



SPECIAL COUNCIL MEETING

MINUTES

A Special Meeting of the Council
held in the Council Chambers
10.00am Tuesday 18 October 2011

SPECIAL BUSINESS

Election of Shire President
Election of Deputy Shire President
Councillor Seating Arrangements
and
Appointment of Committees and Council Nominees

Rob Stewart
CHIEF EXECUTIVE OFFICER

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

10:00 am The Chief Executive Officer declared the meeting open and welcomed Mr Geoff DePledge, JP, Mrs Penny Pavlovich and members of senior staff.

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

Cr K Clements
Cr M Skinner
Cr A Budrikis
Cr S Etherington
Cr L Handasyde
Cr J Moir
Cr G Messmer
Cr C Pavlovich

In Attendance:

Mr Rob Stewart	Chief Executive Officer
Mr John Fathers	Deputy Chief Executive Officer
Ms Nicole Selesnew	Manager Community Services
Mr Dominic LeCerf	Manager Works and Services
Mr Peter Duncan	Manager Development Services
Mrs Linda Sounness	Executive Secretary

There was one member of the public in attendance.

Official Guest

Mr Geoff DePledge JP

Previously Approved Leave of Absence:

Cr B Bell – 18 October 2011

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 ELECTION OF SHIRE PRESIDENT

The Chief Executive Officer advised that he had received one written nomination for the position of Shire President, being Cr K Clements.

The Chief Executive Officer invited further nominations for the position of President.

There being no further nominations, the Chief Executive Officer declared Cr K Clements elected as Shire President.

Cr Clements then took the Declaration of Office before Mr Geoff DePledge JP and assumed the Chair.

4 ELECTION OF DEPUTY SHIRE PRESIDENT

The Shire President advised that he had received one written nomination for the position of Deputy Shire President being Cr M Skinner.

The Chief Executive Officer, acting as Returning Officer, invited further nominations for the position of Deputy President.

There being no further nominations, the Chief Executive Officer declared Cr M Skinner elected as Deputy Shire President.

Cr Skinner then took the Declaration of Office before Mr Geoff DePledge JP.

5 ALLOTMENT OF SEATING PROVISIONS

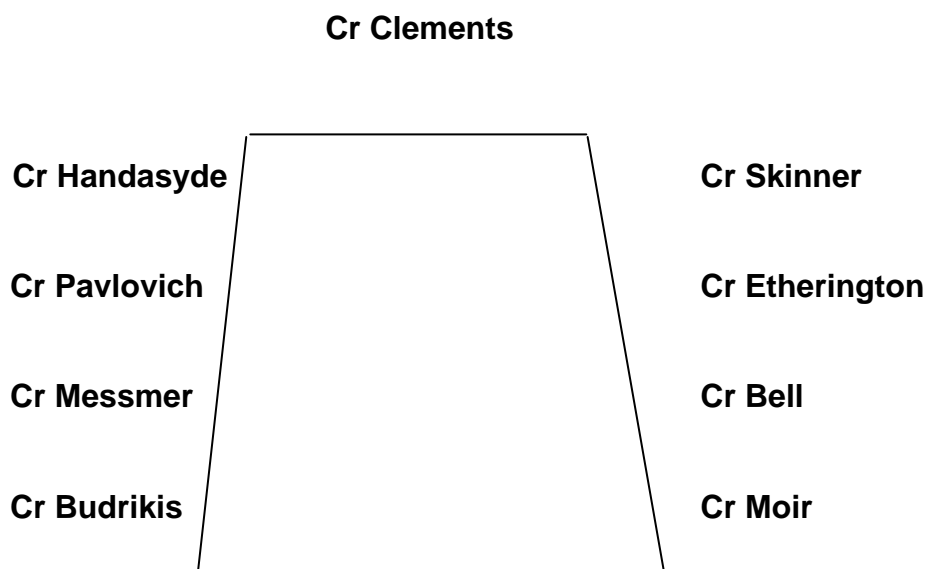
Clause 7.2 of the Standing Orders Local Law provides:

'The Council shall allot a position at the Council table to each Councillor at the first meeting held after election day and Councillors are to occupy those positions until such time as there is a call by a majority of Councillors for a re-allotment of positions.'

