The current B&B already meets this maximum.

The proposal best fits within the definition in the Scheme as a "chalet"

**"Chalet"** means an individual self-contained unit usually comprising cooking facilities, ensuite, living area and one or more bedrooms designed to accommodate short-stay guests, forming part of a tourism facility and where occupation by any person is limited to a maximum of three months in any 12 month period.

Chalet is an "A" use in Rural Residential Zone. However, the subject property is within the Jurien Bay Heights Special Use Zone.

'Chalet' is a use that is not listed in the specific conditions for rural development on Victoria Location 10751 (Jurien Bay Heights) in Schedule 13 of the Shires LPS7

*(d) The following uses may be permitted subject to explanation of symbols in Clause 4.3.2.*

*P - Dwelling - Single Housing*

*D - Home Occupation*

*A - Stable*

Therefore Clause 4.4.2 is to be considered in the decision making process, as it states:

*If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table (for Jurien Bay Heights) and cannot reasonably be determined as falling within*

*the type, class or genus of activity of any other use category the local government may –*

- (a) Determine that the use is consistent with the objectives of the particular zone and is therefore permitted.*
- (b) Determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or*
- (c) Determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

The following are the objectives for this particular zone;

*Schedule 13 – Specific Conditions for Rural Development on Victoria Location 10751*

*General*

*The use and development of land within the Special Use Zone encompassing that land currently or previously within Victoria Location 10751 shall be in accordance with the provisions of this Local Structure Plan.*

*Notwithstanding the above the Council may recommend a variation to the Development Guide Plan but substantial modifications shall be deemed to be contrary to the scheme.*

*Development shall accord with the specified development criteria, however, Council shall generally be guided by the Statement of Intent and relevant Category Policy Statements.*

**Statement of Intent**

*The objective of Development Guide Plan No. 1A is to guide subdivision and development in a manner which will maximise economic output of the land, facilitate a range of rural residential opportunities and other tourist and recreational uses but at all times having due regard for the relative capabilities of the land.*

**Category 3**

**Category Policy Statement**

*The objective for Category 3 is to facilitate Rural Residential development and provide an alternative form of housing to that provided within the Jurien townsite.*

The statement of intent allows for tourist and recreational uses, subject to the capability of the land. The proposed change of use from granny flat to chalet is consistent with the objectives of the zone. The capacity of the land from the change of use will not be significantly impacted. The existing granny flat was occupied permanently by one occupant, a chalet will be occupied by a

maximum of 4 persons intermittently.

This report recommends approval for the following reasons; the use comprises an existing dwelling that was permanently occupied, it can fit within the objectives for the special zone, and there were no objections.

### CONSULTATION

In accordance with Clause 9.4 of the Scheme, the Development Application has been advertised for a total of 14 days, ending on the 21 December 2012.

No submissions were received.

### STATUTORY ENVIRONMENT

Local Planning Scheme No. 7:

When determining a planning application for a use not listed under the Scheme's Zoning table, Council is to have due regard in considering the application against Clause 10.2 of the Scheme.

#### *10.2 Matters to be Considered by Local Government*

- (a) *the aims and provisions of the Scheme and any other relevant local planning schemes operating within the Scheme area;*  
(as discussed above – proposal meets this requirement)
- (f) *any Local Planning Policy adopted by the local government under clause 2.4, any heritage policy statement for a designated heritage area adopted under clause 7.2.2, and any other plan or guideline adopted by the local government under the scheme;*  
(as discussed above – proposal meets this requirement)
- (i) *The compatibility of a use or development with its setting;*  
(no new structures proposed – proposal meets this requirement)
- (j) *any social issues that have an effect on the amenity of the locality;*  
(none envisaged - proposal meets this requirement)
- (n) *the preservation of the amenity of the locality;*  
(no new structures proposed – proposal meets this requirement)
- (o) *the relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;*  
(no new structures proposed – proposal meets this requirement)

- requirement)
- (q) *the amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*  
(negligible traffic increase – proposal meets this requirement)
- (u) *whether adequate provision has been made for access by disabled persons;*  
(facility is designed for a disabled person -proposal meets this requirement)
- (y) *any relevant submissions received on the application.*  
(there were no submissions – proposal meets this requirement)

### POLICY IMPLICATIONS

Policy 8.11 Bed and Breakfast Establishment.

### OBJECTIVES

1. *To provide clarification on the standards applicable to Bed and Breakfast Establishments within the Shire.*
2. *To ensure that this type of alternative tourist accommodation use does not compromise the amenity of the area.*
3. *To ensure the bed and breakfast activity remains an ancillary use to the main dwelling and the standard of accommodation accords with the expectations of the local tourism industry.*

### FINANCIAL IMPLICATIONS

The applicant has paid a fee for planning approval to the value of \$139.

