



ORDINARY MINUTES

DATE: Tuesday, 8 October 2013

TIME: 3:00pm

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

Rob Stewart
CHIEF EXECUTIVE OFFICER

MEMBERSHIP – Quorum (5)

Membership:

Cr K Clements – Shire President
Cr M Skinner – Deputy Shire President
Cr S Etherington JP
Cr B Bell
Cr C Pavlovich
Cr J Moir
Cr A Budrikis
Cr G Messmer
Cr L Handasyde

Information and recommendations are included in the reports to assist the Council in the decision making process and may not constitute the Council's decision until considered by the Council.

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

3:02pm 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 S Etherington	Councillor (Left the Chambers at 3:35pm, returned 3:41pm)
Cr L Handasyde	Councillor
Cr G Messmer	Councillor
Cr J Moir	Councillor (Left the Chambers at 3:12pm, returned 3:13pm)
Cr C Pavlovich	Councillor

In Attendance:

Mr Rob Stewart	Chief Executive Officer
Mr John Fathers	Deputy Chief Executive Officer
Mr Peter Duncan	Manager Development Services
Mr Peter Kent	Acting Manager Works and Services
Ms Isabelle Draffehn	Acting Manager Community Services
Mr Vincent Jenkins	Planning Officer
Mrs Linda Sounness	Executive Secretary

There were no members of the public present.

Apologies

Cr A Budrikis

Previously approved Leave of Absence

Nil

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 and staff 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

Nil

3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995

Nil

4 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

5 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

Cr B Bell

A Proximity (Section 5.60(B) Interest was disclosed in Item 9.1.2. Nature of Interest – Owner of property within the Shire of Plantagenet.

Cr K Clements

A Proximity (Section 5.60(B) Interest was disclosed in Item 9.1.2. Nature of Interest – Owner of property within the Shire of Plantagenet.

Cr S Etherington

A Closely Associated Person (section 5.62 LGA) Interest was disclosed in Item 9.1.2. Nature of Interest – Partner owns property within the Shire of Plantagenet.

Cr L Handasyde

A Proximity (Section 5.60(B) LGA) Interest was disclosed in Item 9.1.2. Nature of Interest – Owner of property within the Shire of Plantagenet.

Cr G Messmer

A Proximity (Section 5.60(B) LGA) Interest was disclosed in Item 9.1.2. Nature of Interest – Owner of property within the Shire of Plantagenet.

Cr J Moir

A Proximity (Section 5.60(B) LGA) Interest was disclosed in Item 9.1.2. Nature of Interest – Owner of property within the Shire of Plantagenet.

A Financial/Indirect Financial (Section 5.60(A) and Section 5.61 LGA) Interest was disclosed in Item 12.1.1. Nature of Interest – Cattle Farmer.

Cr C Pavlovich

A Financial/Indirect Financial Interest (Section 5.60(A) and Section 5.61 LGA) and a Proximity (Section 5.60 (B) LGA) Interest was disclosed in Item 9.1.2. Nature of Interest – Joint owner and owner of property within the Shire of Plantagenet.

Cr M Skinner

A Proximity (Section 5.60(B) LGA) Interest was disclosed in Item 9.1.2. Nature of Interest – Owner of Property within the Shire of Plantagenet.

A Financial/Indirect Financial Interest (Section 5.60(A) and Section 5.61 LGA) Interest was disclosed in Item 12.1.1. Nature of Interest – Farming 400 head of cattle.

6 APPLICATIONS FOR LEAVE OF ABSENCE

Section 5.25 Local Government Act 1995

Nil

7 CONFIRMATION OF MINUTES

Moved Cr B Bell, seconded Cr L Handasyde:

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 17 September 2013 as circulated, be taken as read and adopted as a correct record.

CARRIED (8/0)

NO. 226/13

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Shire President distributed notes separately.

The Shire President noted with sadness, the passing recently of Mrs Flo Allen. Mrs Allen was instrumental in ensuring that the Meals on Wheels flourished in the time before Government assistance was available.

Mrs Allen was also involved in the Ambulance Service for many years. The Council expresses its condolences to Mrs Allen's husband Percy.

The Shire President also acknowledged and thanked Cr Michael Skinner for 16 years of service to the Shire of Plantagenet.

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 DEVELOPMENT SERVICES REPORTS

9.1.1 LOT 219 SECOND AVENUE, KENDENUP - OVERSIZE OUTBUILDING

File No:	N28219
Attachments:	Location Plan Site Plan Outbuilding Plan
Responsible Officer:	Peter Duncan Manager Development Services
Author:	Vincent Jenkins Planning Officer
Proposed Meeting Date:	8 October 2013
Applicant:	Roy Guthrie

PURPOSE

The purpose of this report is to consider a proposal for an oversize outbuilding at Lot 219 Second Avenue, Kendenup.

BACKGROUND

Council records show the registered owner of Lot 219 is R Guthrie. Mr Guthrie also owns the adjoining Lots 218 and 6427 Second Avenue.

This proposal is for an oversize outbuilding of 99m² (7.5m x 13.2m) with a wall height of 3.4m. The floor area of 99m² exceeds the 80m² area set by Council policy for this residential area. In addition, the wall height of 3.4m exceeds the 3.0m wall height set by the Council's outbuilding policy.

The reason given by the proponent for the oversize outbuilding was for storage of one caravan and three cars.

STATUTORY ENVIRONMENT

Shire of Plantagenet Town Planning Scheme No 3 (TPS3) - Zoned Residential (R5).

Clause 6.3.2 of TPS3 states:

'The Council having regard to any matter which it is required by the Scheme to consider, to the purpose for which the land is reserved, zoned or approved for use under the Scheme, to the purpose for which land in the locality is used, and to the orderly and proper planning of the locality and the preservation of the amenities of the locality may refuse to approve any application for planning consent or may grant its' approval unconditionally or subject to such conditions as it thinks fit.'