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr S Etherington, seconded Cr A Budrikis:

That pursuant to Standing Orders Clause 7.2 the seating positions of Councillors as set out in the following diagram be allotted such that Councillors are to occupy those positions until such time as there is a call by a majority of Councillors for a re-allotment of positions.



CARRIED (8/0)

NO. 231/11

MOTION TO SUSPEND STANDING ORDERS

Moved Cr L Handasyde, seconded Cr J Moir:

10:12 am That those sections of Standing Orders that would prevent any Councillor from speaking twice to a motion or which would prevent a Councillor speaking when no motion was before the Chair be suspended.

CARRIED (8/0)

NO. 232/11

MOTION TO RESUME STANDING ORDERS

Moved Cr J Moir, seconded Cr L Handasyde:

12:30 pm That Standing Orders be resumed.

CARRIED (8/0)

NO. 233/11

6 EXECUTIVE SERVICES REPORTS – INTERNAL COMMITTEE MEMBERS AND EXTERNAL REPRESENTATIVES

Location / Address:	N / A
Name of Applicant:	N / A
File Reference:	Various
Author:	Linda Sounness – Executive Secretary
Authorised By:	Rob Stewart – Chief Executive Officer
Date of Report:	18 October 2011

Purpose

The purpose of this report is to consider appointments to the Shire's Committees and external representatives.

Background

Representation on the Council's various internal committees was last considered at a Special Meeting of the Council held 20 October 2009. It is a requirement of the Local Government Act 1995 that all committee memberships be declared vacant at the time of the next ordinary elections (Section 5.11). This also applies to any committees created since 20 October 2009.

External representation relates to Council membership of external bodies.

Statutory Environment

Section 5.11 (1) of the Local Government Act 1995 provides:

'Where a person is appointed as a member of a committee under Section 5.10 (4) or (5), the person's membership of the committee continues until –

- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;*
- (b) the person resigns from membership of the committee;*
- (c) the committee is disbanded; or*
- (d) the next ordinary elections day.'*

Further, Section 5.8 and Section 5.10 of the Act require that committees be created by Absolute Majority as well as appointments to committees.

Appointments to external bodies do not require an absolute majority decision.

Policy Implications

The Council's Policy relating to expenses for elected members follows:

ELECTED MEMBER EXPENSES TO BE REIMBURSED

DIVISION	BUSINESS UNIT	RESPONSIBILITY AREA
CEO	CEO	Councillor Services

OBJECTIVE

To enable Councillors to attend meetings, conferences and training opportunities whilst ensuring that individuals are not financially disadvantaged in doing so.

POLICY

That elected members receive reimbursement of expenses as detailed below whilst attending the following:

1.
 - a) Council and Committee meetings held in accordance with the provisions of the Local Government Act;
 - b) Any function or meeting as an appointed representative of the Council where specifically authorised by the Council;
 - c) Conferences and training sessions specifically authorised by the Council;
 - d) Any official social function organised by, or on behalf of, the Shire of Plantagenet.

2. Travel
 - a) Councillors should utilise Council vehicles to attend meetings where they are authorised delegates of the Council subject to a vehicle being available;
 - b) Reimbursement for the use of a private vehicle to be set in accordance with Clause 15.2 (Vehicle Allowance) of the Local Government Industry Award 2010;
 - c) Where a Councillor is a member of an external committee and reimbursement of expenses is a condition of the membership, reimbursement of mileage expenses will not be provided by the Council; and
 - d) If a Council vehicle is made available and not utilised, then no mileage will be reimbursed for the use of a private vehicle.

