



ORDINARY MINUTES

DATE: Tuesday, 23 June 2015

TIME: 3:00pm

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

Rob Stewart
CHIEF EXECUTIVE OFFICER

Resolution numbers: 114/15 to 144/15

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

3:00pm 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 B Bell	Councillor
Cr A Budrikis	Councillor
Cr S Etherington	Councillor
Cr L Handasyde	Councillor
Cr G Messmer	Councillor
Cr J Moir	Councillor
Cr J Oldfield	Councillor
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 Dominic Le Cerf	Manager Works and Services
Ms Fiona Saurin	Manager Community Services
Ms Cobie MacLean	Administration Officer (Planning)

Apologies:

Nil

Members of the Public Present:

There was one member of the public present.

Previously Approved Leave of Absence:

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

Nil

3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995

Nil

4 PETITIONS / DEPUTATIONS / PRESENTATIONS

4.1 MR JASON JEANES

Operating a metal fabrication/welding business from Lot 2 Langton Road, Mount Barker.

Unaware that the zoning was incorrect for this business when it started. Received notification to cease operations. Currently looking for somewhere else to work but have not been able to find anywhere else to operate from. Have had meetings with CEO Mr Rob Stewart and was advised that the business could continue operating provided no complaints were received. Actively searching elsewhere to operate from.

About a week later a complaint was received. Has been advised to cease operations. There is nothing available which is affordable. Cannot operate this business from the commercial zone.

Asked where there is land for future development? Where is funding for future development? Why is metal fabrication/welding business 'industrial' rather than 'commercial'? Are other businesses operating illegally?

The Shire should do more to assist small business.

Cr Moir asked Mr Jeanes what the nature of his business was and where it is located?

Mr Jeanes responded that he operates a steel fabrication/repair business at the rear of #2 Langton Road, Mount Barker. The available land is over prices and there are issues with power and water. There is no affordable land for future development.

Cr Pavlovich asked Mr Jeanes as to his intentions?

Mr Jeanes responded he was considering operating either mobile or from home.

5 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

Cr C Pavlovich

Item: 9.1.1

Type: Closely Associated Person (Section 5.62 LGA)

Nature: Proximity

Extent: Close family member owns adjoining land

Cr J Moir

Item: 9.4.1

Type: Financial/Indirect Financial Interest (Section 5.60(A) and Section 5.61 LGA)

Nature: Family member works for Lincolns

Extent: Not applicable

3:12pm Cr C Pavlovich withdrew from the meeting.

6 APPLICATIONS FOR LEAVE OF ABSENCE

Section 5.25 Local Government Act 1995

Nil

7 CONFIRMATION OF MINUTES

Moved Cr B Bell, seconded Cr G Messmer:

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 26 May 2015 as circulated, be taken as read and adopted as a correct record.

CARRIED (8/0)

NO. 114/15

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Shire President distributed notes separately.

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 DEVELOPMENT SERVICES REPORTS

9.1.1 LOT 37 MOUNT BARKER ROAD CORNER MARION STREET MOUNT BARKER - ADDITIONAL OUTBUILDING WITH REDUCED SIDE BOUNDARY SETBACK

Cr C Pavlovich

Type: Closely Associated Person (Section 5.62 LGA)

Nature: Proximity

Extent: Close family member owns adjoining land

File Ref: N34300

Attachments: [Location Plan](#)
[Site Plan](#)
[Outbuilding Plan](#)

Responsible Officer: Peter Duncan
Manager Development Services

Author: Vincent Jenkins
Planning Officer

Proposed Meeting Date: 23 June 2015

Applicant: Paul Mildwaters

THE APPLICANT IS AN EMPLOYEE OF THE SHIRE AND HAS HAD NO INPUT INTO THE PREPARATION OF THE REPORT OR THE RECOMMENDATION.

PURPOSE

The purpose of this report is to consider a proposal for an additional outbuilding with a reduced side boundary setback and outbuildings exceeding the cumulative floor area set by Council policy at Lot 37 Mount Barker Road corner Marion Street, Mount Barker.

BACKGROUND

Council records show the registered owners of Lot 37 Mount Barker Road corner Marion Street, Mount Barker are PE and KM Mildwaters.

This proposal is for an additional outbuilding of 17.6m² with a wall height of 2.1m. One other existing oversize outbuilding on site has a floor area of 136.8m². The cumulative floor area of all outbuildings (including the additional outbuilding) will total 154.4m². The 154.4m² cumulative floor area exceeds the 100m² floor area set by Council policy for the Residential zone.

The reason provided by the proponent for the additional outbuilding is for storage of camping gear and gardening tools. The proponent also wishes to shield parts of his house from reflective sunlight from the roof of the adjoining St John Ambulance building at Lot 75 Mount Barker Road to the north.

The proponent is also seeking approval for a reduced side boundary setback of 0.5m for the additional outbuilding to the property boundary with Lot 75 Mount Barker Road where a boundary setback of 1.0m is required by the Residential Design Codes.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Shire of Plantagenet Town Planning Scheme No. 3 (TPS3) – zoned Residential (R17.5).

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 (R-Codes) August 2013

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

'In making a determination on the suitability of a proposal, the decision-maker shall exercise its judgement, having regard to the following:

- a) any relevant purpose, objectives and provisions of the Scheme;*
- b) any relevant objectives and provisions of the R-Codes;*
- c) a provision of a local planning policy adopted by the decision-maker consistent and pursuant to the R-Codes; and*
- d) orderly and proper planning.'*

The variation required here relates to 2.5.2 (b) above as outbuilding and boundary setback requirements are in part 5 of the R-Codes.

EXTERNAL CONSULTATION

The proponent as part of lodging this application, sought comment from the landowner of adjoining Lot 75 Mount Barker Road. This landowner (Mount Barker St John Ambulance) raised no objection to the proposal subject to gutters being installed to the outbuilding to manage rainwater run-off.

FINANCIAL IMPLICATIONS

The application fee of \$147.00 has been paid.

POLICY IMPLICATIONS

Town Planning Scheme Policy No. 16.2 (Outbuildings) limits outbuildings to a maximum wall height of 3.0m and a maximum cumulative floor area of 100m² for Residential zones. The cumulative floor area of all outbuildings onsite including the

additional outbuilding will total 154.4m². The wall height of the proposed outbuilding is 2.1m. 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

The Shire of Plantagenet Strategic Community Plan 2013-2023 provides at Outcome 2.2 (Appropriate development which is diverse in nature and protect local heritage) the following Strategy:

Strategy 2.2.2:

'Ensure quality, consistent and responsive development and building assessment approval process and enforcement.'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

Lot 37 is 2,734m² in area and is zoned Residential (R17.5). The current development at the lot consists of a house and one 136.8m² outbuilding.

The proposed outbuilding will be 17.6m² in area with a 2.1m wall height. The outbuilding will be 8.0m in length and will taper down in width from 3.0m to 1.6m. The roof and external walls will be green in colour to match the existing fence at Lot 37. No difficulties are seen with the cumulative floor area of outbuildings being 154.4m² and the wall height of the outbuilding being 2.1m given the size of the lot being 2,734m².

The proposed outbuilding will be setback 21.2m from the rear property boundary, 35.5m from the front property boundary and 0.5m from the side property boundary with Lot 75 Mount Barker Road.

The proposed outbuilding will not cause overshadowing or privacy issues and is not considered to have any significant adverse effect on the amenity of the locality or neighbouring properties. The 0.5m setback is supported.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr S Etherington, seconded Cr A Budrikis:

That in respect to the additional outbuilding as shown on the plans dated 1 April 2015 at Lot 37 Mount Barker Road corner Marion Street, Mount Barker:

- 1. In accordance with clause 2.5.2 of the Residential Design Codes, the additional outbuilding with a reduced side boundary setback of 0.5m be approved.**
- 2. In accordance with clause 6.3.2 of the Shire of Plantagenet Town Planning Scheme No. 3, Town Planning Scheme Policy No. 16.2 (Outbuildings) be**

varied and the additional outbuilding be approved resulting in the cumulative area of all outbuildings being 154.4m².

3. The outbuilding being setback 0.5m from the shared property boundary with Lot 75 Mount Barker Road, Mount Barker.
4. The outbuilding being green in colour to the satisfaction of the Manager Development Services.
5. Gutters and downpipes being installed to the outbuilding to the satisfaction of the Manager Development Services.
6. Stormwater from the outbuilding being disposed of to the satisfaction of the Manager Development Services.

CARRIED (8/0)

NO. 115/15

3:15pm Cr C Pavlovich returned to the meeting.