Residential Design Codes (RCodes).

The RCodes – discretion exists for the Council to vary standards at clause 2.5.2 as follows:

‘Discretion shall be exercised having regard to the following considerations:

- a) the stated purpose and aims of the scheme;*
- b) the provisions of parts 1-7 of the codes, as appropriate;*
- c) the performance criterion or criteria in the context of the coding for the locality that corresponds to the relevant provision;*
- d) the explanatory guidelines of the codes that correspond to the relevant provisions;*
- e) any local planning strategy incorporated into the scheme;*
- f) a provision of a local planning policy pursuant to this policy and complying with clause 2.5.3; and*
- g) orderly and proper planning.’*

The variation required here relates to 2.5.2(b) above as the outbuilding requirements are in part 6 of the RCodes.

FINANCIAL IMPLICATIONS

The application fee of \$107.00 has been paid.

POLICY IMPLICATIONS

Town Planning Scheme Policy No. 16.1 (Outbuildings) limits outbuildings to a maximum wall height of 3.0m and a maximum cumulative floor area of 80m² for Residential zones. The Council must have regard to a Town Planning Scheme Policy but is not bound to adhere to it where a variation is considered reasonable.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

OFFICER COMMENT

The property is located within the Kendenup Townsite where the boundary setbacks for buildings are to be in accordance with the R10 standards in the RCodes. Lot 219 is 1,012m² in area and is currently undeveloped.

The outbuilding is setback 5m from the rear property boundary and 1.0m and 5.0m from the northern and southern side property boundaries respectively. The proposal meets the outbuilding setback requirements of the RCodes.

The proposed outbuilding will be 99m² (7.5m x 13.2m) in area with a 3.4m wall height. The roof and external walls will be green in colour.

No difficulties are seen with the maximum floor area of the outbuilding being 99m² and the wall height of 3.4m given the size of the lot being 1,012m².

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr C Pavlovich, seconded Cr G Messmer:

That in accordance with Clause 6.3.2 of the Shire of Plantagenet Town Planning Scheme No. 3, the proposed outbuilding at Lot 219 Second Avenue, Kendenup be approved which will mean a maximum floor area for the outbuilding being 99m² and a wall height of 3.4m which is in excess of the 80m² and 3.0m wall height stated in Town Planning Scheme Policy 16.1 (Outbuildings), subject to:

1. The development being in accordance with plans dated 16 September 2013.
2. The outbuilding not being used for human habitation.

CARRIED (8/0)

NO. 227/13

9.1.2 TOWN PLANNING SCHEME POLICY NO. 18.1 - PLANNING VISION – REVIEW

A Proximity (Section 5.60(B) LGA Interest was declared by Cr B Bell. Nature and extent of interest – Owner of property in the Shire of Plantagenet.

A Proximity (Section 5.60(B) LGA Interest was declared by Cr K Clements. Nature and extent of interest – Owner of property in the Shire of Plantagenet.

A Closely Associated Person (Section 5.62 LGA) Interest was disclosed by Cr Etherington. Nature and extent of interest - Partner owns property in the Shire of Plantagenet.

A Proximity (Section 5.60(B) LGA Interest was declared by Cr L Handasyde. Nature and extent of interest – Owner of property in the Shire of Plantagenet.

A Proximity (Section 5.60(B) LGA Interest was declared by Cr G Messmer. Nature and extent of interest – Owner of property in the Shire of Plantagenet.

A Proximity (Section 5.60(B) LGA Interest was declared by Cr J Moir. Nature and extent of interest – Owner of property in the Shire of Plantagenet.

A Proximity (Section 5.60(B) LGA Interest was declared by Cr C Pavlovich. Nature and extent of interest – Joint and owner of property within the Shire of Plantagenet.

A Financial/indirect Financial Interest (Section 5.60(A) and Section 5.61 LGA) Interest and a Proximity (Section 5.60(B) LGA Interest was declared by Cr M Skinner. Nature and extent of interest – Owner of property within the Shire of Plantagenet.

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 via a letter dated 4 October 2013 giving permission for Councillors B Bell, K Clements, M. Skinner, A Budrikis, G Messmer, L Handasyde, C Pavlovich and S Etherington to participate in matters relating to a review of the Council's Planning Vision for the Council meeting of 8 October 2013.

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

3:12pm Cr J Moir withdrew from the meeting.

File No: N28054
Attachment: [Draft Town Planning Scheme Policy No. 18.1 – separate attachment](#)
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Peter Duncan
Manager Development Services
Proposed Meeting Date: 8 October 2013

PURPOSE

The purpose of this report is to consider a review of the existing Town Planning Scheme Policy No. 18 – Planning Vision to become draft Town Planning Scheme No. 18.1 and for it to be advertised for public comment.

BACKGROUND

The Council at its meeting held on 9 March 2010 when considering draft Town Planning Scheme Policy No. 18 – Planning Vision, resolved:

‘That in respect to the draft Town Planning Scheme Policy No. 18 (Planning Vision):

- 1. The final draft Town Planning Scheme Policy No. 18 (Planning Vision) be adopted subject to the modifications contained in the Schedule of Final Modifications being carried out.*
- 2. The draft Town Planning Scheme Policy No. 18 be modified accordingly and then advertised publicly as being finalised.’*

As Councillors are aware, negotiations with the Western Australian Planning Commission (WAPC) and the Department of Planning (DOP) in terms of the Council’s draft Local Planning Strategy (LPS) have been ongoing since 2008. At its meeting held on 30 July 2013 the Council resolved:

‘That:

- 1. The modified Local Planning Strategy dated July 2013 be adopted and referred to the Western Australian Planning Commission; and*
- 2. A review of the Local Planning Strategy be commenced on or before 1 July 2016.’*

The LPS was subsequently referred to the WAPC for its endorsement on 2 August 2013. The LPS was endorsed by the WAPC on 13 August 2013.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Shire of Plantagenet Town Planning Scheme No. 3 (TPS3)

TPS3 Clause 7.6 'Power to Make Policies', which reads:

7.6 POWER TO MAKE POLICIES

7.6.1 In order to achieve the objectives of the Scheme, the Council may make Town Planning Scheme policies relating to parts or all of the Scheme area and relating to one or more of the aspects of the control of development.

