



ORDINARY MINUTES

DATE: Tuesday, 3 February 2015

TIME: 3:00pm

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

Rob Stewart
CHIEF EXECUTIVE OFFICER

Resolution numbers: 1/15 to 23/15

DISCLAIMER

This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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MEMBERSHIP – Quorum (5)

Membership:

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

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

3:01pm 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

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
Mrs Linda Sounness	Executive Secretary

Previously Approved Leave of Absence:

Cr C Pavlovich – 3 February 2015

There was one member of the public present.

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, visitors and staff present in the Council Chambers.

Mr Stewart then read aloud the following disclaimer:

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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 L Handasyde

Item: 9.1.2

Type: Code of Conduct Disclosure (S5.103 LGA/Reg 34C Local Government Administration Regulations) Perceived interests (Clause 2.3 Code of Conduct)

Nature: Perceived common interest

Extent: We operate a small feedlot occasionally to finish livestock for market. We do not operate it every year.

Cr J Oldfield

Item: 9.1.2

Type: Code of Conduct Disclosure (S5.103 LGA/Reg 34C Local Government Administration Regulations) Perceived interests (Clause 2.3 Code of Conduct)

Nature: Perceived interest

Extent: Owns a rotational outdoor piggery which is a form of feedlot.

6 APPLICATIONS FOR LEAVE OF ABSENCE

Section 5.25 Local Government Act 1995

Cr G Messmer requested Leave of Absence for 28 April 2015.

Moved Cr L Handasyde, seconded Cr J Oldfield:

That Cr C Pavlovich be granted Leave of Absence for 28 April 2015.

CARRIED (8/0)

NO. 1/15

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 9 December 2014 as circulated, be taken as read and adopted as a correct record.

CARRIED (8/0)

NO. 2/15

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 TOWN PLANNING SCHEME NO. 3 - AMENDMENT NO. 61 - LOT 51 PORONGURUP ROAD, MOUNT BARKER - SUBMISSIONS RECEIVED

File No:	N32820
Attachments:	<u>Location Plan</u> <u>Subdivision Guide Plan</u> <u>Summary of Submissions</u> <u>Schedule of Modifications</u>
Responsible Officer:	Peter Duncan Manager Development Services
Author:	Peter Duncan Manager Development Services
Proposed Meeting Date:	3 February 2015
Applicants:	TPG on behalf of owners

PURPOSE

The purpose of this report is to consider submissions received on a proposed Amendment to Town Planning Scheme No. 3 to rezone Lot 51 Porongurup Road, Mount Barker from Special Site (R12) to Rural Residential (Equestrian theme).

BACKGROUND

The Shire records show the owners of the subject land as a series of various owners of Strata lots which are administered by Strata Asset Services (WA) Pty Ltd for the Hambley Farm Body Corporate.

The Council considered a Scheme Amendment Request (SAR) for the possible rezoning of this land to Rural Residential at its meeting held on 27 August 2013. That consideration followed referral to three State government agencies (in accordance with Council Policy No. TP/SDC/6 – Scheme Amendment Requests) for preliminary comments.

The Council at its meeting held on 27 August 2013 resolved:

That:

1. *The Scheme Amendment Request for Lot 51 Porongurup Road be agreed and the proponents be advised the Council will be prepared to consider a formal Amendment to the Shire of Plantagenet Town Planning Scheme No. 3.*
 2. *This support is subject to the various matters raised including (but not limited to):*
 - a) *preparation of a Local Water Management Strategy;*
-

- b) *an assessment of remnant native vegetation on site;*
 - c) *separation requirements of government agencies for horse stabling activities;*
 - d) *separation and noise impact from the speedway and rifle range;*
 - e) *preparation of a fire management plan; and*
 - f) *servicing, screening and other rural residential requirements;*
- being addressed in the Amendment.'*

As the site is in close proximity to the Mount Barker Speedway and the Rifle Range the Amendment, it was recognised, would need to pay special attention to these activities that have the potential to create noise disturbance problems for both future residents and any horses on site. It was acknowledged that Lot 50 Porongurup Road which is located between the subject land and the speedway and rifle range has a house on it and the owners have horses and sheep.

As the site is presently under a Strata Title subdivision, the proponents intend to conclude the Strata subdivision and re-subdivide the land into freehold title lots. The proponents do not intend pursuing further tree plantation activity.

Another important issue that needed to be addressed as part of the Scheme Amendment was a fire management plan for the total site.

The Council when it considered this proposed Amendment No. 61 at its meeting held on 16 September 2014 resolved:

'That:

1. *Amendment No. 61 to Town Planning Scheme No. 3 be initiated and be referred to the Environmental Protection Authority in accordance with legislative requirements.*
2. *Once authorised by the Environmental Protection Authority, the Amendment be advertised for a period of 42 days to enable comment to be made.*
3. *After advertising, a further report be prepared for the Council to be presented no later than its meeting to be held in February 2015.'*

The Amendment was forwarded to the Environmental Protection Authority (EPA) and that agency authorised the Amendment to proceed to advertising in a letter received on 17 October 2014.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Town Planning Regulations 1967 – these have set procedures for amending a Town Planning Scheme including, once initiated by the Council, referral to the EPA for 28 days. Once cleared by the EPA a 42 day advertising period applies. The Council must consider any submissions lodged within 42 days of the close of formal advertising and refer its recommendations to the Western Australian Planning Commission (WAPC) and the Minister within 28 days.

Shire of Plantagenet Town Planning Scheme No. 3 (TPS 3) – Lot 51 is zoned Special Site (R12) which allows the following uses:

1. Strata Lots
 - (i) Grouped dwelling subject to prior approval of the Council
 - (ii) Home occupation subject to the prior approval of the Council.
 - (iii) Rural use ancillary to the use of the strata lot for residential purposes but excluding the keeping of pigs or any commercial rural activity
2. Common Property
 - (i) Rural use

EXTERNAL CONSULTATION

The Amendment was advertised for 42 days with letters to affected landowners and government agencies, newspaper notices, a sign on site and a notice on the Council's notice board.

At the close of the advertising period nine submissions had been received (Summary of Submissions attached).

FINANCIAL IMPLICATIONS

The fee of \$4,840.00 (inc GST) has been paid.

POLICY IMPLICATIONS

TPS Policy No. 18.1 (Planning Vision) – Lot 51 is shown as an area to be rezoned from Special Site to Rural Residential (equestrian). This is also reflected in the Local Planning Strategy.

STRATEGIC IMPLICATIONS

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

'Strategy 2.2.1 – Encourage appropriate major land developments'

OFFICER COMMENT

Councillors were provided with a full copy of the Amendment with the Agenda papers for its meeting on 16 September 2014.

The Amendment will rezone Lot 51 Porongurup Road to Rural Residential and insert special provisions for the subdivision and development of the land into Schedule 5 of TPS3. The Amendment includes a Subdivision Guide Plan which contains a total of

75 Rural Residential lots consisting of the 31 existing Strata lots (to be freeholded) and 44 new lots.

The proposal has been prepared to accommodate equestrian use (horse stabling) and incorporates bridle trails to be developed adjacent to the road reserves. The road reserves are to be 15m wide, then 6m wide bridle trails will be developed in the adjoining private land abutting the road reserves. The bridle trails are to be managed by a management committee of the owners which will be established as a condition of subdivision approval.

The Amendment documentation includes a vegetation assessment, an extensive local water management strategy and a fire management plan. The documentation also addresses the other matters requested by the Council in August 2013 including separation and noise impact from the speedway and rifle range together with servicing and screening.

Schedule 5 of TPS3 is to include a range of special provisions relative to this particular Rural Residential zone including 15m boundary setbacks, the need for raised house pads in the lower areas identified in the local water management strategy, building envelopes on particular lots, the use of approved alternative systems for effluent disposal on all lots, road upgrading and construction conditions, establishment of bridle trails, rainwater tanks and compliance with the fire management plan.

The nine submissions received are listed in the Summary of Submissions attached which includes recommendations relevant to each submission. Modifications are required to the Amendment as a result of the submission from the Department of Water. These modifications relate to the Local Water Management Strategy which is Appendix B in the document. The modifications include more detail in terms of water management in various storm events and the management of stormwater exiting the property as runoff.

Another modification is required to delete one of the superfluous signature panels from the bottom of page 30 as it is repeated at the top of page 33.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr G Messmer, seconded Cr S Etherington:

That:

- 1. The submissions lodged on Amendment No. 61 to Town Planning Scheme No. 3 be noted.**
- 2. Amendment No. 61 to Town Planning Scheme No. 3 be adopted with the modifications listed in the Schedule of Modifications and be forwarded to the Western Australian Planning Commission for the final approval of the Minister for Planning.**
- 3. Authority be granted to the Shire President and the Chief Executive Officer to affix the Common Seal of the Council to Amendment No. 61 once approved by the Honourable Minister.**

CARRIED (8/0)

NO. 3/15

9.1.2 TOWN PLANNING SCHEME POLICY NO. 13 - FEEDLOTS - ALTERATION TO POLICY – SUBMISSIONSCr L Handasyde

Type: Code of Conduct Disclosure (S5.103 LGA/Reg 34C Local Government Administration Regulations) Perceived interests (Clause 2.3 Code of Conduct)
Nature: Perceived common interest
Extent: We operate a small feedlot occasionally to finish livestock for market. We do not operate it every year.

