



ORDINARY MINUTES

DATE: Tuesday, 25 May 2010

TIME: 2:45pm

VENUE: Council Chambers, Lowood
Road, Mount Barker WA 6324

Rob Stewart
CHIEF EXECUTIVE OFFICER

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2:41pm The Presiding Member declared the meeting open.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Members Present:

Cr K Clements	Shire President
Cr M Skinner	Deputy Shire President
Cr B Bell	Councillor
Cr A Budrikis	Councillor
Cr S Etherington	Councillor
Cr S Grylls	Councillor
Cr L Handasyde	Councillor
Cr G Messmer	Councillor
Cr J Moir	Councillor

In Attendance:

Mr Rob Stewart	Chief Executive Officer
Mr John Fathers	Deputy Chief Executive Officer
Ms Nicole Selesnew	Manager Community Services
Mr Peter Duncan	Manager Development Services
Mr Dominic Le Cerf	Manager Works and Services
Mrs Kaye Skinner	Executive Secretary

There were nine member(s) of the public in attendance.

There were nil member(s) of the media in attendance.

Previously Approved Leave of Absence:

Cr Len Handasyde 9 July to 6 August 2010 (inclusive).

Emergency Evacuation Procedures/Disclaimer:

Working to Occupational Safety and Health Best Practices, Mr Rob Stewart - Chief Executive Officer, read aloud the emergency evacuation procedures for Councillors, staff and members of the public present in the Council Chambers.

Mr Stewart then read aloud the following disclaimer:

'No responsibility whatsoever is implied or accepted by the Shire of Plantagenet for any act, omission or statement or intimation occurring during Council / Committee meetings or during formal / informal conversations with staff.

The Shire of Plantagenet disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, or statement of intimation occurring during Council / Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation or approval made by a member or officer of the Shire of Plantagenet during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Plantagenet. The Shire of Plantagenet warns that anyone who has an application with the Shire of Plantagenet must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Plantagenet in respect of the application.'

3 PUBLIC QUESTION TIME

3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

3.1.1 UPGRADE TO WESTERN PORTION OF MILLINUP ROAD – MR JIM BAILY.

Questions from Mr Baily at the meeting of the Council held on 4 May 2010 were taken on notice.

The response to Mr Baily follows:

'Thank you for attending the meeting of the Council held on 4 May 2010 at which you asked a number of questions relating to Millinup Road. These questions were taken on notice and our responses follow.

Will the Council continue to maintain the view that the Western portion of Millinup Road requires upgrading to the same standard as the Eastern portion?

Since roadworks were completed on the eastern portion of Millinup Road some years ago, there has been legislative change regarding the amount of verge clearing that can be undertaken by Councils. The roadworks that the Council is undertaking now on the western portion of Millinup Road are being completed within this legislative environment.

Although the Council is generally of the opinion that road reserves are primarily for transportation purposes, we must be mindful of the legislation that is designed to protect flora.

Will the Council ensure that the currently approved short term/interim improvements to Millinup Road, as recently outlined to residents and ratepayers at a meeting held on Wednesday 17 March 2010, be accomplished as now approved and without further delay?

Works commenced on 12 May 2010 on the western portion of Millinup Road and are due to be completed by the end of this financial year, subject to weather.

Will the Council ensure that a more substantial upgrade of the Western portion of Millinup Road (to Class B/C standard) is included in the upcoming 5 year works plan and budget and the work is given a high priority (i.e. work to be completed in the next one to two years and prior to expiry of existing approvals, namely 11 November 2013)?

Roadworks for Millinup Road are included in the Council's 5 year road program. However, works are dependant upon funding and other priorities and are re-examined on an annual basis by Councillors and staff.'

The Chief Executive Officer advised that a letter had been sent to Mr Baily.

3.1.2 UPGRADE TO WESTERN PORTION OF MILLINUP ROAD – MRS YVONNE BUTCHER

Questions from Mrs Butcher at the meeting of the Council held on 4 May 2010 were taken on notice.

The response to Mrs Butcher follows:

'Thank you for attending the meeting of the Council held on 4 May 2010 at which you asked a number of questions relating to Millinup Road. These questions were taken on notice.

Your questions related to:

- *The criteria for establishing a Flora Road;*
- *Restrictions on a Flora Road; and*
- *Why is there a 45km sign on Millinup Road?*

The Shire of Plantagenet Activities in Thoroughfares and Public Places and Trading Local Law 2008 includes the following information about Flora Roads:

'Division 2 – Flora roads

5.3 Declaration of flora road

The local government may declare a thoroughfare which has, in the opinion of the local government, high quality roadside vegetation to be a flora road.

- 5.4 *Construction works on flora roads*
Construction and maintenance work carried out by the local government on a flora road is to be in accordance with the Code of Practice for Roadside Conservation and Road Maintenance prepared by the Roadside Conservation Committee.'

The following information is taken from the Roadside Conservation Committee Verge Note - Guidelines for the Nomination and Management of Flora Roads:

'The Flora Roads program began as an initiative of the Roadside Conservation Committee (RCC), as a means of encouraging road managers to protect and conserve roadside vegetation of high conservation value.

Principle Conservation Values of Flora Roads

- *The roadside must contain a significant population of native vegetation. Introduced trees and grasses are not important for conservation.*
- *The native vegetation must be in as near to its natural condition as possible. In undisturbed vegetation, several layers of plants occur – trees, shrubs and herbs are present in woodlands, for example. If one or more of the expected layers are missing, the conservation value is reduced.*
- *The roadside may be the only remaining example of original vegetation within a cleared area. It thus:*
 - *Assists in vegetation mapping and distribution studies;*
 - *Provides a benchmark for study of soil change during agricultural development;*
 - *Provides a source of local seed for revegetation projects;*
 - *Acts as a wildlife habitat for the protection of fauna;*
 - *Harbours rare or endangered plants in the roadside;*
 - *May provide nest sites and refuges for native animals; and*
 - *May act as a biological corridor.*

Identification and Nomination of Flora Roads

Any person may suggest to the managing authority or to the RCC that a road, or a section of road fits the criteria of a Flora Road. However, only the managing authority in whom care, control and management of the road is vested can officially declare it a Flora Road.

Management Implications

The aim of all management should be to minimise any disturbance to the roadside flora, consistent with the provision of a safe and efficient roadway.

The managing authority will be expected to take into consideration the high conservation values present, and take special care when working within the Flora Road road reserve and the surrounding area. More specifically though;

- *Environmental assessments (pre-construction checklists) should be completed prior to any upgrade work, to assist with planning for flora preservation;*
- *Fire management should be undertaken in such a way so as to take into account the ecological needs of the flora; and*

- *Where rehabilitation is contemplated, local native species should always be used.'*

The Roadside Conservation Committee has special signs to delineate Flora Roads. The signs are in the tourist sign colours of white letters and symbols on a leaf brown background.

In 1992 the Council commissioned the Roadside Conservation Committee to investigate roadside vegetation in Plantagenet. The report that was prepared identified a number of roads having 'high quality roadside vegetation'. Subsequently the Council declared a number of roads in the Porongurup as a 'flora drive' at its meeting held 7 December 1993.

The 45km sign refers to this Flora Drive. The Flora Drive was made up of: Millinup Road, Sixpenny Road, Morande Road, Settlement Road, Old Coach Road and Reynolds Road.

I acknowledge that the 45km sign is misleading and I have made arrangements for alterations to occur.

The Roadside Conservation Committee confirmed that Millinup Road was added to the Flora Road Register on 21 March 2006.'

The Chief Executive Officer advised that a letter had been sent to Mrs Butcher.

3.1.3 UPGRADE TO WESTERN PORTION OF MILLINUP ROAD – MR WAL ANDERSON

Questions from Mr Anderson at the meeting of the Council held on 4 May 2010 were taken on notice.

The response to Mr Anderson follows:

'Thank you for attending the meeting of the Council held on 4 May 2010 at which you asked a number of questions relating to Millinup Road. These questions were taken on notice.

Your questions related to the subdivision contribution made by Mr McKenzie towards Millinup Road.

Our records confirm that Mr McKenzie paid \$40,000.00 on 28 March 2000 of which \$36,000.00 was made as a contribution towards roadworks and \$4,000.00 for fire prevention.

Between 2000 and 2006, the Shire expenditure for Millinup Road included:

- *\$384,608.00 for Capital Job No: 5117 - Millinup Road - Form & Sheet; and*
- *\$74,084.00 for Job No: 1117 - Millinup Road - Maintenance.*

As you can see the Council spent a significant amount on Millinup Road during this period. The current roadworks being undertaken on the western portion of Millinup Road have a budget of \$68,000.00.'

The Chief Executive Officer advised that a letter had been sent to Mr Anderson.

3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995

3.2.1 MILLINUP ROAD – MRS YVONNE BUTCHER.

Mrs Butcher advised that the work that has been done on Millinup is very much appreciated and congratulated the workers on the way they carry out their work.

Mrs Butcher questioned why work was stopped on Millinup Road last Friday.

Response By: Mr Dominic Le Cerf – Manager Works and Services

Work stopped on Millinup Road for a short period due to a breakdown in the excavator. The problem has since been fixed and work has recommenced.

4 PETITIONS / DEPUTATIONS / PRESENTATIONS

Presentation by Dr Victor and Mrs Larissa Seah – Mount Barker Tourist Bureau Inc

Dr Seah introduced Mrs Larissa Seah who read the following:

'The Mount Barker Tourist Bureau Inc. and the Shire of Plantagenet have a shared vision for tourism in our wonderful region, with significant opportunities for development. The vision of the Mount Barker Tourist Bureau Inc. is to "promote the best of the region's experiences, to lift the tourism profile locally, nationally and internationally" (1). The Shire of Plantagenet also recognises tourism as a social and economic force and a major employer within the diverse economy of the region (2).

The Mount Barker Visitor Centre (MBVC) has a range of services to provide early positive contact and match visitors with tourism providers to optimize their experience. The Mount Barker Tourist Bureau's (MBTB) core business is tourism promotion of the Plantagenet region. This includes the management of the Mount Barker Visitor Centre, a key element in building and maintaining a vibrant tourist industry for the region. However, much of the Bureau's time, energy and financial resources have been dedicated towards maintaining and developing the Visitor Centre.

It has been an ongoing challenge over the past 4 years to increase the MBTB funding to the required level to attract suitably skilled and experienced staff to both operate and further develop the Visitor Centre. As a result, the MBTB Board members provide a range of management services to the Visitor Centre on a voluntary basis, including human resource and financial

management. The vast majority of Visitor Centres throughout the state are not self-sufficient and require ongoing financial support to maintain operations.

As previously mentioned, the Plantagenet Shire recognises the importance of tourism to the local economy. The potential for growth in tourism in Plantagenet is enormous. Almost 10% of the local economy is currently tourism-based (The Menzies Report); a vibrant and progressive Visitor Centre is essential to the continuing expansion of the tourism industry. Some of the many exciting opportunities that presently exist in the Plantagenet region include tapping into the more than 200,000 visitors per year (3) that travel into the Great Southern region, a majority past our front door.

In 2006 the Plantagenet Shire undertook a review in conjunction with community and tourism representatives to develop a plan (4) for the MBVC, following concerns regarding budgetary constraints. This plan acknowledged the key role of the Visitor Centre in the continuing economic health of the Shire. One of the recommendations in the final report included the co-location of the MBVC with other businesses. This has been explored by the MBTB Board and presents many challenges; however since 2008 the Visitor Centre has successfully co-located with the office of the Qantas Wine Show.

A further recommendation of the 2006 report was for the Plantagenet Shire to release funds to provide confidence for the future operations of the Visitor Centre and to work towards a longer term partnership. The MBTB Board acknowledges the significant financial contribution that the Shire has made to the MBVC to ensure continued operations. The MBTB Board now requests that **the Shire of Plantagenet considers taking on the overall financial and operational management of the Visitor Centre from July 2010.**

Due to increasing financial pressures, the MBTB Board is unable to continue to operate the Visitor Centre without a substantial increase in funding. The current MBTB draft budget for 2010/11(5) acknowledges the significant salary increase that is required to recruit a Visitor Centre Manager capable of taking on the diverse range of roles currently undertaken by MBTB Board members. Other staff salary and on-costs have also increased the projected salaries budget to \$100,000, which would require an investment from the Shire of Plantagenet of approximately \$85-90,000 per annum. With this in mind, the MBTB Board believes that the preferred option is for the Shire of Plantagenet to accept overall financial and operational management of the Visitor Centre. Many of the operational aspects of the Visitor Centre, such as human resource management, could be integrated into the existing organizational structure of the Shire. Prospective Visitor Centre staff may also be more attracted to the greater security and stability of public sector employment.

The vision of the Bureau remains unchanged. The Board would be released to undertake promotion and marketing of Plantagenet in a collaborative manner with its members, the Shire and Visitor Centre, and surrounding tourism bodies. The Bureau would also expand its objectives to undertake business development in the Plantagenet Region.

In closing, the MBTB Board would like to once again acknowledge their shared vision with the Shire of Plantagenet in promoting and developing

tourism as a social and economic force in our wonderful region, and ask Shire's consideration in ensuring the successful operation and development of the Mount Barker Visitor Centre.'

5 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

Cr S Etherington declared a Financial/Indirect Financial Interest (Section 5.6(A) and Section 5.61 LGA) –Board member of Bendigo Bank – Item 11.4.1.

Cr S Grylls declared a Code of Conduct – Perceived – Interest – Fire Control Officer – in Item 11.3.3.

Cr B Bell declared a Code of Conduct – Perceived – Interest – Fire Control Officer – in Item 11.3.3.

Cr Len Handasyde declared a Code of Conduct – Perceived – Interest – Fire Control Officer – in Item 11.3.3.

Cr Andrus Budrikis declared a Financial and Proximity Interest – Landowner of land east side of Railway Line – Item 11.3.1

Cr Andrus Budrikis declared a Financial Interest – Relative and business partner of landowner of adjacent land to Mount Barker Tourist Bureau – zoned commercial – in Item 14.1.1.

John Fathers Deputy Chief Executive Officer declared an Interest pursuant to S 5.70 of the Local Government Act – Director of Bendigo Bank – in Item 11.4.1

Cr M Skinner declared a Financial Interest – Cattle Farmer – in Item 11.4.1.

Cr J Moir declared a Financial Interest – Cattle Farmer and employee of Elders working at the Saleyards – in Item 11.4.1.

6 APPLICATIONS FOR LEAVE OF ABSENCE

Section 5.25 Local Government Act 199

Cr G Messmer requested leave of absence for 28 September 2010.

Moved Cr L Handasyde, seconded Cr M Skinner:

That Cr G Messmer be granted leave of absence for 28 September 2010.

CARRIED (9/0)

NO. 103/10

7 CONFIRMATION OF MINUTES

Moved Cr L Handasyde, seconded Cr M Skinner:

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 4 May 2010 as circulated, be taken and read and adopted as a correct record subject to:

Page 11: The word 'resident' be changed to, in Cr Bell's announcements, 'member of the armed forces'.

CARRIED (9/0)

NO. 104/10

8 COMMITTEE MINUTES

Moved Cr S Etherington, seconded Cr B Bell:

That the Minutes of:

[Bush Fire Advisory Committee Meeting - Minutes AGM - 5 May 2010](#)

[Local Emergency Management Committee Meeting - Minutes - 30 March 2010](#)

[RoadWise Steering Committee Meeting - Minutes - 6 May 2010](#)

be received.

CARRIED (9/0)

NO. 105/10

9 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

- 6 May 2010 – Attended the Timber 2020 meeting in Albany. Still a lot of doom and gloom among some of the Industry. Others see the light at the end of the tunnel.
- 11 May 2010 – The Recreation Advisory Committee met to discuss ongoing requirements for the Sounness/Frost precinct and the Kendenup situation.
- 24 May 2010 – Mr Stewart and I met with some of the committee of the Mount Barker Turf Club to discuss the removal of two race meetings and the future of the club.

10 ANNOUNCEMENTS BY COUNCILLORS WITHOUT DISCUSSION

Cr M Skinner

- Attended a Post State Budget breakfast in Denmark with Mr Rob Stewart, Mr John Fathers and Ms Cherie Delmage. It was very well attended.