### 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*

#### *Draft Tourism Strategy*

#### *4.1 Local Planning Framework*

*Like all schemes prepared in the past decade, the Shire of Dandaragan Local Planning Scheme No. 7 (the Scheme) was developed using the Model Scheme Text (MST) provisions. The MST provides negligible guidelines in relation to guiding an*

*appropriate tourism planning framework, and accordingly, the Scheme does not adequately acknowledge tourism as the complex industry that it is.*

*Arguably, tourism development should be granted additional consideration and encouragement given the economic and social benefits the industry brings. There is a need to incorporate a stronger focus on tourism in the Scheme, and this Strategy identifies a number of amendments which should be initiated.*

*Recommendation 7*

### *5.2.2 Local Planning Policy for Tourism Development*

*The Strategy recommends that in lieu of a State Planning Policy for Tourism being prepared, the provisions are incorporated in a Local Planning Policy for Tourism Development. The Local Planning Policy should address the following:*

- *The encouragement of appropriate and complimentary small scale tourist accommodation development within rural zones and areas of high environmental quality, subject to the development:*
  - *Not conflicting with the primary use of the land.*
  - *Being small in scale and designed to meet the needs of the intended market.*
  - *Having minimal impact on the environment.*

### ATTACHMENTS

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

- Letter from applicants (Doc Id: 10941).
- Site and floor plans (Doc Id: 10944).

***(Marked 9.4.1)***

### VOTING REQUIREMENT

Simple majority

### **OFFICER RECOMMENDATION**

**That Council:**

- 1. determine that the change of use from “Granny Flat” to “Chalet” at Lot 155 Jurien Bay Vista is consistent with the objectives of the zone; and**
- 2. grant planning approval for change of use from “Granny Flat” to Chalet” at Lot 155 Jurien Bay Vista, subject to:**
  - **Occupation by any person is limited to a maximum of three months in any 12 month period,**
  - **Kitchen facilities are required to be registered with the Shire’s Environmental Health Department and comply with the Food Act 2008 and Australian New Zealand Food Standards Code (Australia only),**
  - **A Register of guests is to be maintained and made available to the Shire’s Environmental Health Officer**



upon request.

***Advice:***

- 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”**

#### 9.4.2 ADOPTION OF LOCAL TOURISM PLANNING STRATEGY (DECEMBER 2012)

|                              |   |
|------------------------------|---|
| Location:                    | Shire of Dandaragan   |
| Applicant:                   | Shire of Dandaragan   |
| Folder Path:                 | Building Classification Scheme / Land Use and Planning / Planning / Strategic Plans |
| Disclosure of Interest:      | None  |
| Date:                        | 14 December 2012  |
| Author:                      | Robert Casella, Planning Officer  |
| Signature of Author:         |   |
| Senior Officer:              | David Chidlow, Manager of Planning  |
| Signature of Senior Officer: |   |

#### PROPOSAL

For Council to endorse the Shire of Dandaragan Local Tourism Planning Strategy 2010 (the Strategy), last modified in December 2012.

#### BACKGROUND

For some time the Council of the Shire of Dandaragan (the Shire) has been working towards finalising the Strategy. On the 27<sup>th</sup> of January 2011, Council resolved to adopt the Draft Strategy and proceed to advertise the document in the local media seeking comment.

Following this, a number of issues were raised concerning the future growth of tourism as the Strategy is perceived to be too restrictive. Of major concern is the Strategy's position on Holiday Homes, interpreting the strategy to prevent the use, as well as preventing the development of holiday establishments within the Shire. This has brought to light that there is a weakness in the allocation of varied accommodation styles and standards.

At its meeting on 23 August 2012, Council resolved to defer the adoption of the Strategy until such time as the issues raised at the July Forum 2012, by the previous Manager of Planning, have been addressed. They are as follows:

- *Consider other ways to encourage and provide for tourism growth;*
- *Identify new caravan park site(s) in Jurien Bay;*
- *Consult stakeholders, including owners of identified tourist sites, to discuss recommendations for tourist sites and whether policy settings could be improved without compromising the intent of achieving quality tourism outcomes;*
- *Delete reference to restricting the location of holiday homes around Jurien Bay and Cervantes;*
- *Commence preparation of a draft local planning policy on holiday homes.*

The report presented at the December 2012 Forum addressing these issues have been rectified in the Strategy to ensure the Strategy is adopted in a timely manner.



### COMMENT

In the interest of progressing the Strategy in a timely manner, Shire officers have worked with Landvision and Tourism Western Australia to work towards resolution of the issues.

In preparing the Strategy, it has the intention to address the current shortcomings of the Local Planning Scheme No.7 (the Scheme) by offering guidance to amend the scheme in order to:

- Preserve a number of significant tourist sites in the Shire;
- Introduce a Caravan Park Zone for greater clarity & protection of specific sites;
- Amend zoning of a number of other sites to reflect their present or potential land use;
- Include broader range of land use definitions for ease of interpretation;
- Insert additional use classes & amend permissibility provisions in support of a broader range of tourist opportunities;
- Afford guidance on building heights in the interest of preserving amenity & protecting local character; and
- Offer guidance for building on specific sites of notable tourist significance.

In amending the Strategy prior to adoption, changes have been made to update the stages of development of particular projects affecting the Strategy area. Other amendments included textual changes ensure the strategy does not restrict any type of proposal or development, ensuring all projects are considered and assessed on their suitability of the site.