Cr J Oldfield

Type: Code of Conduct Disclosure (S5.103 LGA/Reg 34C Local Government Administration Regulations) Perceived interests (Clause 2.3 Code of Conduct)
Nature: Perceived interest
Extent: Owns a rotational outdoor piggery which is a form of feedlot.

File No: N32941

**Responsible Officer: Peter Duncan
Manager Development Services**

**Author: Peter Duncan
Manager Development Services**

Proposed Meeting Date: 3 February 2015

PURPOSE

The purpose of this report is to consider submissions received on proposed alterations to existing Town Planning Scheme Policy No. 13 – Feedlots.

BACKGROUND

At its meeting held on 14 November 2006 the Council adopted Town Planning Scheme No. 13 – Feedlots following required public advertising.

Amendment No. 65 to Town Planning Scheme No. 3 (TPS3) is an omnibus amendment that altered various parts of the Scheme. The Amendment has now been finalised and published in the Government Gazette. The Amendment amongst other things introduced a new use class of Feedlot into Table 1 (Zoning Table) and a new interpretation of 'Feedlot'.

At its meeting held on 9 December 2014 the Council resolved:

'That:

1. *Draft Town Planning Scheme Policy No 13.1 – Feedlots as follows:*

'Town Planning Scheme No. 3

Town Planning Scheme Policy No. 13.1.

FEEDLOTS

Definition

Feedlots are a confined yard area with watering and feeding facilities where animals are hand or mechanically fed for the purpose of production. Animals include cattle, sheep, goats, deer and the like.

Objectives

- 1. To provide acceptable standards for the establishment, operation and environmental management of feedlots.*
- 2. To ensure there is minimal impact on adjoining property, neighbours and the environment.*
- 3. To ensure the amenity of the locality is protected for proper and orderly planning.*

In considering any application for approval for Feedlots, the Council will have regard to the criteria below before a decision is made.

Policy Criteria:

- 1) Feedlots are a defined land use and are permissible at the Council's discretion following advertising in the Rural and Special Industrial zones under Town Planning Scheme No. 3.*
- 2) An application for planning consent must be lodged with the Council and an approval obtained prior to establishing a feedlot. The application process will be dealt generally in accordance with the process shown in Appendix one.*
- 3) In order for the Council to consider an application for planning consent an applicant must provide:*
 - A site plan clearly noting the location of pens on the land, distances from sensitive areas (such as houses and waterways) and slope of the land.*
 - A detailed plan of pens noting the number of animals per pen, size of each pen, extent of vegetation to be planted and soil type information.*
 - Details of the ultimate number of animals.*
 - A Waste Management Plan (Detailed methods for the collection, storage and disposal of solid and liquid waste).*
 - Water supply.*

- 4) *The feedlot should comply with minimum separation distances from sensitive areas:*

<i>Description</i>	<i>Separation Distances</i>
<i>Groundwater table (wet season) – minimum depth separation</i>	<i>1.5m</i>
<i>Banks of water courses that flow intermittently</i>	<i>50m</i>
<i>Property boundary</i>	<i>50m</i>
<i>Private water supply bores and dams</i>	<i>100m</i>
<i>Banks or permanent streams and rivers</i>	<i>100m</i>
<i>Conservation wetlands (as identified by DOW)</i>	<i>200m</i>
<i>Boundary of wetland vegetation around estuaries and lakes</i>	<i>200m</i>
<i>Neighbouring isolated residence or public amenities</i>	<i>1000m</i>
<i>Gazetted townsites</i>	<i>5000m</i>
<i>Source: DoA, DEP & WRC (2002) 'Guidelines for the Environmental Management of Beef Cattle Feedlots in Western Australia'</i>	

- 5) *Feedlots to be sited in an area where the land slope is no greater than 1:20 but no less than 1:100.*
- 6) *Feedlots should be sited on sandy loam soils rather than coarse sand.*
- 7) *Stock numbers per pen are to ensure adequate management of dust and effluvia occurs and does not become a nuisance. In the case of Cattle Feedlots stock density should range from 9 – 25 m² per head of cattle. For current stocking rates, for various stock, consult the DAFWA for appropriate standards.*
- 8) *Waste (solid and liquid) to be adequately stored and/ or disposed of over the subject land. Solid wastes should not be spread on land within the minimum buffer distance from water resources. All waste disposal methods to meet DER standards.*
- 9) *Vegetation (trees and shrubs) to be planted around and amongst the pens for screening purposes, to provide windbreaks, to help with dust control and to enhance nutrient uptake. Vegetation should be appropriately chosen in order to prevent excessive shading over the pens.*
- 10) *Approvals will contain conditions which may limit a maximum number of animals.*

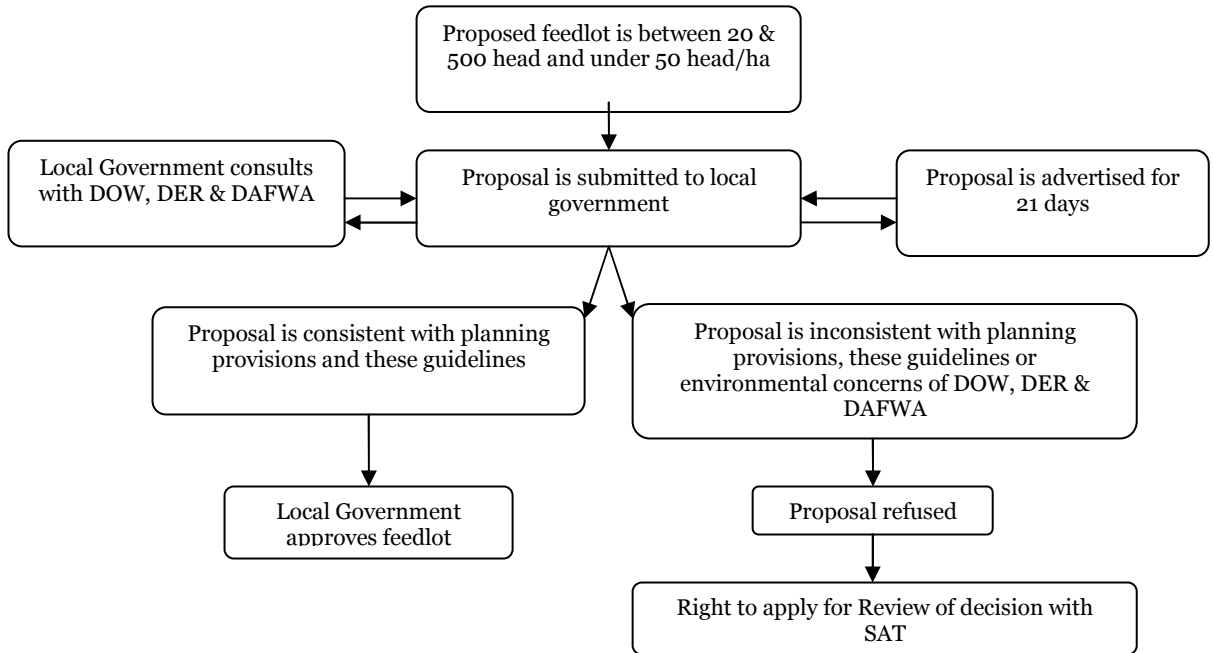
For further information on Cattle Feedlots refer to 'Guidelines for the Environmental Management of Beef Cattle Feedlots in Western Australia'.

This TPS Policy No. 13.1 supersedes TPS Policy No. 13.

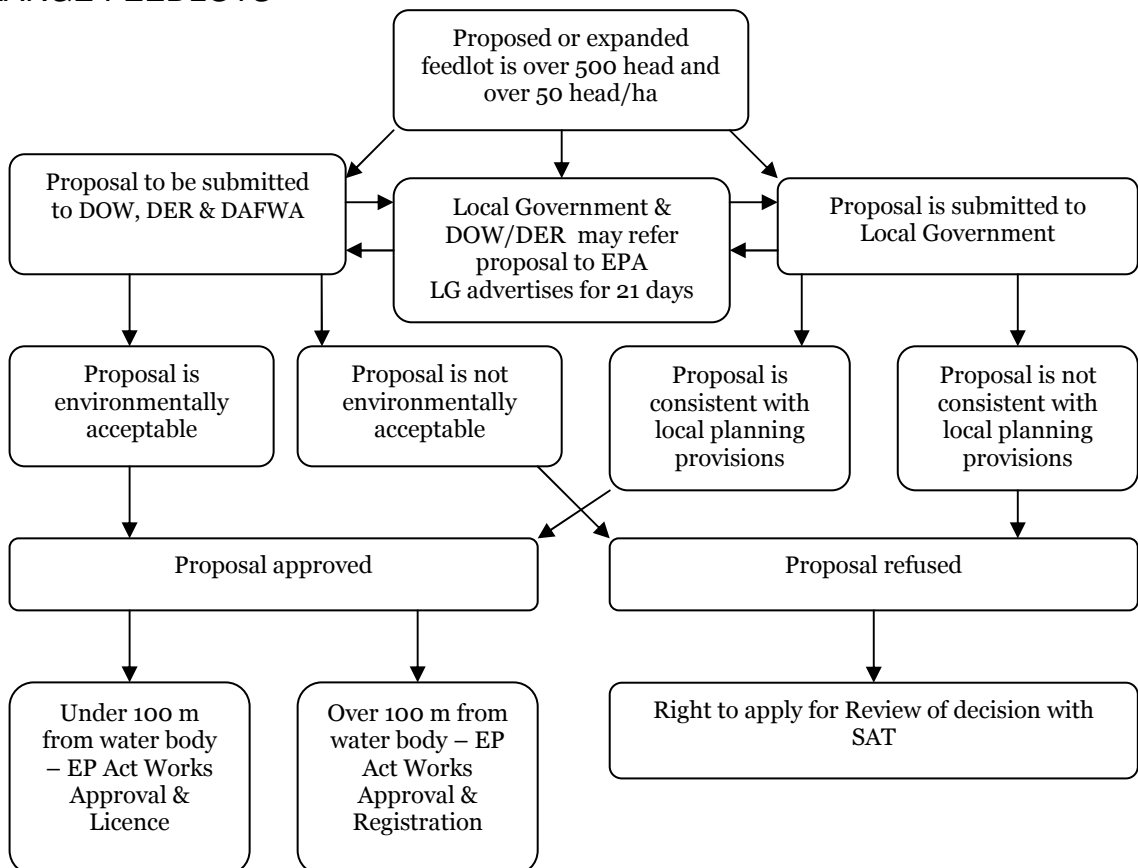
Adopted on in accordance with clause 7.6 of Town Planning Scheme No. 3.