Cr S Grylls

- Attended Timber 2020 meeting in Albany.
- Attended a meeting of the Great Southern Regional Cattle Saleyards Committee on 19 May 2010 and met with agents at the yards.
- Attended Recreation Advisory Committee meeting.

Cr J Moir

- Attended Recreation Advisory Committee meeting.

Cr A Budrikis

- Attended Recreation Advisory Committee meeting.

Cr G Messmer

- Attended Timber 2020 meeting in Albany.

Cr L Handasyde

- Attended Fire Advisory Committee AGM meeting held on 5 May 2010.
- Attended RoadWise Committee meeting on 5 May 2010.
- Attended a Meeting of the Mount Barker Tourist Bureau meeting held on 17 May 2010.
- Attended a meeting of the Great Southern Regional Cattle Saleyards Committee on 19 May 2010 and met with agents at the yards.
- Attended a meeting of the Forest Hill Hall Committee on 23 May 2010.

11 REPORTS OF COMMITTEES AND OFFICERS

11.1 DEVELOPMENT SERVICES REPORTS

11.1.1 LOT 584 ALBANY HIGHWAY, MOUNT BARKER - ADJUSTMENT TO LONG TERM PROPOSALS FOR CARAVAN PARK

File No:	N14779
Attachments:	<u>Long Term Development Plan - Approved 9 October 2007</u> <u>Revised Long Term Development Plan - 6 May 2010</u>
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Peter Duncan Manager Development Services
Proposed Meeting Date:	25 May 2010
Name of Applicant:	Steve and Shirley Smith

PURPOSE

The purpose of this report is to consider a revised long term overall development plan for the Mount Barker Caravan Park at Lot 584 Albany Highway, Mount Barker.

BACKGROUND

The Mount Barker Caravan Park presently has a licence for 45 short stay caravan sites, 11 on site cabins, 30 camping sites and 4 park homes.

The owners have for some time been upgrading the park and have been looking at their long term future proposal for the park with the introduction of additional park homes, short stay chalets and additional caravan and camping sites.

At its meeting held on 9 October 2007 when considering an overall development plan for the caravan park the Council resolved:

'That the proposed development for the long term growth of the Mount Barker Caravan Park at Lot 584 Albany Highway, Mount Barker as shown on the plan dated 13 September 2007 be supported and the proponent be advised that applications for planning consent and building licences will be required for subsequent stages.'

STATUTORY ENVIRONMENT

Planning and Development Act 2005.

Shire of Plantagenet Town Planning Scheme No. 3 (TPS3) – zoned Special Site (R7) – 'Commercial development other than Road House or Service Station' – conditions of use for that particular zone state 'Ingress and egress to Albany Highway to be to the satisfaction of Main Roads Department'. The proposed plan does not introduce any new access.

Caravan Parks and Camping Grounds Act 1995.

Caravan Parks and Camping Grounds Regulations 1997 – a licence is needed for such caravan parks and this needs to be renewed annually. The present licence includes:

- Short stay caravan sites - 45
- On site cabins - 11
- Camping sites - 30
- Park homes - 4

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The proposal fits within two of the Aims of the Development Services component of the Council's Strategic Plan as follows:

'Support sustainable and managed growth within existing urban settlements in the Shire and encourage the development of a variety of housing opportunities.'

'Retain local business and encourage new business that will create long-term sustainable local employment.'

OFFICER COMMENT

The approved long term development plan attached shows the park as having 28 new park homes designed for permanent occupants, five new short stay chalets, a range of additional caravan sites and a centrally located camping area. The proposal will include a total of 48 caravan sites, 32 tent sites, 28 permanent park homes and five short stay chalets (cabins).

The internal roadway layout has been rationalised and the roadways sealed. A recreation area has been included together with landscaping to the frontage of the lot with Albany Highway and a visitor parking area.

The site is connected to sewer and scheme water.

The caravan park owner is continuing to discuss options with Main Roads WA for the purchase of the unconstructed road reserve and the lot containing the 'round house' to the north of the caravan park site.

Once the Council agreed to the overall long term development concept in 2007 the proponent then lodged planning consent applications for the park homes as they were proposed on an individual basis.

Once the overall concept had been approved by the Council, staff were in a position under the current delegations to issue the necessary planning consent decisions and building licences provided the locations and designs of the structures met the intent of the overall concept.

The overall plan for the caravan park is well thought out and includes an appropriate mix of 28 permanent accommodation units whilst retaining a range of 85 sites available for the travelling tourist public. A good number of tourist sites is a vital consideration in a tourist facility such as this.

The revised overall development plan now submitted involves:

- The removal of a cul-de-sac which is not a desirable feature for caravan towing;
- Five short stay chalets are to be relocated from the north east corner (near the roundabout) to a more central site further south where four will be accommodated; and
- The repositioning of the playground area further to the west and more central to the caravan park.

These revisions are acceptable.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr S Etherington, seconded Cr G Messmer:

That the proposed revisions for the long term development of the Mount Barker Caravan Park at Lot 584 Albany Highway, Mount Barker as shown on the plan dated 6 May 2010 be supported and the proponent be advised that applications for planning consent and building licences will be required for subsequent stages.

CARRIED (9/0)

NO. 106/10

**11.1.2 TOWN PLANNING SCHEME NO. 3 - AMENDMENT NO. 52 - LOT 5102
NEWMAN ROAD, NARRIKUP - RURAL TO RURAL RESIDENTIAL**

File No: N14780

Attachments: [Location Plan](#)
[Extract from Planning Vision](#)
[Subdivision Guide Plan](#)
[Amendment No. 52 \(separate attachment\)](#)

Responsible Officer: Rob Stewart
Chief Executive Officer

Author: Peter Duncan
Manager Development Services

Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to consider a proposed Amendment No. 52 to Town Planning Scheme No. 3 (TPS3) to rezone Lot 5102 Newman Road, Narrikup from Rural to Rural Residential.

BACKGROUND

This proposed Amendment is in accordance with the proposals in the Council's Planning Vision (Town Planning Scheme Policy No. 18) which shows Lot 5102 Newman Road as Rural Residential. The Planning Vision in Appendix 3 states:

- '9.1.3 Another option is to consider the possibility of providing land for rural residential forms of development. The land to the north of the bypass consists of cleared farmland with some remnant vegetation. This area has an elevation of between 120m AHD and 139m AHD and is outside the formal 'Townsite' but it is well located in respect to proximity to the village centre. Obviously vehicular and pedestrian access across the bypass will need to be discussed. (Note: The WAPC has not supported this.)*
- 9.1.4 The rural residential area to the north of the bypass could be considered subject to land capability and drainage issues being addressed as part of a thorough Scheme Amendment document. Lot sizes could be considered down to 4,000m² to allow for more intense development being so close to the village. Other issues needing to be addressed on this land are remnant vegetation protection, fire safety and protection of Sleeman Creek. (Note: The WAPC has not supported this.)'*

Although the Western Australian Planning Commission (WAPC) has not supported this at this point in time, there is no freehold land available in the Townsite for Rural Residential forms of development other than three small lots in existence on Spencer Road. Staff are still negotiating with the officers of the Department of Planning (DOP) in respect to the draft Local Planning Strategy but this process is going to take many months. The Council's Planning Vision is the practical common sense planning for the future of the rural village of Narrikup which allows limited and controlled growth contiguous to the Townsite.

The Council at its meeting held on 14 July 2009 agreed to give consideration to the rezoning of the land when it considered a Scheme Amendment Request (SAR) and public submissions received. At that meeting the Council resolved:

'That the submissions received on the Scheme Amendment Request for Lot 5102 Newman Road be noted and:

- 1. The proponents be advised that the Council will be prepared to consider formal Amendment to the Shire of Plantagenet Town Planning Scheme No. 3.*
- 2. This support is subject to various matters raised in the submissions, including: policy issues, environmental (including creek line protection and effluent disposal), servicing, fire management plan, design requirements on subsequent development, size and number of properties to be developed and sustainable forms of development, being addressed.'*

A separate copy of the full Amendment is provided to each Councillor with this agenda.

STATUTORY ENVIRONMENT

Planning and Development Act 2005.

Town Planning Regulations – these have set procedures for Amending a Town Planning Scheme including once initiated by the Council, referral to the Environmental Protection Authority (EPA) for 28 days. Once cleared by the EPA a 42 day advertising period applies. Once advertised the Council must consider any submissions lodged within 42 days and refer its recommendations to the WAPC and the Minister within 28 days.

EXTERNAL CONSULTATION

There has been no consultation in this report but the SAR was advertised in 2009. If cleared by the EPA to proceed the Amendment will be advertised for 42 days with letters to landowners, a sign on site, a notice on the shop notice board, notices in the newspaper and letters to government agencies.

FINANCIAL IMPLICATIONS

The necessary fee of \$4,840.00 has been paid.

POLICY IMPLICATIONS

This Amendment is in accordance with the Council's Planning Vision (Town Planning Scheme Policy No. 18).

STRATEGIC IMPLICATIONS

Key Area 4 of the Council's Strategic Plan refers to the Town Planning Scheme as being a blueprint for future development and is the mechanism by which many of the community's aims and initiatives can be implemented. An up-to-date Scheme is critical.

OFFICER COMMENT

The Amendment document submitted is a comprehensive one which includes:

- Detailed Land Capability and Onsite Effluent Assessment;
- Local Water Management Strategy; and
- Fire Management Plan.

The document addresses the issues raised in Part 2 of the Council's resolution from 14 July 2009 in respect to the SAR. Council officers have been liaising with the consultants in respect to details of the Amendment and the actual subdivision guide plan, the Fire Management proposals and the on site effluent disposal capability.

The specific development provisions proposed for the zone include the requirement for Aerobic Treatment Unit (ATU) systems for effluent disposal on all lots.

The Amendment is considered to be in an acceptable form for formal public advertising.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr S Etherington, seconded Cr M Skinner:

That:

- 1. Amendment No. 52 to Town Planning Scheme No. 3 be initiated and referred to the Environmental Protection Authority in accordance with legislative requirements.**
- 2. Once authorised by the Environmental Protection Authority, the Amendment be advertised for a period of 42 days to enable comment to be made.**
- 3. After advertising, a further report be prepared for the Council to be presented no later than its meeting to be held on 28 September 2010.**

CARRIED (9/0)

NO. 107/10

11.1.3 TOWN PLANNING SCHEME NO. 3 - AMENDMENT NO. 53 - ROCKY GULLY ZONINGS - SUBMISSIONS RECEIVED

File No:	N14486
Attachments:	<u>Summary of Submissions</u> <u>Extract from Planning Vision – Showing Total Townsite</u>
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Peter Duncan Manager Development Services
Proposed Meeting Date:	25 May 2010

PURPOSE

The purpose of this report is to consider submissions received on a proposed Amendment to Town Planning Scheme No. 3 (TPS3) to alter the zonings in the Rocky Gully Village to introduce the Enterprise Zone and zone the former primary school oval as a Recreation Reserve.

BACKGROUND

This proposed Amendment is in accordance with the proposals in the Council's Town Planning Scheme Policy No. 18 (Planning Vision).

An earlier Amendment No. 50 to TPS3 was initiated by the Council in May 2009. That Amendment introduced the Enterprise Zone mechanism into TPS3 and rezones land in Kendenup and it is still with the Department of Planning (DOP) awaiting finalisation.

A separate copy of the full Amendment was provided to each Councillor with the 9 February 2010 agenda. The Council at its meeting held on 9 February 2010 resolved:

'That:

- 1. Amendment No. 53 to Town Planning Scheme No. 3 be initiated and referred to the Environmental Protection Authority in accordance with legislative requirements.*
- 2. Once authorised by the Environmental Protection Authority, the Amendment be advertised for a period of 42 days to enable comment to be made.*
- 3. After advertising, a further report be prepared for the Council to be presented no later than its meeting to be held on 8 June 2010.*
- 4. That a public briefing on Amendment No. 53 be held in Rocky Gully during the 42 day advertising period.'*

The Amendment was referred to the Environmental Protection Authority (EPA) on 15 February 2010 and the EPA authorised the Amendment to proceed to advertising in a letter received on 10 March 2010. The necessary 42 day advertising period closed on 5 May 2010 and a total of 10 submissions were received (see Summary of Submissions).

STATUTORY ENVIRONMENT

Planning and Development Act 2005.

Town Planning Regulations – these have set procedures for Amending a Town Planning Scheme including once initiated by the Council, referral to the EPA for 28 days. Once cleared by the EPA a 42 day advertising period applies. Once advertised the Council must consider any submissions lodged within 42 days and refer its recommendations to the Western Australian Planning Commission and the Minister within 28 days.

EXTERNAL CONSULTATION

The Amendment was advertised for 42 days with letters to all owners and government agencies, newspaper notices, notices on the Council's notice board and at the Rocky Gully shop.

In accordance with Part 4 of the Council's 9 February 2010 resolution, the Manager Development Services attended a Public Information Session at the Rocky Gully Hall on Saturday 27 March 2010. At that session the Amendment was explained and questions were answered to ensure the community had a good understanding of the Amendment. Approximately 15 people attended the Session. There was general support for the Amendment.

FINANCIAL IMPLICATIONS

The DOP Perth office have prepared the existing and proposed zoning maps for \$104.50. The advertising costs were met from the town planning advertising budget. If finalised there will be the cost of publishing notice in the Government Gazette.

POLICY IMPLICATIONS

This Amendment is in accordance with Town Planning Scheme Policy No. 18 (Planning Vision).

STRATEGIC IMPLICATIONS

Key Area 4 of the Council's Strategic Plan refers to the Town Planning Scheme as being a blueprint for future development and is the mechanism by which many of the community's aims and initiatives can be implemented. An up-to-date Scheme is critical.

OFFICER COMMENT

The proposed Amendment consists of three parts. The first of which is to rezone various lots in Rocky Gully from Rural, Commercial and Residential Zones and Public Purpose Reserves to the Enterprise Zone and to apply an R5 (2,000m²) density over all of that land. The second is to rezone Lot 500 Arbour Street and Bateman Street (former primary school oval) from Public Purpose Reserve to Recreation Reserve. The final part is to alter new clause 5.3.6 in the Scheme Text

to refer to both Kendenup and Rocky Gully in reference to residential boundary setbacks.

The earlier Amendment No. 50 which introduces the Enterprise Zone mechanism into the TPS3 is still yet to be finalised. It was referred to the DOP after advertising in September 2009. The DOP has to report to the WAPC and the Minister for Planning. That Amendment No. 50 proposes to allow a wide variety of uses in the Enterprise Zone as either discretionary uses (AA) or discretionary after public advertising uses (SA). A single house will be a permitted use (P) in the Enterprise Zone. Set out below is a list of the AA and SA uses put forward in Amendment No. 50 for the Enterprise Zone and these will now also apply in Rocky Gully.

Proposed 'AA' uses	Proposed 'SA' uses
8. Bed and Breakfast	4. Automotive Panel Beating and Spraypainting
9. Boarding House	5. Automotive Repairs
12. Car Park	6. Automotive Wrecking
14. Caretakers Dwelling	10. Builders Storage Yard
15. Cellar Sales	13. Caravan Park
16. Chalet	19. Club Premises
17. Civic Building	26. Fuel Depot
18. Consulting Rooms	41. Industry Service
20. Craft Shop and Gallery	43. Marine Collectors Yard
24. Eating House	44. Motel
25. Fast Food Take Away	45. Motor Repair Station
27. Gallery/Restaurant	57. Service Station
28. Home Business	65. Transport Depot
29. Home Occupation	68. Winery
34. Industry Cottage	
38. Industry Light	
46. Nursing Home	
47. Office	
48. Open Air Display	
50. Private Recreation	
52. Public Utility	
53. Public Worship – Place of	
54. Residential Building (b) Grouped Dwelling	
55. Restaurant	
58. Shop	
59. Showrooms	
61. Telecommunication Infrastructure	
63. Tourist Accommodation	
64. Trade Display	
66. Veterinary Consulting Rooms	
67. Warehouse	

The primary reason for the R5 (2,000m² lot size) residential density coding is to ensure that new lots will comply with the Country Sewerage Policy which sets a minimum lot size without sewer at 2,000m².