The Strategy aims to assist in the land use planning for sites that have been identified as being suitable for tourism development; whether that be accommodation, activities or attractions etc.

Tourism is vital to the sustainability and growth of Jurien Bay and the Shire, with its new status as a SuperTown and roughly 2 hours travel from Perth. It is imperative the Shire have a tourism framework in place to assist in the future growth and development guidelines associated with the Scheme.

The following initiatives will be undertaken by Shire staff following the adoption of the Strategy:

- consider other ways to encourage and provide for tourism growth through implementation strategies;
- commence preparation of a draft local planning policy on holiday homes; and
- undertake the recommendations proposed in the Local Tourism Strategy.

### CONSULTATION

Council resolved to adopt the Strategy at the Ordinary Council Meeting on 27 January 2011, and proceeded to advertise the

document in the local media seeking public comment. The public comment period was for not less than 42 days, where it received a total of 31 submissions. Many included comments and suggestions which have been recognised in Council's responses in the Schedule of Submissions.

#### STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

#### POLICY IMPLICATIONS

A number of Local Planning Policies have been recommended to be prepared to assist in guiding the establishment of commercial holiday homes and a range of rural tourist uses.

#### FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

#### STRATEGIC IMPLICATIONS

The Shire currently does not have a tourism strategy in place and with tourism an emerging industry, it is important the local tourism sector evolves in line with a clear strategic vision and direction set by Council and accepted by the local tourist industry.

It is imperative that a strategy be adopted in the short term and subsequently progressed and developed on, post adoption, as required. The Strategy is a council document and therefore can be modified as required without approvals from other organisations.

#### ATTACHMENTS

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

- Local Tourism Planning Strategy (December 2012) (Doc Id: 10942) – *This has been distributed previously however a printed copy can be requested.*
- Schedule of Submissions (Doc Id: 7505)  
**(Marked 9.4.2)**

#### VOTING REQUIREMENT

Simple majority

#### **OFFICER RECOMMENDATION**

**That Council adopt the Shire of Dandaragan Local Tourism Planning Strategy 2010 (modified December 2012) as advertised.**

### 9.4.3 REQUEST FOR EXTENSION TO PLANNING APPROVAL – BADGINGARRA WINDFARM

Location: Lot 3899 Mullering Road and Lot M454 Dandaragan Road


Applicant: Wind Prospect WA on behalf of ME Glasfurd Nominees Pty Ltd (Lot 3899) and Kayanaba Holdings Pty Ltd (Lot M454)

Folder Path: Business Classification Scheme / Development and Building Controls / Registration / Building and Development Applications


Disclosure of Interest: None

Date: 11 January 2013

Author: Robert Casella, Planning Officer

Signature of Author: 

Senior Officer: David Chidlow, Manager of Planning

Signature of Senior Officer: 

#### PROPOSAL

The applicant is seeking a further extension of the period of planning approval for the Dandaragan Wind farm (scheduled to lapse on the 14 April 2013) to the 14 April 2015.

A copy of the planning approval is provided in the attachments along with the formal letter requesting an extension of planning approval and original planning application.

#### BACKGROUND

At its meeting on the 14 April 2011, Council granted conditional planning approval for two additional temporary wind monitoring towers to form part of the Dandaragan Wind farm for a period of two (2) years. The conditions of approval are as follows:

1. *All development shall accord with the attached approved plan(s) and specifications dated February 2011 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the Shire; and*
2. *Approval is granted for two years after the date of erection of the towers after which time the towers are to be removed. If the application intends to retain one or both of the towers after this time, a new application will be required to be lodged with the Council.*

#### *Advice to applicant*

- *The applicant is advised to liaise with the Civil Aviation Safety Authority and Royal Australian Air Force in relation to the height and location of the wind monitoring towers.*
- *This approval is valid for a period of two (2) years. If the development has not substantially commenced within this period the approval will lapse.*
- *The applicant is advised that there is a right of review*

*(appeal) against Council's decision in accordance with the provisions of the Planning & Development Act 2005. In this regard contact should be made with the State Administrative Tribunal on 9219 311 or via website [www.sat.justice.wa.gov.au](http://www.sat.justice.wa.gov.au).*

The proposed sites are on Lot 3899 Mullering Road and Lot M454 Dandaragan Road, Dandaragan, both located east of the Brand Highway. The two properties have a combined area of 1980.8618 hectares (Lot 3899: 1299.7738ha, Lot M454: 692.0880ha) and both used for broad acre and diversified farming.

The masts are to be used to define the wind resources in preparation for the Dandaragan Wind Farms project. The masts will contain anemometers which measure wind speed and direction. On both the subject sites, the approval was for an 80 metre high lattice mast with guy wires. The masts are to be located a significant distance from public view.

#### COMMENT

The request for a 2 year extension to the Dandaragan Wind farm planning approval is considered legitimate based on the requirements of the Local Planning Scheme.

However, in granting the extension it should be made clear to the proponent that the Council's decision does not provide an avenue to change any of the current conditions of approval nor afford a right of appeal to the State Administrative Tribunal. The decision merely relates to the period of time upon which construction work must have substantially commenced, generally interpreted as 'slab on the ground', or in this instance could mean footings completed for most of wind turbines.