APPENDIX ONE - APPROVALS PROCESS

SMALL FEEDLOTS



LARGE FEEDLOTS



DAFWA	-	Department of Agriculture & Food WA
DER	-	Department of Environment Regulation
DOW	-	Department of Water
SAT	-	State Administrative Tribunal'

be advertised for public comment for a period of 21 days.

2. *After advertising, a further report be prepared for the Council to be presented no later than its meeting to be held on 3 February 2015.'*

STATUTORY ENVIRONMENT

Planning and Development Act 2005

TPS3 – Clause 7.6 'Power to Make Policies' reads as follows:

'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 draft policy was advertised once a week for two consecutive weeks within a newspaper circulating within the area. The advertisement contained details of where the draft policy could be inspected and in what form submissions could be made during a period of 21 days.

At the close of the advertising period no submissions had been received.

FINANCIAL IMPLICATIONS

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

POLICY IMPLICATIONS

This is an alteration to a Town Planning Scheme Policy adopted by the Council in November 2006.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013 – 2023 provides at Outcome 3.2 (A strong and diverse economic base) the following strategy:

'Strategy 3.2.3 – Develop and review policy to facilitate and support business development and economic growth'

OFFICER COMMENT

Town Planning Scheme Policy No. 13 was prepared in 2006 to provide guidance and direction when considering proposals for feedlots.

As this document is a Town Planning Scheme Policy the Council is to have regard to it. There may be instances where the Council considers a departure or variance from the policy is justified and this can be considered by the Council.

As stated above, Amendment No. 65 to TPS3 has now been finalised and TPS3 includes the new interpretation of Feedlot. It is appropriate that this particular Town Planning Scheme Policy No. 13 be altered to include reference to the new requirements in appropriate areas. The alterations to the policy are to include reference to the new use class in the zoning table and that they are permissible at the Council's discretion in the Rural and Special Industry zones. The other changes include inserting current Government agency names and acronyms and the removal of the road names of the Kendenup village as that is now a Townsite.

At the close of the advertising period no submissions had been received.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved Cr G Messmer, seconded Cr J Moir:

That:

1. Draft Town Planning Scheme Policy No 13.1 – Feedlots as follows:

‘Town Planning Scheme No. 3

Town Planning Scheme Policy No. 13.1.

FEEDLOTS**Definition**

Feedlots are a confined yard area with watering and feeding facilities where animals are hand or mechanically fed for the purpose of production.

Animals include cattle, sheep, goats, deer and the like.

Objectives

1. *To provide acceptable standards for the establishment, operation and environmental management of feedlots.*
2. *To ensure there is minimal impact on adjoining property, neighbours and the environment.*
3. *To ensure the amenity of the locality is protected for proper and orderly planning.*

In considering any application for approval for Feedlots, the Council will have regard to the criteria below before a decision is made.

Policy Criteria:

- 1) Feedlots are a defined land use and are permissible at the Council’s discretion following advertising in the Rural and Special Industrial zones under Town Planning Scheme No. 3.
- 2) An application for planning consent must be lodged with the Council and an approval obtained prior to establishing a feedlot. The application process will be dealt generally in accordance with the process shown in Appendix one.
- 3) In order for the Council to consider an application for planning consent an applicant must provide:

- A site plan clearly noting the location of pens on the land, distances from sensitive areas (such as houses and waterways) and slope of the land.
 - A detailed plan of pens noting the number of animals per pen, size of each pen, extent of vegetation to be planted and soil type information.
 - Details of the ultimate number of animals.
 - A Waste Management Plan (Detailed methods for the collection, storage and disposal of solid and liquid waste).
 - Water supply.
- 4) The feedlot should comply with minimum separation distances from sensitive areas:

Description	Separation Distances
Groundwater table (wet season) – minimum depth separation	1.5m
Banks of water courses that flow intermittently	50m
Property boundary	50m
Private water supply bores and dams	100m
Banks or permanent streams and rivers	100m
Conservation wetlands (as identified by DOW)	200m
Boundary of wetland vegetation around estuaries and lakes	200m
Neighbouring isolated residence or public amenities	1000m
Gazetted townsites	5000m
Source: DoA, DEP & WRC (2002) <i>'Guidelines for the Environmental Management of Beef Cattle Feedlots in Western Australia'</i>	

- 5) Feedlots to be sited in an area where the land slope is no greater than 1:20 but no less than 1:100.
- 6) Feedlots should be sited on sandy loam soils rather than coarse sand.
- 7) Stock numbers per pen are to ensure adequate management of dust and effluvia occurs and does not become a nuisance. In the case of Cattle Feedlots stock density should range from 9 – 25 m² per head of cattle. For current stocking rates, for various stock, consult the DAFWA for appropriate standards.

- 8) Waste (solid and liquid) to be adequately stored and/ or disposed of over the subject land. Solid wastes should not be spread on land within the minimum buffer distance from water resources. All waste disposal methods to meet DER standards.
- 9) Vegetation (trees and shrubs) to be planted around and amongst the pens for screening purposes, to provide windbreaks, to help with dust control and to enhance nutrient uptake. Vegetation should be appropriately chosen in order to prevent excessive shading over the pens.
- 10) Approvals will contain conditions which may limit a maximum number of animals.

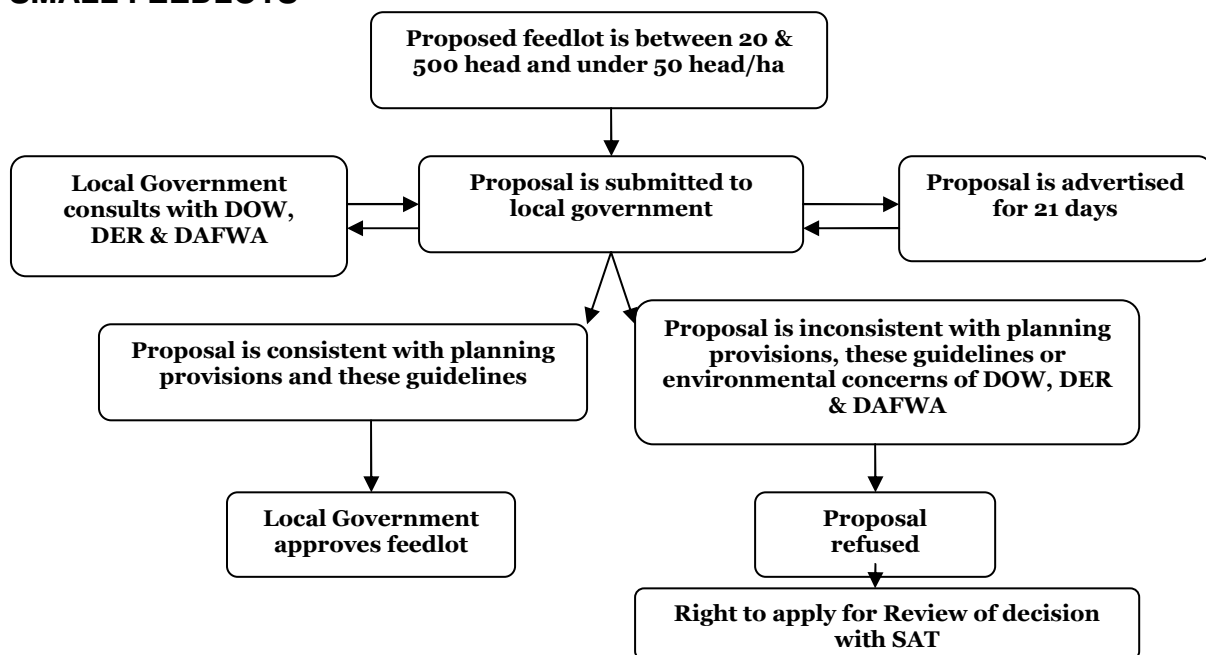
For further information on Cattle Feedlots refer to ‘Guidelines for the Environmental Management of Beef Cattle Feedlots in Western Australia’.

This TPS Policy No. 13.1 supersedes TPS Policy No. 13.