With the application of the R5 (2,000m² lot size) density to this area, the front boundary setbacks should increase to 12.0m from the 7.5m presently imposed under the R10 density. This 12.0m setback is considered excessive where many of the lots are 1,000m² in area and as such it is proposed in the Amendment to include a provision to allow the current R10 setback standards (7.5m) to be continued with.

The public submissions received as detailed in the Summary of Submissions do not warrant any modifications to the Amendment as advertised. The submission from the Department of Environment and Conservation (DEC) refers to plants, birds and animals in the area of the Townsite. As this proposal only involves the existing developed part or less than 25% of the Townsite and not the vegetated areas, no modifications are required. If the Crown decides to develop the eastern parts of the Townsite then the necessary studies will be needed at that stage. A plan from the Council's Planning Vision (TPS Policy No. 18) is attached which shows the total extent of the Townsite.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr G Messmer:

That:

- 1. The submissions lodged on Amendment No. 53 to Town Planning Scheme No. 3 be noted.**
- 2. Amendment No. 53 to Town Planning Scheme No. 3 be adopted without modification and be forwarded to the Western Australian Planning Commission for the final approval of the Minister for Planning.**
- 3. Authority be granted to the Shire President and the Chief Executive Officer to affix the Common Seal of the Council to Amendment No. 53 once approved by the Honourable Minister.**

CARRIED (9/0)

NO. 108/10

11.2 WORKS AND SERVICES REPORTS

11.2.1 PETITION TO RENAME DENBARKER ROAD

File No:	N14829
Attachment:	Denbarker Road Map
Responsible Officer:	Dominic Le Cerf Manager Works and Services
Author:	Sharon Lynch Senior Administration/Project Officer (Works and Services)
Proposed Meeting Date:	25 May 2010

PURPOSE

The purpose of this report is to formally deal with a petition which was received by the Council at its meeting held on 4 May 2010 requesting the renaming of Denbarker Road.

BACKGROUND

At its meeting held on 4 May 2010 a petition was presented to the Council by Mr Darrel Drage to rename the Denbarker Road.

The Petitioners submitted the following:

'We agree the road name should be changed from Denbarker Road to Old Pile Road as has been used from the 1880's to help stop continued confusion between Denbarker Road and Denmark Road. Some maps have called both roads the Denbarker Road (including Tourist Bureau maps).

Also better signage as proposed below:

- 1. A new road sign stating the road name: Old Pile Road (or alternate renaming).*
- 2. A sign stating 'Denbarker R.S.L Land Settlement Memorial: 10km'.*
- 3. A sign to Rocky Gully and the distance.*
- 4. A sign to Mount Barker and the distance.*
- 5. A sign to Manjimup and the distance.*
- 6. Road signs on Muirs Highway, either side of the Old Pile Road turnoff, stating the turnoff is approaching.*
- 7. A stop sign at entrance onto Muirs Highway.'*

Mr Drage also provided the following information:

'The historical name of the Old Pile Road has been seen locally as a suitable name, due to the Denbarker Road being constructed mostly along the track where piles for the Albany jetty were carted out in the 1800's.'

Signatures numbered 123. Not all were residents / ratepayers.

STATUTORY ENVIRONMENT

The Land Administration Act 1997 governs the road naming process.

EXTERNAL CONSULTATION

Consultation has occurred with the Geographic Names Committee.

FINANCIAL IMPLICATIONS

All costs associated with advertising and signage will be the responsibility of the Shire. It is estimated that this will cost approximately \$500.00. This does not include substantial staff time.

POLICY IMPLICATIONS

Council Policy I/RR/1 – Future Street and Reserve Names, details the Road Name Register as adopted by the Council on 4 May 2010. Old Pile Road is not listed on the register.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

OFFICER COMMENT

The Geographic Names Committee discourages the renaming of roads unless there are good reasons for a change of name. In addition, for regional roads the change of name should have broad community support. The petition highlights the confusion between the Denbarker Road and Denmark-Mount Barker Road and also provides broad community support for the road renaming.

The name Old Pile Road has historical significance however the Geographic Names Committee guiding principles do not encourage double names. Consultation has occurred with a representative from the Geographic Names Committee who confirmed that this name would not be supported.

At the end of Denbarker Road is the intersection of Amarillup Road, Seymour Road and The Springs Road. The attached map shows the road configurations.

The Geographic Names Committee has advised it would support renaming a small portion of Amarillup Road (between The Springs Road and Simpson Road) and all of Denbarker Road to Seymour Road, as it is a logical extension of an existing road name.

Since the petition was presented letters of support have been received from the St John Ambulance Mount Barker Sub-centre and Denmark Sub-centre for the renaming of Denbarker Road.

Consideration also needs to be given to Rural Street Addressing as this will be affected by the renaming proposal. Rural Street Addressing would need to be reissued for two residents on Amarillup Road and five residents on Seymour Road.

Consultation with affected owners / residents would be necessary before any submission is submitted to the Geographic Names Committee.

A new road sign reflecting a change in road name would be installed as part of the renaming process.

The following signage requests would need to be approved by Main Roads WA as that Department has control over Muirs Highway:

- A sign to Rocky Gully and the distance;
- A sign to Mount Barker and the distance;
- A sign to Manjimup and the distance;
- Road signs on Muirs Highway, either side of the Old Pile Road turnoff, stating the turnoff is approaching; and
- A stop sign at entrance onto Muirs Highway.

It is worthwhile noting that signs to Rocky Gully, Mount Barker and Manjimup were in place but were removed by Main Roads WA so it is unlikely these signs would be reinstated.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr S Grylls:

That the proposal to rename part of Amarillup Road (north east of The Springs Road intersection) and Denbarker Road by extending the name Seymour Road to Muirs Highway, be advertised and a further report be prepared for the consideration of the Council at a meeting to be held no later than 27 July 2010.

CARRIED (9/0)

NO. 109/10

11.2.2 PLANT REPLACEMENT PROGRAM 2010/2011 TO 2021/2022

File No: N14559
Attachment: [Plant Replacement Program](#)
Responsible Officer: Dominic Le Cerf
Manager Works and Services
Author: Sharon Lynch
Senior Administration/Project Officer (Works
and Services)
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to endorse the Plant Replacement Program for the period 2010 to 2022.

BACKGROUND

The Council at its meeting held on 4 May 2010 resolved as follows:

‘That the question be adjourned until the next meeting of the Council to be held on 25 May 2010’.

The Plant Replacement Program is based on the Council’s current work environment and level of plant ownership. An inflationary component has been utilised for all future year projections. These figures will be revised and updated each year.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

FINANCIAL IMPLICATIONS

The replacement of plant items is one of the largest annual expenditures undertaken by the Council. The plant replacement reserve account is used to ‘flatten out’ the peaks and troughs of this annual expenditure. This report recommends endorsement of the attached Plant Replacement Program for inclusion in the 2010/2011 Draft Annual Budget.

POLICY IMPLICATIONS

Council Policy No. I/PM/1 – Plant – General Policy applies to this report.

ASSET MANAGEMENT IMPLICATIONS

This report relates to the acquisition of capital plant items. Items will be recorded in the Council’s asset register at purchase cost and depreciated on a monthly basis.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet’s Strategic Plan, Key Result Area 2 Infrastructure provides the following as one of its aims:

'Development of asset management and information systems to more effectively utilise scarce resources.'

OFFICER COMMENT

The Plant Replacement Program provides a review of the financial requirements for plant replacement in the coming year's budget. It also provides a view of what budgets in the near future may expect to incorporate for the replacement of plant.

Consideration of the program at this early stage enables the figures to be included in the 2010/2011 Draft Annual Budget. It is also an opportunity for plant items to be added or removed if necessary.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr M Skinner:

That the Plant Replacement Program for the period 2010/2011 to 2021/2022, as attached, be listed for consideration in the 2010/2011 Draft Annual Budget.

CARRIED (9/0)

NO. 110/10

11.2.3 REVIEW OF POLICY RS/G/1 - GATE PERMITS

File No: N14667
Responsible Officer: Dominic Le Cerf
Manager Works and Services
Author: Donna Stevens
Administration Officer – Works & Services
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to review Council Policy RS/G/1 – Gate Permits.

BACKGROUND

Council Policy RS/G/1 – Gate Permits currently reads as follows:

‘OBJECTIVE:

To provide clear guidelines to the Council, its staff and residents of the Shire of Plantagenet regarding gate permits within the Shire.

POLICY:

1. *That the erection of gates and stock grids across road reserves is permitted on unconstructed roads and in alignment with property boundaries only.*
2. *On applying for a gate permit, written consent from affected landowners is provided by the applicant.*
3. *Renewal of each gate permit shall be required every three (3) years in October.*
4. *A Council database shall be developed and shall hold details of all approved gate permits.*
5. *Gates shall not be locked at any time.*
6. *All maintenance and associated expenses relating to a gate shall be the responsibility of the applicant.*
7. *Any clearing of the road reserve beyond the gate by any party other than the Council or Government Agencies is prohibited.*
8. *In accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004, clearing of no more than 1.5m outside of boundary fences is permitted.*
9. *Shire of Plantagenet reserves the right to random inspections of gates and to revoke permits if conditions are not met.’*

STATUTORY ENVIRONMENT

The Environmental Protection (Clearing of Native Vegetation) Regulations 2004, establishes clearing conditions for this Policy.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

The review of this policy is presented to the Council as part of the ongoing Council policy review cycle.

STRATEGIC IMPLICATIONS

The Council's Strategic Plan Key Area 1 (New Initiative 1.4) provides for the following:

'Ensure the administrative system and framework of the organisation effectively and efficiently permit the functions of the organisation to be undertaken.'

To achieve this we will:

'Revise all policies, procedures and delegations to ensure internal consistency and convergence.'

OFFICER COMMENT

No policy changes are considered necessary. Policy RS/G/1 – Gates Permits should remain unchanged.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr L Handasyde:

That Council Policy RS/G/1 – Gate Permits as follows:

OBJECTIVE:

To provide clear guidelines to the Council, its staff and residents of the Shire of Plantagenet regarding gate permits within the Shire.

POLICY:

1. That the erection of gates and stock grids across road reserves is permitted on unconstructed roads and in alignment with property boundaries only.
2. On applying for a gate permit, written consent from affected landowners is provided by the applicant.

3. **Renewal of each gate permit shall be required every three (3) years in October.**
4. **A Council database shall be developed and shall hold details of all approved gate permits.**
5. **Gates shall not be locked at any time.**
6. **All maintenance and associated expenses relating to a gate shall be the responsibility of the applicant.**
7. **Any clearing of the road reserve beyond the gate by any party other than the Council or Government Agencies is prohibited.**
8. **In accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004, clearing of no more than 1.5m outside of boundary fences is permitted.**
9. **The Shire of Plantagenet reserves the right to random inspections of gates and to revoke permits if conditions are not met.'**

be endorsed.

CARRIED (7/2)

NO. 111/10

11.2.4 REVIEW OF POLICY RS/V/1 – VANDALISM PREVENTION REWARD

File No: N14469
Responsible Officer: Dominic Le Cerf
Manager Works and Services
Author: Donna Stevens
Administration Officer Works & Services
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to review Policy RS/V/1 – Vandalism Prevention Reward.

BACKGROUND

Council Policy RS/V/1 – Vandalism Prevention Reward currently reads as follows:

OBJECTIVE:

To encourage the sharing of information relating to acts of vandalism and to enable conviction of persons committing vandalism.

POLICY:

That:

- 1. A reward be offered for information leading to the conviction of persons committing vandalism on any Council Property.*
- 2. An allocation be included annually in the budget to cover rewards for vandalism.'*

STATUTORY ENVIRONMENT

This report recommends a Delegation be given to the Chief Executive Officer (CEO) to authorise the offer and payment of Reward Incentives. Section 5.42 of the Local Government Act 1995 provides for the Local Government to delegate to the CEO the exercise of any duties of its powers or the discharge of duties.

FINANCIAL IMPLICATIONS

The 2009/2010 Annual Budget has an allocation of \$2,000.00 for Security and Vandalism in account 28515.280. This is set aside for rectification of vandalism and for payment of any rewards.

POLICY IMPLICATIONS

The review of this policy is presented to the Council as part of the ongoing Council policy review process.

STRATEGIC IMPLICATIONS

The Council's Strategic Plan Key Area 1 (New Initiative 1.4) provides for the following:

'Ensure the administrative system and framework of the organisation effectively and efficiently permit the functions of the organisation to be undertaken.'

To achieve this we will:

'Revise all policies, procedures and delegations to ensure internal consistency and convergence.'

OFFICER COMMENT

This review recommends that a Delegation be issued to the CEO to authorise the offer and payment of Reward Incentives. Should it be considered necessary to offer a Reward Incentive then doing so in a timely manner would hopefully ensure a better response from the Community.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr M Skinner, seconded Cr S Etherington:

That:

1. In accordance with Section 5.42 of the Local Government Act 1995 authority be delegated to the Chief Executive Officer to offer and approve payment of reward incentives in line with Council Policy RS/V/1 – Vandalism Prevention Reward; and
2. Council Policy RS/V/1 – Vandalism Prevention Reward as follows:

'OBJECTIVE:

To encourage the sharing of information relating to acts of vandalism and to enable conviction of persons committing vandalism.

POLICY:

That:

1. A reward be offered for information leading to the conviction of persons committing vandalism on any Council Property.
2. An allocation be included annually in the budget to cover rewards for vandalism.'

be endorsed.

CARRIED (9/0)

NO. 112/10

(Absolute Majority)

11.2.5 REVIEW POLICY I/FM/2 - VEHICLE SPECIFICATIONS

File No: N14750
Responsible Officer: Dominic Le Cerf
Manager Works and Services
Author: Donna Stevens
Administration Officer Works & Services
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to review Policy I/FM/2 – Vehicle Specifications.

BACKGROUND

Policy I/FM/2 – Vehicle Specifications was last reviewed by the Council at its meeting held 13 May 2008. The current policy is detailed below:

OBJECTIVE:

To provide clear guidelines to staff regarding the specifications of new vehicles purchased by the Shire of Plantagenet and when these vehicles should be replaced.

POLICY:

- 1. Arrangements for the calling of tenders and / or quotes as applicable for the replacement of the Council's light fleet vehicles be at 80,000km or 2 years (whichever occurs first) unless vehicles are under other contractual arrangements for purchase / changeover.*
- 2. All existing PL. registration plates shall be retained at changeover.*
- 3. All light fleet vehicles shall have a 4 star Australasian New Car Assessment Program (ANCAP) rating or better.*
- 4. Only vehicles available at a Government price shall be purchased.*
- 5. Specifications for all light fleet vehicles be according to the table as attached, unless negotiated otherwise.*

Vehicle Specifications

	CEO	Deputy CEO	Manager Develop. Services	Manager Comm. Services	Manager Works & Services	Envir. Health Officer	Building Surveyor	Eng. Technical Officer	Ranger	Principal Works Supervisor	Maint. Supervisor	Storeman	Mechanic	Saleyards Manager	Parks & Gardens	Building Maint. Officer	Cleaning Services
Specifications	6 Cylinder Sedan	6 Cylinder Sedan	6 Cylinder Sedan	4WD Dual Cab Utility	6 Cylinder Wagon	6 Cylinder Sedan	6 Cylinder Sedan	4WD Dual Cab Utility	4WD Dual Cab Utility	4WD Dual Cab Utility	4WD Utility	2WD Utility	4WD Utility	4WD Utility	2WD Utility	2WD Utility	2WD Utility
Electronic Stability Control	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Airbags (front, side & curtain)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
ABS Brakes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Seatbelt Alert System	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cargo Barriers	N/A	N/A	N/A	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Fire Extinguisher	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
First Aid Kit	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Tinted Windscreen Strip	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Factory Air Conditioning	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Mud Flaps	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Standard CD Player / Radio	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lockable Fuel Cap	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Headlight Protectors	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Seat Covers	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Floor Mats	Carpet	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber
Compliance Plates	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply
Transmission	Auto	Auto	Auto	Manual	Auto	Auto	Auto	Manual	Manual	Auto	Manual	Manual	Manual	Manual	Manual	Manual	Manual
Power Steering	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Tow Ball	Optional	Optional	Reece Hitch	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bull Bar	No	No	No	Polished Aluminium	No	No	No	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium
Tray	N/A	N/A	N/A	Steel Drop Side or Well Body	N/A	N/A	N/A	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body
Canopy	N/A	N/A	N/A	Optional	N/A	N/A	N/A	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional
Hoist	N/A	N/A	N/A	No	N/A	N/A	N/A	No	No	No	No	No	Yes	No	No	No	No
Immobiliser	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved
Cruise Control	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

At its meeting held on 27 November 2008 the Council's RoadWise Committee recommended that:

'When Council Policy I/FM/2 – Vehicle Specifications is next reviewed, an item be included into the policy stating that an automatic low intensity lighting device be retrofitted to all new Council Vehicles.'