3. Accommodation

Reimbursement of accommodation, meals, and parking expenses incurred to a maximum of \$375.00 per day will be accommodated provided that all receipts are presented. Any unforeseen or additional expenses incurred will be paid only with respect to each individual claim at the discretion of the Chief Executive Officer in consultation with the Shire President.

Refreshments consumed with meals will be reimbursed however, all other refreshments (e.g. hotel mini bar) will not be reimbursed by the Council.

4. Conference/Meeting Attendance Costs

All conference attendance costs will be paid/reimbursed to all members. Reimbursement for partners of members will be limited to:

- a) All meal costs;
 - b) Accommodation, where such does not incur any additional expenditure for the Council;
 - c) Any official social functions included on the official program of the conference/meeting; and
 - d) All events listed on the partner's itinerary.
5. Priority will be given to any conference or seminar that is specifically relevant to Councillors. Attendance at such conference or seminar is subject to approval by the Council. Councillors' attendance at seminars/conferences is subject to budget provision.
6. Conferences, seminars or courses held by organisations of which the Council is a member, or has an interest in, would usually be attended by the Council's appointed representatives to those organisations.
7. When determining costs of a conference or seminar, all costs associated with attendance at the conference or seminar, including travel, accommodation, meals, telephone and other expenses, within reason and supported by receipts, to be included and paid for by the Council.
8. Conferences or seminars in other states would be dealt with in the same way as any other conference within the State, except that whenever attendance at the conference entails travelling outside the State, the proposal is to be referred for the approval of the Council.
9. Reports of conference or seminar attendance are preferred to be in writing to the Council by inclusion in the Information Bulletin.
10. The type of conference or seminar that Councillors attend would generally be related to a particular function or activity in which the Councillor is involved, rather than individual or personal development type conference/seminars.
11. All newly elected Councillors who have not previously attended are strongly encouraged to attend the module 'Getting Started – Introduction to Local Government for Elected Members', which is the first module of the Elected Member Development Program, as soon as possible.

12. All Councillors are encouraged to complete all 14 modules of the Elected Member Development Program, potentially leading to the award Diploma of Local Government (Elected Member).

Notes:

Accommodation requirements, whenever possible, are to be arranged in advance by the Chief Executive Officer and confirmed by an official purchase order. With regard to all other expenses, receipts are to be submitted to the Chief Executive Officer for reimbursement.

Financial Implications

Councillor representatives on committees are entitled to expenses incurred in attending meetings. This is generally travelling expenses paid pursuant to Council Policy No. CE/CS/1.

Strategic Implications

There are no strategic implications for this report.

Officer Comment

Concerns have been raised relating to councillors being voting members of external Boards that operate an enterprise/business such as the Community Centre and the Mount Barker Tourist Bureau. In view of this, it has been recommended that the Council's representatives on these Boards be *ex-officio* non-voting members.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That the Chief Executive Officer's report relating to the formation/creation of committees be received.

CARRIED (8/0)

NO. 234/11

6.1 COUNCIL INTERNAL COMMITTEES

6.1.1 AUDIT COMMITTEE (FM/103/1)

Type: Section 5.9(2)(a) LGA (1995) - Council Members only

Former Members: Cr K Clements
Cr M Skinner
Cr J Moir
Cr B Bell

Brief:

The duties of the Committee are:

- *Recommend the appointment of the auditor to the Council;*
- *Assist the auditor to ensure audits are conducted successfully and timely;*
- *Examine the audit report and ensure appropriate action is taken;*
- *Prepare reports on actions taken and forward to the Minister;*
- *Meet with the auditor at least once a year;*
- *Review enhanced scope of audit; and*
- *Development and review of the Shire's Long Term Financial Plan and Forward Capital Works Plan.*

Officer Comment

An Audit Committee must be appointed by all local governments, pursuant to Section 7.1.A of the Local Government Act 1995.

The Committee must comprise at least three Council members. The Chief Executive Officer and / or any other staff member is prohibited from being a member.

The Council's auditors advise that the intention of the legislation is to allow councils to appoint outside people to the Committee to provide independence from the Council's Management.