#### CONSULTATION

There is no consultation required for this item.

#### STATUTORY ENVIRONMENT

Clause 10.5.2 of the Local Planning Scheme No. 7 states:

*10.5.2 "a written request may be made to the local government for an extension of the term of planning approval at any time prior to the expiry of the approval period in Clause 10.5.1"*

#### POLICY IMPLICATIONS

There are no policy implications relevant to this item.

#### FINANCIAL IMPLICATIONS

The applicant is to be invoiced for \$288, being 50% of the development application fee.

### STRATEGIC IMPLICATIONS

Renewable energy projects deemed compatible with surrounding land uses should be encouraged through identification in future strategic planning instruments for the Shire, including any new municipal strategic plan, the Local Planning Strategy and new Local Planning Schemes.

### ATTACHMENTS

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

- Request for Extension to Approval Letter – Dandaragan Wind Farm Project (Doc Id: 10910)

**(Marked 9.4.3)**

### VOTING REQUIREMENT

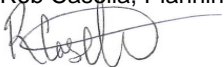

Simple majority

### **OFFICER RECOMMENDATION**

**That Council:**

- 1. pursuant to Clause 10.5.2 of the Shire of Dandaragan Local Planning Scheme No.7 grant a two year extension to the planning approval granted 14 April 2011 for the Dandaragan Wind farm (Lots 3899 and M454 in the Dandaragan Locality), resulting in the revised expiry date of 14 April 2015; and**
- 2. that Wind Prospect WA be informed the extension of time to the current planning approval does not alter the conditions of approval nor afford a right of appeal to the State Administrative Tribunal. The decision relates to the period of time upon which construction work must have substantially commenced as determined by the Council.**

#### **9.4.4 DEPARTMENT OF ENVIRONMENT AND CONSERVATION – APPLICATION TO CLEAR NATIVE VEGETATION – MR ANDREW FELBER**

|                              |  |
|------------------------------|--|
| Location:                    | Lot 10335 Marchagee Track, Boothendarra  |
| Applicant:                   | Robert Klaassen  |
| Folder Path:                 | Business Classification Scheme / Environmental Management / Permits / Clearing     |
| Disclosure of Interest:      | Nil  |
| Date:                        | 7 January 2013   |
| Author:                      | Rob Casella, Planning Officer  |
| Signature of Author:         |  |
| Senior Officer:              | David Chidlow, Manager of Planning   |
| Signature of Senior Officer: |  |

#### **PROPOSAL**

To consider an application by Mr Robert Klaassen to clear approximately 255ha of native vegetation.

#### **BACKGROUND**

The Department of Environment and Conservation (DEC) has received an application from Mr Klaassen to clear approximately 255 hectares of native vegetation at Lot 10335 Marchagee Track, Boothendarra.

#### **COMMENT**

The proposal before Council is for consideration of the application to clear approximately 255ha of native vegetation.

Council has supported previous applications for the clearing of native vegetation to allow farming to take place and this application is of a similar nature. Staff are not aware of any reason that this application should not be supported.

#### **CONSULTATION**

In accordance with sub-section 51E(4) of the *Environmental Protection Act 1986* (EP Act), the Chief Executive Officer (CEO) of DEC considers that Council may have a direct interest in the subject matter of the application, and invites comments on the proposal.

#### **STATUTORY ENVIRONMENT**

Environmental Protection Act 1986

#### **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:

- Correspondence and plans from the Department of Environment and Conservation (Doc Id: 10690)

**(Marked 9.4.4)**

VOTING REQUIREMENT

Simple majority

**OFFICER RECOMMENDATION**

**That the Department of Environment and Conservation be advised that Council has no objection to the land clearing application submitted by Mr Robert Klaassen for the clearing of approximately 255ha of native vegetation on Lot 10335 Marchagee Track, Boothendarra.**

#### 9.4.5 APPLICATION FOR PLANNING APPROVAL – PROPOSED CARPORT – LOT 61 (14) COOK STREET, JURIE BAY

Location: 14 Cook Street, Jurie Bay  
 Applicant: Frank & June Rodda  
 Folder Path: Development Services Apps / Development Application / 2012 / 63  
 Disclosure of Interest: None  
 Date: 12 December 2012  
 Author: Rob Casella, Planning Officer  
 Signature of Author:   
 Senior Officer: David Chidlow, Manager of Planning  
 Signature of Senior Officer: 

#### PROPOSAL

The proponent seeks planning approval for a double carport as an extension to the front of an existing garage.

#### BACKGROUND

The proponent seeks permission to install an open carport as part of an extension to the existing shed. This is to provide cover to their caravan and motor car which is presently exposed to the weather and in need of protection.

Currently the property houses a two storey dwelling with a balcony and varandah around the front, side and a portion of the rear of the property. The property has a 30.18m frontage with the western boundary on an angle of 71.34 degrees, resulting in a rear boundary of 10.06m. This has resulted in the existing shed and carport to be positioned directly behind the house. This can be seen in the site plan located in the attachments.