In an effort to reduce road accidents and fatalities the RoadWise Committee is currently campaigning the Federal Government to have daytime running lights made mandatory.

STATUTORY ENVIRONMENT

The Motor Vehicle Standards Act 1989 governs the national standards for vehicle safety and environmental requirements.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

The review of this policy is presented to the Council as part of the ongoing Council policy review process.

STRATEGIC IMPLICATIONS

The Council's Strategic Plan Key Area 1 (New Initiative 1.4) provides the following:

'Ensure the administration system and framework of the organisation effectively and efficiently permit the functions of the organisation to be undertaken.'

To achieve this we will:

'Revise all policies, procedures and delegations to ensure internal consistency and convergence.'

OFFICER COMMENT

Before being registered in Australia a vehicle must comply with the Motor Vehicle Standards Act 1989. This Act requires vehicles to meet national standards covering safety and environmental requirements. The national standards are known as the Australian Design Rules (ADRs).

The Federal Government has compiled the results of these ADR tests into the Green Vehicle Guide (GVG), which rates each vehicle. Each vehicle is given an overall star rating and score which is based on the sum of the air pollution and greenhouse ratings. A fuel consumption rating is also given to each vehicle under the GVG.

This report recommends including the following into the specifications table as preferred criteria for the Council's light passenger vehicles:

- Automatic low density lighting devices retrofitted;
- a Green Vehicle Guide (GVG) rating; and

- a fuel consumption rating.

The recommended changes to this policy aim to allow the Council to meet responsible standards in regards to fuel consumption, greenhouses gas emissions and safety. While the new criteria have been added to the policy as a preferred option preference will be given to those vehicles that best meet the functional requirements of the position as approved by the Chief Executive Officer.

The disposal requirement for the petrol vehicles has been adjusted to 60,000 km as there are significant cost savings in trade-in prices and vehicle maintenance costs compared to a disposal mileage of 80,000 km. The diesel disposal mileage remains the same.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved Cr L Handasyde, seconded Cr S Etherington:

That amended Council Policy I/FM/2 – Light Fleet (Passenger) Vehicle Specifications:

‘OBJECTIVE:

To provide clear guidelines to staff regarding the specifications of new passenger vehicles purchased by the Shire of Plantagenet and when these vehicles should be replaced.

POLICY:

- 1. Arrangements for the calling of tenders and / or quotes as applicable for the replacement of the Council’s light fleet vehicles be at 60,000km for petrol and 80,000km for diesel, or two years (whichever occurs first) unless vehicles are under other contractual arrangements for purchase / changeover.**
- 2. Only vehicles available at a Government price shall be purchased.**
- 3. All existing PL. registration plates shall be retained at changeover.**
- 4. Specifications for all light fleet vehicles be according to the table as attached, unless negotiated otherwise and approved by the Chief Executive Officer.**

Vehicle Specifications																	
	CEO	Deputy CEO	Manager Develop. Services	Manager Comm. Services	Manager Works & Services	Envir. Health Officer	Building Surveyor	Eng. Technical Officer	Ranger	Principal Works Supervisor	Maint. Supervisor	Storeman	Mechanic	Saleyards Manager	Parks & Gardens	Building Maint. Officer	Cleaning Services
Specifications	6 Cylinder Sedan	6 Cylinder Sedan	6 Cylinder Sedan	4WD Dual Cab Utility	6 Cylinder Wagon	6 Cylinder Sedan	6 Cylinder Sedan	4WD Dual Cab Utility	4WD Dual Cab Utility	4WD Dual Cab Utility	4WD Utility	2WD Utility	4WD Utility	4WD Utility	2WD Utility	2WD Utility	2WD Utility
Electronic Stability Control	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Airbags (front, side & curtain)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
ABS Brakes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Seatbelt Alert System	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cargo Barriers	N/A	N/A	N/A	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Fire Extinguisher	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
First Aid Kit	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Factory Air Conditioning	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Mud Flaps	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Standard CD Player / Radio	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lockable Fuel Cap	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Headlight Protectors	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Seat Covers	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Floor Mats	Carpet	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber
Compliance Plates	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply
Transmission	Auto	Auto	Auto	Manual	Auto	Auto	Auto	Manual	Manual	Auto	Manual	Manual	Manual	Manual	Manual	Manual	Manual
Power Steering	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Tow Ball	Optional	Optional	Reece Hitch	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

	CEO	Deputy CEO	Manager Develop. Services	Manager Comm. Services	Manager Works & Services	Envir. Health Officer	Building Surveyor	Eng. Technical Officer	Ranger	Principal Works Supervisor	Maint. Supervisor	Storeman	Mechanic	Saleyards Manager	Parks & Gardens	Building Maint. Officer	Cleaning Services
Bull Bar	No	No	No	Polished Aluminium	No	No	No	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Alum	Polished Alum	Polished Alum
Tray	N/A	N/A	N/A	Steel Drop Side or Well Body	N/A	N/A	N/A	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body
Canopy	N/A	N/A	N/A	Optional	N/A	N/A	N/A	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional
Hoist	N/A	N/A	N/A	No	N/A	N/A	N/A	No	No	No	No	No	Yes	No	No	No	No
Immobiliser	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved
Cruise Control	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4 Star ANCAP Rating or better	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
PREFERRED OPTIONS																	
Automatic Low Intensity Lighting Device	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
GVG*	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Fuel Consumption**	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

*GVG – Using the Green Vehicle Guide, only vehicles with a combined score of 12 out of 20 or more for the combined greenhouse and air pollution ratings will be purchased.

** Using the ADR 81A testing regime, vehicles will not be considered if the fuel consumption exceeds 10 litres per 100 kilometres travelled.'

be endorsed.

AMENDMENT

Moved Cr B Bell, seconded Cr S Etherington:

That a part 5. be added to the motion as follows:

'5. That Australian built vehicles be considered when vehicles are being purchased.'

CARRIED (6/3)

NO. 113/10

COUNCIL DECISION

That amended Council Policy I/FM/2 – Light Fleet (Passenger) Vehicle Specifications:

OBJECTIVE:

To provide clear guidelines to staff regarding the specifications of new passenger vehicles purchased by the Shire of Plantagenet and when these vehicles should be replaced.

POLICY:

1. Arrangements for the calling of tenders and / or quotes as applicable for the replacement of the Council's light fleet vehicles be at 60,000km for petrol and 80,000km for diesel, or two years (whichever occurs first) unless vehicles are under other contractual arrangements for purchase / changeover.
2. Only vehicles available at a Government price shall be purchased.
3. All existing PL. registration plates shall be retained at changeover.
4. Specifications for all light fleet vehicles be according to the table as attached, unless negotiated otherwise and approved by the Chief Executive Officer.
5. That Australian built vehicles be considered when vehicles are being purchased.

Vehicle Specifications																	
	CEO	Deputy CEO	Manager Develop. Services	Manager Comm. Services	Manager Works & Services	Envir. Health Officer	Building Surveyor	Eng. Technical Officer	Ranger	Principal Works Supervisor	Maint. Supervisor	Storeman	Mechanic	Saleyards Manager	Parks & Gardens	Building Maint. Officer	Cleaning Services
Specifications	6 Cylinder Sedan	6 Cylinder Sedan	6 Cylinder Sedan	4WD Dual Cab Utility	6 Cylinder Wagon	6 Cylinder Sedan	6 Cylinder Sedan	4WD Dual Cab Utility	4WD Dual Cab Utility	4WD Dual Cab Utility	4WD Utility	2WD Utility	4WD Utility	4WD Utility	2WD Utility	2WD Utility	2WD Utility
Electronic Stability Control	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Airbags (front, side & curtain)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
ABS Brakes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Seatbelt Alert System	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cargo Barriers	N/A	N/A	N/A	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Fire Extinguisher	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
First Aid Kit	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Factory Air Conditioning	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Mud Flaps	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Standard CD Player / Radio	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lockable Fuel Cap	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Headlight Protectors	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Seat Covers	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Floor Mats	Carpet	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber	Rubber
Compliance Plates	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply	To match year of supply
Transmission	Auto	Auto	Auto	Manual	Auto	Auto	Auto	Manual	Manual	Auto	Manual	Manual	Manual	Manual	Manual	Manual	Manual
Power Steering	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Tow Ball	Optional	Optional	Reece Hitch	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

	CEO	Deputy CEO	Manager Develop. Services	Manager Comm. Services	Manager Works & Services	Envir. Health Officer	Building Surveyor	Eng. Technical Officer	Ranger	Principal Works Supervisor	Maint. Supervisor	Storeman	Mechanic	Saleyards Manager	Parks & Gardens	Building Maint. Officer	Cleaning Services
Bull Bar	No	No	No	Polished Aluminium	No	No	No	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Aluminium	Polished Alum	Polished Alum	Polished Alum
Tray	N/A	N/A	N/A	Steel Drop Side or Well Body	N/A	N/A	N/A	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body	Steel Drop Side or Well Body
Canopy	N/A	N/A	N/A	Optional	N/A	N/A	N/A	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional
Hoist	N/A	N/A	N/A	No	N/A	N/A	N/A	No	No	No	No	No	Yes	No	No	No	No
Immobiliser	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved	Approved
Cruise Control	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4 Star ANCAP Rating or better	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
PREFERRED OPTIONS																	
Automatic Low Intensity Lighting Device	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
GVG*	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Fuel Consumption**	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

*GVG – Using the Green Vehicle Guide, only vehicles with a combined score of 12 out of 20 or more for the combined greenhouse and air pollution ratings will be purchased.

** Using the ADR 81A testing regime, vehicles will not be considered if the fuel consumption exceeds 10 litres per 100 kilometres travelled.'

CARRIED (9/0)

NO. 114/10

4:00pm Cr Bell withdrew from the Meeting.

11.3 COMMUNITY SERVICES REPORTS

11.3.1 LICENCE TO USE RAIL CORRIDOR LAND - KENDENUP

A Financial/Indirect Financial Interest (Section 5.60(A) and Section 5.61 LGA) and Proximity Interest (Section 5.60 (b) LGA) was disclosed by Cr A Budrikis.

4:00pm Cr Budrikis withdrew from the Meeting.

File No: N14844
Attachment: Licence to use Rail Corridor Land
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Nicole Selesnew
Manager Community Services
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to seek authority to affix the Common Seal of the Council to the Licence to use Rail Corridor Land with WestNet Rail Pty Ltd.

BACKGROUND

The Licence to use Rail Corridor Land refers to a 12,650m² section of land adjacent to Hassell Avenue, Kendenup. The licence is required in order for the Shire to progress the Kendenup skate park development.

The Council first considered constructing a skate park in Kendenup at its meeting held on 13 November 2007. An application had been made to the Community Sport and Recreation Facilities Fund program, administered by the Department of Sport and Recreation, seeking \$60,000.00 to assist with the construction of the skate park.

At the time of the application there was concern from officers of the Shire and Department of Sport and Recreation that the proposed site for the skate park, being the eastern side of the railway line, was not appropriate due to the lack of public surveillance over the area.

The Council acknowledged the concerns about the proposed location and incorporated the need to prepare a recreational strategic plan, with the Kendenup area as a priority, into the recommendation.

The Recreation Precinct Development Planning process followed, guided by the Recreation Advisory Committee. While progressing the Recreation Precinct Plans it became apparent that while the Public Transport Authority (PTA) was willing to provide a licence to use the eastern side of the railway line for a passive recreation development (including skate park), it required the length of the lease site (262m) to be fenced and would not allow the construction of pedestrian crossings across the railway line, and instead, access would be across the existing vehicular crossings only.

There was an option to renew an expired licence for the use of the land on the western side of the rail corridor, adjacent to Hassell Avenue, for community use purposes including the construction of a skate park. Fencing would also be required along the western side of the rail corridor, but not to the same extent as the eastern side proposal.

The Council endorsed the Kendenup Recreation Precinct Development Plan on 13 October 2009 which included plans for a skate park and passive recreation facility on the western side of the railway line.

A licence has been prepared by WestNet Rail, the authority that leases the railway line and rail corridor land from the PTA.

STATUTORY ENVIRONMENT

Local Government Act 1995
Rail Freight System Act 2000

EXTERNAL CONSULTATION

Consultation has taken place with the PTA, WestNet Rail Pty Ltd and the Kendenup Community Development Association.

FINANCIAL IMPLICATIONS

The Licence fee is \$1.00 per annum.

POLICY IMPLICATIONS

The development of land along the western side of the rail corridor will be in accordance with the adopted Recreation Precinct Development Plan for Kendenup. The licence is required in order to progress the developments.

STRATEGIC IMPLICATIONS

The Shire Strategic Plan, Community Services aims to deliver, or facilitate the delivery of, a range of services which respond to, and reflect, the physical, social and cultural well being of the community.

OFFICER COMMENT

The attached Licence to use Rail Corridor Land covers a five year term with a five year option. Beyond this period, another licence will need to be negotiated with WestNet Rail.

WestNet Rail is not willing to extend the licence term beyond a ten year period as they cannot guarantee their asset planning beyond this time. The risk of WestNet Rail requiring the western portion of the rail corridor in the future is relatively minor given that the rail corridor through Kendenup is not a major rail spur or rail control area, and the ample rail corridor space on the eastern side of the railway line should result in the eastern side being the preferred site for any future developments.

The licence requires a 1.8m fence to be erected around the skate park area plus all boundaries to the rail corridor as determined by WestNet Rail. A meeting has been

scheduled with a WestNet Rail representative in late June to discuss any additional fencing requirements within the site.

The cost of fencing around the skate park area will be incorporated into the skate park project budget.

The licence also stipulates that the Shire is responsible for removing rubbish from the site. A public use bin will need to be installed adjacent to the skate park area which would be emptied in conjunction with the Kendenup rubbish service and charged to the Shire accordingly.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved Cr S Etherington, seconded Cr L Handasyde:

That authority be granted to the Shire President and Chief Executive Officer to affix the Common Seal of the Council to the Licence to use Rail Corridor Land with WestNet Rail Pty Ltd, for community use purposes of the rail corridor site adjacent to Hassell Street, Kendenup.

LOST (3/4)

COUNCIL DECISION:

Moved Cr S Etherington, seconded Cr L Handasyde:

That the matter be referred to the Recreation Advisory Committee.

CARRIED (7/0)

NO. 115/10

4:24pm Cr Budrikis returned to the meeting

11.3.2 ANNUAL FIREBREAK NOTICE 2010/2011

File No: N14847
Attachment: Annual Fire Break Notice 2010/2011
Responsible Officer: Nicole Selesnew
Manager Community Services
Author: Andrew Buchanan
Community Emergency Services Manager
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to endorse the Annual Firebreak Notice 2010/2011 (AFN) for gazettal, publication and distribution to owners of land within the Shire of Plantagenet.

BACKGROUND

The Shire of Plantagenet publishes an AFN for distribution to all landowners. The AFN is generally distributed with the rates notice.

The AFN was reviewed by the AFN Review Group (comprising the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, Rocky Gully Bush Fire Brigade Captain and Shire staff) on 21 April 2010. Proposed amendments were discussed at the Bush Fire Advisory Committee meeting held on 5 May 2010.

STATUTORY ENVIRONMENT

Bush Fires Act 1954;
Planning and Development Act 2005;
Western Australian Planning Commission Development Control Policy 3.7 Fire Planning (2001); and
Draft Bush Fire Management and Response Plan.

EXTERNAL CONSULTATION

Consultation has occurred with members of the Bush Fire Advisory Committee and the AFN Review Group.