The functions of the Audit Committee pursuant to Regulation 16 of the Local Government (Audit) Regulations are as follows:

- a) is to provide guidance and assistance to the local government -
- (i) as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act; and;
 - (ii) as to the development of a process to be used to select and appoint a person to be an auditor;

and

- b) may provide guidance and assistance to the local government as to –
- (i) matters to be audited;
 - (ii) the scope of audits;
 - (iii) its functions under Part 6 of the Act; and
 - (iv) the carrying out of its functions relating to other audits and other matters related to financial management.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr K Clements, Cr M Skinner, Cr J Moir and Cr L Handasyde be appointed as members of the Audit Committee.

CARRIED (8/0)

NO. 235/11

Absolute Majority

6.1.2 BUSH FIRE ADVISORY COMMITTEE (ES/103/6)

Type: Bush Fires Act (1954) Section 67

Members as at 14 June 2011 are:

Cr L Handasyde (appointed 20 October 2009)
Cr B Bell (appointed 20 October 2009)
Mr Murray Wills – Chief Bush Fire Control Officer
Mr Matt Candy - Deputy Bush Fire Control Officer 1
Mr John Russell - Deputy Bush Fire Control Officer 2
Mr Len Handasyde – Chief Fire Weather Reporting Officer
Mr Rod Stan-Bishop - Deputy Fire Weather Reporting Officer 1
Mr David Burcham – Deputy Fire Weather Reporting Officer 2
Mr Keith Hart - Base Radio Operator
Mr Rod Stan-Bishop - Deputy Base Radio Operator
Mr Murray Wills – Clover Burn Permit Officer
Mr Matt Candy – Clover Burn Permit Officer
Mr John Russell – Clover Burn Permit Officer

Brief:

To advise the Local Government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of the Bush Fires Act 1954, the formation of bush fire brigades and the grouping thereof under group brigade officers and the ensuring of cooperation and coordination of bush fire brigades in their efforts and activities.

Officer Comment

The membership of the Bush Fire Advisory Committee is set at two Councillors, one delegate from each Bush Fire Brigade, Chief Bush Fire Control Officer or Deputy, Base Radio Operator or Deputy and Chief Fire Weather Officer or Deputy.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That

1. Cr L Handasyde and Cr B Bell be appointed as members on the Bush Fire Advisory Committee.
2. The following Delegates and Deputies be appointed as members of the Bush Fire Advisory Committee:

BRIGADE	DELEGATE	DEPUTY
Forest Hill	Matt Candy	Craig Lynch
Kendenup	Brian Harwood	Rod Stan-Bishop
Narpyn	Don Stevens	Mark Wallace
Porongurup	John Russell	Mark Vitler
Rocky Gully	Andy Simmons	Brad Higgins
South Porongurup	Richard Stan-Bishop	Jim Baily
Woogenellup	Mark Adams	Dominic Sawyer
Middle Ward	Greg Sounness	Kevin Forbes
Perillup	Robin Ditchburn	Dean Trotter
South Stirlings	Graeme Pyle	Luke Bennett
Narrakup	Graeme Frusher	Warren Forbes
Denbarker	John Rodgers	Geoff Mather

CARRIED (8/0)

NO. 236/11

Absolute Majority

6.1.3 COMMUNITY RECREATION CENTRE ADVISORY COMMITTEE (CS/103/1)

Type: Required pursuant to Deed of Arrangement between the Council and the Minister for Education relating to the operation of the Community Recreation Centre.

Existing Members as at 20 October 2009:

Cr A Budrikis
Nicole Selesnew - Manager Community Services
Rob Stewart - Chief Executive Officer
Ronnie Smith
Karen Webb
Jennie Berliner
Greg Sounness
Andrew Fraser
Shirley Reynolds

Brief:

The role of the Committee will be to provide advice to the Parties:

- *As to how disputes in connection with the Facilities could be dealt with;*
- *As to how this Agreement can be improved or varied; and*
- *On the day-to-day operations of the facilities.*

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

That:

1. Cr ...;
2. the officer occupying the position of Chief Executive Officer;
3. the officer occupying the position of Manager Community Services;
4. Ronnie Smith;
5. Karen Webb;
6. Jennie Berliner;
7. Greg Sounness;
8. Andrew Fraser; and
9. Shirley Reynolds;

be appointed as members on the Community Recreation Centre Advisory Committee.