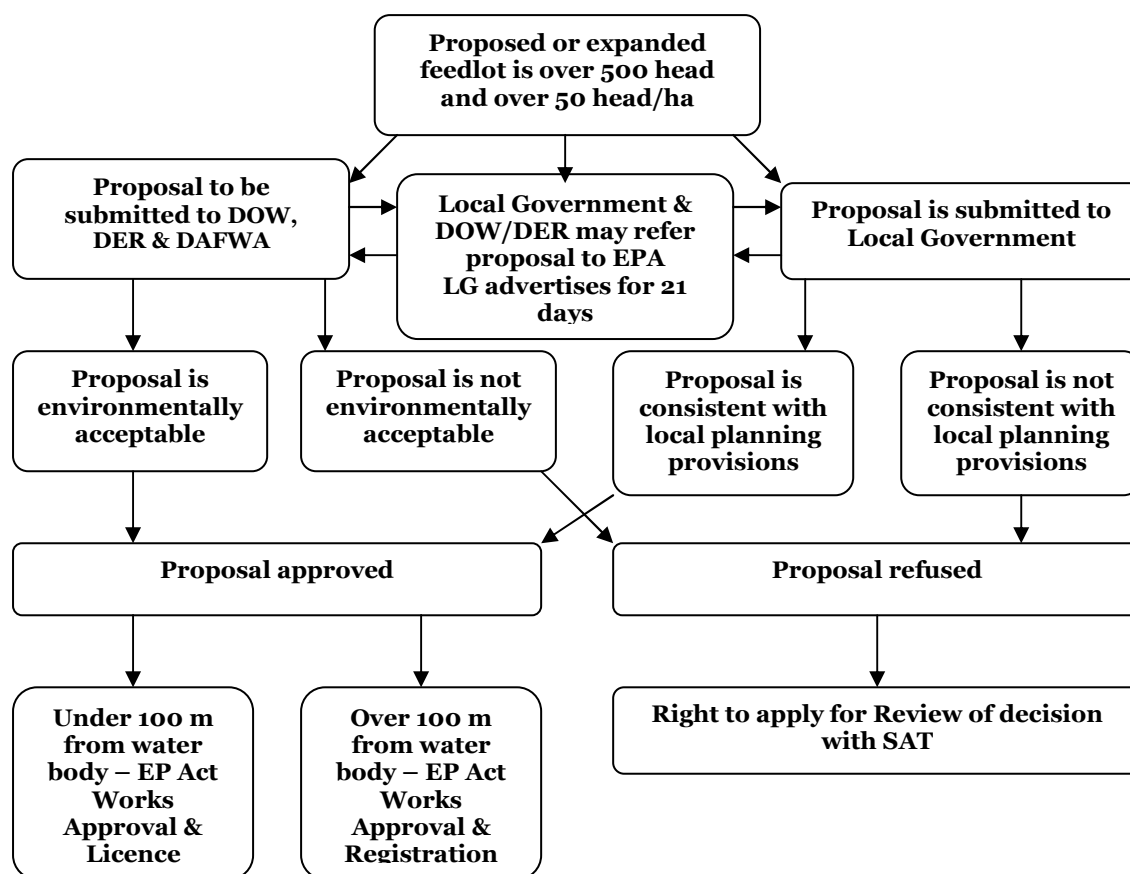
Adopted on in accordance with clause 7.6 of Town Planning Scheme No. 3.

APPENDIX ONE - APPROVALS PROCESS

SMALL FEEDLOTS



LARGE FEEDLOTS



- DAFWA - Department of Agriculture & Food WA
- DER - Department of Environment Regulation
- DOW - Department of Water
- SAT - State Administrative Tribunal'

be adopted in accordance with clause 7.6 of the Shire of Plantagenet Town Planning Scheme No. 3.

MOTION TO ADJOURN THE QUESTION

Moved Cr J Moir, seconded Cr B Bell:

That the question be adjourned to allow further information on shelter in feedlots to be obtained, with a further report being presented to the Council on 3 March 2015.

CARRIED (8/0)

NO. 4/15

9.1.3 LOT 265 FIRST AVENUE, KENDENUP - APPLICATION FOR TEMPORARY ACCOMMODATION - EXTENSION

File No: RV/182/102285
Attachments: [Location Plan](#)
[Site Plan](#)
Responsible Officer: Peter Duncan
Manager Development Services
Author: Eric Howard
Environmental Health Officer
Proposed Meeting Date: 3 February 2015
Owner: P & M Davey

PURPOSE

The purpose of this report is to consider an application to grant approval to enable the applicants to continue to occupy temporary accommodation at Lot 265 First Avenue, Kendenup for a further 12 month period.

BACKGROUND

Shire records show the owners of Lot 265 First Avenue, Kendenup to be P & M Davey.

The owners of Lot 265 First Avenue, Kendenup were granted Council approval at the Council meeting held on 10 December 2013 to occupy a caravan on that lot for a period of 12 months during the construction of their Class 1a dwelling.

The applicants have advised that the dwelling construction was not completed to a habitable standard within the approved 12 month period and accordingly now seek approval to allow them to continue to occupy temporary accommodation at the property for a further 12 month period.

STATUTORY ENVIRONMENT

Caravan Parks and Camping Ground Regulations 1997 Section (11)(2) states as follows:

1. *(2)Written approval may be given for a person to camp on land referred to in sub regulation (1)(a) for a period specified in the approval which is longer than 3 nights —*
 - (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months;*
 - (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or*
 - (c) despite paragraph (b), by the local government of the district where the land is situated —*

- (i) *if such approval will not result in the land being camped on for longer than 12 consecutive months; and*
- (ii) *if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a building licence issued to that person in respect of the land is in force.'*

FINANCIAL IMPLICATIONS

The \$110.75 application fee has been paid.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013 – 2023 provides at Outcome 3.6 (Sustainable population growth) the following strategy:

Strategy 3.6.1 – *'Attract new residents through promoting and marketing the benefits of living in the area'*

OFFICER COMMENT

The Caravan Parks and Camping Ground Regulations 1997 enable local governments to grant approval for a person to camp on land they have legal right to occupy, for a period not exceeding 12 consecutive months. Subsequent approvals beyond 12 months may only be issued by the Minister for Local Government and Communities with the support of the relevant local government. It would therefore be necessary for the applicant to first receive Council approval for the second 12 month period prior to them making an application to the Minister.

The dwelling is currently at the frame-up stage and the owners believe that the house can be completed to a habitable standard within a further 12 month period.

The applicants have resided on site during the construction of the dwelling for the past 12 months in compliance with the provisions of the Council's conditions of approval and in accordance with health requirements.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr A Budrikis:

That the application for temporary accommodation at Lot 265 First Avenue, Kendenup be supported for a further period of 12 months effective from 3 February 2015 subject to:

1. Approval being issued by the Minister for Local Government and Communities to occupy temporary accommodation at Lot 265 First Avenue, Kendenup.
2. Satisfactory progress being achieved with the construction of the Class 1a dwelling.

CARRIED (8/0)

NO. 5/15

9.1.4 RESERVE 23870 BOOTH STREET CORNER ALBANY HIGHWAY, MOUNT BARKER – OUTBUILDING FOR PLANTAGENET MENS SHED

File No: N33080

Attachments: [Location Plan](#)
[Site and Floor Plan](#)
[Elevations](#)

Responsible Officer: Peter Duncan
Manager Development Services

Author: Vincent Jenkins
Planning Officer

Proposed Meeting Date: 3 February 2015

Applicant: Plantagenet Mens Shed Inc

PURPOSE

The purpose of this report is to consider a request from the Plantagenet Mens Shed for approval to construct a new outbuilding on Reserve 23870 Booth Street corner Albany Highway, Mount Barker.

BACKGROUND

The Plantagenet Mens Shed requested permission to construct a new outbuilding on the south side of the existing hall. This outbuilding will provide storage and protection from the weather for equipment and materials used during men shed get-togethers.

STATUTORY ENVIRONMENT

Local Government (Miscellaneous Provisions) Act 1960 – A building permit is required to be issued by the Principal Building Surveyor under delegated authority.

FINANCIAL IMPLICATIONS

A building permit fee of \$130.50 will be required to be paid by the Plantagenet Mens Shed. The purchase of the outbuilding and its erection will be by the Plantagenet Mens Shed at no cost to the Council.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013-2023 provides at Outcome 2.5 (Council buildings and facilities that meet community needs) the following Strategy:

Strategy 2.5.1 - *'Ensure Council buildings, facilities and public amenities are provided and maintained to an appropriate standard.'*

OFFICER COMMENT

The proposed outbuilding is a skillion roof Colorbond® structure and is 11.82m long, 3.82m wide with a 2.7m wall height. The building will be constructed in Colorbond® with external walls to be finished in country green colour and the roof is to be zincalume to match the existing hall building. The outbuilding is setback 1.0m from the side property boundary with Reserve 23771 located to the east.