FINANCIAL IMPLICATIONS

Funds have been allocated in the annual budget to facilitate the printing and distribution of the AFN. Printing costs will be in order of \$7,000.00.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The Draft Shire of Plantagenet Bush Fire Management and Response Plan highlights the AFN as an opportunity to inform all landowners about their obligation to implement fire prevention and hazard reduction measures throughout the Shire.

OFFICER COMMENT

Several changes have been proposed to the 2010 / 2011 Annual Firebreak Notice, these being:

Proposed Change	Reason for Change
The restrictions imposed during a Vehicle Movement Ban be extended to include a ban on 'hot work' such as welding and grinding.	At present there are no clear guidelines which prevent people from using welders and grinding tools during a Vehicle Movement Ban day. These tools pose a very high fire risk and have been the cause of three fires within the Plantagenet Shire over the past two years.
Owners or managers of total land holdings greater than 10,000ha will now be required to have a 3.4 heavy duty fire truck located in the Shire.	The current Firebreak Notice requires owners or managers of land greater than 10,000ha to have a heavy duty fire truck but there is no stipulation that the appliance is located within the Shire. Several plantation companies need to comply with this requirement, but the truck is housed in other areas for example Bunbury and Jerramungup.
The definition of Plantation be amended to include land being prepared for a plantation, ie mounding operations.	The existing definition of a Plantation is <i>'...an area exceeding 3 hectares within townsites or an area exceeding 10 hectares within rural areas, of trees planted for commercial purposes.'</i> Fire risk is high in the initial development stages of a plantation while there is a large number of vehicles, including heavy machinery, accessing the site. The land is also mounded which compromises access by fire trucks. Despite the high fire risks when preparing a plantation, a standard three metre wide boundary firebreaks is all that is required until the trees have been planted.
Amend the Boundary Firebreak Exemption Form to state that the exemption will be voided if the conditions	Further clarification of the consequences if a property owner is found to have submitted a misleading Firebreak

required for an exemption are not met.	Exemption Form.
Clarify that the Boundary Firebreak Exemptions do not apply to cereal crops and / or areas of native vegetation and that areas of native vegetation exceeding 40ha will require a firebreak.	<p>The AFN Review group was very concerned that large areas of privately owned native vegetation do not require a firebreak.</p> <p>Privately owned native vegetation can often go unmanaged and fire fuel build up can be considerable.</p> <p>A boundary firebreak around any areas of privately owned vegetation greater than 40ha will improve access to these sites and help provide a buffer against neighbouring properties.</p>

Several minor grammatical changes are also proposed, as detailed on the attached document.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr S Etherington:

That the attached 2010/2011 Annual Firebreak Notice be endorsed.

CARRIED (8/0)

NO. 116/10

11.3.3 APPOINTMENT OF BUSH FIRE CONTROL OFFICERS 2010 / 2011

Code of Conduct Disclosures (S5.103 LGA/Reg 34C Local Government Administration Regulations) Perceived interests (Clause 2.3 Code of Conduct) were made by Cr S Grylls, Cr B Bell (in absentia) and Cr L Handasyde.

Nature and Extent of Interest: Fire Control Officer.

Crs Bell, Handasyde and Grylls advised that their Interest was perceived only and would be remaining in the meeting to participate, debate and to vote.

File No: N14830
Responsible Officer: Nicole Selesnew
Manager Community Services
Author: Andrew Buchanan
Community Emergency Services Manager
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to:

- a. Appoint the Shire of Plantagenet Bush Fire Control Officers and Dual Bush Fire Control Officers for 2010 / 2011;
- b. Appoint the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officers;
- c. Appoint the Chief Fire Weather Reporting Officer and the Deputy Chief Fire Weather Reporting Officers; and
- d. Appoint the Base Radio Operator and the Deputy Base Radio Operators.

BACKGROUND

The Shire of Plantagenet appoints delegates to the above mentioned positions annually.

Minutes of the Shire of Plantagenet Bush Fire Advisory Committee (BFAC) meeting held on 5 May 2010 endorsed the nominations for the appointment of the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers, Chief Fire Weather Reporting Officer, Deputy Chief Fire Weather Reporting Officers, Base Radio Operator, Deputy Base Radio Operators and Bush Fire Control Officers (including Dual Bush Fire Control Officers).

STATUTORY ENVIRONMENT

Section 38 of the Bush Fires Act 1954 details the appointment and duties of Bush Fire Control Officers, Dual Bush Fire Control Officers, Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, Chief Fire Weather Reporting Officer and Deputy Chief Fire Weather Reporting Officer.

The role of Base Radio Operator is defined in the Shire of Plantagenet Bush Fire Management and Response Plan.

EXTERNAL CONSULTATION

The Bush Fire Advisory Committee has made the recommendations detailed in this report.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Bush Fire Management and Response Plan makes reference to the appointment and duties of Bush Fire Control Officers, the Chief Bush Fire Control Officer, Chief Fire Weather Reporting Officer and Base Radio Operator.

OFFICER COMMENT

Nominations for appointment for the Bush Fire Control Officers and Dual Bush Fire Control Officers for the Shire of Plantagenet for 2010 / 2011 are as follows:

Shire of Plantagenet Bush Fire Brigade	Bush Fire Control Officer Nominee
Denbarker	Simon Grylls
	Warren Drage
	John Rodgers
	Norm Handasyde
Forest Hill	Matt Candy
	Len Handasyde
	Murray McLean
	Craig Lynch
Kendenup	Wayne Davis
	Robert Baines
	David Burcham
	Brian Harwood
	Geoff DePledge
	Stan Hall
	Stephen Beech
	Ken Frost
Middle Ward	Phillip Webb
	Bill Sounness
	Kevin Forbes AM
Narpyn	Ian Mackie
	Norm Hill
	Mark Wallace
	Brett Bell
Narrikup	Owen Sounness
	Graeme Frusher

	Warren Forbes
	Bill Bentley
	Bill Hollingworth
	Joe Plowright
	Graham Ravenhill
Perillup	Robin Ditchburn
Porongurup	John Russell
	Brad Cluett
	Ray Williams
	Ron Thomas
Rocky Gully	Ian Higgins
	Murray Wills
South Porongurup	Jim Baily
	Wayne Mathews
Woogenellup	Grant Cooper
	Phillip Trent
	Trevor Pieper
	Barry Pearce
Kojaneerup (Dual Fire Control Officers)	Terry Bradshaw
	Tony Slattery
South Stirlings (Dual Fire Control Officers)	Graeme Pyle
	Luke Bennet
Shire of Plantagenet	Ray Parry
	Andrew Buchanan
Mount Barker Volunteer Fire and Rescue Brigade	Wesley Beck
	Carrie Linster

The Shire of Plantagenet Bush Fire Advisory Committee has nominated the following to the Designated Positions for 2010 / 2011:

Designated Position	Officer
Chief Bush Fire Control Officer	Murray Wills
Deputy Chief Bush Fire Control Officer 1	Len Handasyde
Deputy Chief Bush Fire Control Officer 2	John Russell
Chief Fire Weather Reporting Officer	Len Handasyde
Deputy Fire Weather Reporting Officer 1	Rod Stan-Bishop / Rosa Wright
Deputy Fire Weather Reporting Officer 2	Ian Higgins
Base Radio Operator	Keith Hart
Deputy Base Radio Operator	Rod Stan-Bishop / Rosa Wright

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr J Moir:

That:

1. All previous appointments for the positions of Bush Fire Control Officers and designated positions for the Shire of Plantagenet be cancelled.
2. The following be appointed as Bush Fire Control Officers within the designated Bush Fire Brigade areas for 2010/2011:

Shire of Plantagenet Bush Fire Brigade	Bush Fire Control Officer Nominee
Denbarker	Simon Grylls
	Warren Drage
	John Rodgers
	Norm Handasyde
Forest Hill	Matt Candy
	Len Handasyde
	Murray McLean
	Craig Lynch
Kendenup	Wayne Davis
	Robert Baines
	David Burcham
	Brian Harwood
	Geoff DePledge
	Stan Hall
	Stephen Beech
	Ken Frost
Middle Ward	Phillip Webb
	Bill Sounness
	Kevin Forbes AM
Narpyn	Ian Mackie
	Norm Hill
	Mark Wallace
	Brett Bell
Narrikup	Owen Sounness
	Graeme Frusher
	Warren Forbes
	Bill Bentley
	Bill Hollingworth
	Joe Plowright
Perillup	Graham Ravenhill
Porongurup	Robin Ditchburn
	John Russell
	Brad Cluett

	Ray Williams
	Ron Thomas
Rocky Gully	Ian Higgins
	Murray Wills
South Porongurup	Jim Baily
	Wayne Mathews
Woogenellup	Grant Cooper
	Phillip Trent
	Trevor Pieper
	Barry Pearce
Kojaneerup (Dual Fire Control Officers)	Terry Bradshaw
	Tony Slattery
South Stirlings (Dual Fire Control Officers)	Graeme Pyle
	Luke Bennet
Shire of Plantagenet	Ray Parry
	Andrew Buchanan
Mount Barker Volunteer Fire and Rescue Brigade	Wesley Beck
	Carrie Linster

3. The following be appointed as Designated Positions for 2010 / 2011:

Designated Position	Officer
Chief Bush Fire Control Officer	Murray Wills
Deputy Chief Bush Fire Control Officer 1	Len Handasyde
Deputy Chief Bush Fire Control Officer 2	John Russell
Chief Fire Weather Reporting Officer	Len Handasyde
Deputy Fire Weather Reporting Officer 1	Rod Stan-Bishop / Rosa Wright
Deputy Fire Weather Reporting Officer 2	Ian Higgins
Base Radio Operator	Keith Hart
Deputy Base Radio Operator	Rod Stan-Bishop / Rosa Wright

CARRIED (8/0)

NO. 117/10

11.4 CORPORATE SERVICES REPORTS

11.4.1 BUDGET REVIEW – APRIL 2010

A Financial Interest was disclosed by Cr M Skinner.
Nature and extent of interest: Cattle Farmer - 400 head of cattle.

A Financial Interest was disclosed by Cr J Moir.
Nature and extent of interest: Cattle Farmer and casual employee of Elders working at the Saleyards.

Authority to participate pursuant to Section 5.69(3)(a) and (b) of the Local Government Act 1995

Approval has been received from the Department of Local Government (formerly the Department of Local Government and Regional Development) via a letter dated 17 December 2009 giving permission for Cr M Skinner and Cr J Moir to participate in matters relating to the Great Southern Regional Cattle Saleyards from 16 December 2009 to 31 December 2010.

Mr R Stewart read aloud the letter, a copy of which is attached to these minutes.

A Financial Interest was disclosed by Cr S Etherington for that part of the discussion relating to the Bendigo Community Bank and withdrew from the meeting (4:38pm to 4:53pm).

A interest pursuant to S5.70 of the Local Government Act was disclosed by Mr John Fathers.
Nature and Extent of interest: Board member of Bendigo Community Bank and Responsible Officer for the Report.

File No:	N14594
Responsible Officer:	John Fathers Deputy Chief Executive Officer
Author:	Cherie Delmage Accountant
Proposed Meeting Date:	25 May 2010

PURPOSE

The purpose of this report is to review and where appropriate, adjust the adopted 2009/2010 Annual Budget to recognise variations in actual income and expenditure.

BACKGROUND

It is necessary to facilitate appropriate financial control and ensure that the Council's financial resources are allocated in the most effective manner.

The 2009/2010 annual budget was adopted by the Council at its meeting on 14 July 2009. This is the third quarterly review of the 2009/2010 Annual Budget. At its meetings held 24 November 2009 and 23 February 2010, the 2009/2010 Annual Budget was reviewed as part of the Council's ongoing monitoring and review program of our financial process.

STATUTORY ENVIRONMENT

There is no specific section of the Local Government Act 1995 that deals with the re-allocation of funds however Section 6.2(1) of the Local Government Act 1995 governs budget requirements for local governments.

Section 33A of the Local Government (Financial Management) Regulations 1996 requires a Local Government to conduct a mandatory budget review between 1 January and 31 March each year.

FINANCIAL IMPLICATIONS

The purpose of a budget review is to ensure that the income and expenditure for the current year is monitored in line with the adopted budget and, where exceptions to the adopted budget occur, make amendments to the budget or work scope as necessary. The overall recommended effect on the budget is nil.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

OFFICER COMMENT

In terms of operating result, operating income is currently running 3.2% over budget (year to date) and operating expenditure is 0.7% under budget (year to date) which is acceptable. Nevertheless, a number of issues are worthy of a budget amendment and the following action is recommended:

- 51106.0252 – Frost – Provision Of Water Power Equine Area – the cost to complete both the plumbing and electricity is higher than anticipated – the increase is offset by an increase of \$4,000.00 to 41018.0400 – GSDC – RFR Grant which we received towards the project and has a nil effect on the budget.
- 21305.0314 – Other Expenses – Drum Muster has been reduced by \$7,000.00 which is offset by a decrease in 11305.0241 of \$7,000.00 and has a nil effect on the budget.
- 51145.0252 – Mount Barker Community Centre has been increased by \$100,000.00 which is offset by \$100,000.00 in 41120.0487 which is a grant from the Regional Co-Locations Funding Program and has a nil effect on the budget.
- 50521.0006 – Shed – Forest Hill Bush Fire Brigade – has been increased by \$70,909.00 towards the cost of building a new fire shed – this is offset by a grant of \$70,909.00 in 40421.0451 towards the project and has a nil effect on the budget.
- 51413.0006 – Plant Operation Costs – Minor Plant Replacement Program has been reduced by \$6,000.00 which is offset by an increase in 20262.0085 – Public Works Overheads – Minor Furniture & Equipment Purchases and has a nil effect on the budget. This is due to more minor equipment such as power tools etc being purchased, which are not capitalised.

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- 21350.0321 – Private Works Jobs has been reduced by \$175,000.00 which is offset by a reduction of \$175,000.00 in 10159.0015 – Private Works Recoups and has a nil effect on the budget.
 - 51401.0250 – Kendenup Footpaths – Royalties for Regions (R For R) has been reduced by \$30,000.00 which is offset by an increase of \$30,000.00 in 51124.0220 – Wilson/Centenary Park (Toilets) R For R and has a nil effect on the budget. The Kendenup Footpaths job has come in under budget and it is proposed to allocate the remaining grant funding to the Wilson Park Toilets R For R job, for which additional grant funding identified in the budget has not been able to be sourced due to the advent of Royalties for Regions. Whilst the toilets will cost in the region of \$100,000, there will be a need for site works and a retaining wall.
 - 20218.0010 – Library – Building & Grounds – Building Maintenance has been increased by \$2,000.00 and is offset by a reduction of \$2,000.00 in 20214.0268 – Library – Office Expenses – Office Equipment Maintenance and has a nil effect on the budget.
 - 20513.0278 – Other Expenses – Bush Fire Brigades – Maintenance Of Plant & Equipment has been increased by \$500.00 and is offset by a reduction of \$500.00 to 20513.0266 – Other Expenses – Bush Fire Brigades – Uniforms, Clothing & Accessories and has a nil effect on the budget.
 - 20091.0278 – Other Expenses – State Emergency Service – Maintenance Of Plant & Equipment has been increased by \$200.00 and is offset by a reduction of \$200.00 to 20091.0312 – Other Expenses – State Emergency Service – Other Operating Costs and has a nil effect on the budget.
 - 50522.0006 – Air Conditioning Unit For SES Building – has been increased by \$5,000.00 and is offset by an a grant received from FESA for this project thereby resulting in an increase of \$5,000.00 to 40420.0451 – Grant Revenue – Air Conditioning Unit For SES Building and has a nil effect on the budget.
 - 50722.0252 – Plantagenet Medical Centre has been reduced by \$120,000.00. This sum is recommended to be transferred to the Shire Development Reserve. A contingency sum of \$80,000.00 was provided to this project by this reserve initially which was not required. In addition, an overall saving of approximately \$40,000.00 was made. Whilst there was some cost overruns, the main savings achieved in the project are as follows (figures are approximate):
 - Power connection (due to a change in the way that Western Power charges new business connections) 60,000.00;
 - Floor coverings 14,000.00;
 - Landscaping and siteworks \$7,000.00;
 - Office fitout \$10,000.00.Remaining items to be completed are planting and minor tree lopping, alterations to lighting and re-adjusting the main entry doors.
 - Two changes to the Heavy Vehicle Replacement Program are recommended, which will have an impact on a number of accounts. Firstly, as advised in recent discussions on the Plant Replacement Program, a new grader is to be purchased in 2010/2011 instead of a second hand grader this year. This will
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result in a reduction in the relevant purchase and trade-in accounts and an increase in the transfer to Plant Replacement Reserve figure of \$100,000.00.