The proposed carport is 6.02m wide and 10m in length with a total area of 60.2m<sup>2</sup> at a height of 3m. This is in excess of the Local Planning Policy 8.6 – Outbuildings ‘Residential Areas’ (LPP) by 20.2m<sup>2</sup>.

#### COMMENT

In accordance with the Shires of Dandaragan’s (the Shire) Local Planning Policy 8.6 – Outbuildings ‘Residential Areas’ (LPP8.6) a carport that exceeds a floor area of 40m<sup>2</sup> with a ridge height of no more than 4.5m, requires Council approval where the following criteria is addressed:

- a) *Attached to and forms part of the dwelling;*
- b) *Under roof line of adjoining dwelling;*
- c) *Located at least 0.5m behind the dwelling alignment (excluding any porch, verandah or balcony);*
- d) *Not have an impact on the streetscape or amenity of the area;*
- e) *Complies with any design guidelines adopted by Council;*

Section 3 of the LPP requires the carport to be constructed of materials that match or complement the dwelling on the site.



It is felt from inspection of the property and analysis of the submitted plans, the proposed open carport will not have an impact on the street or amenity of the area.

#### CONSULTATION

The application has been advertised to neighbouring property owners requesting submissions by the 2 January 2013. No submissions were received.

#### STATUTORY ENVIRONMENT

- Local Planning Scheme No.7

#### POLICY IMPLICATIONS

- Local Planning Policy 8.6 – Outbuildings ‘Residential Areas’

#### FINANCIAL IMPLICATIONS

The applicant has paid an application fee of \$139.

#### STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

#### ATTACHMENTS

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

- Site Plan (Doc Id: 10407)
- Design Plan (Doc Id: 10405)

**(Marked 9.4.5)**

#### VOTING REQUIREMENT

Simple majority

#### **OFFICER RECOMMENDATION**

**That Council grant planning approval for the development of an open carport on Lot 61 (14) Cook Street, Jurien Bay in accordance with the attached approval plans on the following conditions:**

- 1. all development shall be in accordance with the attached approved plans submitted with the application and subject to any modifications required as a consequence of any conditions of this approval;**
- 2. the materials and colours for the proposed carport are to match the materials and colours of the corresponding components of the proposed residence and to be of a non-reflective nature;**
- 3. the carport is to remain open on the front and sides of the structure; and**
- 4. the endorsed approved plans shall not be altered without the prior written approval of the local government.**

#### **Advice**

- **This is planning approval only and not a building permit. A building permit must be obtained for this development.**

- **The applicant is advised that should he be aggrieved by this decision of the Council 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 2005 within 28 days of this decision to:**

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

**9.5 HEALTH**

**9.6 BUILDING**

## 9.7 COUNCILLOR INFORMATION BULLETIN

### 9.7.1 RAC - ROAD SAFETY REFORM - DISCUSSION PAPER 2012

Document ID: 10864

Correspondence has been received advising that RAC recently compiled a discussion paper on Road Safety Reform which a copy has been received and is on hand if required.

### 9.7.2 MINISTERIAL MEDIA STATEMENTS - EVENTSCORP'S REGIONAL EVENTS SCHEME

Document ID:

A Ministerial Media Statement has been received advising that funding applications for Eventscorp's Regional Events Scheme closes on 4 February. This funding covers funding for smaller/developing events held during 2013 - 2014 financial year and is jointly funded by Royalties for Regions. A copy of the Media Statement is attached to the agenda. **(Marked 9.7.2)**

### 9.7.3 DEPARTMENT FOR COMMUNITIES - 2012 WOMEN'S REPORT CARD

Document ID: 10828

A copy of the Department for Communities 2012 Women's Report Card, which is produced by Women's Interests at the Department, has been received and is on hand if required. Otherwise, a full copy can be downloaded at [www.communities.wa.gov.au/women](http://www.communities.wa.gov.au/women).

### 9.7.4 POTASH WEST - RECOVERING OF POTASH FROM OVER THE DANDARAGAN TROUGH

Document ID: 10712

An update has been received from Potash West of the processes that have been carried out to date in order to recover potash over the Dandaragan Trough and also provides an overview of what is proposed for 2013. A copy of this correspondence is attached to the agenda for further information. **(Marked 9.7.4)**

### 9.7.5 NATIONAL RURAL WOMEN'S CONFERENCE 2013

Document ID: 10775

Correspondence has been received advising that the National Rural Women's Conference for 2013 is to be held between the 18 - 20 February in Canberra. Cost of attendance for the 2½ day event is \$495 which includes conference attendance, welcome reception, GALA dinner, lunch, morning tea and afternoon.

### 9.7.6 THE ROADS FOUNDATION - APPRECIATION LETTER

Document ID: 10745

Correspondence has been received from The ROADS Foundation thanking Council for its participation and support for 2012 along with providing an update on its achievements over the past 12 months. Last year was one of their most successful years in history by supporting the most trainees and they are looking to build on these numbers in 2013.