9.1.2 LOT 407 THIRD AVENUE KENDENUP - RELOCATED HOUSE

File Ref:	N34293
Attachments:	Location Plan Site Plan Floor Plan Elevations
Responsible Officer:	Peter Duncan Manager Development Services
Author:	Vincent Jenkins Planning Officer
Proposed Meeting Date:	23 June 2015
Applicant:	William and Eunice Stephenson

PURPOSE

The purpose of this report is to consider an application for a relocated house at Lot 407 Third Avenue, Kendenup.

BACKGROUND

Council records show the registered owner of Lot 407 Third Avenue is E Saunders. The applicants are currently in the process of buying the property from the landowner with a view to relocate a house to the property. The landowner granted authority to the applicants to submit the Planning Consent (PC) application.

The applicants intend to relocate their Fleetwood transportable home presently located at Wavecrest Village Hopetoun-Ravensthorpe Road, Hopetoun to Lot 407 Third Avenue, Kendenup.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Shire of Plantagenet Town Planning Scheme No. 3 (TPS3) – zoned Residential (R5). The R10 boundary setbacks apply in the Kendenup Townsite.

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 (R-Codes) August 2013

Caravan Parks and Camping Grounds Regulations 1994 – define a ‘park home’ and regulate the occupation and mobility of caravans including ‘park homes’.

FINANCIAL IMPLICATIONS

The application fee of \$147.00 has been paid and a \$10,000.00 bond will be required as a condition of approval.

POLICY IMPLICATIONS

Council Policy No. TP/SDC/5 - Housing - Relocation of Houses - requires various conditions to be satisfied including a bond, engineer's certification, removal of asbestos cladding if being brought into the Shire and a 12 month approval period. The bond is required to ensure the house is completed to an acceptable standard and is refundable upon completion of the house.

The policy further states that the relocation of houses referred to as 'park homes' will not be supported unless they are located in an authorised caravan park.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013-2023 provides at Outcome 2.2 (Appropriate development which is diverse in nature and protect local heritage) the following Strategy:

Strategy 2.2.2:

'Ensure quality, consistent and responsive development and building assessment approval process and enforcement.'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

Lot 407 is 1,012m² in area and is currently vacant.

The house is a purpose built transportable with steel frame and floor joist construction, steel underfloor skids and structural plywood flooring. The house consists of two modular units which were originally constructed by the Fleetwood Corporation in February 2006. Axles were attached to the modular units to permit the transportable house to be located at Wavecrest Village in Hopetoun. However, these axles will be removed prior to the house being relocated to Lot 407. With the removal of the axles, the dwelling is no longer deemed to be a 'park home'.

As part of lodging this application, the applicants provided engineer's certification that the house is structurally sound for relocation. The applicants also provided a set of photographs to demonstrate that the house is of an acceptable standard and is compatible with houses in the locality.

The house will be relocated and restumped by a specialist home relocation contractor. The completion of the house will be overseen by Mr Dudley Jackson who is a registered builder. Mr Jackson has successfully relocated and finished his relocated house to Lot 209 Second Avenue, Kendenup in 2014.

The proposal conforms to all the deem-to-comply requirements for single houses in areas coded less than R30 set in the R-Codes.

In accordance with the policy, approval will be granted for a period of 12 months only.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr G Messmer, seconded Cr J Moir:

That in accordance with clause 6.3.2 of the Shire of Plantagenet Town Planning Scheme No. 3, Planning Consent be granted for a relocated house at Lot 407 Third Avenue, Kendenup subject to:

- 1. Development being in accordance with the plans dated 13 May 2015.**
- 2. The axles attached to the transportable house being removed prior to the house being located at Lot 407 Third Avenue, Kendenup.**
- 3. The payment of a refundable bond of \$10,000.00 prior to the issue of a building permit.**
- 4. A crossover being constructed to the satisfaction of the Manager Works and Services.**
- 5. The approval being valid for a period of 12 months.**

CARRIED (9/0)

NO. 116/15

9.2 WORKS AND SERVICES REPORTS

9.2.1 POLICY REVIEW - NOTICE OF ENTRY FOR PUBLIC SERVICES AND UTILITIES

File Ref:	N33815
Attachments:	I-R-12 - Notice of Entry for Public Services and Utilities
Responsible Officer:	Dominic Le Cerf Manager Works and Services
Author:	Kaye Skinner Works Administration Officer
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to review Council Policy No. I/R/12 - Notice of Entry for Public Services and Utilities.

BACKGROUND

This policy was last reviewed by the Council at its meeting held on 28 May 2013.

STATUTORY ENVIRONMENT

Utility Providers Code of Practice for Western Australia 2010.
Restoration and Reinstatement Specifications for Local Governments 2002.
Environmental Protection (Clearing of Native Vegetation) Regulations 2004.

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 Shire of Plantagenet Strategic Community Plan 2013-2023 provides at Outcome 2.4 (Safe and reliable transport infrastructure) the following:

Strategy 2.4.1:

'Maintain and further develop roads and pathways at appropriate standards.'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

This policy provides clear guidelines for utility service providers when undertaking public service and utility work within or on Shire owned or managed property. A

copy of the policy is attached to all correspondence sent by the Shire to utility service providers.

The only change in the policy is at point 11 where the Department of Environment and Conservation is now the Department of Environment Regulation.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr C Pavlovich:

That reviewed Council Policy No. I/R/12 - Notice of Entry for Public Services and Utilities as follows:

OBJECTIVE

To provide clear guidelines to the Council, its officers and public utility companies and their contractors regarding the undertaking of public service and utility work within the Shire of Plantagenet.

POLICY

The Council will provide a letter of approval for public services and utilities works to occur within the shire of Plantagenet provided that the Manager Works and Services is satisfied with the proposed works and provided that the following conditions are adhered to by the utility company:

- 1. Should it be necessary to carry out the installation of underground services beneath a road pavement, approval must be sought from the Manager Works and Services prior to undertaking the works.**

The following options are available where it is necessary to place underground services beneath the road pavement:

- a) Trenchless technology methods;**
- b) Utilise existing conduits / culverts; or**
- c) Trench excavation and reinstatement.**

Where underground services are to be placed beneath the road pavement and any existing conduits or culverts cannot be used, preference will be given to the use of trenchless technology methods. In the case of trench excavation and reinstatement, an appropriate 'defects liability period' will be applied to the reinstated work.

- 2. All trenches located within the road reserve shall be backfilled with quality material and suitably compacted following installation of plant or underground services. The finished surface level of the compacted backfill material shall generally match the existing surface profile of the road reserve.**
- 3. All disturbed areas shall be reinstated to pre-existing conditions following completion of the works. As a minimum, areas denuded by**

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- installation of plant or underground services shall be top soiled, turfed and regularly watered following completion of the works.
4. All utility holes, inspection points and/or other permanent above ground features, which are to be located within the road reserve, shall be flush with the natural ground to avoid potential trip hazards.
 5. No fixed plant (pits, inspection holes, inspection points etc) or cabling shall be constructed either near or within existing road formation. This will ensure that, should the Council ever widen the road, the fixed plant/cable is sufficiently clear of the works.
 6. All cabling shall be laid to the following depths:
 - a) Under roads - minimum 1.0 metre;
 - b) Within verges - minimum 0.75 metre; and
 - c) Within public open space - minimum 0.75 metre.
 7. Where work is likely to affect vehicular access to private properties, every attempt shall be made to accommodate the needs of landowners/residents regarding entry and/or exit from the property.
 8. A minimum of one trafficable lane shall remain open to the public at all times and traffic control shall be employed during the course of the works. A copy of the Traffic Management Plan shall be forwarded to the Manager Works and Services for consideration.
 9. The finished condition of the road and/or road reserve shall be to the satisfaction of the Manager Works and Services.
 10. Where work is to be carried out within privately or publicly owned land, the affected property owners shall be notified in writing of the utility's intent to install plant/cabling. All areas denuded or affected by the works within privately owned land or public open space shall be made good upon completion of the works.
 11. Where any removal of vegetation is required then the relevant clearing permits must be obtained from the Department of Environment Regulation prior to the seeking of consent from the Council.
 12. All works are to comply with the Utility Providers Code of Practice for Western Australia, effective 1 February 2010, and the Restoration and Reinstatement Specification for Local Governments in Western Australia, effective October 2002.'

be endorsed.

CARRIED (9/0)

NO. 117/15

9.2.2 KENDENUP TOWNSITE - CLOSED THOROUGHFARE TO VEHICLES

File Ref:	N34299
Attachments:	Kendenup Townsite - Closed Thoroughfares - Map
Responsible Officer:	Dominic Le Cerf Manager Works and Services
Author:	Amy Chadbourne Senior Administration/Project Officer Works and Services
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to consider submissions received in response to the advertising of the existing closures to vehicular traffic of the intersections of First and Second Avenues and Newman Street, Kendenup running north to south respectively (see attached map).