In addition, the Saleyards budget incorporated the purchase of a new skid steer loader for \$72,000.00 and a trade-in figure on the old skid steer loader of \$25,000.00. It is now proposed to purchase a new skid steer loader for Works and Services at a cost of \$60,000.00 and transfer their second hand unit to the Saleyards for the trade in price of \$30,000.00. The Saleyards current skid steer bobcat is likely to fetch a trade-in of \$5,000.00. The resulting impact of these proposals on budget items is as follows:

- 51411.0006 Heavy Plant Replacement Program – reduced by \$215,200;
- 51336.0006 Purchase Skid Steer Loader – reduced by \$42,000.00;
- 41411.0105 Trade In Heavy Plant – reduced by \$35,000.00;
- 41323.0105 Trade In Vehicle - Skid Steer Loader – reduced by \$20,000.00;
- 41413.0486 Transfers from Reserve Funds – reduced by \$100,000.00;
- 50301.0398 Transfers to Reserve Funds – increased by \$100,000.00.

The remainder of the adjustments are listed below and incorporate various over and under expenditures anticipated to the end of June 2010. The total effect on the budget is nil:

- 20036.0011 Building & Grounds - Administration - Building Operating – increased by \$10,000.00
- 20265.0011 Building & Grounds - Public Works Overheads - Building Operating – increased by \$1,500.00
- 20194.0029 Employee Costs - Conferences & Training – reduced by \$760.00
- 20196.0295 Other Expenses - Kiosk Supplies – reduced by \$1,170.00
- 20196.0312 Other Expenses – Pool Operating Costs – increased by \$400.00
- 20196.0085 Other Expenses - Minor Furniture & Equipment Purchases – reduced by \$570.00
- 20199.0011 Building & Grounds - Swimming Pool - Building Operating – increased by \$3,000.00
- 20199.0052 Building & Grounds - Swimming Pool - Grounds Maintenance – increased by \$492.00
- 20812.0010 Child Care Centre - Building & Grounds- Building Maintenance increased by \$3,250.00
- 51136.0252 Pool - Complete Subsoil Drainage – reduced by \$7,500.00
- 20047.0029 Employee Costs - Administration - Conferences & Training – increased by \$2,500.00
- 21320.0029 Saleyards - Employee Costs - Conferences & Training – reduced by \$250.00

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- 21307.0141 Employee Costs - Feral Pig Eradication – Superannuation – increased by \$1,030.00 – this is covered by funds kept in trust.
 - 20072.0141 Employee Costs - Fire Control – Superannuation – increased by \$500.00
 - 21320.0275 Saleyards - Employee Costs - Medicals & Vaccinations – increased by \$250.00
 - 20077.0379 Fire Control & Hazard Reduction - Emergency Responses – increased by \$1,100.00
 - 20048.0268 Office Expenses - Administration - Office Equipment Maintenance – reduced by \$8,500.00
 - 20281.0176 Operating Costs - Plant Operation Costs – Registration – increased by \$346.00
 - 51340.0358 Other Economic Services - Standpipe Controllers – increased by \$110.00
 - 21322.0312 Other Expenses - Cattle Saleyards - Other Operating Costs – increased by \$1,500.00
 - 21322.0285 Other Expenses - Cattle Saleyards - Water Monitoring - increased by \$1,846.00
 - 21311.0370 Other Expenses - District & Area Promotion – reduced by \$7,000.00
 - 21311.0255 Other Expenses – Donations – reduced by \$6,000.00
 - 20074.0312 Other Expenses - Fire Control - Other Operating Costs – increased by \$3,500.00
 - 20173.0292 Other Expenses - GIS Data Upgrade – reduced by \$5,000.00
 - 20173.0289 Other Expenses - Local Planning Strategy – reduced by \$1,000.00
 - 21211.0306 Other Expenses - Outstanding Land Resumptions- increased by \$1,500.00
 - 20262.0394 Other Expenses - Public Works Overheads - Donations - Road Closure Events – increased by \$1,000.00
 - 21211.0305 Other Expenses - Road Safety Audits – reduced by \$5,000.00
 - 20173.0353 Other Expenses - Signs Policy – reduced by \$2,000.00
 - 20173.0019 Other Expenses - Sounness Park Boundary Adjustment – reduced by \$7,500.00
 - 20273.0323 Other Expenses - Unclassified - Communication Tower Site – increased by \$31.00
 - 20273.0165 Other Expenses - Unclassified - Stocktake Adjustments – increased by \$564.00
 - 21104.0010 Recreation Centre - Building Maintenance – increased by \$2,000.00

- 11101.0232 Other Income - Recreation Centre – increased by \$1,300.00 – Grant from Department of Sport and Recreation towards the Club Development Officer Program.
- 11320.0400 Other Income - Sale of Water – reduced by \$15,000.00 – current expenditure in this area is also lower.
- 20212.0047 Parks Facilities – Maintenance – increased by \$10,000.00
- 51427.0006 Public Works Overheads - Laser Level – reduced by \$454.00
- 20225.0391 Road Maintenance – Edge Patching – reduced by \$14,400.00
- 20227.0312 Street Lighting - Other Operating Costs – increased by \$7,000.00
- 20071.0182 Vehicle Running Costs - Fire Control - Motor Vehicle Allocations – increased by \$500.00
- 21014.0182 Vehicle Running Costs - Town Planning - Motor Vehicle Allocations increased by \$3,500.00
- 51228.0250 South Marmion Street – reduced by \$2,015.00

The following are non-cash adjustments that have a nil effect on the budget:

- 20146.0297 Non Cash Expenses - Amortisation - HACC Day Centre - Non Cash - increased by \$8,656.00
- 20180.0035 Non Cash Expenses - Cemeteries - Depreciation - Land & Buildings – increased by \$2,341.00
- 20210.0035 Non Cash Expenses - Parks & Recreation Grounds - Depreciation - Land & Buildings – increased by \$7,350.00
- 20175.0036 Non Cash Expenses - Town Planning - Depreciation - Plant, Machinery & Equipment - increased by \$3,450.00
- 20275.0035 Non Cash Expenses - Unclassified - Land & Buildings - increased by \$672.00

The total cash effect of all these changes on the 2009/2010 Annual Budget is nil.

Whilst some of these amounts may seem insignificant to bring to the Council for consideration, it is important for two reasons:

1. It shows the Council that the budget is being monitored regularly and thoroughly; and
2. Ensures that the Council is being kept fully informed.

It must be noted that as of 14 May 2010, the Council is owed \$283,010.94 by the Great Southern group of timber companies. Whilst it is anticipated that these funds will eventually be recovered, the impact on the Council's cash flow and loss of interest is, and will continue to impact on the Shire's financial position.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION**Moved Cr G Messmer, seconded Cr S Grylls:****That the adopted 2009/2010 Annual Budget be amended as follows:**

Account	Description	Original / Amended Budget (\$)	New Budget (\$)	Net Cash Amount (\$)
51106.0252	Frost - Provision of Water & Power Equine Area (FAG)	(4,000)	(8,000)	(4,000)
41018.0400	GSDC - RFR Grant - Equine Water & Power Extension	0	4,000	4,000
21305.0314	Other Expenses - Drum Muster	(10,000)	(3,000)	7,000
11305.0241	Other Income - Drum Muster	10,000	3,000	(7,000)
51145.0252	Mount Barker Community Centre	(750,000)	(850,000)	(100,000)
41120.0487	Grant Revenue - Regional Co Locations Funding Program	0	100,000	100,000
40421.0451	Grant - Shed - Forest Hill Bush Fire Brigade	0	70,909	70,909
50521.0006	Shed - Forest Hill Bush Fire Brigade	0	(70,909)	(70,909)
51413.0006	Plant Operation Costs - Minor Plant Replacement Program	(24,000)	(18,000)	6,000
20262.0085	Public Works Overheads - Minor Furniture & Equipment Purchases (power tools etc)	(2,000)	(8,000)	(6,000)
21350.0321	Private Works Jobs	(500,000)	(325,000)	175,000
10159.0015	Private Works Recoups	575,000	400,000	(175,000)
51401.0250	Kendenup Footpaths - R For R	(200,000)	(170,000)	30,000
51124.0220	Wilson/Centenary Park (Toilets) - R For R	(125,000)	(155,000)	(30,000)
20218.0010	Library - Building & Grounds - Building Maintenance	(2,000)	(4,000)	(2,000)
20214.0268	Library - Office Expenses - Office Equipment Maintenance	(5,000)	(3,000)	2,000
20513.0278	Other Expenses - Bush Fire Brigades - Maintenance Of Plant & Equipment	(4,000)	(4,500)	(500)
20513.0266	Other Expenses - Bush Fire Brigades - Uniforms, Clothing & Accessories	(10,000)	(9,500)	500
20091.0278	Other Expenses - State Emergency Service - Maintenance Of Plant & Equipment	(1,500)	(1,700)	(200)
20091.0312	Other Expenses - State Emergency Service - Other Operating Costs	(4,700)	(4,500)	200
50522.0006	Air Conditioning Unit For SES Building	0	(5,000)	(5,000)
40420.0451	Grant - Air Conditioning Unit For SES Building	0	5,000	5,000
50722.0252	Plantagenet Medical Centre	(681,453)	(561,453)	120,000
50301.0398	Transfer To Reserve Funds (Shire Development \$120,000; Plant Replacement \$100,000)	(210,000)	(430,000)	(220,000)
51411.0006	Heavy Plant Replacement Program	(404,201)	(189,201)	215,000
51336.0006	Purchase Skid Steer Loader	(72,000)	(30,000)	42,000
41411.0105	Trade In Heavy Plant	116,000	81,000	(35,000)
41323.0105	Trade In Vehicle - Skid Steer Loader	25,000	5,000	(20,000)
41413.0486	Transfers from Reserve Funds	100,000	0	(100,000)
20036.0011	Building & Grounds - Administration - Building Operating	(45,000)	(55,000)	(10,000)
20265.0011	Building & Grounds - Public Works Overheads - Building Operating	(20,000)	(21,500)	(1,500)
20194.0029	Employee Costs - Conferences & Training	(3,000)	(2,240)	760
20196.0295	Other Expenses - Kiosk Supplies	(14,000)	(12,830)	1,170
20196.0312	Other Expenses - Pool Operating Costs	(2,000)	(2,400)	(400)
20196.0085	Other Expenses - Minor Furniture & Equipment Purchases	(2,500)	(1,930)	570
20199.0011	Building & Grounds - Swimming Pool - Building Operating	(25,000)	(28,000)	(3,000)
20199.0052	Building & Grounds - Swimming Pool - Grounds Maintenance	(508)	(1,000)	(492)

20812.0010	Child Care Centre - Building & Grounds - Building Maintenance	0	(3,250)	(3,250)
51136.0252	Pool - Complete Subsoil Drainage	(10,000)	(2,500)	7,500
20047.0029	Employee Costs - Administration - Conferences & Training	(12,500)	(15,000)	(2,500)
21320.0029	Saleyards - Employee Costs - Conferences & Training	(3,504)	(3,254)	250
21307.0141	Employee Costs - Feral Pig Eradication - Superannuation	(2,120)	(3,150)	(1,030)
20072.0141	Employee Costs - Fire Control - Superannuation	(3,400)	(3,900)	(500)
21320.0275	Saleyards - Employee Costs - Medicals & Vaccinations	0	(250)	(250)
20077.0379	Fire Control & Hazard Reduction - Emergency Responses	(5,000)	(6,100)	(1,100)
20048.0268	Office Expenses - Administration - Office Equipment Maintenance	(35,000)	(26,500)	8,500
20281.0176	Operating Costs - Plant Operation Costs - Registration	(8,854)	(9,200)	(346)
51340.0358	Other Economic Services - Standpipe Controllers	(1,105)	(1,215)	(110)
21322.0312	Other Expenses - Cattle Saleyards - Other Operating Costs	(3,000)	(4,500)	(1,500)
21322.0285	Other Expenses - Cattle Saleyards - Water Monitoring	(11,154)	(13,000)	(1,846)
21311.0370	Other Expenses - District & Area Promotion	(15,000)	(8,000)	7,000
21311.0255	Other Expenses - Donations	(6,500)	(500)	6,000
20074.0312	Other Expenses - Fire Control - Other Operating Costs	(9,000)	(12,500)	(3,500)
20173.0292	Other Expenses - GIS Data Upgrade	(5,000)	0	5,000
20173.0289	Other Expenses - Local Planning Strategy	(2,000)	(1,000)	1,000
21211.0306	Other Expenses - Outstanding Land Resumptions	(10,000)	(11,500)	(1,500)
20262.0394	Other Expenses - Public Works Overheads - Donations - Road Closure Events	(1,000)	(2,000)	(1,000)
21211.0305	Other Expenses - Road Safety Audits	(5,000)	0	5,000
20173.0353	Other Expenses - Signs Policy	(2,000)	0	2,000
20173.0019	Other Expenses - Sounness Park Boundary Adjustment	(7,500)	0	7,500
20273.0323	Other Expenses - Unclassified - Communication Tower Site	(3,852)	(3,883)	(31)
20273.0165	Other Expenses - Unclassified - Stocktake Adjustments	(1,436)	(2,000)	(564)
21104.0010	Recreation Centre - Building Maintenance	(10,000)	(12,000)	(2,000)
11101.0232	Other Income - Recreation Centre	1,055	2,355	1,300
11320.0400	Other Income - Sale of Water	25,000	10,000	(15,000)
20212.0047	Parks Facilities - Maintenance	(170,000)	(180,000)	(10,000)
51427.0006	Public Works Overheads - Laser Level	(2,173)	(1,719)	454
20225.0391	Road Maintenance - Edge Patching	(30,000)	(15,600)	14,400
20227.0312	Street Lighting - Other Operating Costs	(38,000)	(45,000)	(7,000)
20071.0182	Vehicle Running Costs - Fire Control - Motor Vehicle Allocations	(5,200)	(5,700)	(500)
21014.0182	Vehicle Running Costs - Town Planning - Motor Vehicle Allocations	(7,000)	(10,500)	(3,500)
51228.0250	South Marmion Street	(109,206)	(107,191)	2,015
20146.0297	Non Cash Expenses - Amortisation - HACC Day Centre - Non Cash	0	(8,656)	0
20180.0035	Non Cash Expenses - Cemeteries - Depreciation - Land & Buildings	(3,192)	(5,533)	0
20210.0035	Non Cash Expenses - Parks & Recreation Grounds Depreciation - Land & Buildings	(23,150)	(30,500)	0
20175.0036	Non Cash Expenses - Town Planning - Depreciation - Plant, Machinery & Equipment	(8,100)	(11,550)	0
20275.0035	Non Cash Expenses - Unclassified - Land & Buildings	(852)	(1,524)	0
TOTAL		(2,840,605)	(2,863,074)	0

4:38pm Cr Etherington withdrew from the meeting.

AMENDMENT:

Moved Cr S Grylls, seconded Cr A Budrikis:

That budget item 50722.0252 be deleted and budget item 50301.0398 be amended by deleting the words 'Shire Development \$120,000;' amending the figure '(430,000)' in column two to (310,000) and amending the figure '(220,000)' in column three to (100,000) as shown below:

50301.0398	Transfer To Reserve Funds (Plant Replacement \$100,000)	(210,000)	(310,000)	(100,000)
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CARRIED (7/0)

NO. 118/10

(Absolute Majority)

4:53pm Cr Etherington returned to the meeting.