**9.7.7 JURIE BAY DISTRICT YOUTHCARE COUNCIL - YOUTHCARE CHAPLAINCY PROGRAMME**

Document ID: 10717

Correspondence has been received from the YouthCARE Council thanking Council for the generous donation of \$2,500 to help ensure the continuation of the Chaplaincy Programme at the School for 2013, and that they are happy to provide statistical data on student and other appointments as requested by Council in the hope that Council will see fit to become a sponsor on an annual basis. The YouthCARE Council also advised that Natalie Warnock has been appointed as the new Chaplain.

**9.7.8 DEPARTMENT OF FIRE & EMERGENCY SERVICES - NEW BEGINNINGS 2024**

Document ID: 10711

Correspondence has been received providing Council with an update on recent important changes in emergency management in Western Australia. In November 2012, FESA became Department of Fire & Emergency Services and the official opening of their new \$40M Emergency Services Complex was held. To coincide with the recent changes, the Department has produced a new publication called *New Beginnings 2024* which outlines their journey towards better coordinated and more effective delivery of emergency services within Western Australia. A copy of the publication is on hand if required. Please also note that due to the change the new website address is [dfes.wa.gov.au](http://dfes.wa.gov.au).

**9.7.9 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - UPDATE ON THE PROGRESS OF CONSTITUTIONAL RECOGNITION**

Document ID: 10708

Correspondence has been received providing an update on the issue of the constitutional recognition of local government and to provide some advice on the submission which the Australian Local Government Association has made to the Parliamentary Joint Select Committee looking at the recognition issue.

**9.7.10 WALGA - METROPOLITAN LOCAL GOVERNMENT REFORM - MEETING OF METROPOLITAN MAYORS AND PRESIDENTS**

Document ID: 10679

WALGA held a meeting of Metropolitan Mayors and Presidents on the 20 December in relation to the structural implications of the Metropolitan Local Government Review.

The purpose of the meeting was to determine whether the Association should prepare an alternative governance model for the Perth metropolitan region based on the Association's previously stated position that Perth should be governed by approximately 15 - 20 local governments and using existing local government boundaries as a starting point.

The result of the meeting was that the Association *will not* be

producing an alternate Governance model for the State Government to consider.

The Association will develop a submission on the Panel's 30 recommendations and other concepts raised in the Panel's Final Report, which will be considered by the local government sector during the February 2013 round of Zone meetings and the March 2013 State Council meeting.

Feedback from local governments on the Metropolitan Local Government Review Panel's Final Report and Recommendations is requested by Wednesday, 23 January 2013.

A copy of the Record of Proceedings from the meeting is on hand if required.

#### **9.7.11 BADGINGARRA PRIMARY SCHOOL - LETTER OF THANKS**

Document ID: 10591

Correspondence has been received thanking Council for the generous donation and support of the Citizenship Award which was presented by Councillor Shane Love. The winner for 2012 was Olivia Franklin.

#### **9.7.12 LOCAL GOVERNMENT MANAGERS AUSTRALIA - 2013 NATIONAL CONGRESS & BUSINESS EXPO**

Document ID: 10602

Correspondence has been received advising that the 2013 Local Government Managers Australia National Congress & Business Expo is to be held in Hobart, Tasmania between 19 - 21 May. The theme for the Congress is *Great Society; what is local government's role?*. Comprehensive information on the Congress can be found at [www.lgma.org.au](http://www.lgma.org.au).

#### **9.7.13 THE HON SIMON CREAN MP - MYREGION WEBSITE**

Document ID: 10603

Correspondence has been received advising of the recent enhancements to the myregion website ([www.myregion.gov.au](http://www.myregion.gov.au)) and outlines how the website site can help support Council's work in building a strong community.

The myregion website has four key parts:

1. social and economic data;
2. geo-spatially mapped;
3. GrantsLINK; and
4. regional news, profiles and events.

For more information on the website please visit [www.myregion.gov.au](http://www.myregion.gov.au).

#### **9.7.14 JURIE BAY DISTRICT HIGH SCHOOL - WORKPLACE LEARNING PROGRAM**

Document ID: 10639 & 10640

Correspondence has been received thanking Tom Blake and Dave

Camplin for their support of the School's Workplace Learning Program for 2012.

As a result of this program, the School has had four employers commit to part-time School Based Traineeships where students train in the workplace for up to two days per week and complete their Certificate of Education at school on the remaining days.

In 2013, students will commence an 11 week placement commencing 28 February and this year, the School will be trialling the inclusion of a week-long block placement from Monday 13 - Friday 17 May.

**9.7.15 WESTERN AUSTRALIAN PROVINCIAL THOROUGHBRED RACING ASSOCIATION (WAPTRA) - THE WHEATBELT RACING INDUSTRY**

Document ID: 10641

A copy of the recently released regional snapshot report for the Wheatbelt Racing Industry has been received which highlights what an important economic and social role racing plays for locals in enhancing both individual and community wellbeing. Also received is a copy of the State-wide report which was launched by Minister Waldron in September 2012.

**9.7.16 JURIEN BAY KART CLUB - THANK YOU LETTER**

Document ID: 10646

Correspondence has been received thanking Ranger, Chris Carey, for the opportunity to provide the Club with a fundraising opportunity of slashing vegetation from various properties.