As the structure is erected on a Council reserve, the structure will become the property of the Council. However, the Mens Shed will be responsible for the ongoing maintenance of the outbuilding. No objection is seen to the erection of the new outbuilding.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr S Etherington; seconded Cr L Handasyde:

That no objections be raised to the proposed outbuilding on Reserve 23870 Booth Street corner Albany Highway, Mount Barker subject to:

- 1. The development being in accordance with the plans dated 6 January 2015.**
- 2. The Plantagenet Mens Shed Inc acknowledging the outbuilding will become the property of the Council.**
- 3. The Plantagenet Mens Shed Inc retaining all maintenance responsibilities for the outbuilding.**
- 4. The Plantagenet Mens Shed Inc being responsible for any insurance excess in the event that an insurance claim, relating solely to the outbuilding, is necessary.**
- 5. The Plantagenet Mens Shed Inc acknowledging the Council may at its discretion require the outbuilding to be removed and disposed of at no cost to the Council to the satisfaction of the Manager Works and Services.**

CARRIED (8/0)

NO. 6/15

9.2 WORKS AND SERVICES REPORTS

9.2.1 POLICY ADOPTION - ROAD CLOSURE (TEMPORARY) - WET WEATHER RS/TRC/1

File No:	N32220
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Dominic Le Cerf Manager Works and Services
Proposed Meeting Date:	3 February 2015

PURPOSE

The purpose of this report is to adopt a new policy - Road Closure (Temporary) – Wet Weather (RS/TRC/1).

BACKGROUND

Each year the Shire closes roads, in particular gravel roads, during periods of wet weather to protect the road infrastructure. These road closures are temporary and often limited to vehicles of a certain mass (such as 4.5 tonnes). The adoption of a policy outlining the closure process is considered beneficial.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 3.50 ‘Closing certain thoroughfares to vehicles’; provides for the local government to close any road it manages, wholly or partially.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

This report will recommend the adoption of a new policy.

STRATEGIC IMPLICATIONS

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

Strategy 2.4.4 – *‘Investigate and respond to road safety and traffic issues throughout the District.’*

OFFICER COMMENT

The Council has delegated to the Chief Executive Officer (Delegation LG 022) the power to implement road closures pursuant to Section 3.50 (1) of the Local

Government Act. The adoption of policy direction regarding the use of this delegation would be beneficial.

Information about temporary road closures is communicated through a range of media. Specific contacts include local and regional transport companies, school bus operators, plantation companies, Main Roads WA, local emergency services, surrounding Shires, stock agents and Councillors.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr B Bell:

That new Road Closure – Wet Weather Policy RS/TRC/1, as follows:

‘OBJECTIVE

To provide guidelines for the closure of affected Shire roads due to inclement or persistent wet weather, to vehicles with a Gross Vehicle Mass of 4.5 tonnes or greater.

POLICY

Section 3.50(1) of the Local Government Act 1995 provides for a local government to close any road it manages, wholly or partially for a period not exceeding four weeks.

- 1. If, in the opinion of the Manager Works and Services, there is a risk of damage to Shire road infrastructure, due to inclement or persistent wet weather, the Chief Executive Officer may close roads for vehicles with a Gross Vehicle Mass of 4.5 tonnes or greater.**
- 2. This policy does not apply during flood or emergency situations where roads may be closed to all vehicles for public safety or other reasons.**
- 3. Exemptions may include:**
 - a) Local traffic that is proceeding to a place of garaging;**
 - b) Other vehicles that require access on the road, such as school buses or emergency services vehicles; and**
 - c) Access relating to perishable goods or animal welfare.’**

be adopted.

CARRIED (8/0)

NO. 7/15

9.2.2 POLICY ADOPTION - RURAL ROAD RESERVE VEGETATION MANAGEMENT - TREES ACROSS FENCES AND BOUNDARIES I/RR/5

File No: N32200
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Dominic Le Cerf
Manager Works and Services
Proposed Meeting Date: 3 February 2015

PURPOSE

The purpose of this report is to recommend the adoption of a new policy - Rural Road Reserve Vegetation Management - Trees Across Fences and Boundaries (I/RR/5).

BACKGROUND

Storms and other natural events often cause trees to fall onto roads, over fence lines and boundaries. Shire administration staff are regularly contacted by rural property owners seeking removal of vegetation such as a tree or tree limbs, which have fallen from the road reserve over their fence and/or into their property. Property owners are often frustrated that the Shire does not remove and dispose of the vegetation (both inside their property and in the rural road reserve) and repair the fence.

A workshop was held with Councillors on 9 December 2014.

The adoption of a policy will provide Shire staff with clear guidelines to assist them when dealing with property owners where a tree from the rural road reserve has impacted on their property.

STATUTORY ENVIRONMENT

Land Administration Act 1997, Part 5 Section 55 (2) – ‘Property in and management etc of roads’

Dividing Fences Act 1961, Part I, Section 5 – ‘Interpretation’ of an owner states:

‘... does not include any trustees or other persons in whom land is vested as a public reserve, public park for such other public purposes as may be prescribed, or a person who has the care, control and management of a public reserve, public park or land used for such other public purposes as may be prescribed.’

Dividing Fences Regulations 1971 provides at Regulation 3:

‘... “owner” does not include a person who has the care, control and management of land used ... for open space, streets, roads and rights of way that are public.’

EXTERNAL CONSULTATION

Consultation has occurred with WALGA, the City of Albany and Main Roads WA.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

This report recommends the adoption of a new policy.

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’;*

Further at Outcome 4.2 (Effective engagement with the community and stakeholders) the following:

Strategy 4.2.1 - *‘Have a well informed community.’*

OFFICER COMMENT

A road reserve forms part of the configuration of a road under the care, control and management of the Shire.

The proposed Policy will provide guidelines for Shire staff who inform property owners of action to be taken where tree/s from road reserves have fallen into their property.

Under normal circumstances the owners on either side of a dividing fence will contribute equally to the maintenance of that dividing fence (see Section 14 of the Dividing Fences Act 1961).

However, as the definition of owner excludes Local Government the Shire is not required to repair a fence damaged by a fallen tree from (for example) a road reserve.

The Policy reflects current Shire practice. Where requested and it is considered to be necessary, a fallen tree may be cut either side of a property owner’s fence line or at the boundary line (if no fence). Unless otherwise agreed to by the Manager Works and Services, the tree trunk will remain in the road reserve and the tree debris which has fallen into the property will be left for the owner to remove. Some property owners are not satisfied with this practice and would like the Shire to remove the tree debris from their property and repair the fence which has been damaged.

A request from a property owner to remove a fallen tree in its entirety from a fence line and/or boundary is a service that may be provided by the Shire to rural property owners in accordance with Policy No I/PW/1 – Private Works - External.

Where necessary, the Shire will carry out works to remove tree debris which present a hazard to road users or pedestrians.

It is recommended this policy be adopted.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Oldfield, seconded Cr J Moir:

That new Rural Road Reserve Vegetation Management - Trees Across Fences and Boundaries Policy I/RR/5, as follows:

'OBJECTIVE

To provide guidelines for property owners that have been affected by a tree or branch from rural road reserves, falling into their property.

POLICY

- 1. Where trees and/or branches fall from rural road reserves onto fences and/or into properties, fence reinstatement is the responsibility of the adjacent property owner as, pursuant to the Dividing Fences Act 1961, the Shire is not classified as an owner for the purposes of the Act.**
- 2. The property owner is responsible for removing and disposing of the fallen tree within their property.**
- 3. The tree debris remaining on the rural road reserve may be retained as roadside vegetation to provide habitat for wildlife, unless otherwise determined by the Manager Works and Services.**
- 4. Repair of damage to crossovers or private assets, caused by trees falling from a road reserve, is the responsibility of the property owner.'**

be adopted.

CARRIED (8/0)

NO. 8/15

9.2.3 POLICY REVIEW - PLANT - GENERAL POLICY

File No:	N32817
Attachments:	Attachments 1 – 4 (Separate attachments)
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Dominic Le Cerf Manager Works and Services
Proposed Meeting Date:	3 February 2015

PURPOSE

The purpose of this report is to present to the Council Policy No. I/PM/1 Plant – General Policy, which has been reviewed by the Heavy Plant Committee.

BACKGROUND

The Council, at its meeting held on 29 April 2014, resolved:

‘That:

1. *A Committee of the Council be formed pursuant to Section 5.9(2)(a) of the Local Government Act to be named the Heavy Plant Committee.*
2. *The functions of the Committee shall be to review the existing Policy I/PM/1 Plant – General Policy and make recommendations to the Council regarding but not limited to:*
 - a. *Specifications of heavy plant;*
 - b. *Type and number of heavy plant;*
 - c. *Maintenance regime;*
 - d. *Optimum replacement; and*
 - e. *Operator efficiency and productivity.*
3. *The membership of the Committee shall be comprised of three Councillors.*
4. *Cr L Handasyde, Cr J Oldfield and Cr C Pavlovich be appointed as members of the Heavy Plant Committee.*
5. *The Committee shall report to the Council on or before its meeting to be held on 16 September 2014 at which time the Committee shall be dissolved.’*

Further, the Council, at its meeting held on 24 June 2014, resolved to add 'Disposal of heavy plant' to the Committee's responsibilities, as follows:

'That:

The responsibilities of the Heavy Plant Committee be amended to:

- a. Specifications of heavy plant;*
- b. Type and number of heavy plant;*
- c. Maintenance regime;*
- d. Optimum replacement;*
- e. Operator efficiency and productivity; and*
- f. Disposal of heavy plant.'*

Also, at its meeting held on 16 September 2014, the Council resolved:

'That the Heavy Plant Committee Function (2) be amended as follows:

That the Heavy Plant Committee shall report to the Council on or before its meeting to be held in January 2015 at which time the Committee shall be dissolved.'