Further, this report recommends a copy of the contents of the advertisement giving local public notice of the two thoroughfare closures be sent to the Commissioner of Main Roads.

BACKGROUND

Following a resolution of the Council at its meeting of 28 February 1995, approval was received from the Minister for Local Government in August 1995 for the Council to place obstructions in Newman Street, west to east from Chauvel Road to Hassell Avenue. Unfortunately the obstructions were placed north to south. Realising the mistake, the Third and Fourth Avenue intersections were rectified, however, after public consultation, First and Second Avenues remained as they were. There is no evidence any application was made to have these changes formalised.

The Council at its meeting held on 11 November 2014 resolved:

'That:

- 1. Culs-de-sac which were constructed following approval received from the Minister for Local Government, in August 1995 under Section 331B of the (Former) Local Government Act 1960, remain as culs-de-sac as shown on the attached plan (Map 2).*
 - 2. The cul-de-sac obstruction as shown on the attached plan (Map 2) at the southern junction of Hassell Avenue and Beverley Road not be removed.*
 - 3. The intersections of First and Second Avenues and Newman Street remain closed as shown on the attached plan (Map 2) and that the process required pursuant to Section 3.50 of the Local Government Act 1995 to 'Close a thoroughfare for a period of more than four weeks' be commenced.*
 - 4. Second and Third Avenues where they intersect with Beverley Road remain open as shown on the attached plan (Map 2).*
 - 5. Signage and street numbering improvements within the Kendenup Townsite to assist with efficient access and the ability to determine property locations be noted.*
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6. *A second 'No Entry' sign at the intersection of Newman Street and Chauvel Road be installed.*
7. *Three sets of locked gates be installed at the eastern end of the intersection of Seventh Avenue and Newman Street, the western end of the intersection of Fifth Avenue and Newman Street and the northern end of Sixth Avenue and Newman Street as shown on the attached plan (Map 2) and a key to these gates be provided to the local fire brigade for access into the reserve in case of fire.*
8. *A further report be prepared for the Council's consideration regarding the proposed closures of First and Second Avenues at their intersections with Newman Street and be presented to the Council no later than April 2015.*
9. *The Council's decision be publicly advertised.'*

STATUTORY ENVIRONMENT

(Former) Local Government Act 1960 - Section 331B (1) states:

' ... a council may, with the approval of the Minister, construct or place any obstruction in a street or way for the purpose of prohibiting the movement of vehicular traffic.'

Section 3.50 of the Local Government Act 1995 relates to the closing of certain thoroughfares to vehicles.

Subsection (1a) of Section 3.50 provides that:

'A local Government may, by local public notice, order that a thoroughfare that it manages is wholly or partially closed to the passage of vehicles for a period exceeding four (4) weeks.'

Local Government (Functions and General) Regulations 1996 Part 2 Thoroughfares, also apply.

EXTERNAL CONSULTATION

As required by Section 3.50 of the Local Government Act 1995, local public notice of the existing thoroughfare closures was placed both in the Albany Advertiser on 14 April 2015 and the Plantagenet News on 15 April 2015. No submissions to the notice were received from members of the public prior to the submission end date.

Written notice of the existing thoroughfare closures inviting submissions be forwarded to the Chief Executive Officer in writing by 15 May 2015 was provided to all parties as detailed in Section 3.50 of the Local Government Act 1995.

Responses were received from Western Power, Telstra, Department of Planning, ATCO Gas and the Water Corporation each of which raised no objections to the existing thoroughfare closures.

Advice was also sought from the Department of Local Government.

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 Strategic Community Plan 2013-2023 provides at Outcome 2.4 (Safe and reliable transport infrastructure) the following strategies:

Strategy 2.4.1:

'Maintain and further develop roads and pathways at appropriate standards'; and

Strategy 2.4.4:

'Investigate and respond to road safety and traffic issues throughout the District.'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

No objections were received to the notice of existing thoroughfare closures to vehicular traffic at the intersections of First and Second Avenues and Newman Street, Kendenup running north to south.

Section 3.50 (5) of the Local Government Act 1995 states a copy of the advertisement giving local public notice of the thoroughfare closures is to be sent to the Commissioner of Main Roads.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr S Etherington, seconded Cr J Moir:

That:

- 1. By order pursuant to Section 3.50 (1a) of the Local Government Act 1995 the intersections of First and Second Avenues and Newman Street, Kendenup running north to south respectively be permanently closed to vehicular traffic.**
- 2. Pursuant to Section 3.50 (5) of the Local Government Act 1995, a copy of the advertisement giving local public notice of the permanent closure to vehicular traffic at the intersections of First and Second Avenues and Newman Street, Kendenup running north to south respectively (see attached map) be sent to the Commissioner of Main Roads.**

CARRIED (9/0)

NO. 118/15

9.2.3 POLICY REVIEW - VEHICLE USAGE

File Ref:	N33817
Attachments:	I-FM-3 - Vehicle Usage
Responsible Officer:	Dominic Le Cerf Manager Works and Services
Author:	Kaye Skinner Works Administration Officer
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to review Council Policy No. I/FM/3 - Vehicle Usage.

BACKGROUND

This policy was last reviewed by the Council at its meeting held on 28 May 2013.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

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 Shire of Plantagenet Strategic Community Plan 2013-2023 provides at Outcome 4.5 (Skilled, committed and professional staff in a supportive environment) the following:

Strategy 4.5.4:

'Maintain and develop human resource management policies, procedures and systems for current and future workforce needs.'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

This policy is considered relevant and should be retained. The Chief Executive Officer has delegated authority for the use of vehicles.

An additional point (number 8) has been added to the policy to clarify the use by restricted private users of motor vehicles when on annual or long service leave.

Grammatical and formatting inconsistencies are the other changes recommended to this policy.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr G Messmer:

That amended Council Policy No. I/FM/3 - Vehicle Usage as follows:

OBJECTIVE

To provide clear guidelines regarding the use of Shire of Plantagenet fleet vehicles.

DEFINITIONS

‘Business Use’ of Shire vehicles is defined as the use required to give effect to all of the Council’s operational needs and services.

‘Commuter Use’ of Shire vehicles is defined as journeys directly between an Officer’s place of residence and place of work.

‘Restricted Private Use’ of Shire vehicles is defined as private use other than commuter use within a radius set by the Council. The private use of a Council motor vehicles does not include that vehicle being used by the employee for the purpose of conducting a commercial business.

‘Full Private Use’ of Shire vehicles is defined as unrestricted private use within the State of Western Australia. The private use of Council motor vehicles does not include that vehicle being used by the employee for the purpose of conducting a commercial business.

‘Use Outside of Western Australia’ of Shire vehicles is defined as private use outside the State of Western Australia. This use on all occasions would require permission from the Council.

POLICY

1. The full private use of vehicles be available only to employees where negotiated as a condition of their contract of employment.
2. Other Officers may negotiate restricted private use or commuter use of Shire vehicles with the Chief Executive Officer.
3. All Council owned vehicles be pool vehicles available for use by Council employees and Councillors at all times when required for Council purposes.
4. A designated driver shall be an employee of the Shire of Plantagenet who:
 - a) Has been assigned the vehicle as part of their contract of employment; and
 - b) Holds a current Western Australian C (Car) or CA (Car Automatic) driver’s licence or equivalent; and

- c) Is responsible for the care and management of the vehicle.
5. An authorised driver shall be:
- a) The holder of a current Western Australian C (Car) or CA (Car Automatic) driver's licence or equivalent; and
 - b) Any employee or Councillor other than the designated driver on Shire of Plantagenet business who is required to drive the vehicle as part of their duties and responsibilities; or
 - c) The designated driver's spouse or partner; or
 - d) Any other person authorised in writing by the Chief Executive Officer; or
 - e) Any other person provided a designated driver is physically present in the vehicle.
6. The designated regions for full private use shall be, unless otherwise set out in the Officer's contract of employment:
- a) Throughout Western Australia for the Chief Executive Officer and Senior Managers; and
 - b) Adjoining Shires up to Perth for all other Officers.
7. Full private vehicle use does not include annual leave or long service leave unless prior written approval is provided by the Chief Executive Officer or as specifically written in the Officer's contract of employment.
8. Restricted private use does not include annual leave or long service leave unless prior written approval is provided by the Chief Executive Officer or as specifically written in the Officer's contract of employment
9. Any personal items left in Council vehicles are not insured under the Council's insurance policy if stolen or damaged and are therefore solely the responsibility of the owner of the personal items.