**9.7.17 DANDARAGAN PRIMARY SCHOOL - THANK YOU LETTER**

Document ID:

Correspondence was received thanking Council for the book award donation and support for 2012. The awards were won by Utah John-Furnace and Hamish Gooch.

**9.7.18 HERITAGE COUNCIL - 2013 WESTERN AUSTRALIAN HERITAGE AWARDS**

Document ID: 10672

Correspondence has been received advising that nominations are now open for the Heritage Council's 2013 Western Australian Heritage Awards.

Nominations close 4pm on Friday 1 February 2013.

**9.7.19 JURIEN BAY DISTRICT HIGH SCHOOL - THANK YOU LETTER**

Document ID: 10674

Correspondence has been received thanking Council for its support and kind donation for the Presentation Assembly held 17 December 2012. Winners of the awards were:

- Nathan Nielson - Year 5/6 Achievement Award
- Amy Normoyle - Year 8 English Award
- Amy Normoyle - Sportsperson Award (Female)



### **9.7.20 WALGA - STATE ELECTION CAMPAIGN**

Document ID: 10526

Correspondence has been received advising that in the lead up to the March State Election, WALGA will run a public campaign to highlight the position of each of the major parties on various priorities for the sector. Each of the parties have been provided with the local government list and asked to nominate if they support or oppose each initiative. A copy of this correspondence is attached to the agenda. *(Marked 9.7.20)*

### **9.7.21 REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT - WHEATBELT YOUTH STRATEGY 2012 - 2017**

Document ID: 10531

A copy of the Regional Development Australia Wheatbelt's *Wheatbelt Youth Strategy 2012 - 2017* has been received and is on hand if required.

### **9.7.22 HON BILL MARMION MLA, MINISTER FOR ENVIRONMENT; WATER - EXPANSION OF THE WESTERN AUSTRALIAN TRANSITIONAL E-WASTE PROGRAM (WATEP)**

Document ID: 10576

Correspondence has been received advising that the purpose of the WATEP is to transition Western Australia into the National Television and Computer Recycling Scheme. The Program will be expanded to further support regional (non-metropolitan) e-waste recycling activities and is seeking Expressions of Interest from non-metropolitan local governments that are currently recycling e-waste but not receiving any WATEP funding to please contact the Project Coordinator on 6467 5370.

### **9.7.23 MUNICIPAL WASTE ADVISORY COUNCIL'S INFORMATION BULLETIN - ISSUE 168 DECEMBER 2012**

Document ID: 10580

A copy of the Municipal Waste Advisory Council's monthly newsletter has been received for December 2012. Inside this issue:

- A vision for the future - Shire of Esperance is the first permanent drop-off partner for the TechCollect Program in Western Australia.
- A record collection continues - AgStewardship Australia 2011 / 12 and the 2011 container survey results are now available.
- And the winner is - winner of most sustainable city is City of Cockburn.
- Collections halved - verge collections will be halved across the City of Stirling to two a year starting from 2013.
- Christmas comes early - charities have been given an early Christmas present of \$100,000 in a bid to help them educate the community to stop using charity donation bins as illegal dump sites.
- Proposal for waste - waste disposal company SITA has an agreement to buy a 1500ha farm 18 km west of York to use as a landfill site subject to approval.

- Garage sale trail rolling out in 2013 - the Waste Authority is supporting WA local governments to get involved in the 2013 event by offering funding support.

**9.7.24 WALGA INFOPAGE - PROPOSED REFORMS TO STATE INDUSTRIAL RELATIONS SYSTEM**

Document ID: 10581

Key Issues:

- Public consultation is being sought on proposed reforms to the State Industrial Relations System.
- The Association is seeking feedback from member local governments by 22 February to inform a representative submission.

**9.7.25 WALGA LOCAL GOVERNMENT NEWS - ISSUE NO 49.12 AND ISSUE NO 50.12**

Document ID: 10426 & 10582

Headlines Issue No 49.12:

- Metropolitan Local Government Review - input to WALGA submission
- Meeting of metropolitan mayors and presidents
- Support Cash 4 Containers Campaign
- 2013 WA Local Government Convention - accommodation and parking
- Vacancy for Officers Advisory Group - Member non-metropolitan
- Applications open Local Government Energy Efficiency Program
- Information Session on Community Energy Efficiency Program - Round Two
- State of Australian Cities 2012
- Free event - launch of the Walkability Audit Tool and Pedestrian Safety Forum
- Public Libraries WA Conference 2013

Mailbag:

- InfoPage: 2013 WA Local Government Convention accommodation and parking
- InfoPage: Feedback sought - Metropolitan Local Government Review
- InfoPage: Applications open - Local Government Energy Efficiency Program
- 2013 Training Solution Calendar

Headlines Issue No 50.12:

- Your part in the State Election Campaign
- First National Biodiversity Investment Prospectus launched
- Reminder - Metropolitan Local Government Review - input to WALGA submission
- Send an E-white Ribbon: White Ribbons for road safety
- Aviation Policy Forum
- MWAC Information Bulletin

- WALGA Tax 2013 FBT Workshop
- Training for 2013
- Bushfire season - total fire bans
- Season's greetings