COUNCIL DECISION

That the adopted 2009/2010 Annual Budget be amended as follows:

Account	Description	Original / Amended Budget (\$)	New Budget (\$)	Net Cash Amount (\$)
51106.0252	Frost - Provision of Water & Power Equine Area (FAG)	(4,000)	(8,000)	(4,000)
41018.0400	GSDC - RFR Grant - Equine Water & Power Extension	0	4,000	4,000
21305.0314	Other Expenses - Drum Muster	(10,000)	(3,000)	7,000
11305.0241	Other Income - Drum Muster	10,000	3,000	(7,000)
51145.0252	Mount Barker Community Centre	(750,000)	(850,000)	(100,000)
41120.0487	Grant Revenue - Regional Co Locations Funding Program	0	100,000	100,000
40421.0451	Grant - Shed - Forest Hill Bush Fire Brigade	0	70,909	70,909
50521.0006	Shed - Forest Hill Bush Fire Brigade	0	(70,909)	(70,909)
51413.0006	Plant Operation Costs - Minor Plant Replacement Program	(24,000)	(18,000)	6,000
20262.0085	Public Works Overheads - Minor Furniture & Equipment Purchases (power tools etc)	(2,000)	(8,000)	(6,000)
21350.0321	Private Works Jobs	(500,000)	(325,000)	175,000
10159.0015	Private Works Recoups	575,000	400,000	(175,000)
51401.0250	Kendenup Footpaths - R For R	(200,000)	(170,000)	30,000
51124.0220	Wilson/Centenary Park (Toilets) - R For R	(125,000)	(155,000)	(30,000)
20218.0010	Library - Building & Grounds - Building Maintenance	(2,000)	(4,000)	(2,000)
20214.0268	Library - Office Expenses - Office Equipment Maintenance	(5,000)	(3,000)	2,000
20513.0278	Other Expenses - Bush Fire Brigades - Maintenance Of Plant & Equipment	(4,000)	(4,500)	(500)
20513.0266	Other Expenses - Bush Fire Brigades - Uniforms, Clothing & Accessories	(10,000)	(9,500)	500

20091.0278	Other Expenses - State Emergency Service - Maintenance Of Plant & Equipment	(1,500)	(1,700)	(200)
20091.0312	Other Expenses - State Emergency Service - Other Operating Costs	(4,700)	(4,500)	200
50522.0006	Air Conditioning Unit For SES Building	0	(5,000)	(5,000)
40420.0451	Grant - Air Conditioning Unit For SES Building	0	5,000	5,000
50301.0398	Transfer To Reserve Funds (Plant Replacement \$100,000)	(210,000)	(310,000)	(100,000)
51411.0006	Heavy Plant Replacement Program	(404,201)	(189,201)	215,000
51336.0006	Purchase Skid Steer Loader	(72,000)	(30,000)	42,000
41411.0105	Trade In Heavy Plant	116,000	81,000	(35,000)
41323.0105	Trade In Vehicle - Skid Steer Loader	25,000	5,000	(20,000)
41413.0486	Transfers from Reserve Funds	100,000	0	(100,000)
20036.0011	Building & Grounds - Administration - Building Operating	(45,000)	(55,000)	(10,000)
20265.0011	Building & Grounds - Public Works Overheads - Building Operating	(20,000)	(21,500)	(1,500)
20194.0029	Employee Costs - Conferences & Training	(3,000)	(2,240)	760
20196.0295	Other Expenses - Kiosk Supplies	(14,000)	(12,830)	1,170
20196.0312	Other Expenses - Pool Operating Costs	(2,000)	(2,400)	(400)
20196.0085	Other Expenses - Minor Furniture & Equipment Purchases	(2,500)	(1,930)	570
20199.0011	Building & Grounds - Swimming Pool - Building Operating	(25,000)	(28,000)	(3,000)
20199.0052	Building & Grounds - Swimming Pool - Grounds Maintenance	(508)	(1,000)	(492)
20812.0010	Child Care Centre - Building & Grounds - Building Maintenance	0	(3,250)	(3,250)
51136.0252	Pool - Complete Subsoil Drainage	(10,000)	(2,500)	7,500
20047.0029	Employee Costs - Administration - Conferences & Training	(12,500)	(15,000)	(2,500)
21320.0029	Saleyards - Employee Costs - Conferences & Training	(3,504)	(3,254)	250
21307.0141	Employee Costs - Feral Pig Eradication - Superannuation	(2,120)	(3,150)	(1,030)
20072.0141	Employee Costs - Fire Control - Superannuation	(3,400)	(3,900)	(500)
21320.0275	Saleyards - Employee Costs - Medicals & Vaccinations	0	(250)	(250)
20077.0379	Fire Control & Hazard Reduction - Emergency Responses	(5,000)	(6,100)	(1,100)
20048.0268	Office Expenses - Administration - Office Equipment Maintenance	(35,000)	(26,500)	8,500
20281.0176	Operating Costs - Plant Operation Costs - Registration	(8,854)	(9,200)	(346)
51340.0358	Other Economic Services - Standpipe Controllers	(1,105)	(1,215)	(110)
21322.0312	Other Expenses - Cattle Saleyards - Other Operating Costs	(3,000)	(4,500)	(1,500)
21322.0285	Other Expenses - Cattle Saleyards - Water Monitoring	(11,154)	(13,000)	(1,846)
21311.0370	Other Expenses - District & Area Promotion	(15,000)	(8,000)	7,000
21311.0255	Other Expenses - Donations	(6,500)	(500)	6,000
20074.0312	Other Expenses - Fire Control - Other Operating Costs	(9,000)	(12,500)	(3,500)
20173.0292	Other Expenses - GIS Data Upgrade	(5,000)	0	5,000
20173.0289	Other Expenses - Local Planning Strategy	(2,000)	(1,000)	1,000
21211.0306	Other Expenses - Outstanding Land Resumptions	(10,000)	(11,500)	(1,500)
20262.0394	Other Expenses - Public Works Overheads - Donations - Road Closure Events	(1,000)	(2,000)	(1,000)
21211.0305	Other Expenses - Road Safety Audits	(5,000)	0	5,000
20173.0353	Other Expenses - Signs Policy	(2,000)	0	2,000
20173.0019	Other Expenses - Souness Park Boundary Adjustment	(7,500)	0	7,500
20273.0323	Other Expenses - Unclassified - Communication Tower Site	(3,852)	(3,883)	(31)
20273.0165	Other Expenses - Unclassified - Stocktake Adjustments	(1,436)	(2,000)	(564)

21104.0010	Recreation Centre - Building Maintenance	(10,000)	(12,000)	(2,000)
11101.0232	Other Income - Recreation Centre	1,055	2,355	1,300
11320.0400	Other Income - Sale of Water	25,000	10,000	(15,000)
20212.0047	Parks Facilities - Maintenance	(170,000)	(180,000)	(10,000)
51427.0006	Public Works Overheads - Laser Level	(2,173)	(1,719)	454
20225.0391	Road Maintenance – Edge Patching	(30,000)	(15,600)	14,400
20227.0312	Street Lighting - Other Operating Costs	(38,000)	(45,000)	(7,000)
20071.0182	Vehicle Running Costs - Fire Control - Motor Vehicle Allocations	(5,200)	(5,700)	(500)
21014.0182	Vehicle Running Costs - Town Planning - Motor Vehicle Allocations	(7,000)	(10,500)	(3,500)
51228.0250	South Marmion Street	(109,206)	(107,191)	2,015
20146.0297	Non Cash Expenses - Amortisation - HACC Day Centre - Non Cash	0	(8,656)	0
20180.0035	Non Cash Expenses - Cemeteries - Depreciation - Land & Buildings	(3,192)	(5,533)	0
20210.0035	Non Cash Expenses – Parks & Recreation Grounds Depreciation - Land & Buildings	(23,150)	(30,500)	0
20175.0036	Non Cash Expenses - Town Planning - Depreciation - Plant, Machinery & Equipment	(8,100)	(11,550)	0
20275.0035	Non Cash Expenses - Unclassified - Land & Buildings	(852)	(1,524)	0
TOTAL		(2,840,605)	(2,863,074)	0

CARRIED (8/0)

NO. 119/10

(Absolute Majority)

11.4.2 EMERGENCY SERVICES LEVY ADMINISTRATION – OPTION B

File No: N14796
Attachment: ESL Option B Agreement
Responsible Officer: John Fathers
Deputy Chief Executive Officer
Author: Vanessa Ward
Rates Officer
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to seek the Council's endorsement to affix the Common Seal to an Option B Agreement with the Fire and Emergency Services Authority (FESA).

BACKGROUND

The Council is currently operating under the Option A arrangement for the administration of Emergency Services Levy (ESL) collections. This requires staff to report and remit the ESL to FESA on a monthly basis as it is collected.

FESA has requested the Council to move to an Option B Agreement whereby the Council would pay FESA on a quarterly basis a portion of the total amount of ESL raised for the year, regardless of what has been collected.

This matter has previously been considered by the Council and at its meeting held 13 September 2006, the Council resolved:

'That the Western Australian Local Government Association (WALGA) be requested to negotiate with the Fire and Emergency Services Authority (FESA) to establish an Option C, based on Option B without Council being responsible for any associated debt.'

As a result of this, WALGA surveyed all local governments in November 2008 requesting feedback on the current and proposed options. As the majority of Councils (over 80 use Option B) are happy with current arrangements, no changes to existing options was made.

STATUTORY ENVIRONMENT

There are no statutory requirements for this report.

FINANCIAL IMPLICATIONS

A condition of entering into this Agreement is that all uncollected ESL levies as at 30 June 2010 are paid to FESA. As at 30 April 2010, uncollected ESL amounts total \$10,505.00. The total ESL levy raised for 2009/2010 was \$145,155.31.

Under Option B, 30% of ESL raised would be payable in September, December and March with the final 10% payable in June.

Any unpaid ESL levies at the end of June 2010 will become the Council's debt. However, any future interest raised on unpaid ESL levies will be retained by the

Shire. This is considered to represent a net financial benefit to the Shire as the Council has the opportunity to invest ESL raised for up to three months in each quarter before being remitted to FESA.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

OFFICER COMMENT

The majority of local governments have opted for Option B due to its simplicity and the fact that interest payments are retained by the Council rather than FESA. Option A involves a time consuming annual reconciliation of all levies raised, collected, adjustments, interest and writes offs which occurred during the year at the end of each financial year.

While unpaid ESL becomes a debt of the Council rather than FESA, the Shire now has good debt control procedures in place and all debts will eventually be received, with any accrued interest.

Recently an issue arose with Authority (software program) that required support assistance. The support team noted that as the Shire of Plantagenet is one of a few Councils that use Option A, the Shire is considered a low priority and follow-up and support would take longer than standard times.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr A Budrikis:

That authority be granted to the Shire President and Chief Executive Officer to affix the Common Seal of the Council to the Emergency Services Levy Administration – Option B Agreement between the Shire of Plantagenet and the Fire and Emergency Services Authority of Western Australia.

CARRIED (8/0)

NO. 120/10

11.4.3 FINANCIAL STATEMENTS - APRIL 2010

File No:	N14840
Attachment:	<u>Financial Statements – April 2010</u>
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Cherie Delmage Accountant
Proposed Meeting Date:	25 May 2010

PURPOSE

The purpose of this report is to present the financial position of the Shire of Plantagenet for the period ending 30 April 2010.

STATUTORY ENVIRONMENT

Regulation 34 of the Financial Management Regulations 1996 requires a Statement of Financial Activity to be prepared each month which is to contain the following details:

- a) annual budget estimates;
- b) budget estimates to the end of the month;
- c) actual amount of expenditure and revenue;
- d) material variances between comparable amounts in b) and c) above; and
- e) the net current assets at the end of the month to which the statement relates ie: surplus/deficit) position).

The Statement is to be accompanied by:

- a) explanation of the composition of net current assets, less committed assets and restricted assets;
- b) explanation of the material variances; and
- c) such other information considered relevant by the local government.

POLICY IMPLICATIONS

There are no policy implications for this report.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr G Messmer:

That the Financial Statements for the period ending 30 April 2010 be received.

CARRIED (8/0)

NO. 121/10

11.4.4 LIST OF ACCOUNTS - APRIL 2010

File No: N14662
Attachment: List of Accounts April 2010
Responsible Officer: John Fathers
Deputy Chief Executive Officer
Author: Emma Gardner
Accounts Officer
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of April 2010.

STATUTORY ENVIRONMENT

Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996 provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

The Chief Executive Officer has delegated authority to authorise payments (10 May 2009). Relevant staff have also been issued with delegated authority to issue orders for the supply of goods and services subject to budget limitations.

Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that if the function of authorising payments is delegated to the Chief Executive Officer then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

Council Policy F/FM/7 – Purchasing and Tender Guide applies.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr M Skinner:

That in accordance with Regulation 13 (1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority for the month ended 30 April 2010 be received and recorded in the minutes of the Council, the summary of which is as follows:

- a. Electronic Payments and Direct Debits totalling \$700,092.66;
- b. Municipal Cheques 40958 - 40994 and 40996 – 40998 and 41000 - 41041 totalling \$153,017.54; and
- c. Cheques 40995 and 40999 were cancelled.

be received.

CARRIED (8/0)

NO. 122/10

11.5 EXECUTIVE SERVICES REPORTS

11.5.1 DELEGATIONS - ANNUAL REVIEW

File No:	N14557
Attachment:	Approved Delegations - 25 May, 2010
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Kaye Skinner Executive Secretary
Proposed Meeting Date:	25 May 2010

PURPOSE

The purpose of this report is to present the Delegations Register for endorsement.

BACKGROUND

Delegations are granted to the Chief Executive Officer (CEO) (and other officers in some instances) to assist in the efficient and effective running of the organisation so as to preclude many minor matters from coming before the Council and to maximise service to members of the public, residents and ratepayers. Delegations were endorsed by the Council at its meeting held on 12 May 2009, and updated on 14 July 2009 and 13 October 2009.

STATUTORY ENVIRONMENT

Section 5.42 of the Local Government Act 1995 provides for a Local Government to delegate to the CEO the exercise of any of its powers or the discharge of its duties.

The Act also provides, at Section 5.43, a number of powers or duties that cannot be delegated. Furthermore, pursuant to Section 5.44 of the Act, the CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under the Act other than the power of delegation. Such delegation must be in writing (Section 5.46).

Importantly, Section 5.45 of the Act provides that a delegation has effect for the period of time specified in the delegation or, where no period has been specified, indefinitely.

Nevertheless, at least once every financial year, delegations are to be reviewed by the delegator. Any delegation granted by the Council to the CEO must be reviewed once every financial year.

Finally, a person to whom a power or duty is delegated under the Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

1. Delegations LG 001 to LG 035 (inclusive), LG 037, LG 039 to LG 043 (inclusive) to the Chief Executive Officer be adopted.
2. Delegation LG 036 to Environmental Health Officer be adopted.
3. Delegation LG 038 to Principal Building Surveyor be adopted.

COUNCIL DECISION

Moved Cr J Moir, seconded Cr S Etherington:

That:

4. **Delegations LG 001 to LG 006 (inclusive) and LG 008 to LG 035 (inclusive), LG 037, LG 039 to LG 043 (inclusive) to the Chief Executive Officer be adopted.**
5. **Delegation LG 036 to Environmental Health Officer be adopted.**
6. **Delegation LG 038 to Principal Building Surveyor be adopted.**

Reason for Change

The Chief Executive Officer advised that LG 007 was duplicated with LG 023 and should be removed.

CARRIED (8/0)

NO. 123/10

(Absolute Majority)

11.5.2 EFFLUENT SUPPLY AGREEMENT - ASSIGNMENT

File No: N14665
Attachment: Effluent Supply Agreement
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Rob Stewart
Chief Executive Officer
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to seek the Council's endorsement for the assignment of an effluent supply agreement from the Great Southern Wine Partnership to Penris Pty Ltd as Trustee for the Pavlovich Bare Trust.

The Shire is named in the Deed of Assignment as the continuing party.

BACKGROUND

The Shire of Plantagenet has an agreement with the Great Southern Wine Partnership for that group to supply effluent from the Mount Barker Waste Water Treatment Plant to the Shire.

This agreement was originally with Omrah (Constellation Australia Limited formerly BRL Hardy Ltd) and subsequently assigned to the Great Southern Wine Partnership and is now proposed to be assigned to Penris Pty Ltd.

The assignment from Constellation Australia Limited (formerly BRL Hardy Ltd) to the Great Southern Wine Partnership was agreed to by the Council at its meeting held on 23 June 2009.

STATUTORY ENVIRONMENT

Corporations Act 2001.