GENERAL CONDITIONS OF USE

The following general conditions are applicable to the use of a Council motor vehicle:

- 10. Smoking is strictly prohibited within Council motor vehicles at all times.
- 11. The motor vehicle shall be operated in a reasonable manner in accordance with all relevant acts, regulations and Council policies. The designated driver, his/her spouse/partner, or any other authorised person who drives the motor vehicle is financially responsible for any fines and/or infringements received during the operation of the motor vehicle.
- 12. The Shire of Plantagenet will be financially responsible for the maintenance of the motor vehicle but it is the responsibility of the designated driver to ensure that the motor vehicle has a sufficient amount of fuel/lubricant, water and correct tyre pressure in between scheduled servicing. Where the motor vehicle has been equipped with a first aid kit

or fire extinguisher, it is the responsibility of the designated driver to ensure that the first aid kit or fire extinguisher is adequately stocked or charged at all times or replacement stock ordered through the Council's Works and Services section when used/expired.

13. The authorised person shall comply with the following conditions in respect to the motor vehicle in his/her care:
 - a) Advise the Council's Works and Services section when scheduled servicing of the motor vehicle is due or repairs are required;
 - b) Wash, clean and vacuum the motor vehicle as often as required;
 - c) Drive the motor vehicle responsibly and legally, observing all road rules and traffic regulations;
 - d) Secure the motor vehicle when parked in public/private places;
 - e) Examine the motor vehicle prior to use for any damage, operation of light and indicators, tyre pressure etc; and
 - f) Report any motor vehicle accident immediately (or as soon as practicable) to the Chief Executive Officer or Manager Works and Services.
14. A Council motor vehicle used for any of the purposes outlined in this Policy shall be properly housed and secured at the place of residence of the designated driver where appropriate.
15. Any designated driver or authorised driver shall immediately advise the Chief Executive Officer if his/her driver's licence is suspended or cancelled.
16. Any designated driver or authorised driver shall immediately surrender the motor vehicle to the Shire upon:
 - a) Cancellation or suspension of his/her driver's licence;
 - b) Leaving the employment of the Shire of Plantagenet; or
 - c) No longer being an elected member of the Council.'

be endorsed.

CARRIED (9/0)

NO. 119/15

9.3 COMMUNITY SERVICES REPORTS

9.3.1 ANNUAL BUSH FIRE MITIGATION NOTICE 2015 / 2016

File Ref:	N34267
Attachments:	ABMN Version 4 0 - 15 June 2015
Responsible Officer:	Fiona Saurin Manager Community Services
Author:	Isabelle Draffehn Community Development Officer
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to endorse the Annual Bush Fire Mitigation Notice – 2015/2016 (ABMN) for gazettal, publication and distribution to owners of land within the Shire of Plantagenet.

BACKGROUND

The Shire of Plantagenet publishes an Annual Firebreak and Fire Hazard Reduction Notice (AFN) for distribution to all landholders, which is posted with the Rates Notice. As the focus has changed from firebreaks, the name of the document has changed this year to Annual Bushfire Mitigation Notice.

Several amendments were made to the AFN for the 2014/2015 bushfire season to simplify the information presented and provide a clearer format. These changes were made in consultation with bush fire brigade members, shire staff and the general public.

During the 2014/2015 bush fire season it became apparent that further changes could be made to the AFN to:

- Focus on asset protection;
- Improve access into and out of properties to enhance safety for fire fighters; and
- Encourage more awareness of the community's obligations towards bush fire preparedness.

A draft 2015/2016 ABMN was prepared following consultation and a review of other Firebreak Notices from around the state. The draft ABMN was endorsed by the Shire of Plantagenet Bush Fire Advisory Committee on 6 May 2015.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

Planning and Development Act 2005

Western Australian Planning Commission Development Control Policy 3.7 Fire Planning (2001)

Bush Fire Management and Response Plan

Bush Fire Brigades Local Law 2008

EXTERNAL CONSULTATION

Consultation has occurred with members of the Bush Fire Advisory Committee, the AFN Review Group, Bush Fire Brigade submissions, members of the Western Australian Farmers Federation and public submissions.

FINANCIAL IMPLICATIONS

Funds have been allocated in the annual budget to facilitate the printing and distribution of the ABMN. Printing costs will be in the order of \$5,223.00.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013–2023 provides at Outcome 1.9 (A safe Plantagenet) the following Strategy:

Strategy 1.9.2:

'Support the community in emergency and fire management planning, preparedness, response and recovery'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

The draft 2015/2016 ABMN has several major changes, the most significant being the removal of the requirement for boundary firebreaks on properties over 20ha and enhancing asset protection measures.

The aim of the revised ABMN is to protect built infrastructure and fire fighters during a fire event. To achieve this more emphasis has been placed on:

- building protection zones – all habitable buildings require a minimum 20m protection zone within which only reticulated lawns, gardens and managed vegetation is allowed. Flammable stores such as firewood are stored away from this area;
- asset protection zones – require protection around sheds, hay stacks and fuel storage on properties greater than one hectare. A firebreak must be installed no less than 20m and no more than 100m from the perimeter of the shed, haystack or fuel storage, with the area between the asset and firebreak to be kept in a hazard reduced state and grass or vegetation limited to 100mm in height; and
- driveways - need to be a minimum of four metres wide and have a minimum overhead clearance of three metres to allow safe passage for fire trucks.

The requirement for boundary firebreaks on properties greater than 20ha has been removed (excluding plantations) due to the following reasons:

- The effectiveness of boundary firebreaks at controlling fires can be limited. In many fire situations firebreaks are installed during the event to try to control the fire area; and
- Loss of productive rural land and soil erosion issues.

Some firebreak requirements exist within the draft 2015/2016 ABMN, these being the need to install a firebreak on townsite lots and properties up to 20ha if 70% or more of the property is covered by unmanaged vegetation. This was to address the risk of town lots with high fuel loads in close proximity to other properties.

Landowners of properties under 20ha may have concerns that they are being unfairly penalised by having the requirement for firebreaks on their properties. In comparison to larger landholders, the burden of installing firebreaks on properties 20ha or less may be perceived as unfair.

Other amendments to the draft 2015/2016 ABMN include:

- Shortening the Restricted Burning Time for the Eastern and Western Zones to 15 April annually;
- Clear statements on the cover that the notice applies to all Shire residents including homeowners, tenants, absentee landowners and people living on rural properties;
- Highlighted sections which promote the need to undertake fire protection measures;
- Amended layout to simplify the requirements for different property types; and
- Encouragement to burn road verges and a brief outline of the process required.

The draft 2015/2016 ABMN was presented to the Ordinary Meeting of the Bush Fire Advisory Committee on 6 May 2015. It was resolved that the Fire Mitigation Notice be recommended to the Council for endorsement.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr S Etherington:

That the Annual Bush Fire Mitigation Notice 2015/2016 as attached be endorsed.

CARRIED (9/0)

NO. 120/15

9.3.2 BUSH FIRE CONTROL OFFICERS POSITIONS - APPOINTMENTS FOR 2015/2016

File Ref: N34266
Responsible Officer: Fiona Saurin
Manager Community Services
Author: Isabelle Draffehn
Community Development Officer
Proposed Meeting Date: 23 June 2015

PURPOSE

The purpose of this report is to recommend the appointment of the Shire of Plantagenet Bush Fire Control Officers, executive Bush Fire Service Roles and Bush Fire Advisory Committee Delegates and Proxies for 2015/2016.

BACKGROUND

The Shire of Plantagenet appoints delegates to a number of positions on an annual basis in accordance with the Bush Fires Act 1954 and the Shire of Plantagenet Bush Fire Management and Response Plan.

At its meeting held on 6 May 2015, the Shire of Plantagenet Bush Fire Advisory Committee (BFAC) 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 Officer, Base Radio Operator, Deputy Base Radio Operators, Bush Fire Control Officers and the BFAC Delegates and Proxies of each Bush Fire Brigade for 2015/2016.

STATUTORY ENVIRONMENT

Bush Fires Act 1954 - Section 38 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.

Shire of Plantagenet Bush Fire Brigades Local Law 2008.