7.6.2 A Town Planning Scheme Policy shall become operative only after the following procedures have been completed:

- (a) the Council, having prepared and having resolved to adopt a Draft Town Planning Scheme Policy, shall advertise a summary of the draft policy once a week for two consecutive weeks in a newspaper circulating in the area giving details of where the draft policy may be inspected and where, in what form, and during what period (being not less than 21 days) representations may be made to the Council;*
- (b) the Council shall review its Draft Town Planning Scheme Policy in the light of any representations made and shall then decide to finally adopt the Draft Policy with or without amendment, or not proceed with the Draft Policy;*
- (c) Following final adoption of a Town Planning Scheme Policy, details thereof shall be advertised publicly and a copy kept with the scheme documents for inspection during normal office hours.*

7.6.3 A Town Planning Scheme Policy may only be altered or rescinded by:

- (a) preparation and final adoption of a new policy pursuant to this clause, specifically worded to supercede an existing policy;*
- (b) publication of a formal notice of rescission by the Council twice in a newspaper circulating in the area.*

7.6.4 A Town Planning Scheme Policy shall not bind the Council in respect of any application for planning consent but the Council shall take into account the provisions of the Policy and objectives which the Policy was designed to achieve before making its decision.'

To alter a policy, clause 7.6.3(a) is relevant as is the procedure involving advertising set by clause 7.6.2.

EXTERNAL CONSULTATION

In accordance with TPS3 Clause 7.6.2, the Council is required to advertise a draft policy once a week for two consecutive weeks within a newspaper circulating within the area. The advertisement is to contain details of where the draft policy may be inspected and in what form submissions can be made during a period of not less than 21 days.

It is considered appropriate that due to the size of this draft Town Planning Scheme Policy review, an advertising period of 42 days would be appropriate. The original Town Planning Scheme Policy No. 18 was advertised for 60 days in 2010.

FINANCIAL IMPLICATIONS

The cost of advertising will be met from the Town Planning Advertising Budget.

POLICY IMPLICATIONS

This is an alteration to a Town Planning Scheme Policy adopted by the Council in March 2010.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013-2023 provides at Outcome 2.1 (Long term planning and development guided by the Planning Vision) the following Strategy:

'Strategy 2.1.1: Review, update and implement the Planning Vision.'

OFFICER COMMENT

When considering the LPS for final adoption with the last WAPC modifications on 30 July 2013 it was agreed some of the content of the LPS was out of date. The reason for this was the LPS took five years to progress through the WAPC/DOP. There was the concern raised by staff that if the Council updated that LPS document through more modifications, the WAPC/DOP may then decide to revisit the 'updates' and possibly require additional modifications.

As part of the discussion on the LPS it was agreed that the Council's Planning Vision (Town Planning Scheme Policy No. 18) which was adopted on 9 March 2010 would be updated by staff. The Planning Vision is seen as the Council's long term (20 plus years) strategic planning document. There are parts of the Planning Vision the WAPC/DOP do not support based on government policies and ideology.

Councillors on 17 September 2013 held a workshop to discuss the proposed alterations to the Planning Vision which essentially will bring the document up to date as at 2013. At that workshop it was agreed to increase the lower R Codings in Mount Barker from R2 to R5 and also to update and improve some of the photographs.

The Planning Vision still retains the proposal for supporting lots for intensive agricultural food production in the Forest Hill/Narrikup planning units P6 and P8 provided the property in question has adequate good quality soil and adequate on site water supplies.

The Planning Vision also retains long term Rural Residential lands south of O'Neill Road and east of Precinct 7 at Mount Barker. These areas may not be developed for 20 years but they should be identified. The document retains land north of Spencer Road, Narrikup for Rural Residential as the growth potential for Narrikup is extremely limited without this option.

The Planning Vision also retains the proposals for creating Rural Residential and Rural Smallholdings zonings in the already subdivided Kendenup area. Such zonings would then bring in subdivision controls and land use conflict controls in a more appropriate form than just retaining the present Rural zoning. This approach also reflects the Council's Town Planning Scheme Policy No. 19 (Kendenup Rural Surrounds) adopted on 1 March 2011.

The Vision includes an updated section on the Porongurup rural village by reference to the Structure Plan which was approved in September 2011 and Town Planning Scheme Policy No. 20 (Porongurup Rural Village Design Guidelines) adopted in July 2012.

The WAPC/DOP required reference to Landscape Protection zoning to be deleted from the LPS in 2009. This section has been reinserted into the Planning Vision as it recognises this is a legitimate zone within TPS3 and should not be ignored by deleting reference to it.

There are various other edits to the Planning Vision that update the document. These edits include changing government agency names to their present 2013 terminology, including reference to the windfarm, deleting reference to investigations for a new waste disposal site and updating areas where rezonings have been completed (such as the depot Industrial zone, the former Mount Barker Primary School site to Residential and the Enterprise zones at Kendenup and Rocky Gully).

It is recommended in this report that the draft Town Planning Scheme Policy No. 18.1 (Planning Vision) be advertised for a period of 42 days (rather than the minimum 21 days) to enable the public to comment.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr S Etherington:

That:

- 1. Draft Town Planning Scheme Policy No. 18.1 – Planning Vision be advertised in accordance with clause 7.6.2(a) of Town Planning Scheme No. 3 for a period of 42 days.**
- 2. At the conclusion of the advertising period a further report be prepared for consideration of the Council no later than its meeting to be held in February 2014.**

CARRIED (7/0)

NO. 228/13

3:13pm Cr J Moir returned to the meeting.