Environmental Protection Act 1986

Environmental Protection Regulations 1997

Health Act 1911

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

OFFICER COMMENT

The assignment of the effluent supply agreement between the Great Southern Wine Partnership and the Shire to Penris Pty Ltd does not affect the Council's rights in this matter. Continuing access to the treated effluent will enable the Council to continue to develop plans for utilisation of this resource.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr G Messmer:

That authority be granted to the Shire President and the Chief Executive Officer to affix the Common Seal of the Council to the Deed of Assignment between the Great Southern Wine Partnership, Penris Pty Ltd and the Shire of Plantagenet relating to effluent supply.

CARRIED (8/0)

NO. 124/10

11.5.3 SOUTHERN LINK VOLUNTARY REGIONAL ORGANISATIONS OF COUNCIL (VROC) - STRATEGIC PLAN

File No: N14828

Attachments: [Minutes - VROC - 28 April 2010](#)
[Southern Link VROC - Strategic Plan](#)

Responsible Officer: Rob Stewart
Chief Executive Officer

Author: Rob Stewart
Chief Executive Officer

Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to present to the Council a Strategic Plan of the Southern Link Voluntary Regional Organisation of Councils (VROC) that was adopted at a meeting of the VROC held on 28 April 2010.

BACKGROUND

The Department of Lands and Regional Development has advised that regional groupings of Councils will be required to develop a Strategic Plan in order to participate in the 35% allocation from the Country Local Government Fund (Royalties for Regions).

STATUTORY ENVIRONMENT

The Royalties for Regions Act 2009 applies.

FINANCIAL IMPLICATIONS

It has not yet been made clear how the regional component of the Royalties for Regions funding will be made available. However, 35% of Plantagenet's allocation is \$375,039.35 (\$1,071,541.00 x 35%).

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The Shire's Strategic Plan, Key Result Area 3, (Community Services), aims:

' to 'Deliver, or facilitate the delivery of, a range of services which respond to, and reflect, the physical, social and cultural well-being of the community'.

Further, at Key Result Area 5 (Strategic Planning) and aim of the Council is the development of strategic partnerships.

OFFICER COMMENT

As a VROC does not 'exist' it does not therefore enjoy legal status. Therefore it is appropriate that each Council endorses the strategic plan to ensure that we comply

with the requirements to access the 35% regional component of the Royalties for Regions funding.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr M Skinner:

That the Southern Link Voluntary Regional Organisation of Councils (VROC) Strategic Plan, adopted by the VROC at its meeting held on 28 April 2010, be endorsed.

PROCEDURAL MOTION

Moved Cr S Etherington, seconded Cr S Grylls:

That the question be now put.

CARRIED (8/0)

NO. 125/10

COUNCIL DECISION

The motion was put.

CARRIED (7/1)

NO. 126/10

11.5.4 STAFF ESTABLISHMENT - PROPOSED AMENDMENTS

File No:	N14293
Attachments:	Staff Sharing Staff Establishment Chart-Funded positions - as at 25 May 2010 Administration - Cadet Project Environmental-Natural Resource Management Officer1 Supervisor Maintenance-Project Officer Engineering Cadet Telephonist Grants Officer Health-Building Officer (VROC)
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Rob Stewart Chief Executive Officer
Proposed Meeting Date:	25 May 2010

PURPOSE

The purpose of this report is to examine amendments to the existing staff establishment, including budget consideration for:

- a. Environmental Project/Natural Resource Management Officer;
- b. Supervisor Maintenance/Project Officer;
- c. Telephonist;
- d. Works and Corporate Services Cadets (2);
- e. Recreation Officer;
- f. Recreation Officer (Trainee);
- g. Health/Building Surveyor;
- h. Grants Officer

BACKGROUND

At its meeting held on 23 February 2010 the Council, when considering the motion:

'That the staff establishment/organisation chart dated 23 February 2010 as attached be adopted.'

resolved:

'That the question be adjourned to enable a workshop to be held on the matter on 9 March 2010.'

The requested workshop was held on that date.

At that workshop Councillors sought a further report regarding staffing priorities including benefits to ratepayers.

Subsequently, and prior to consideration of this report, a budget workshop was held on 4 May 2010 effectively negating the requests set out in this report except for two recreation officers and a grants officer, due to the lack of funds.

STATUTORY ENVIRONMENT

Pursuant to Section 5.36 of the Local Government Act 1995 a Local Government is to employ (other than a Chief Executive Officer):

- '...such other persons as the Council believes are necessary to enable the functions of the Local Government and the functions of the Council to be performed.'

Further, Section 5.41 of the Act provides that the Chief Executive Officer's functions are to (among other things):

- '...be responsible for the employment, management, supervision, direction and dismissal of other employees'.

Therefore, once the Council has amended the Staff Establishment, the Chief Executive Officer becomes responsible for all other matters relating to those employees.

CONSULTATION

A Workshop was held with Councillors on 9 March 2010 to discuss staff establishment.

FINANCIAL IMPLICATIONS

An average cost of \$75,000.00 annually for new full time equivalent (FTE) positions has been assumed.

For the positions put forward in the recommendation net increased expenditure is \$58,346.00.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The Council's Strategic Plan recognises our staff as a strength.

OFFICER COMMENT

Attached to this report is a Shire of Plantagenet Organisation/Staff Establishment Chart which shows only those positions which are presently adopted and funded by the Council in the 2009/2010 Budget. This chart reflects:

- a. Minor changes in the recreation area whereby the recreation services coordinator is split between the recreation centre and the swimming pool;

-
- b. The position of Senior Administration/Project Officer in the Works (Administration) area;
 - c. The line relationship of the position of Principal Works Supervisor to the Workshop Supervisor, Works Supervisor (maintenance) and Works Supervisor (Parks and Gardens); and
 - d. The splitting of the 1.0 FTE Relief Administration Officer between Corporate Services and Community Services (0.5 FTE and 0.5 FTE).

Councillors should be aware that the position of Senior Administration/Project Officer replaces the NRM Officer (not funded) as a permanent position due to maternity leave (and subsequent resignation) of Ms Donna Stevens. Megan Sounness has subsequently been on extended sick leave.

The changes referred to in a), b), c) and d) represent changes that have been made by the Chief Executive Officer in accordance with that officer's authority.

Five adopted positions are not funded. These are:

- Telephonist;
- Administration Trainee (cadet);
- Engineering Trainee (cadet);
- Project Engineer; and
- Supervisor Maintenance.

However, as mentioned earlier, these positions have been deleted from the present chart for ease of presentation.

Given the ever increasing responsibilities of Local Government (noted through such reports as the 'cost shifting' [or Hawker] report) and given that the Council's obligations to the community and pertinent legislation are being met, the efficiency and effectiveness of the whole staff cohort is creditable, considering that five adopted positions are not filled.

The positions potentially required in the future as the Council's responsibilities change and increase and which are part of our human resource planning responsibilities have also been left off the chart.

Senior Staff met on 10 March 2010 to discuss the best way to respond to the Council's request for prioritisation. At that meeting it was concluded that the most necessary positions to be considered for funding at present are, and in order of importance:

1. Environment Project/Natural Resource Management Officer.
2. Supervisor Maintenance/Project Officer.
3. Telephonist.
4. Cadets – Engineering and Corporate Services.

Each of the positions above are either outright positions or composite positions from the existing adopted but unfunded positions of the Council.

Environmental Project/Natural Resource Management Officer (previously adopted as Natural Resource Officer)

Senior Council Officers are being called on to a greater degree to undertake specific projects such as the HACC building, the Medical Centre and the Community Centre. None of our senior officers is necessarily trained in project management and each is nevertheless fully occupied with their own specific job descriptions. The projects that have been undertaken have genuinely been undertaken at some cost to themselves personally and to their regular work output and family time. This has especially impacted on the Manager Community Services.

Other discrete projects that are absorbing inordinate amounts of time include issues such as the decontamination of the old depot site, the development of a new land fill site, water reuse issues and addressing new legislation relating to existing land fill sites and disposal of waste.

These tasks are being undertaken between the Manager Works and Services and the Environmental Health Officer at some cost to their daily and necessary (including statutory) work requirements.

Supervisor Maintenance/Project Officer (previously adopted as Works Supervisor (Maintenance))

The Council was recently presented with a listing of the Council's Capital Works Projects. With fiscal stimulus money and Royalties for Regions money the Capital Works program grew somewhat, creating extra pressure on staff. The composite position of Supervisor Maintenance/Project Officer would be able to undertake specific works projects as well as protecting the Council's ability to respond quickly to maintenance requests and maintain high standards. Councillors are reminded that as we near year three of the Royalty for Regions funding, we still have not acquitted year one, reflecting the amount of planning and organisation (unfunded) needing to be done to meet reporting, acquittal and planning requirements.

Telephonist

There is no doubt that the number of complaints regarding the Council's level of service has increased markedly when the position of Telephonist was no longer funded. Although senior staff rated the funding of this position at a priority three, this does not decrease the importance of this position from a 'front line' point of view.

Cadets – Engineering and Corporate Services

The Council has entered into a number of trainee agreements in the past and has done very well out of those positions. We have adopted the position that all local governments should participate in training young people to ensure that there is a constant flow of well trained employees. This is not just a role for bigger local governments.

Again, it is stressed that each of the positions above has already been adopted by the Council in the past but not funded. We have taken the opportunity to amend titles slightly to reflect changing environments.

From a manpower planning point of view the senior staff have indicated the following priorities for positions that have been planned but not adopted:

1. Information Technology Officer.
2. Design Officer – Technical
3. Relief/Administration.
4. Community Development/Grant Funding.
5. Purchasing Contract Officer.
6. Research Officer.

The Information Technology Officer would almost definitely be a joint funding project with the Southern Link VROC, although budget consideration for offsite software maintenance is now being sought for Plantagenet.

Other positions in the planning list could potentially be developed from existing positions, with changes to job descriptions such as Purchasing Officer and Design Officer.

Another 'wish list' position that has not been discussed with the Council in the past and therefore has not been included on the staff establishment previously tabled is that of a Health/Building Surveyor to assist the Council's Environmental Health Officer and Building Surveyor as well as provide services to the Southern Link VROC at cost.

A report prepared by the Chief Executive Officer for the Southern Link Voluntary Regional Organisation of Council (VROC) consideration regarding this matter is attached.

For the unfunded positions job descriptions are attached.

Finally, the Manager of Community Services is seeking amendments to the existing organisation chart to reflect:

1. An extra 0.75 FTE for Recreation Officers to offset the need for casual staff and to ensure Occupational Safety and Health responsibilities are met as well as the Swimming Pool Code of Practice.
2. An extra 0.4 FTE to be added to the fully funded Club Development Officer's responsibilities to address grant funding opportunities and grant acquittals.

At present 2 x 0.5 FTE Recreation Service Coordinators are funded, along with casual staff as needed. These officers work at both the Recreation Centre and Swimming Pool. By making one of these positions a 1.0 FTE and the other 0.75 FTE the need for casuals will be minimised, possibly to zero.

The draft budget reflects a \$8,035.00 increase in Recreation Centre funding (of which all employee hours spent cleaning will be reimbursed by up to 40% by the Department of Education, estimated to be \$13,023 for the 2010/2011 financial year) and a \$13,041.00 increase in funding for the Swimming Pool, to reflect the staff changes. It should be noted that the Swimming Pool salary increase also includes \$6,000 of penalty rates which need to be paid when staff work public holidays which

has not previously been incurred due to employee contractual arrangements. Workplace legislation deems that payment of penalty rates for public holidays is required regardless of contractual arrangements.

The Grants Officer position will focus on:

- Targeting funding programs to assist fund Council and community planned projects thereby freeing up municipal funds;
- Preparing funding applications for the Council and assisting community groups with the preparation of their applications;
- Completing milestone reporting obligations and final project acquittals; and
- Completing ongoing grant reports as required under grant fund contracts.

Since January 2010, Shire officers have prepared nine grant funding applications (with some applications taking up to two weeks to prepare) and carried out six grant acquittals/milestone reports, including audited financial statements.

The Shire must also submit annual reports for one grant body for the next 10 year period and milestone reports for five and 10 year intervals for a number of other grant bodies.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr S Etherington, seconded Cr G Messmer:

That:

- 1. The attached organisation staff establishment chart (funded positions) dated 25 May 2010 be adopted noting the addition of:**
 - a. 0.4 full time equivalent Grants Officer, such position to be integrated into that of the Club Development Officer while funding for that position is in place;**
 - b. One position of Recreation Services Coordinator be increased from 0.5 FTE to 1.0 FTE; and**
 - c. One position of Recreation Services Coordinator be increased from 0.5 FTE to 0.75 FTE.**

2. No further consideration be given during the development of the 2010/2011 Council Budget for funding of the following positions:
- a. Project Environment/Natural Resource Management Officer;
 - b. Supervisor Maintenance/Project Officer;
 - c. Telephonist;
 - d. Cadets – Engineering and Corporate; and
 - e. Health/Building Officer (VROC).

CARRIED (8/0)

NO. 127/10

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

**13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY
DECISION OF THE MEETING**

Nil

14 CONFIDENTIAL**14.1.1 MOUNT BARKER TOURIST BUREAU**

A Financial/Indirect Financial Interest (Section 5.60(A) and Section 5.61 LGA) and Proximity Interest (Section 5.60 (b) LGA) was disclosed by Cr A Budrikis.

Nature of interest: Relative and business partner of landowner of adjacent land to the Tourist Bureau – zoned commercial.

5:32pm Cr Budrikis withdrew from the Meeting.

File No: N14831
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Rob Stewart
Chief Executive Officer
Proposed Meeting Date: 25 May 2010

PURPOSE

The purpose of this report is to seek from the Council reconsideration of the workshop decision relating to funding for the Mount Barker Visitor Centre held on 4 May 2010.

OFFICER RECOMMENDATION/COUNCIL DECISION**MOTION TO PROCEED BEHIND CLOSED DOORS**

Moved Cr L Handasyde, seconded Cr J Moir:

5:32pm That the Council consider this matter in the confidential component of this meeting due to:

5.23 (2) (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

CARRIED (7/0)

NO. 128/10

MOTION TO PROCEED IN PUBLIC

Moved Cr J Moir, seconded Cr L Handasyde:

5:55pm That the meeting proceed in public.

CARRIED (7/0)

NO. 129/10

Moved Cr S Etherington, seconded Cr L Handasyde:

That the Mount Barker Tourist Bureau (Inc) be advised that the Council in the light of the presentation given to the Council on 25 May 2010:

- 1. Will no longer provide financial assistance to the Mount Barker Tourist Bureau (Inc) or Visitor Centre in Mount Barker.**
- 2. Acknowledges that the decision to cease funding will create financial issues for the Bureau and Visitor Centre and therefore the Council will offer assistance if the Bureau, as an incorporated body, either seeks to cease operations of the Visitor Centre and/or wind up the Mount Barker Tourist Bureau (Inc), subject to full financial disclosures being made to the Council to enable the Council to make a fully informed decision regarding the level of assistance that may be required, including contracts that may be in place.**
- 3. Will investigate options to address tourism and visitor servicing in Plantagenet and the Lower Great Southern.**

AMENDMENT

Moved Cr J Moir, seconded Cr S Grylls:

That part 2. be deleted.

CARRIED (7/0)

NO. 130/10

COUNCIL DECISION

Moved Cr S Etherington, seconded Cr L Handasyde:

That the Mount Barker Tourist Bureau (Inc) be advised that the Council, in the light of the presentation given to the Council on 25 May 2010:

- 1. Will no longer provide financial assistance to the Mount Barker Tourist Bureau (Inc) or Visitor Centre in Mount Barker.**
- 2. Will investigate options to address tourism and visitor servicing in Plantagenet and the Lower Great Southern.**

Reason for change

It would appear from account balances that the Mount Barker Visitor Centre is not in a strong financial position. Due to this consideration the Council is unable to recommend further financial involvement with the Visitor Centre.

The Council recognises the enormous amount of good will and work over the years and will support alternative methods of provision of services to provide visitor information.

CARRIED (7/0)

NO. 131/10

5:56pm Cr Budrikis returned to the meeting

15 CLOSURE OF MEETING

5:59pm The Presiding Member declared the meeting closed.

CONFIRMED: CHAIRPERSON _____ **DATE:** ____ / ____ / ____