EXTERNAL CONSULTATION

The BFAC 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 Strategic Community Plan 2013–2023 provides at Outcome 1.9 (A safe Plantagenet) the following Strategy:

Strategy 1.9.2:

‘Support the community in emergency and fire management planning, preparedness, response and recovery’

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

Nominations for the appointment of Bush Fire Control Officers for the Shire of Plantagenet for 2015/2016 are as follows:

Shire of Plantagenet Bush Fire Brigade	Bush Fire Control Officer Nominee
Denbarker	Neville Lindberg
	Warren Drage
	Norm Handasyde
	John Rodgers
Forest Hill	Len Handasyde
	Jason Scherell
	Craig Lynch
	Craig Moore
	Murray McLean
Kendenup	Brian Appleby
	David Burcham
	Rob Webb
	Rod Stan-Bishop
	Stephen Beech
	Ken Frost
	Ray Shepard
	Nigel Craig
Middle Ward	Colin Taylor
	Iain Mackie
	Kim Stothard
	Kevin Forbes AM
	Paul Spinks

Narpyn	Mark Wallace
	Owen Sounness
	Stephen Morrow
	Michael Cave
Narrikup	Graeme Frusher
	Warren Forbes
	Chris Norton
	Des Graham
	David Fisher
Perillup	Robin Ditchburn
Porongurup	John Russell
	Warren Thomas
	Brad Cluett
	Ray Willams
Rocky Gully	Murray Wills
	Andy Simmons
	Ian Higgins
South Porongurup	Jim Baily
	Wayne Mathews
Woogenellup	Grant Cooper
	Bryce Skinner
Kojaneerup (Dual FCO)	Craig Nelson
South Stirlings (Dual FCO)	Graeme Pyle
	Luke Bennet
Mount Barker Volunteer Fire and Rescue Brigade	Andrew Buchanan
	Jamie Rutter
Shire of Plantagenet	Steve Player
	Mark Vitler
	Ray Parry
	Joanne Weekes

The BFAC has nominated the following to the Designated Positions for 2015/2016:

Designated Position	Officer
Chief Bush Fire Control Officer	Kevin Forbes AM
Deputy Chief Bush Fire Control Officer No. 1	Norm Handasyde
Deputy Chief Bush Fire Control Officer No. 2	John Russell
Base Radio Operator	Sharon Lynch
Deputy Base Radio Operators	Brian Appleby
	Carolyn Lindberg
Chief Fire Weather Reporting Officer	David Burcham
Deputy Fire Weather Reporting Officer	Mark Wallace

The BFAC has nominated the following BFAC Delegates and Proxies for 2015/2016:

BRIGADE	DELEGATE	PROXY
Denbarker	Norm Handasyde	Geoff Mather
Forest Hill	Murray Mclean	Jason Scherell
Kendenup	Brian Appleby	Nigel Craig
Middle Ward	Iain Mackie	Kim Stothard/Paddy Henderson
Narpyn	Don Steven	Rob Wright
Narrikup	Graeme Frusher	Warren Forbes
Perillup	Robin Ditchburn	
Porongurup	Paul Adams	John Russell
Rocky Gully	Murray Wills	Andy Simmons
South Porongurup	Jim Baily	Wayne Matthews
Woogenellup	Grant Cooper	Mark Adams
South Stirlings	Graeme Pyle	Luke Bennett
Mt Barker VFRS	Andrew Buchanan	

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr J Oldfield:

That:

1. All previous appointments for the positions of Bush Fire Control Officers and designated Bush Fire Service positions for the Shire of Plantagenet be cancelled on 30 June 2015.
2. The following be appointed as Bush Fire Control Officers within the designated Bush Fire Brigade areas for 2015/2016, taking effect from 1 July 2015:

Shire of Plantagenet Bush Fire Brigade	Bush Fire Control Officer Nominee
Denbarker	Neville Lindberg
	Warren Drage
	Norm Handasyde
	John Rodgers
Forest Hill	Len Handasyde
	Jason Scherell
	Craig Lynch
	Craig Moore
	Murray McLean
Kendenup	Brian Appleby
	David Burcham
	Rob Webb
	Rod Stan-Bishop
	Stephen Beech

	Ken Frost
	Ray Shepard
	Nigel Craig
Middle Ward	Colin Taylor
	Iain Mackie
	Kim Stothard
	Kevin Forbes AM
	Paul Spinks
Narpyn	Mark Wallace
	Owen Sounness
	Stephen Morrow
	Michael Cave
Narrikup	Graeme Frusher
	Warren Forbes
	Chris Norton
	Des Graham
	David Fisher
Perillup	Robin Ditchburn
Porongurup	John Russell
	Warren Thomas
	Brad Cluett
	Ray Willams
Rocky Gully	Murray Wills
	Andy Simmons
	Ian Higgins
South Porongurup	Jim Baily
	Wayne Mathews
Woogenellup	Grant Cooper
	Bryce Skinner
Kojaneerup (Dual FCO)	Craig Nelson
South Stirlings (Dual FCO)	Graeme Pyle
Mount Barker Volunteer Fire and Rescue Brigade	Luke Bennet
	Andrew Buchanan
	Jamie Rutter
Shire of Plantagenet	Steve Player
	Mark Vitler
	Ray Parry
	Joanne Weekes

3. The following be appointed as Designated Bush Fire Service Positions for 2015/2016, taking effect from 1 July 2015:

Designated Position	Officer
Chief Bush Fire Control Officer	Kevin Forbes AM
Deputy Chief Bush Fire Control Officer No. 1	Norm Handasyde
Deputy Chief Bush Fire Control Officer No. 2	John Russell
Base Radio Operator	Sharon Lynch
Deputy Base Radio Operators	Brian Appleby
	Carolyn Lindberg
Chief Fire Weather Reporting Officer	David Burcham
Deputy Fire Weather Reporting Officer	Mark Wallace

4. The following be appointed as Bush Fire Advisory Council Delegates and Proxies for 2015/2016, taking effect from 1 July 2015:

BRIGADE	DELEGATE	PROXY
Denbarker	Norm Handasyde	Geoff Mather
Forest Hill	Murray Mclean	Jason Scherell
Kendenup	Brian Appleby	Nigel Craig
Middle Ward	Iain Mackie	Kim Stothard/Paddy Henderson
Narpyn	Don Steven	Rob Wright
Narrikup	Graeme Frusher	Warren Forbes
Perillup	Robin Ditchburn	
Porongurup	Paul Adams	John Russell
Rocky Gully	Murray Wills	Andy Simmons
South Porongurup	Jim Baily	Wayne Matthews
Woogenellup	Grant Cooper	Mark Adams
South Stirlings	Graeme Pyle	Luke Bennett
Mt Barker VFRS	Andrew Buchanan	

CARRIED (9/0)

NO. 121/15

9.4 CORPORATE SERVICES REPORTS

9.4.1 APPOINTMENT OF AUDITOR - 2014/2015

Cr J Moir

Type: Financial/Indirect Financial Interest (Section 5.60(A) and Section 5.61 LGA)

Nature: Family member works for Lincolns

Extent: Not applicable

3:27pm Cr J Moir withdrew from the meeting.

File Ref:	N34389
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	John Fathers Deputy Chief Executive Officer
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to appoint an auditor for a further 12 month period.

BACKGROUND

At its meeting held on 14 July 2009, the Council resolved that Mr Russell Harrison (Registered Company Auditor Number 14152) of Lincolns Accountants and Business Advisors be appointed as the Council's auditor for the five year period 1 July 2009 to 30 June 2014 in accordance with the document 'Quotation for the Provision of Audit Services' dated 23 June 2009.

STATUTORY ENVIRONMENT

Section 7.3 of the Local Government Act 1995 states:

'7.3 Appointment of auditors

- (1) A local government is to, from time to time whenever such an appointment is necessary or expedient, appoint* a person, on the recommendation of the audit committee, to be its auditor.*
- (2) The local government may appoint one or more persons as its auditor.*
- (3) The local government's auditor is to be a person who is -*
 - (a) a registered company auditor; or*
 - (b) an approved auditor.'*

EXTERNAL CONSULTATION

Mr Harrison has agreed to an appointment for a further 12 months.

FINANCIAL IMPLICATIONS

The fee advised by Lincolns Accountants is a base fee of \$18,000.00 (excluding GST), which equates to the current fee being increased by Perth CPI.

POLICY IMPLICATIONS

There are no policy implications for this report.

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:

Strategy 4.6.1:

'Provide a full range of financial services to support Shire's operations and to meet planning, reporting and accountability requirements'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

Mr Harrison from Lincolns Accountants and Business Advisors is the Shire's current auditor. Lincolns is situated in Albany and has many years experience with local governments in the Great Southern Region. The firm is extremely thorough and professional, but is very 'approachable' and easy to talk to about auditing matters.

It is intended to appoint Lincolns for a further 12 month period. Following that, quotations will be sought from audit firms for a further five year period.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Mr Russell Harrison (Registered Company Auditor Number 14152) of Lincolns Accountants and Business Advisors be appointed as the Council's auditor for the 2014/2015 financial year.**
- 2. Quotations be called for the provision of audit services for a five year period in February 2016.**

CARRIED (8/0)

NO. 122/15

Absolute Majority

3:29pm Cr J Moir returned to the meeting.