9.2 WORKS AND SERVICES REPORTS

9.2.1 POLICY REVIEW - STANDPIPE LOCATION AND REGULATION OF WATER SUPPLY TO USERS

File No:	N28007
Attachment:	<u>Policy I/OA/1 – Standpipe Location and Regulation of Water Supply to Users (with amendments)</u>
Responsible Officer:	Peter Kent Acting Manager Works and Services
Author:	Amy Chadbourne Works Administration Officer
Proposed Meeting Date:	8 October 2013

PURPOSE

The purpose of this report is to review Council Policy No. I/OA/1 – Standpipe Location and Regulation of Water Supply to Users.

BACKGROUND

This policy was last reviewed on 26 July 2011.

STATUTORY ENVIRONMENT

The Local Government Act (Section 6.17) relates to the setting of fees and charges.

FINANCIAL IMPLICATIONS

Pricing of water taken from standpipes in Plantagenet is set annually and is included in the Council's fees and charges. The fees for the 2013/2014 financial year have increased from 2012/2013 as follows:

Standpipe Location	2012/2013	2013/2014
Kendenu, Narrikup & Marmion Street (potable)	\$1.70	\$2.25
Warburton Road (non-potable)	\$2.25	\$2.25

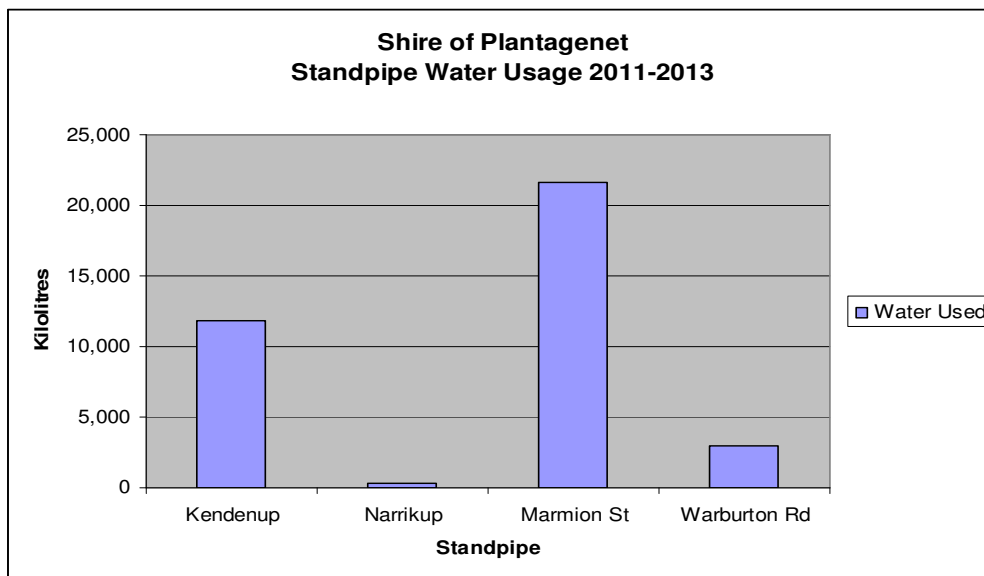
The following table shows the Council's expenditure and cost recovery for water usage from the Council owned and controlled standpipes for the two year period from the 2011/2012 financial year.

Financial year	Cost to Council of actual water consumption	Costs recovered by the Council	Recovered (%)
2011/2012*	\$24,919.30	\$14,199.48 *	57%
2012/2013	\$31,238.60	\$27,395.49	88%

**Note – During the 2011/2012 financial year the swipe card computer program was not recording correctly for a period of time. This contributed to the low cost recovery figure for that year.*

The difference in the costs to the Council of actual water consumption versus costs recovered is due to water usage at the standpipe on Warburton Road. Warburton Road standpipe provides non-potable water and is used by local Bush Fire Brigades, the Council’s Parks/Gardens staff and for Council road works.

The graph below shows water taken from each standpipe over a two year period commencing in 2011 and finishing in 2013.



All standpipes within the Shire are now installed with a swipe card system following the installation in 2011/2012 of a swipe card system at Warburton Road.

POLICY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013-2023 provides at Outcome 4.6 (Effective and efficient corporate and administrative services), the following Strategy 4.6.6:

‘Ensure Shire’s administration and records systems are managed effectively and efficiently.’

And at Outcome 2.10 (Efficient use and management of water resources) the following Strategy 2.10.1:

‘Support development of sustainable potable water infrastructure.’

OFFICER COMMENT

A swipe card system was installed at the Warburton Road standpipe in November 2011.

The only change to the policy is the wording in point 2 – indicating that the swipe card system was installed at the Warburton Road standpipe.
The current policy is considered to be adequate and there are no other changes.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved Cr L Handasyde, seconded Cr S Etherington:

That amended Council Policy No. I/OA/1 – Standpipe Location and Regulation of Water Supply to Users:

OBJECTIVE:

To provide clear guidelines regarding the facilitation, monitoring and management of water standpipes in order to:

1. Introduce a fair and equitable system for measuring and charging standpipe water use, thereby encouraging better water management practices in the Shire of Plantagenet.
2. Provide guidance and service to customers who wish to use water from Shire standpipes.
3. Monitor and review water consumption patterns and assist in the planning of water supply infrastructure.
4. Achieve operational cost recovery.
5. Eliminate water theft.

POLICY:

1. The Shire of Plantagenet provides water standpipes for public use in the following locations:
 - a) Kendenup – corner of Jutland Road and Carbarup Road;
 - b) Narrikup – corner of Hannan Way and Beech Road;
 - c) Mount Barker – Marmion Street; and
 - d) Mount Barker – Warburton Road.
2. Standpipe controllers are installed on all standpipes, which ensures water can only be taken by approved customers using a swipe card.
3. Pricing per kilolitre is to be set annually and included in the Council's fees and charges. Pricing shall be fixed for the full financial year and is to be reviewed annually.
4. Fire/Emergency Services have access to standpipes free of charge for the provision of emergency services only.