It should be noted that although the Committee finalised its deliberations in December 2014, no Council Meeting was scheduled for January 2015. Hence the report is presented to the February 2015 meeting of the Council.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

FINANCIAL IMPLICATIONS

The replacement of plant items is one of the largest annual expenditures undertaken by the Council. The Council has previously carried out plant expenditures in line with Council Policy the subject of this review and a 12 Year Plant Replacement Program.

In order to adequately fund the program, the Council's annual budget makes allocations based on expected future purchases. Ideally, a sum at least equivalent to the depreciation on plant and machinery is placed into this reserve each year. This reserve is used to smooth out fluctuations of planned purchases in the 12 Year Plant Replacement Program.

The Committee's deliberations also examined the cost of ownership of heavy plant over useful life as well as initial capital cost and residuals. Such ownership costs include fuel, maintenance, parts, down time and wages.

POLICY IMPLICATIONS

The review of this Policy is presented to the Council outside of the normal ongoing Council Policy review cycle. As noted earlier, the Council was of the opinion that the

Policy should be reviewed earlier than normal due to, among other things, the large expenditure that heavy plant represents.

ASSET MANAGEMENT IMPLICATIONS

This Policy relates to the management and changeover period for a major class of Council asset. It is considered that the current Policy generally meets the requirements of the Council although some changes, as a result of the review, have been recommended.

The Policy is generally in line with recommendations from the Institute of Public Works Engineering Australia Limited (IPWEA). This organisation researches best practice for public works including the publication 'Plant and Vehicle Management Manual'.

It should be noted that some Council plant items do not fall into the categories within the Policy. These are the Bomag waste compactor, hook lift truck and the water truck. These items are very specialist in nature and were either purchased second hand and/or don't have high use but are nevertheless considered essential items of plant.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2013-2023, provides at Outcome 2.6 (Assets and infrastructure managed over the long term to meet current and future needs), the following:

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.'

OFFICER COMMENT

The following items are addressed in the review:

a. Specifications of Heavy Plant

Currently, specifications for plant items are determined by the Manager Works and Services, Principal Works Supervisor, plant operators and mechanics. All specifications for plant are fit for purpose for each plant item. Specifications are attached (see Attachment One) for five of the heavy plant item types as examples (grader, front end loader, backhoe, vibrating roller and 9 tonne rear and side tipping truck).

b. Type and Number of Heavy Plant

The heavy plant items currently in use within the Shire are as follows:

Plant Description	Plant Number	Year of Purchase	Rego Number	Asset No.
CAT 12M Grader	G1	2010	PL 03	10446
CAT 12H Grader	G2	2005	PL 0	10330
CAT 12M Grader	G3	2012	PL 02	10949
JCB Backhoe	L10	2008	PL 003	10735
CAT 928 Loader	L11	2012	PL 004	10422
CAT 924 Loader	L12	2005	PL 005	10329
Evertrans Low Loader	LL1	2009	PL 4501	10765
Evertrans Plant Trailer (small)	LL2	1996	PL 5464	10313
Tip Trailer Evertrans	LL3	2001	PL 5685	10318
Evertrans Side Tipping Trailer	LL5	2008	PL 041	10737
Evertrans Side Tipping Trailer	LL6	2009	PL 6082	10746
Ammann Multi Tyred Roller	MR4	2006	PL 017	10579
Isuzu 4x2 Truck	T2	2011	PL 08	10823
Mack Hook Lift Truck	T25	1997	PL 05	10304
Hino 4x2 Truck	T3	2008	PL 09	10752
Isuzu 6x4 Truck	T31	2008	PL 06	10745
Kenworth DAF (and Pig Trailer)	T32	2008	PL 07	10733
Hino Truck	T6	2006	PL 04	10566
Bomag Roller	VR2	2003	PL 016	10288
Bomag Waste Compactor	WC1	2012	N/A	10310

The type and number of plant has been determined by work load, forecast average road construction programs (Five Year Road Program), size of the Council's road network and service/maintenance needs of the road network. The Shire of Plantagenet has 339km of sealed roads and 901km of gravel roads totalling 1,240km. Recent road works expenditure is shown below.

Road Expenditure	2010/11	2011/12	2012/13	2013/14
Construction	\$2,177,228	\$2,315,249	\$1,774,355	\$2,528,318
Maintenance	\$1,318,286	\$1,486,383	\$1,580,386	\$1,473,914
TOTAL	\$3,495,514	\$3,801,632	\$3,354,741	\$4,002,232

Operating hours for individual plant items are detailed below.

Plant Description	Hours 2010/11	Hours 2011/12	Hours 2012/13	Hours 2013/14
CAT 12M Grader (purchased 31/12/2010)	444	1,089	1,164	962
CAT 12H Grader	1,270	1,037	1,102	1,117
CAT 12M Grader (purchased 28/2/2013)				827
JCB Backhoe	1,081	987	750	623

Plant Description	Hours 2010/11	Hours 2011/12	Hours 2012/13	Hours 2013/14
CAT 928 Loader (purchased 31/3/2013)				653
CAT 924 Loader	668	492	570	337
Evertrans Low Loader	47	98	100	93
Ammann Multi Tyred Roller	480	445	556	675
Isuzu 4x2 Truck (purchased 31/3/2013)	51	269	330	384
Mack Hook Lift Truck	602	284	309	413
Hino 4x2 Truck	528	321	604	497
Isuzu 6x4 Truck	1,017	1,027	863	804
Kenworth DAF (and Pig Trailer)	1,159	852	899	678
Hino Truck	870	637	450	507
Bomag Roller	438	478	575	375
Bomag Waste Compactor (purchased 30/4/2013)			6	81

Recent purchases are as follows:

	2010/11	2011/12	2012/13	2013/14
Purchased	<ul style="list-style-type: none"> • CAT 12H Grader and Handy Hitch Roller • Medium Truck • Isuzu Truck • Isuzu Cab Chassis • Tandem Axle Trailer 	<ul style="list-style-type: none"> • Tandem Axle Trailer • Road Broom • Isuzu Truck 	<ul style="list-style-type: none"> • CAT 928 Loader • CAT 12M Grader • Waste Compactor 	Nil. (Delayed due to heavy plant deliberations)
Expenditure	\$584,255	\$188,909	\$816,027	Nil

c. Maintenance Regime

All plant items are maintained in accordance with the requirements of the applicable service manual. Decisions relating to replacement of major components are weighed up on an individual case for each plant item. While a plant item is in warranty, the service requirements of the warranty will be carried out. All plant items are inspected before use to determine faults (if any) and to ensure operator safety. This information is recorded and given to the mechanics at the depot on a daily basis, so the workload can be programmed and priorities are completed as required.

If an item of plant is out of warranty and it is considered appropriate to leave the machine as is until the time of trade, upgrades may be put off in order to achieve the best financial benefit. This analysis is based on input from mechanics, forecast work load of the plant item, cost and weighing up possible issues that could arise if an upgrade is not carried out.

d. Optimum Replacement

Machine history, oil samples, downtime, fuel/oil consumption, market trends and plant condition are key factors in the decision making process of the current plant replacement program.

While an asset is kept in service, there is a relationship between decreasing residual value and increasing operating costs. The IPWEA Plant and Vehicle Management Manual provides guidance to establish an asset's optimum economic replacement age.

The relevant data (purchase cost, operating and maintenance costs and estimated replacement value) for the 20 plant items listed above have been graphed in order to ascertain optimum replacement times (see Attachment Two). Clearly some assumptions are built into this analysis, which are listed on the last page of the attachment. For instance it is not always straight forward to determine an item of plant's residual value.

Section 8 of the IPWEA Plant and Vehicle Management Manual, also gives a step by step best management for earthmoving plant (see Attachment Three). This is the current methodology the Shire uses.

e. Operator Efficiency and Productivity

Operator efficiency and productivity needs to be balanced with increasing Occupational Health and Safety requirements. Currently, staff members are allocated 30 minutes in the morning to carry out plant maintenance and pre-start checks.

Summary

At this stage, it is considered that plant operations are achieving benchmark utilisation rates. The Shire's road works program is substantial compared to neighbouring Shires (see Attachment Four). In recent years, the Council has been achieving its road works construction program with very minimal carry over.

The recommended policy reflects current practice and is incorporated into the Council's 12 Year Replacement Program and Long Term Financial Plan.

The impact of holding plant items longer than the optimum recommendation may increase maintenance requirements and/or major breakdowns may occur. There are several examples of unexpected expenditures to plant which have been held past the recommended time frame. It is therefore important to recognise that the utilisation benchmark (km travelled or engine hours) should not be exceeded. Delaying replacement of plant items beyond the forecast optimum changeover point may expose the Shire to financial risk, create down time with plant and could result in similar plant being hired.

Further, it is the opinion of the Chief Executive Officer and Manager Works and Services, that the procurement of a fleet management software system is required. This software would aid in the following:

- Utilisation to ensure resale values do not fall below a point where repairs and maintenance costs increase;
- Ensure maintenance requirements are being met;
- Calculation of whole of life costs;
- Calculation of internal hire rates;
- Calculation of funds required to fund future plant purchases; and
- Ensure adequate and appropriate depreciation rates are allocated to each plant item.

VOTING REQUIREMENTS

Simple Majority and Absolute Majority (for Committee re-constitution)

COMMITTEE AND OFFICER RECOMMENDATION

Moved Cr J Oldfield, seconded Cr L Handasyde:

That:

1. Amended Council Policy No. I/PM/1 – Plant – General Policy as follows:

OBJECTIVE

To provide clear guidelines relating to the replacement period for the Council's Heavy Plant.