Mailbag:

- MWAC Information Bulletin
- InfoPage: Proposed Reform to State Industrial Relations System

**9.7.26 DEPARTMENT OF FIRE AND EMERGENCY SERVICES - REVIEW OF THE EMERGENCY SERVICES ACTS**

Document ID: 10584

Correspondence has been received advising that a review of emergency services legislation has recently been initiated to progress the development of a single comprehensive Emergency Services Act. It is intended that the new Emergency Services Act will be created through the amalgamation of the *Fire Brigades Act 1942*, the *Bush Fires Act 1954*, and the *Fire and Emergency Services Act 1998*. A copy of this correspondence is attached to the agenda for further perusal. (**Marked 9.7.26**)

**9.7.27 WESTERN AUSTRALIAN PLANNING COMMISSION - JURIE BAY CITY CENTRE STRATEGY PLAN**

Document ID: 10587

Correspondence has been received advising that the Western Australian Planning Commission determined the submissions in accordance with the schedule of submissions, and has endorsed the Jurien Bay City Centre Strategy Plan.

**9.7.28 WALGA - TRAINING SOLUTIONS CALENDAR 2013**

Document ID: 10422

A copy of WALGA's Training Solutions Calendar for 2013 has been received and is on hand if required. The Calendar provides an overview of the training programs WALGA are offering for the first half of 2013.

Training Solutions have many new initiatives happening in 2013, which include:

- the development of new courses being offered;
- development of E-Learning services;
- a 'Saturday Series' for elected member training has been scheduled; and
- Training Solutions monthly E-Newsletter is now being distributed.

**9.7.29 WALGA INFOPAGE - APPLICATION OPEN - LOCAL GOVERNMENT ENERGY EFFICIENCY PROGRAM**

Document ID: 10423

Key Issues:

- Applications open for the \$24M Local Government Energy Efficiency Program.

- Program guidelines released.
- Funding for local governments to install eligible solar and heat pump hot water systems.
- Local governments must obtain and provide three or more quotes for supply.
- Closing date 29 April 2013.

**9.7.30 WALGA INFOPAGE - FEEDBACK SOUGHT - METROPOLITAN LOCAL GOVERNMENT REVIEW**

Document ID: 10424

Key Issues:

- WALGA will be preparing a submission in response to the Metropolitan Local Government Review Panel's Final Report.
- To facilitate feedback a Submission Structure and Indicative Response for Consultation has been prepared and a copy is on hand if required.
- Feedback from local governments is sought by 23 January 2013.

**9.7.31 WALGA INFOPAGE - 2013 WA LOCAL GOVERNMENT CONVENTION ACCOMMODATION AND PARKING**

Document ID: 10425

The 2013 Local Government Week will be staged at the Perth Convention and Exhibition Centre from Wednesday 7 to Friday 9 August. The format of the 2013 Convention will be similar to 2012. The 2013 WALGA AGM and Opening Welcome Reception will take place on Wednesday 7 August and the Gala Dinner will take place on the evening of Friday 9 August.

A list of accommodation and parking / transfer arrangements has been received.

**9.7.32 ASIA-PACIFIC CYCLE CONGRESS 2013**

Document ID: 10427

Correspondence has been received advising that the Asia-Pacific Cycle Congress for 2013 will be held at the Gold Coast Convention and Exhibition Centre from 10 - 13 March. The focus of the Congress is on increasing cycling participation and encouraging the growth of the cycling industry.

**9.7.33 IPWEA WESTERN AUSTRALIA - 2013 EXCELLENCE AWARDS**

Document ID: 10430

Correspondence has been received inviting Council to nominate for the 2013 IPWEA-WA Excellence Awards. Nominations are now open and will close 1 February.

**9.7.34 DEPARTMENT OF COMMUNITIES - AN AGE FRIENDLY WA: THE SENIORS STRATEGIC PLANNING FRAMEWORK**

Document ID: 10932

The Framework is designed to guide the actions of government agencies and their community and business partners in service planning and development. The key directions reflect extensive community consultation, statistical information and input from

government partners.

A copy of this Framework is on hand.

**9.7.35 LANDCORP - RDAP 2012 DANDARAGAN AND CERVANTES**

Document ID:

*RDAP 2012 – Dandaragan Residential*

On hand is a copy of the flora and fauna survey for Dandaragan. In summary, no impediments to development have been identified. The vegetation is in very good condition and the report states (in part) “the site represents the only area of intact native vegetation within a reserve in or near to the Dandaragan townsite. Retention of some of the reserve in its natural condition should be considered in any future development plans.” It is not LandCorp’s intention to develop and / or clear the whole site as development is limited to just a stage of lots so it is envisaged that the majority of the site will be left as is.

*Cervantes LIA*

The light industrial lots have been on the market for a while now with limited interest. LandCorp are currently looking at making one or two of them available for lease for a term of up to a maximum of five years. This way if there is a business looking to come into town, a lease opportunity may make the financial burden less onerous for start up costs. LandCorp are happy to hear any thoughts on the above.

**AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 24 JANUARY 2013**

- 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**
  
- 13 CLOSURE OF MEETING**