5. Standpipe stations are to be left in a tidy condition after use.
6. The Council encourages all unit failures and leaking outlets to be reported to the Shire of Plantagenet as soon as possible.
7. The Council reserves the right to deny access to the standpipes if a user is found to have caused damage to, or tampered with a standpipe.
8. Accounts for electronic standpipe cards are to be paid within 30 days. The Council reserves the right to cancel a card if the account is not paid.'

be endorsed.

AMENDMENT

Moved Cr J Moir, seconded Cr B Bell:

That in Part 4 of the Objective, the word 'operational' be deleted and replaced with the word 'full'.

CARRIED (8/0)

NO. 229/13

COUNCIL DECISION

That amended Council Policy No. I/OA/1 – Standpipe Location and Regulation of Water Supply to Users:

OBJECTIVE:

To provide clear guidelines regarding the facilitation, monitoring and management of water standpipes in order to:

1. Introduce a fair and equitable system for measuring and charging standpipe water use, thereby encouraging better water management practices in the Shire of Plantagenet.
2. Provide guidance and service to customers who wish to use water from Shire standpipes.
3. Monitor and review water consumption patterns and assist in the planning of water supply infrastructure.
4. Achieve full cost recovery.
5. Eliminate water theft.

POLICY:

1. The Shire of Plantagenet provides water standpipes for public use in the following locations:
 - e) Kendenup – corner of Jutland Road and Carbarup Road;
 - f) Narrikup – corner of Hannan Way and Beech Road;
 - g) Mount Barker – Marmion Street; and
 - h) Mount Barker – Warburton Road.

2. Standpipe controllers are installed on all standpipes, which ensures water can only be taken by approved customers using a swipe card.
3. Pricing per kilolitre is to be set annually and included in the Council's fees and charges. Pricing shall be fixed for the full financial year and is to be reviewed annually.
4. Fire/Emergency Services have access to standpipes free of charge for the provision of emergency services only.
5. Standpipe stations are to be left in a tidy condition after use.
6. The Council encourages all unit failures and leaking outlets to be reported to the Shire of Plantagenet as soon as possible.
7. The Council reserves the right to deny access to the standpipes if a user is found to have caused damage to, or tampered with a standpipe.
8. Accounts for electronic standpipe cards are to be paid within 30 days. The Council reserves the right to cancel a card if the account is not paid.'

be endorsed.

CARRIED (8/0)

NO. 230/13

9.3 COMMUNITY SERVICES REPORTS

9.3.1 CAT ACT IMPLEMENTATION GRANTS PROGRAM – STERILISATION PROGRAM – ROUND 2 - AUTHORITY TO AFFIX COMMON SEAL

File No:	N28224
Attachments:	Grant Agreement - Cat Act Implementation Grants Program
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Isabelle Draffehn Community Development Officer/Acting Manager Community Services
Proposed Meeting Date:	8 October 2013

PURPOSE

The purpose of this report is to seek authority for the Shire President and Chief Executive Officer to affix the Common Seal to a grant agreement with the Department of Local Government and Communities relating to the Cat Act Implementation Grants Program – Sterilisation Program – Round 2.

BACKGROUND

The Cat Act 2011 requires the identification, registration and sterilisation of domestic cats and gives local governments the power to administer and enforce the legislation.

From 1 November 2013, the Cat Act 2011 takes effect and will require all cats that have reached six months of age to be:

- Microchipped;
- Sterilised; and
- Registered with the relevant local government.

Shire staff have successfully applied for funding from the Department of Local Government and Communities to assist low income earners with compliance under the new Act. An amount of \$10,000.00 has been allocated to the Shire of Plantagenet to provide 125 subsidy vouchers at \$80.00 each to low income earners residing within the Shire of Plantagenet to support the sterilisation of their cats.

The Shire is further offering free registrations for one year to cat owners who register their cats prior to 1 November 2013 to encourage responsible cat ownership.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 9.49A
Cat Act 2011

EXTERNAL CONSULTATION

Department of Local Government and Communities

FINANCIAL IMPLICATIONS

Implementation of the Cat Act in Plantagenet is costing an estimated \$18,900.00. This amount consists of staff resources allocated to the preparation of grant applications, program co-ordination, administration and advertising costs.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2012–2022 provides at Outcome

1.9 (A safe Plantagenet)

‘Strategy 1.9.1 – Provide animal control in accordance with legislative requirements’

And at Outcome 2.7 (Protection of natural environment) the following Strategy:

‘Strategy 2.7.2 – Support the management of feral animals’

OFFICER COMMENT

The Cat Act 2011 intends to provide better management of the undesirable impacts of cats on the community and the environment, as well as encourage responsible cat ownership.

The Shire of Plantagenet has implemented several strategies to assist the community with the compliance of the Act. The provision of subsidised vouchers for low income earners to support the sterilisation of their cats would greatly increase the amount of cats sterilised.

The Common Seal affixed to the grant agreement between the Shire and the Department of Local Government and Communities is required to execute the Sterilisation Program for cats.

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 Chief Executive Officer to affix the Common Seal of the Council to the grant agreement between the Department of Local Government and Communities and the Shire of Plantagenet for the purpose of execution of the Cat Act Implementation Grants Program – Sterilisation Program – Round 2.

CARRIED (8/0)

NO. 231/13

9.4 CORPORATE SERVICES REPORTS

9.4.1 SOUTH COAST NATURAL RESOURCE MANAGEMENT INC – GRANT AGREEMENT – FERAL PIG CONTROL

File No:	N28255
Attachment:	<u>South Coast Natural Resource Management Inc - Grant Agreement</u>
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	John Fathers Deputy Chief Executive Officer
Proposed Meeting Date:	8 October 2013

PURPOSE

The purpose of this report is to enter into a Grant Agreement (on behalf of the Lake Muir / Denbarker Feral Pig Control Group) with the South Coast Natural Resource Management Inc (SCNRM) for a grant of \$36,800.00 towards mitigation of the impacts of feral pigs on threatened and other significant species.