9.4.2 FINANCIAL STATEMENTS - MAY 2015

File Ref:	N34326
Attachment:	Financial Statements (separate attachment)
Responsible Officer:	John Fathers Deputy Chief Executive Officer
Author:	Alison Kendrick Senior Administration Officer - Finance
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to present the financial position of the Shire of Plantagenet for the period ending 31 May 2015.

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.

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

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr C Pavlovich:

That the Financial Statement for the period ending 31 May 2015 be received.

CARRIED (9/0)

NO. 123/15

9.4.3 LIST OF ACCOUNTS - MAY 2015

File No:	N34308
Attachment:	<u>List of Accounts - May 2015</u>
Responsible Officer:	John Fathers Deputy Chief Executive Officer
Author:	Emma Gardner Accounts Officer
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of May 2015.

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 (27 May 2014). 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 S Etherington, seconded Cr J Moir:

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 May 2015 be received and recorded in the minutes of the Council, the summary of which is as follows:

1. Electronic Payments and Direct Debits totalling \$1,282,144.73;
2. Municipal Cheques 45181 - 45222 totalling \$45,816.48; and
3. Trust Cheque 379 for \$132.36.

CARRIED (9/0)

NO. 124/15

9.4.4 MATERIAL VARIANCE AMOUNT - 2015-2016

File Ref:	N34302
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	John Fathers Deputy Chief Executive Officer
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to adopt reportable budget variance values for the 2015/2016 financial year.

BACKGROUND

Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AASB 1031 (formerly AAS 5) to be used in the statements of financial activity for reporting material variances. According to AASB 1031:

'materiality means, in relation to information, that information which if omitted, misstated or not disclosed has the potential to adversely affect decisions about the allocation of scarce resources made by users of the financial report or the discharge of accountability by the management or governing body of the entity.'

The purpose of this report is to assist the Council in adopting the required annual percentage and minimum value over which budget variances would be considered material.

For several years, the material variances have been set at:

1. Expenditure in excess of 10% of (monthly) budget to a minimum of \$5,000.00.
2. Income less than 90% of (monthly) budget to a minimum of \$5,000.00.

STATUTORY ENVIRONMENT

Regulation 34 of the Local Government (Financial Management) Regulations requires local governments to report on a monthly basis. The Financial Management Regulations require local governments to prepare, each month, a statement of financial activity reporting on revenue and expenditure for the month in question and must include - material variances i.e. material variances between the comparable amounts in year to date budget and year to date actual. The relevant parts of that Regulation are detailed below:

'34. Financial activity statement report — s. 6.4

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —...

(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

...

- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.'*

FINANCIAL IMPLICATIONS

There are no actual budget implications from adopting these materiality figures as they are there to assist and guide management and the Council. Adoption of this recommendation should assist the Council in making sound financial management decisions.

POLICY IMPLICATIONS

There are no policy implications for this report.

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:

Strategy 4.6.1:

'Provide a full range of financial services to support Shire's operations and to meet planning, reporting and accountability requirements'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

The current material variances utilised by the Council appear to be working well and meet legal and practical requirements.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr C Pavlovich:

That material financial variances for the 2015/2016 financial year be set at:

- 1. Expenditure in excess of 10% of (monthly) budget to a minimum of \$5,000.00.**
- 2. Income less than 90% of (monthly) budget to a minimum of \$5,000.00.**

CARRIED (9/0)

NO. 125/15

9.4.5 WRITE OFF OF OUTSTANDING DEBTS

File Ref: N34338
Responsible Officer: John Fathers
Deputy Chief Executive Officer
Author: Emma Gardner
Accounts Officer
Proposed Meeting Date: 23 June 2015

PURPOSE

The purpose of this report is to write off bad debts that have been outstanding for an excessive period of time and are considered unrecoverable.

BACKGROUND

A schedule of sundry debts proposed to be written off is detailed below. All the debts relate to library fees. Such fees include outstanding library books and DVDs borrowed in 2013 and 2014 from the Mount Barker Public Library, a \$10.00 account fee charged under the 2014/2015 fees and charges and outstanding items not recovered after the closure of the Rocky Gully Library.

Name	Amount
Sophia Bishop	\$52.70
Justine Taylor	\$133.80
Deborah Pene	\$96.75
Shakila Jafari	\$46.15
Lauren Cummings	\$70.00
Katie Stevens	\$49.95
Tracey Collister	\$55.35
Yvette Ugle	\$33.95
Chantelle Bialobrodski	\$41.50
Georgia Pape	\$35.00
Brock Pape	\$25.95
Mervyn Krakouer	\$66.50
Anar Bux	\$41.95
Jasmin Richie-Sharpe	\$65.00
Mystique Townhill	\$169.90
Chelsey Allan	\$73.05
Joyce Krakouer	\$212.20
Thomas O'Connor	\$112.95
Steven Daly	\$28.05
Cheryl Bonney	\$95.95
Corralie Duina	\$78.00
Emily Morrison	\$127.10
Jody Shaw	\$37.95
Jamie Lee	\$54.50
Stacey Garlett	\$43.90
Katie Justin	\$109.95
Clare Winzar	\$201.00
Natasha Rawluk	\$25.00

Caleb Rees	\$84.45
Kim McQillam	\$52.60
Johannes Pretorius	\$33.55
TOTAL	\$2354.65

STATUTORY ENVIRONMENT

Section 6.12(1) (c) of the Local Government Act states:

*'(1) Subject to subsection (2) and any other written law, a local government may –
(c) Write off any amount of money, which is owed to the local government.'*

FINANCIAL IMPLICATIONS

A provision for doubtful debts of \$386.12 was allocated for the 2014/2015 financial year. It is suggested a total of \$2,354.65 be written off in the 2014/2015 year to provide an accurate reflection of the Council's receivables.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

OFFICER COMMENT

Significant attempts were made by the Shire's Librarian to recover outstanding books and DVDs before referring them to the Accounts Officer to recover the cost.

All efforts to recover the debts have been unsuccessful and due to the low amount of each individual debt it is considered impractical to engage a debt collection agency.

In an effort to limit fines and costs that could become overdue, the Library staff monitor overdue items when issuing books to clients. If a client has an overdue item, they are not allowed to borrow any further books until overdue items are returned and costs paid.

VOTING REQUIREMENTS

Absolute Majority

Moved Cr J Oldfield, seconded Cr G Messmer:

OFFICER RECOMMENDATION

That the following sundry debtors, totalling \$2,354.65 be written off:

- 1. Sophia Bishop - \$52.70;**
- 2. Justine Taylor - \$133.80;**
- 3. Deborah Pene - \$96.75;**
- 4. Shakila Jafari - \$46.15;**
- 5. Lauren Cummings - \$70.00;**
- 6. Katie Stevens - \$49.95;**
- 7. Tracey Collister - \$55.35;**

8. Yvette Ugle - \$33.95;
9. Chantelle Bialobrodski - \$41.50;
10. Georgia Pape - \$35.00;
11. Brock Pape - \$25.95;
12. Mervyn Krakouer - \$66.50;
13. Anar Bux - \$41.95;
14. Jasmin Richie-Sharpe - \$65.00;
15. Mystique Townhill - \$169.90;
16. Chelsey Allan - \$73.05;
17. Joyce Krakouer - \$212.20;
18. Thomas O'Connor - \$112.95;
19. Steven Daly - \$28.05;
20. Cheryl Bonney - \$95.95;
21. Corralie Duina - \$78.00;
22. Emily Morrison - \$127.10;
23. Jody Shaw - \$37.95;
24. Jamie Lee - \$54.50;
25. Stacey Garlett - \$43.90;
26. Katie Justin - \$109.95;
27. Clare Winzar - \$201.00;
28. Natasha Rawluk - \$25.00;
29. Caleb Rees - \$84.45;
30. Kim McQillam - \$52.60; and
31. Johannes Pretorius - \$33.55.

CARRIED (9/0)

NO. 126/15

Absolute Majority

9.4.6 POLICY REVIEW - ALTERNATIVE FLAGS

File Ref:	N34237
Responsible Officer:	John Fathers Deputy Chief Executive Officer
Author:	Donna McDonald Senior Administration/Human Resources Officer
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to review Council Policy A/PA/15 – Alternative Flags.

BACKGROUND

This policy was last reviewed by the Council at its meeting held on 26 March 2013.

STATUTORY ENVIRONMENT

Guidelines for the flying of the Australian National Flag are laid out in the Flags Act (1953) which is a Federal Act.

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

There are no strategic implications for this report.

OFFICER COMMENT

It is considered that the current policy is sufficient and should be endorsed.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr C Pavlovich:

That Council Policy A/PA/15 – Alternative Flags, as follows:

Objective:

To give guidance on the flying of alternative flags.