POLICY

1. Plant purchases be structured around a replacement program intended to maintain consistent annual expenditure and based generally upon the benchmark standards from the Institute of Public Works Engineering Australia Limited (IPWEA): Plant and Vehicle Management Manual - Third Edition.

Type	Years	Hours/km
Grader	5-9 years	7,000hrs to 10,000hrs
Heavy Loader	7-9 years	7,000hrs to 10,000hrs
Backhoe/Loader	6-8 years	6,000hrs to 8,000hrs
Heavy Truck 6x4	5-7 years	250,000 to 500,000km
Medium Truck 4x2	7-12 years	300,000km
Light Truck	5-12 years	300,000km
Roller	7-12 years	7,000hrs to 9,000hrs
Tractor	4-8 years	3,000hrs to 6,000hrs
Heavy Trailer	10-25 years	N/A

2. Plant disposal should occur where the cost of ownership of the vehicle is optimised. Generally, plant will be disposed of where the time of disposal maximises the financial advantage to the Council as recommended by the Chief Executive Officer to the Heavy Plant Committee.
3. Plant may be kept past the suggested optimum hours/kms if considered fit for purpose and will therefore fall outside the purview of this Policy.'

be adopted.

2. It be noted that the Chief Executive Officer will investigate the purchase of software to manage the Council's fleet.

AMENDMENT:

Moved Cr J Moir, seconded Cr B Bell:

That Part 1, point 3 be removed.

LOST (2/6)

AMENDMENT:

Moved Cr B Bell, seconded Cr G Messmer;

That at Part 1, point 2, after the word 'Officer', the words 'to the Heavy Plant Committee' be deleted.

CARRIED (8/0)

NO. 9/15

COUNCIL DECISION

That:

1. Amended Council Policy No. I/PM/1 – Plant – General Policy as follows:

OBJECTIVE

To provide clear guidelines relating to the replacement period for the Council's Heavy Plant.

POLICY

1. Plant purchases be structured around a replacement program intended to maintain consistent annual expenditure and based generally upon the benchmark standards from the Institute of Public Works Engineering Australia Limited (IPWEA): Plant and Vehicle Management Manual - Third Edition.

Type	Years	Hours/km
Grader	5-9 years	7,000hrs to 10,000hrs
Heavy Loader	7-9 years	7,000hrs to 10,000hrs
Backhoe/Loader	6-8 years	6,000hrs to 8,000hrs
Heavy Truck 6x4	5-7 years	250,000 to 500,000km
Medium Truck 4x2	7-12 years	300,000km
Light Truck	5-12 years	300,000km
Roller	7-12 years	7,000hrs to 9,000hrs
Tractor	4-8 years	3,000hrs to 6,000hrs
Heavy Trailer	10-25 years	N/A

2. Plant disposal should occur where the cost of ownership of the vehicle is optimised. Generally, plant will be disposed of where the time of disposal maximises the financial advantage to the Council as recommended by the Chief Executive Officer.
3. Plant may be kept past the suggested optimum hours/kms if considered fit for purpose and will therefore fall outside the purview of this Policy.'

be adopted.

3. It be noted that the Chief Executive Officer will investigate the purchase of software to manage the Council's fleet.

CARRIED (8/0)

10/15

COMMITTEE AND OFFICER RECOMMENDATION

Further Motion

That:

1. A Heavy Plant Review Committee be created 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.

The recommendation lapsed for want of a mover.

9.2.4 POLICY REVIEW - ROADS - LOG HAUL REQUIREMENTS

File No:	N32552
Attachment:	<u>Policy I/R/6 – Roads – Log Haul Requirements (with amendments)</u>
Responsible Officer:	Dominic Le Cerf Manager Works and Services
Author:	Amy Chadbourne Senior Administration/Project Officer Works and Services
Proposed Meeting Date:	3 February 2015

PURPOSE

The purpose of this report is to review Council Policy No. I/R/6 - Roads - Log Haul Requirements.

BACKGROUND

The Policy was last reviewed by the Council at its meeting held on 11 December 2012.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

EXTERNAL CONSULTATION

Consultation has occurred with plantation companies, the Shire of Cranbrook, Shire of Denmark and City of Albany.

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

Strategy 2.4.1 - *'Maintain and further develop roads and pathways at appropriate standards.*

OFFICER COMMENT

The Shire of Plantagenet receives many requests from plantation companies to use local roads. The second half of 2014 saw more requests than usual.

This policy works well. Both Shire employees and plantation company representatives find the procedures easy to follow. It should, however, be noted that in comparison to surrounding local governments, the Shire of Plantagenet is the only local government to place a time limit of three months on road approvals. When an approval expires, the plantation company is required to request an extension. Adjoining shires set no time limit on requests from plantation companies. The Manager Works and Services believes this practice ensures the quality and structure of the road is maintained.

The policy is considered relevant and should be retained with minor changes.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved L Handasyde, seconded G Messmer:

That Council Policy No. I/R/6 - Roads - Log Haul Requirements as follows:

‘OBJECTIVE

To provide clear guidelines to the Council, its staff and plantation companies regarding log/woodchip haulage on roads within the Shire of Plantagenet.

POLICY

- 1. The Council will provide letters of support when requested by plantation companies for their application to Main Roads WA for permits for log/woodchip haulage on roads within the Shire of Plantagenet. The approval will be for a duration of three months and may be extended upon request by the plantation company. The Manager Works and Services must be satisfied with the proposed haulage route(s) and the following conditions adhered to:**
 - a) All heavy haulage permits to be obtained from Main Roads WA;**
 - b) Neighbouring properties to access routes should be notified of the commencement date and anticipated duration at least one week prior to the commencement of harvest;**
 - c) Speeds are to be limited to 60km/h on unsealed roads and 80km/h on sealed roads without pavement markings and 90km/h on sealed roads with pavement markings or 10km/h lower than the posted speed limit of roads under 80km/h or whichever is the lesser;**

- d) **Suitable sign posting for traffic in accordance with Australian Standard AS1742.3-2009, with signs identifying truck movements is to be placed at the entrance and exit of the property;**
 - e) **All owner/operators must adhere to any road closure as specified in Section 3.50 of the Local Government Act 1995 and refrain from driving heavy vehicles on roads affected by wet weather conditions;**
 - f) **Cartage through townsites is to be limited to 12 hours daily between the hours of 6.00am and 6.00pm;**
 - g) **School bus operators are to be notified of the commencement date and the anticipated duration, at least one week prior to the commencement of harvest;**
 - h) **All gravel roads covered under the letter of approval are to be graded, by the tree farm companies during haulage as required;**
 - i) **The Council is to be advised of any seal failures on bitumen roads within 24 hours so that repairs can be carried out;**
 - j) **Roads are to be reinstated to pre-haulage condition, by the plantation companies, at the completion of harvest;**
 - k) **Post haulage inspections are to be carried out on roads listed in the letter of approval, as advised by the Manager Works and Services; and**
 - l) **Cartage must cease on Christmas Day and New Year's Day.**
2. **The Council reserves the right to revoke support if any of the above conditions are not adhered to, or road condition/user safety is in question.**

be endorsed.

CARRIED (8/0)

NO. 11/15

9.3 COMMUNITY SERVICES REPORTS

9.3.1 POLICY REVIEW - CS/LP/1 - ACCESS AND INCLUSION POLICY

File No:	N32923
Attachment:	Policy CS/LP/1 – Access and Inclusion Policy with amendments.
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Fiona Saurin Manager Community Services
Proposed Meeting Date:	3 February 2015

PURPOSE

The purpose of this report is to review policy CS/LP/1 – Access and Inclusion Policy

BACKGROUND

The amendments to the Western Australian Disability Services Act 1993 (amended in 2004), requires Local and State Government authorities to develop, implement and review a Disability Access and Inclusion Plan (DAIP) that will further both the principles and objectives of the Act.

It is recommended by the Disability Services Commission that an Access and Inclusion Policy is adopted by the Council and incorporated into the DAIP.

This policy was adopted by the Council on 24 July 2007 in accordance with recommendations from the Disability Services Commission.

STATUTORY ENVIRONMENT

Disability Services Act 1993

FINANCIAL IMPLICATIONS

There are no financial implications of this report.

POLICY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Community Strategic Plan 2013-2023 provides at Outcome 1.7: (Quality of life for the disabled), the following strategies:

Strategy 1.7.1 - *‘Provide and promote services and facilities that meet the needs of disabled persons’*; and

Strategy 1.7.2 - *‘Implement the Shire’s Disability Access and Inclusion Plan’*.

OFFICER COMMENT

In June 2013, the Disability Services Act 1993 was amended to include an additional outcome, Outcome 7;

'People with disability have the same opportunities to obtain and maintain employment within a public authority'.

The Shire of Plantagenet's Access and Inclusion policy requires amendment to reflect the addition of Outcome 7.

The policy, once endorsed by the Council, will be included in the amended DAIP, which is reported against annually to the Disability Services Commission.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr G Messmer:

That amended Council Policy CS/LP/1 – Access and Inclusion Policy Statement as follows:

OBJECTIVE

The Shire of Plantagenet is committed to ensuring that the community is an accessible and inclusive community for people with disabilities, their families and carers. An accessible and inclusive community is interpreted as one in which all council functions, facilities and services (both in-house and contracted) are open, available and accessible to people with disabilities, providing them with the same opportunities, rights and responsibilities as other people in the community.