BACKGROUND

The Shire of Plantagenet auspices the Lake Muir / Denbarker Feral Pig Control Group by providing financial control, some administrative tasks and contracting with their various grant funders. The group has been successful in attracting grant funding of \$36,800.00 (ex GST) from SCNRM for mitigation of the impacts of feral pigs in and around the Walpole Wilderness Area to directly protect habitat for environment protection and biodiversity conservation (EPBC) species.

STATUTORY ENVIRONMENT

There are no statutory implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report. The Council auspices the feral pig control group and therefore the grant funds will be the responsibility of the group to spend and acquit in line with the agreement.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013–2023 provides at Outcome 2.7 (Protection of natural environment) the following Strategy:

'Strategy 2.7.2 – Support the management of feral animals.'

OFFICER COMMENT

The Lake Muir / Denbarker Feral Pig Control Group will undertake all of the relevant activities together with the reporting and acquittal of this grant. The group has confirmed that it can undertake the relevant contractual obligations. Execution of the new document is therefore recommended.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, 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 a Grant Agreement between the Shire of Plantagenet and the South Coast Natural Resource Management Inc for a sum of \$36,800.00 (ex GST) towards feral pig control to be undertaken by the Lake Muir / Denbarker Feral Pig Control Group.

CARRIED (8/0)

NO. 232/13

9.4.2 SOUTH WEST CATCHMENTS COUNCIL – GRANT AGREEMENT – FERAL PIG CONTROL

File No:	N28254
Attachment:	<u>South West Catchments Council - Grant Agreement</u>
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	John Fathers Deputy Chief Executive Officer
Proposed Meeting Date:	8 October 2013

PURPOSE

The purpose of this report is to enter into a Grant Agreement (on behalf of the Lake Muir / Denbarker Feral Pig Control Group) with the South West Catchments Council for a grant of \$120,000.00 towards feral pig control.

BACKGROUND

The Shire of Plantagenet auspices the Lake Muir / Denbarker Feral Pig Control Group by providing financial control, some administrative tasks and contracting with their various grant funders. The group has been successful in attracting grant funding of \$120,000.00 (ex GST) from the South West Catchments Council for feral pig control in the South West Natural Resource Management Region.

STATUTORY ENVIRONMENT

There are no statutory implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report. The Council auspices the feral pig control group and therefore the grant funds will be the responsibility of the group to spend and acquit in line with the agreement.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013–2023 provides at Outcome 2.7 (Protection of natural environment) the following Strategy:

‘Strategy 2.7.2 – Support the management of feral animals.’

OFFICER COMMENT

The Lake Muir / Denbarker Feral Pig Control Group will undertake all of the relevant trapping activities together with the reporting and acquittal of this grant. The group has confirmed that it can undertake the relevant contractual obligations. Execution of the new document is therefore recommended.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr M Skinner:

That authority be granted to the Shire President and the Chief Executive Officer to affix the Common Seal of the Council to a Grant Agreement between the Shire of Plantagenet and the South West Catchments Council for a sum of \$120,000.00 (ex GST) towards feral pig control to be undertaken by the Lake Muir / Denbarker Feral Pig Control Group.

CARRIED (8/0)

NO. 233/13

9.4.3 MOUNT BARKER WILDFLOWER PHOTO COMPETITION COMMITTEE – FINANCIAL ASSISTANCE GRANT

File No: N28252
Responsible Officer: John Fathers
Deputy Chief Executive Officer
Author: Rob Stewart
Chief Executive Officer
Proposed Meeting Date: 8 October 2013

PURPOSE

The purpose of this report is to consider a request from the Mount Barker Wildflower Photo Competition Committee for a financial assistance grant.

BACKGROUND

The Mount Barker Wildflower Photo Competition Committee has written to the Council for a financial assistance grant associated with its annual competition, held in the Plantagenet District Hall. The Committee did not submit a request through the normal financial assistance grants round. The Council has granted a donation to the value of the hall hire fees for a number of years.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

FINANCIAL IMPLICATIONS

This report recommends the approval of an unbudgeted financial assistance grant of \$1,040.00. That amount would normally be charged to Budget Item 'Other Recreation and Culture – Donations', which has a 2013/2014 budget of \$26,354.00. If approved, it would be recommended that this over expenditure be dealt with in the next budget review.

POLICY IMPLICATIONS

The Shire's Policy No. CS/DG/2 – Financial Assistance to Incorporated Organisations and Clubs applies. The request generally complies with the policy other than the provision that applications must be made in full with supporting documentation and must be received by the due date.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013–2023 provides at Outcome 1.8 (Cultural, arts and learning opportunities that contribute to vibrancy and diversity in the community) the following Strategy:

'Strategy 1.8.3 – Support the provision of appropriate, accessible arts facilities and activities to encourage artistic and cultural expression.'

OFFICER COMMENT

The Mount Barker Wildflower Photo Competition Committee has made a booking for the Plantagenet District Hall from 23 October to 4 November 2013 to set up and display entries in the Wildflower/Nature photo competition.

The Committee indicates that the competition benefits local residents and visitors from WA, interstate and overseas. If the entries were not displayed, many visitors may not stop in Mount Barker. Also, quite a few entrants make a special trip to come and see how their entries have fared and how other entrants' work compares. Without the free use of the hall, the Committee would not be able to stage the exhibition.