POLICY:

That alternative flags be flown from the Council official masts along with the Australian flag on specific occasions requested by the Protocol Branch of the Department of Premier and Cabinet or the Council.'

be endorsed.

CARRIED (9/0)

NO. 127/15

9.4.7 POLICY REVIEW - COMMUNITY HALLS AND BUILDINGS

File Ref:	N34236
Responsible Officer:	John Fathers Deputy Chief Executive Officer
Author:	Donna McDonald Senior Administration/Human Resources Officer
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to review Council Policy A/PA/17 – Community Halls and Buildings.

BACKGROUND

This policy was last reviewed by the Council at its meeting held on 30 April 2013.

STATUTORY ENVIRONMENT

Section 3.58 of the Local Government Act relates to the disposition of property and the manner by which a Local Government can dispose of property.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

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 2.5 (Council buildings and facilities that meet community needs) the following Strategy:

Strategy 2.5.3:

‘Continue to investigate opportunities to rationalise or devolve obsolete buildings and other assets’

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

This policy continues to provide a position regarding Council owned halls and public buildings from an asset management point of view and the potential for community groups to assume responsibility for the running of those buildings.

To date lease agreements have been entered into in regard to the following halls and public buildings:

- Kendenup Agricultural Grounds – Kendenup Community Grounds Committee;
- Former Guide/Scout Hall – Plantagenet Men’s Shed;
- Woogenellup Hall – Woogenellup Progress Association;
- Mitchell House – Plantagenet Arts Council; and
- Porongurup Hall – Porongurup Community Association Incorporated.

Negotiations are currently being conducted with Plantagenet Players for the lease of the Plantagenet District Hall.

It is recommended that the current policy is endorsed unchanged.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved Cr J Moir, seconded Cr B Bell:

That Council Policy A/PA/17 – Community Halls and Buildings, as follows:

OBJECTIVE:

To clarify the Council’s position with regard to Community Halls.

POLICY:

The Council is of the opinion that community halls within the District should be:

1. Wherever possible, operated by an appropriate incorporated community body;
2. ‘Operated’ in part 1. can include ownership or leasing;
3. If sale or lease cannot be effected for Community Hall purposes the closure of the hall and subsequent sale and removal of the subject structure may be pursued.’

be endorsed.

AMENDMENT

Moved Cr A Budrikis, seconded Cr C Pavlovich:

That after the word ‘pursued’ in part 3 the words ‘by Council decision’ be added.

CARRIED (5/4)

NO. 128/15

COUNCIL DECISION

That Council Policy A/PA/17 – Community Halls and Buildings, as follows:

OBJECTIVE:

To clarify the Council's position with regard to Community Halls.

POLICY:

The Council is of the opinion that community halls within the District should be:

1. Wherever possible, operated by an appropriate incorporated community body;
2. 'Operated' in part 1. can include ownership or leasing;
3. If sale or lease cannot be effected for Community Hall purposes the closure of the hall and subsequent sale and removal of the subject structure may be pursued by Council decision.'

be endorsed.

CARRIED (9/0)

NO. 129/15

9.5 EXECUTIVE SERVICES REPORTS

9.5.1 DELEGATIONS - ANNUAL REVIEW

File Ref:	N34064
Attachments:	Delegations
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Linda Sounness Executive Secretary
Proposed Meeting Date:	23 June 2015

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 running of the organisation. Delegations assist to preclude 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 27 May 2014 with amendments endorsed at meetings held on 11 November 2014, 9 December 2014 and 28 April 2015.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 5.42 provides for a Local Government to delegate to the CEO the exercise of any of its powers or the discharge of its duties (Absolute Majority required).

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

The Shire of Plantagenet Strategic Community Plan 2013-2023 provides at Outcome 4.1 (Effective governance and leadership) the following Strategy:

Strategy 4.1.6:

'Provide administrative support to Shire for Governance Functions.'

Further, at Outcome 4.6 (Effective and efficient corporate and administrative services) the following strategy:

Strategy 4.6.1:

'Provide a full range of financial services to support Shire's operations and to meet planning, reporting and accountability requirements.'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

It is recommended that the Delegations presented be accepted.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr B Bell:

That:

- 1. Delegations LG001 to LG 003 (inclusive), LG 005 and LG 006, LG 008 to LG 035 (inclusive), LG 037 and LG 039 to LG 046 (inclusive) to the Chief Executive Officer be endorsed.**
- 2. Delegation LG 036 to the Environmental Health Officer be endorsed.**

CARRIED (9/0)

NO. 130/15

Absolute Majority

9.5.2 FINANCIAL ASSISTANCE GRANT PROGRAM TO LOCAL GOVERNMENT (FEDERAL)

File Ref:	N34348
Attachments:	ALGA Letter
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Rob Stewart Chief Executive Officer
Proposed Meeting Date:	23 June 2015

PURPOSE

The purpose of this report is to recommend at the request of the Australian Local Government Association (ALGA) the support of ALGA's campaign to restore indexation for the Commonwealth Financial Assistance Grant Program (FAG).

BACKGROUND

Local Government, particularly rural shires, rely significantly on financial assistance grants to maintain services to the community. This financial year 2014/2015, Councils across Australia will receive \$2.3 billion from the Australian Government under this important program.

The Government's decision in the 2014 Federal Budget to freeze the indexation of FAG program for three years beginning in 2014/2015 will cost Councils across Australia an estimated \$925 million by 2017/2018 and will result in a permanent reduction of 13% to the FAG program funding pool.

ALGA is seeking to highlight the importance of the FAG program funding for the viability of Local Government and Local Government's capacity to deliver services and infrastructure. The Shire of Plantagenet, along with every other Council in Australia, is being asked to pass a resolution acknowledging the importance of the FAG program in assisting the Council to provide necessary community services (refer attached letter).

The FAG program, which is untied in the hands of local Councils, is intended to improve Local Government's capacity to provide communities with an equitable level of services and to increase the effectiveness and efficiency of Local Government.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

FINANCIAL IMPLICATIONS

The annual impact of the freeze on the Shire of Plantagenet is approximately \$30,000.00 per year and equates to approximately 0.5% in rates. The Shire of Plantagenet received \$1,534,459.00 in 2014/2015. If indexed, the Shire would have expected to receive in 2015/2016 \$1,565,148.00. This would have been \$1,596,451.00 in 2016/2017. The grant would have been \$1,628,380.00 in

2017/2018. Without indexation the grant remains \$1,534,459.00. These increases are based on an assumption of a 2% annual indexation rate.

POLICY IMPLICATIONS

There are no policy implications for this report.

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:

Strategy 4.6.1:

'Provide a full range of financial services to support Shire's operations and to meet planning, reporting and accountability requirements

Further at Outcome 2.6 (Assets and infrastructure managed over the long term to meet current and future needs)

Strategy 2.6.1:

'Develop and implement long-term Service and Asset Management Plans for all Council assets, having regard for current and future asset needs and the Shire's long-term financial Plan.'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

REGIONAL IMPLICATIONS

This matter affects all Councils across the region.

OFFICER COMMENT

ALGA's request to support its campaign to have the Federal Government reverse the decision to freeze the indexation of FAGs can be supported.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr B Bell:

That:

- 1. The importance of Federal funding through the Financial Assistance Grants program for the continued delivery of the Councils services and infrastructure be acknowledged;**
- 2. The Council's Financial Assistance Grant of \$1,534,459.00 in 2015/2016 is estimated to be \$30,000.00 less than what would have been received if the indexation freeze had not been implemented.**

3. Rick Wilson MLA Member for O'Connor be advised of the Council's concern regarding the removal of indexation from the Financial Assistance Grant program.

CARRIED (9/0)

NO. 131/15

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.1 HEAVY PLANT REVIEW COMMITTEE

Councillor Len Handasyde has given notice of his intention to move the following motion at the next Ordinary Meeting of the Council pursuant to Clause 3.7 of Standing Orders:

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. A proposal be brought before the Council at the first meeting of the Council to be held after the October 2015 Ordinary Council Elections regarding the creation of a Heavy Plant Review Committee pursuant to Section 5.9 (2) (a) of the Local Government Act 1995.**
- 2. The function of the Committee shall be to review the 12 Year Plant Replacement Program annually prior to budget adoption and to make recommendations to the Council as to plant purchases to be funded.**
- 3. The membership of the Committee shall comprise three Councillors.**

CARRIED (9/0)

NO. 132/15

COUNCILLOR COMMENT

The matter of a Heavy Plant Review Committee came before the Council at its meeting held on 3 February 2015. At that meeting a proposal to create such a Committee was, by amendment, deleted from the substantive motion.

I understand that the sentiments behind that amendment revolved around the possibility that Councillors believed that the creation of the Committee would involve the Council in operational matters.