POLICY

The Shire of Plantagenet will plan to achieve the following strategies to ensure the community is accessible and inclusive for people with disabilities, their families and carers:

1. People with disabilities have the same opportunities as other people to access the services of, and any events organised by, the Shire of Plantagenet;
2. People with disabilities have the same opportunities as other people to access the buildings and other facilities of the Shire of Plantagenet;
3. The Shire of Plantagenet provides information in a format that will enable people with disabilities to access the information as readily as other people are able to access it;
4. People with disabilities receive the same level and quality of service from the staff of the Shire of Plantagenet as other people;

5. **People with disabilities have the same opportunities as other people to make complaints to the Shire of Plantagenet;**
6. **People with disabilities have the same opportunities as other people to participate in any public consultation arranged by the Shire of Plantagenet; and**
7. **People with disability have the same opportunities to obtain and maintain employment within the Shire of Plantagenet.**

The Shire of Plantagenet is committed to consulting with people with disabilities, their families and carers and disability organisations in addressing barriers to access and inclusion.'

be endorsed.

CARRIED (8/0)

NO. 12/15

9.3.2 POLICY REVIEW - RS/V/1 - VANDALISM PREVENTION REWARD

File No: N32925
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Fiona Saurin
Manager Community Services
Proposed Meeting Date: 3 February 2015

PURPOSE

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

BACKGROUND

Council Policy RS/V/1 – Vandalism Prevention Reward was reviewed 6 November 2012.

STATUTORY ENVIRONMENT

Local Government Act 1995

In accordance with Section 5.42, the Chief Executive Officer has delegated authority to offer and approve payment of reward incentives in line with Council Policy RS/V/1.

FINANCIAL IMPLICATIONS

The 2012/2013 Annual Budget has an allocation of \$3,000.00 for Security and Vandalism in account 20515.0280. This is set aside for rectification of vandalism and for payment of any rewards.

POLICY IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

Strategy 1.9.4 - *'Promote and support planning and activities that encourage a safe and responsible community.'*

OFFICER COMMENT

It is considered that the content of the current policy is suitable and does not require any changes.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved Cr B Bell, seconded Cr G Messmer:

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

OBJECTIVE:

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

POLICY:

That:

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

be endorsed.

AMENDMENT

Moved Cr J Moir, seconded Cr L Handasyde:

That the words 'to cover rewards for vandalism' be deleted.

CARRIED (8/0)

NO. 13/15

COUNCIL DECISION

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

OBJECTIVE:

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

POLICY:

That:

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

be endorsed.

CARRIED (8/0)

NO. 14/15

9.4 CORPORATE SERVICES REPORTS

9.4.1 FINANCIAL STATEMENTS – DECEMBER 2014

File No:	N13473
Attachment:	Financial Statements (separate attachment)
Responsible Officer:	John Fathers Deputy Chief Executive Officer
Author:	Brendan Webb Accountant
Proposed Meeting Date:	3 February 2015

PURPOSE

The purpose of this report is to present the financial position of the Shire of Plantagenet for the period ending 31 December 2014.

STATUTORY ENVIRONMENT

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

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

The Statement is to be accompanied by:

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

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr J Oldfield:

That the Financial Statement for the period ending 31 December 2014 be received.

CARRIED (8/0)

NO. 15/15

9.4.2 LIST OF ACCOUNTS – DECEMBER 2014

File No:	N33143
Attachment:	List of Accounts - December 2014
Responsible Officer:	John Fathers Deputy Chief Executive Officer
Author:	Emma Gardner Accounts Officer
Proposed Meeting Date:	3 February 2015

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of October 2014.

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 G Messmer, 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 December 2014 be received and recorded in the minutes of the Council, the summary of which is as follows:

1. Electronic Payments and Direct Debits totalling \$560,984.10; and
2. Municipal Cheques 44995 - 45027 totalling \$67,135.84.

CARRIED (8/0)

NO. 16/15

9.5 EXECUTIVE SERVICES REPORTS

9.5.1 CONFERENCE ATTENDANCE – GREAT SOUTHERN FUTURE FORUM

File No:	N33151
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Rob Stewart Chief Executive Officer
Proposed Meeting Date:	3 February 2015

PURPOSE

The purpose of this report is to advise Councillors that the Albany Chamber of Commerce and Industry is organising a Conference for 27 March 2015 which is being advertised as the inaugural Great Southern Future Forum.

The Shire President has indicated a wish to attend the Forum and other Councillors may also wish to attend.

BACKGROUND

The edition of CCI News for January 2015 notes that the Forum '*...will provide Local Governments, industry, community groups, small business and the general public with an opportunity to hear from regional, state and national speakers (on) the future direction of economic development in the Great Southern Region...*'

STATUTORY ENVIRONMENT

The CEO does not have a delegation regarding attendance by Councillors at conferences. Therefore any attendance by a Councillor at a conference or similar requires a Council resolution.

CONSULTATION

The CEO has discussed the Forum with the CEO of the Albany Chamber of Commerce and Industry. He advised that attendance at the Forum would be kept to a minimal number of attendees as would the price of registration.

FINANCIAL IMPLICATIONS

Unfortunately, registration fees have yet to be set. Potentially, the Forum will be at full capacity if endorsement is sought for Councillor attendance at the March meeting of the Council. However the Council's budget has sufficient funds for Councillors to attend this Forum as there is no need for meals or accommodation and transport can be arranged using Council vehicles.

POLICY IMPLICATIONS

Council Policy No. CE/CS/1 applies. This policy notes that elected members shall receive reimbursement of expenses while attending 'Conferences and Training Sessions specifically authorised by the Council.'

STRATEGIC IMPLICATIONS

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

Strategy 4.1.5:

'Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting their role.'

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

OFFICER COMMENT

This report will seek authority for the CEO to register Councillors who indicate that they wish to attend the Future Forum.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr B Bell:

That the CEO be authorised to register any Councillor who wishes to attend the Albany Chamber of Commerce and Industry Great Southern Future Forum scheduled to be held on 27 March 2015 in Albany and that registration fees be charged to Other Operating Expenses – Conferences, Training and Accommodation.

CARRIED (8/0)

NO. 17/15

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

12 CONFIDENTIAL**12.1.1 MOUNT BARKER COMMUNITY RESOURCE CENTRE – VARIATION OF LEASE**

File No: N33170
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Rob Stewart
Chief Executive Officer
Proposed Meeting Date: 3 February 2015

PURPOSE

The purpose of this report is to seek authority from the Council to allow the CEO to finalise a variation of the lease between the Shire of Plantagenet and the Mount Barker Community Centre and the Baptist Union of Western Australia for portion of the building situated at Lot 151 Lowood Road Mount Barker. (Community Resource Centre and Library).

MOTION TO PROCEED BEHIND CLOSED DOORS

Moved Cr L Handasyde, seconded Cr A Budrikis:

4:05pm That the meeting be closed to members of the public pursuant to Section 5.23 (2)(c) a contract entered into, or which may be entered into, by the local government to be discussed at this meeting.

**CARRIED (8/0)
NO. 18/15**

MOTION TO PROCEED IN PUBLIC

Moved Cr L Handasyde, seconded Cr J Moir:

4:06pm That the meeting proceed in public.

**CARRIED (8/0)
NO. 19/15**

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr G Messmer, seconded Cr B Bell,

That the Chief Executive Officer be authorised to finalise the amended lease of Lot 151 Lowood Road Mount Barker between the Shire of Plantagenet, Mount Barker Community Centre and the Baptist Union of WA.

**CARRIED (8/0)
NO. 20/15**

**12.1.2 LEASE OF PORTION OF LOT 151 LOWOOD ROAD MOUNT BARKER –
GREAT SOUTHERN INSTITUTE OF TECHNOLOGY**

File No: N33171
Responsible Officer: Rob Stewart
Chief Executive Officer
Author: Rob Stewart
Chief Executive Officer
Proposed Meeting Date: 3 February 2015

PURPOSE

The purpose of this report is to seek authority from the Council for the CEO to negotiate, finalise and execute a lease between the Shire of Plantagenet, the Department of Training and Workforce Development (DTWD) and the Great Southern Institute of Technology (GSIT) for portion of the building situated on Lot 151 Lowood Road Mount Barker.

MOTION TO PROCEED BEHIND CLOSED DOORS

Moved Cr L Handasyde, seconded Cr A Budrikis:

4:07pm That the meeting be closed to members of the public pursuant to Section 5.23 (2)(c) a contract entered into, or which may be entered into, by the local government to be discussed at this meeting.

CARRIED (8/0)

NO. 21/15

MOTION TO PROCEED IN PUBLIC

Moved Cr L Handasyde, seconded Cr J Moir:

4:08pm That the meeting proceed in public.

CARRIED (8/0)

NO. 22/15

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr G Messmer, seconded Cr C Pavlovich:

That the Chief Executive Officer be authorised to finalise and execute the lease of portion of Lot 151 (former Lot 53) Lowood Road Mount Barker between the Shire of Plantagenet, and the VET (WA) Ministerial Corporation on behalf of the Department of Training and Workforce Development.

CARRIED (8/0)

NO. 23/15

13 CLOSURE OF MEETING

4:09pm The Presiding Member declared the meeting closed.

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