The Committee has submitted an Annual Treasurer's Balance, which is provided to Councillors under separate cover. The request from the Committee is supported.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr C Pavlovich:

That:

- 1. A financial assistance grant of \$1,040.00 be made to the Mount Barker Wildflower Competition Committee for the hire of the Plantagenet District Hall from 23 October to 4 November 2013, with such expenditure being charged to Budget Item 'Other Recreation and Culture – Donations'.**
- 2. The over expenditure in Part 1 above be dealt with in the next review of the 2013/2014 budget.**

CARRIED (8/0)

NO. 234/13

3:35pm Cr S Etherington withdrew from the meeting.

9.5 EXECUTIVE SERVICES REPORTS

9.5.1 EXECUTION OF DOCUMENTS

File No:	N28267
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Rob Stewart Chief Executive Officer
Proposed Meeting Date:	8 October 2013

PURPOSE

The purpose of this report is to recommend to the Council that the Shire President and the Chief Executive Officer be authorised to affix the Council's Seal to certain classes of document.

BACKGROUND

When the Council's Seal is affixed to any document, it must always be authorised by the Council. Sometimes comparatively minor matters require the Seal of the Council and in the absence of any other authority that matter must be brought before the Council before the Seal can be affixed.

Most recently this situation has arisen due to a requirement by the Department of Local Government and Communities for the Council's Seal to be placed on a funding agreement with regard to construction of cat facilities by the Shire of Plantagenet.

STATUTORY ENVIRONMENT

Section 9.49(A) of the Local Government Act relates to the execution of documents. Subsection 1 of that section provides:

'A document is duly executed by a local government if –

- (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or*
- (b) it is signed on behalf of the local government by a person or person authorised under subsection (4) to do so.'*

Subsection 4 provides:

'A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.'

Importantly, Councillors should also be aware of Section 5.43 of the Local Government Act relating to limits on delegations to a CEO. Subparagraph (ha) of Section 5.43 provides:

‘(A Local Government cannot delegate to a CEO any of the following powers or duties)

–“ the power under section 9.49(A) to authorise a person to sign documents on behalf of the local government;”.

EXTERNAL CONSULTATION

This matter has been discussed with a representative from the Department of Local Government and Communities. It is understood that the Department is preparing a Guideline relating to execution of documents but that this Guideline could be some time before it is ready for distribution.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

This report will recommend the creation of policy.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013-20123 relates, at Outcome 4.1, to the provision of effective governance and leadership.

OFFICER COMMENT

The authority to execute a document if given to the CEO pursuant to Section 9.49A (4) does not mean that the CEO has any power to commit the Council to any contractual obligation. Unless the CEO has the delegated authority to enter into a legal relationship, any legal relationship must therefore be authorised by the Council by resolution. There is nothing preventing the Council from delegating to the CEO the power to enter into legal relationships but, without the authority to execute the document, the matter would nevertheless have to come before the Council. On the other hand, should the CEO have the authority to execute a document, without the delegation to enter into contractual obligations, that matter would also have to go before the Council for resolution.

Therefore, authority is requested for the CEO to execute certain types of documents and a delegation will be sought for the CEO to authenticate certain types of documents.

An authority would generally be given to the CEO by virtue of an adopted policy. The policy would relate to the affixing of the Common Seal.

In all cases, any time the Council Seal is affixed, both the CEO and Shire President must witness the affixing.

A policy relating to affixing the Common Seal would be along the lines of:

‘APPLICATION OF THE COMMON SEAL

OBJECTIVE

To provide guidelines on the affixing of the Common Seal of the Shire of Plantagenet to certain documentation.

POLICY STATEMENT

The attachment of the common seal requires the accompanying signatures of both the Shire President, or in his or her absence the Deputy Shire President, and the Chief Executive Officer or the person acting in that position. In the absence of the requirement to affix a common seal, the Chief Executive Officer is empowered under the Local Government Act to authenticate a document. The requirement for the common Seal to be affixed is therefore a question of balancing good governance with operation efficiencies.

Guidelines

The following documents will require the Common Seal of the Shire of Plantagenet to be affixed:

- *Local laws*
- *Land transactions, including but not limited to sale, leases, assignments, subleases, consent to mortgage, surrenders, transfers, lodgement and withdrawals of caveats and amalgamations as decided by the Council.*
- *Town Planning Schemes and Scheme Amendments*
- *Documents of a ceremonial nature (where the affixing of the common seal is for posterity rather than as a legal requirement).*
- *Any document stating that the Common Seal of the Shire of Plantagenet is to be affixed.*

Additionally, the following procedures for the secure use of the Common Seal should be adopted:

1. *The Chief Executive Officer is to have charge of the Common Seal and is responsible for the safe custody and proper use of it.*
2. *The Common Seal may only be used on the authority of the Council given either generally or specifically and every document to which the seal is affixed must be signed by the Shire President or in his or her absence the Deputy Shire President, and the Chief Executive Officer or a senior employee authorised by him or her.*
3. *The administration is to record in a register each date on which the Common Seal was affixed to a document, the purpose of the document, and the number of copies sealed. A report listing the documents to which the Common Seal has been affixed is to be presented to the next Ordinary meeting of Council*

Further, the delegation for the CEO to enter into a legal obligation would be along the lines of:

'The Chief Executive Officer is delegated the power to:

- (1) *Execute a document as a deed on behalf of the Shire where there is a requirement for the document to be executed as a deed; and*
- (2) *Sign documents on behalf of the local government to all matters arising under delegated authority given by the Council under Section 5.42 of the Act and*

generally as is necessary or appropriate in carrying out his or her function under the Act or under any written law.

Authorised employees of the Shire are permitted to sign documents on behalf of the Shire in relation to all matters arising under delegated authority given by the Chief Executive Officer under Section 5.44 or authorised under Section 9.49A of the Act as specified in writing.'

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

Moved Cr L Handasyde, seconded Cr B Bell:

That the Chief Executive Officer be delegated the power to:

- 1. Execute a document as a deed on behalf of the Shire of Plantagenet where there is a requirement for the document to be executed as a deed; and**
- 2. Sign documents on behalf of the local government to all matters arising under delegated authority given by the Council under Section 5.42 of the Act and generally as is necessary or appropriate in carrying out his or her function under the Act or under any written law.**

3:41pm Cr S Etherington returned to the meeting.