I agree that the Council should not get involved in operational matters however I believe that the purview of the Committee refers directly to the funding role of the Council which is a role given to the Council by the Local Government Act. Further, Section 5.8 of the Act provides that:

'A Local Government may establish Committees of three or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committees.'

By creating this Committee, the Chief Executive Officer and the Manager Works and Services will have a forum to discuss, on a less formal basis, the purchases of plant proposed for the following financial year that will be recommended pursuant to the Council's Heavy Plant Purchasing Policy.

The recommendation today, if passed, would simply form a direction to the Chief Executive Officer to prepare a recommendation for the Council after the October Ordinary Elections when Committees and other Council representations are finalised.

10.2 KENDENUP AGRICULTURAL GROUNDS

Councillor Andrus Budrikis has given notice of his intention to move the following motion at the next Ordinary Meeting of the Council pursuant to Clause 3.7 of Standing Orders:

Moved Cr A Budrikis, seconded Cr J Oldfield:

That with regard to development proposals at the Kendenup Agricultural Grounds, the following issues be noted:

- 1. Significant administration time is being allocated and some funds are being expended on consultants towards the development of plans for the:
 - a) Refurbishment of the Kendenup Agricultural Hall;**
 - b) Development of a Nature Based Camping Ground; and**
 - c) The potential demolition of the 'Bridge Club/Playgroup' building adjacent to the agricultural building.****
- 2. The Council has been successful in attracting \$120,000.00 of external funding for the development of the Nature Based Camping Ground.**
- 3. The Council has previously allocated \$125,000.00 towards the development of an ablution block, such funding being still available.**
- 4. The KCRC (Kendenup Community Recreation Centre) has indicated they could put \$150,000.00 towards a suitable re-development at the Agricultural Grounds.**
- 5. That the creation of a working group involving three Councillors, two staff and one member each from the Agricultural Grounds Committee and the Kendenup Community Recreation Centre be endorsed.**
- 6. That the amount of \$10,000.00 be allocated for planning of these projects at this stage.**

AMENDMENT

Moved Cr J Oldfield, seconded Cr S Etherington:

That at part 1c. the words “The potential demolition of the ‘Bridge Club/Playgroup’ building adjacent to the agricultural building” be deleted and replaced with ‘Potential rationalisation of other facilities in Kendenup’.

CARRIED (9/0)

NO. 133/15

AMENDMENT

Moved Cr B Bell, seconded Cr S Etherington:

That parts 2, 4 and 6 of the motion be deleted.

LOST (2/7)

AMENDMENT

Moved Cr J Moir, seconded Cr L Handasyde:

That:

1. In part 6 of the motion the word ‘allocated’ be deleted and replaced with the word ‘recommended’.
2. A further part 7 be added to the motion as follows:
 - ‘7. The Chief Executive Officer be requested to prepare a report addressing:
 - a) the brief of the working group;
 - b) the membership of the working group; and
 - c) budget requirements for consideration of the Council.’

CARRIED (9/0)

NO. 134/15

COUNCIL DECISION

That with regard to development proposals at the Kendenup Agricultural Grounds, the following issues be noted:

1. Significant administration time is being allocated and some funds are being expended on consultants towards the development of plans for the:
 - a) Refurbishment of the Kendenup Agricultural Hall;
 - b) Development of a Nature Based Camping Ground; and
 - c) Potential rationalisation of other facilities in Kendenup.
2. The Council has been successful in attracting \$120,000.00 of external funding for the development of the Nature Based Camping Ground.

3. The Council has previously allocated \$125,000.00 towards the development of an ablution block, such funding being still available.
4. The KCRC (Kendenup Community Recreation Centre) has indicated they could put \$150,000.00 towards a suitable re-development at the Agricultural Grounds
5. That the creation of a working group involving three Councillors, two staff and one member each from the Agricultural Grounds Committee and the Kendenup Community Recreation Centre be endorsed.
6. That the amount of \$10,000.00 be recommended for planning of these projects at this stage.
7. The Chief Executive Officer be requested to prepare a report addressing:
 - a) the brief of the working group;
 - b) the membership of the working group; and
 - c) budget requirements for consideration of the Council.

CARRIED (9/0)

NO. 135/15

COUNCILLOR COMMENT

I understand that approximately \$250,000.00 is available through Council allocation and grant funding for the development of a Nature Based Camping Ground and ablution block at the Kendenup Agricultural Grounds. Although this news is an undoubted boon for the development of Kendenup and especially the Agricultural Grounds, I am nevertheless concerned that we need to develop an adopted position with regard to what exactly the Council wants from this development.

Councillor Oldfield has already done a sterling job in consulting and placating community members. Also needing to be discussed is the potential for development with the possibility that the KCRC will contribute as much as \$150,000.00 towards the overall development.

Thus far approximately \$2,500.00 has been spent in the preparation of conceptual plans however these plans have been done in the absence of any 'context' for the site overall. A consultant should be engaged to complete an integrated master plan for all the planned activities at the Agricultural Grounds.

I believe that the Council should note that these funds have been spent and appoint a working group to ensure this project is brought to fruition in a direction that the Council is comfortable with as well as the community.

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

Nil

12 CONFIDENTIAL

12.1 WORKS AND SERVICES REPORTS

12.1.1 SUPPLY AND DELIVERY OF A MOTOR GRADER

File Ref: N34247
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Dominic Le Cerf
Manager Works and Services
Proposed Meeting Date: 23 June 2015

PURPOSE

The purpose of this report is to consider the supply of a new motor grader.

MOTION TO PROCEED BEHIND CLOSED DOORS

Moved Cr B Bell, seconded Cr G Messmer:

4:43pm That the meeting be closed to members of the public pursuant to Section 5.23 (c) of the Local Government Act as the matter to be considered relates to a contract entered into, or which may be entered into, by the local government.

CARRIED (9/0)

NO. 136/15

MOTION TO PROCEED IN PUBLIC

Moved Cr L Handasyde, seconded Cr B Bell:

4:45pm That the meeting proceed in public.

CARRIED (9/0)

NO. 137/15

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr J Oldfield:

That the quotation from WesTrac Pty Ltd for the supply of a new CAT 12M grader and trade-in on the CAT 12H grader for a net changeover of \$251,516.70 (excluding GST) be accepted.

CARRIED (9/0)

NO. 138/15

12.1.2 SUPPLY AND DELIVERY OF A VIBRATING ROLLER

File Ref: N34248
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Dominic Le Cerf
Manager Works and Services
Proposed Meeting Date: 23 June 2015

PURPOSE

The purpose of this report is to consider the supply of a new vibrating roller.

MOTION TO PROCEED BEHIND CLOSED DOORS

Moved Cr B Bell, seconded Cr G Messmer:

4:45pm That the meeting be closed to members of the public pursuant to Section 5.23 (c) of the Local Government Act as the matter to be considered relates to a contract entered into, or which may be entered into, by the local government.

CARRIED (9/0)

NO. 139/15

MOTION TO PROCEED IN PUBLIC

Moved Cr L Handasyde, seconded Cr B Bell:

4:46pm That the meeting proceed in public.

CARRIED (9/0)

NO. 140/15

OFFICER RECOMMENDATION/COUNCIL DECISION

That the quotation from Tutt Bryant for the supply of a new Bomag BW211D-4 (13,790kg) and trade-in on the existing 16 tonne Bomag Roller for a net changeover of \$103,000.00 (ex GST) be accepted.

CARRIED (9/0)

NO. 141/15

12.1.3 SUPPLY AND DELIVERY OF PRIME MOVER

File Ref: N34243
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Dominic Le Cerf
Manager Works and Services
Proposed Meeting Date: 23 June 2015

PURPOSE

The purpose of this report is to consider the supply of a new prime mover.

MOTION TO PROCEED BEHIND CLOSED DOORS

Moved Cr B Bell, seconded Cr G Messmer:

4:47pm That the meeting be closed to members of the public pursuant to Section 5.23 (c) of the Local Government Act as the matter to be considered relates to a contract entered into, or which may be entered into, by the local government.

CARRIED (9/0)

NO. 142/15

MOTION TO PROCEED IN PUBLIC

Moved Cr L Handasyde, seconded Cr B Bell:

4:48pm That the meeting proceed in public.

CARRIED (9/0)

NO. 143/15

OFFICER RECOMMENDATION/COUNCIL DECISION

That:

- 1. No quotation for the supply and delivery of a Prime Mover be accepted.**
- 2. The existing 2007 Hino Prime Mover (Plant No. T6) be retained and adequate funds be considered in the 2015/2016 budget for replacement.**

CARRIED (9/0)

NO. 144/15

13 CLOSURE OF MEETING

4:49pm The Presiding Member declared the meeting closed.

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