MOTION TO ADJOURN THE QUESTION

Moved Cr C Pavlovich, seconded Cr G Messmer:

That the question be adjourned to await guidelines from the Department of Local Government and Communities, and a further report be prepared for a meeting of the Council to be held in October 2014.

CARRIED (5/3)

NO. 235/13

FURTHER OFFICER RECOMMENDATION

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Policy A/R/2 Application of the Common Seal as follows:

'OBJECTIVE

To provide guidelines on the affixing of the Common Seal of the Shire of Plantagenet to certain documentation.

POLICY STATEMENT

The attachment of the Common Seal requires the accompanying signatures of both the Shire President, or in his or her absence the Deputy Shire President, and the Chief Executive Officer or the person acting in that position. In the absence of the requirement to affix a Common Seal, the Chief Executive Officer is empowered under the Local Government Act to authenticate a document. The requirement for the Common Seal to be affixed is therefore a question of balancing good governance with operational efficiencies.

Guidelines

The following documents will require the Common Seal of the Shire of Plantagenet to be affixed:

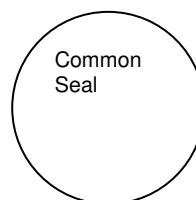
- Local laws
- Land transactions, including but not limited to sale, leases, assignments, subleases, consent to mortgage, surrenders, transfers, lodgement and withdrawals of caveats and amalgamations as decided by the Council.
- Town Planning Schemes and Scheme Amendments
- Documents of a ceremonial nature (where the affixing of the Common Seal is for posterity rather than as a legal requirement).
- Any document stating that the Common Seal of the Shire of Plantagenet is to be affixed.

Additionally, the following procedures for the secure use of the Common Seal should be adopted:

1. The Chief Executive Officer is to have charge of the Common Seal and is responsible for the safe custody and proper use of it.
2. The Common Seal may only be used on the authority of the Council given either generally or specifically and every document to which the seal is affixed must be signed by the Shire President or in his or her absence the Deputy Shire President, and the Chief Executive Officer or a senior employee authorised by the CEO.
3. The administration is to:
 - a) Record in a register each date on which the common seal was affixed to a document, the purpose of the document, and the number of copies sealed; and
 - b) Prepare a report listing the documents to which the Common Seal has been affixed is to be presented to the next Ordinary meeting of Council.
4. The wording to accompany the application of the Common Seal should be as follows:

Dated this (date) day of (month)(year)

*The Common Seal of the
Shire of Plantagenet
was hereunto affixed in
the presence of:*)
)
)
)



.....
(Shire President)

.....
(Chief Executive Officer)

be adopted.

MOTION TO ADJOURN THE QUESTION

Moved Cr C Pavlovich, seconded Cr G Messmer:

That the question be adjourned to await guidelines from the Department of Local Government and Communities, and a further report be prepared for a meeting of the Council to be held in October 2014.

CARRIED (8/0)

NO. 236/13

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Moved Cr L Handasyde, seconded Cr J Moir:

That new business of an urgent nature, namely:

Tender C01-1314 – Lease of Mount Barker Regional Saleyards Canteen be introduced to the meeting as Confidential Item 12.1.1

CARRIED (8/0)

NO. 237/13

12 CONFIDENTIAL**12.1.1 TENDER C01-1314 – LEASE OF MOUNT BARKER REGIONAL SALEYARDS CANTEEN**

A Financial/Indirect Financial (Section 5.60(A) and Section 5.61 LGA) Interest was disclosed by Cr J Moir. Nature and extent of interest – Cattle Farmer.

A Financial/Indirect Financial (Section 5.60(A) and Section 5.61 LGA) Interest was disclosed by Cr M Skinner. Nature and extent of interest – Farming 400 head of cattle.

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

Approval has been received from the Department of Local Government via a letter dated 8 January 2013 giving permission for Cr M Skinner and Cr J Moir permission to participate in matters relating to the Great Southern Regional Cattle Saleyards between the period 2 January 2013 to the 31 December 2013.

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

File No: N28311
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: John Fathers
Deputy Chief Executive Officer
Proposed Meeting Date: 8 October 2013

PURPOSE

The purpose of this report is to consider tenders received for the lease of the canteen at the Mount Barker Regional Saleyards.

MOTION TO PROCEED BEHIND CLOSED DOORS

Moved Cr B Bell, seconded Cr S Etherington:

3:56pm That the meeting be closed to members of the public pursuant to Section 5.23 (e) (iii) of the Local Government Act as the matter to be considered relates to information about the business, professional, commercial or financial affairs of a person.

CARRIED (8/0)

NO. 238/13

MOTION TO PROCEED IN PUBLIC

Moved Cr M Skinner, seconded Cr B Bell:

3:57pm That the meeting proceed in public.

CARRIED (8/0)

NO. 239/13

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr B Bell:

That:

- 1.** The tender submitted by Mrs Evonne Mitchell for the lease of the canteen at the Mount Barker Regional Saleyards, at a rate of \$82.50 per sale day (including GST) and subject to annual consumer price index increases, be accepted.
- 2.** Authority be granted for the Shire President and the Chief Executive Officer to affix the Common Seal of the Council to the lease of the Canteen at the Mount Barker Regional Saleyards on Portion of Lot 3 Albany Highway, Mount Barker to Mrs Evonne Mitchell.

CARRIED (8/0)

NO. 240/13

Vote of thanks – Cr M Skinner

Moved Cr B Bell, seconded Cr L Handasyde:

That Cr Skinner be thanked for his contribution to the community and the Council, his role as Deputy Shire President and his stewardship over the past 16 years.

CARRIED (8/0)

NO. 241/13

13 CLOSURE OF MEETING

3:58pm The Presiding Member declared the meeting closed.

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