COUNCIL DECISION**Moved Cr L Handasyde seconded Cr G Messmer:****That:**

1.
 - a. **Cr Budrikis;**
 - b. **the officer occupying the position of Chief Executive Officer;**
 - c. **the officer occupying the position of Manager Community Services;**
 - d. **Ronnie Smith;**
 - e. **Karen Webb;**
 - f. **Jennie Berliner;**
 - g. **Greg Sounness;**
 - h. **Andrew Fraser; and**
 - i. **Shirley Reynolds;****be appointed as members on the Community Recreation Centre Advisory Committee.**
2. **Cr S Etherington be appointed as deputy to act on behalf of the Council member unable to attend any meeting.**

CARRIED (8/0)**NO. 237/11****Absolute Majority**

6.1.4 GREAT SOUTHERN REGIONAL CATTLE SALEYARDS ADVISORY COMMITTEE (CA/103/1)

Type: Section 5.9(2)(a) LGA 1995 - Council Members

Former Members: Cr B Bell
Cr L Handasyde
Cr M Skinner
Cr S Grylls

Brief:

The duties of the committee shall be to:

- *Make recommendation to the Council regarding the strategic direction of the Saleyards;*
- *Make recommendation to the Council regarding the Environmental Action Plan for the Saleyards;*
- *Bring to the attention of the Chief Executive Officer, industry matters regarding the cattle industry that may not be readily available to persons external to that industry; and*
- *Make recommendation to the Council regarding development works on the site.*

Officer Comment

The Council resolved at its meeting held on 19 January 2010 that:

'No objections be raised to the Great Southern Regional Cattle Saleyards Advisory Committee co-opting an advisor(s) to the Committee with no voting rights.'

Although four Councillors were appointed to the Committee on 19 January 2010, the number of committee positions was never formally increased.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. The number of committee positions on the Great Southern Regional Cattle Saleyards Advisory Committee be increased from three to four.**
- 2. Cr B Bell, Cr L Handasyde, Cr M Skinner and Cr C Pavlovich be appointed as members on the Great Southern Regional Cattle Saleyards Advisory Committee.**

CARRIED (8/0)

NO. 238/11

Absolute Majority

6.1.5 HEAVY HAULAGE COMMITTEE

Type: Section 5.9(2)(a) LGA 1995 - Council Members

Former Members as at 20 October 2009:

Cr L Handasyde;
Cr B Bell;
Cr S Grylls;
Cr M Skinner; and
Cr J Moir.

Brief:

The duties of the committee shall be to:

- *Advise the Council relating to heavy haulage movement within the Shire of Plantagenet; and*
- *Make recommendations to the Council relating to the use of local roads by classes of heavy vehicles.*

Officer Comment

Membership of the Committee comprises five elected members.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

That Cr ..., Cr ..., Cr ..., Cr ..., and Cr ... be appointed as members on the Heavy Haulage Committee.

COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. The number of committee positions on the Heavy Haulage Committee be reduced from five to four.**
- 2. Cr L Handasyde, Cr B Bell, Cr M Skinner and Cr C Pavlovich be appointed as members on the Heavy Haulage Committee.**

CARRIED (8/0)

NO. 239/11

Absolute Majority

6.1.6 MUNICIPAL INVENTORY ADVISORY COMMITTEE (LP/103/1)

Type: Section 5.9(2)(b) LGA 1995 - Council Members & Employees

This committee currently stands vacant.

Brief:

The duties of the Municipal Inventory Advisory Committee are to advise the Council regarding the Shire of Plantagenet Municipal Heritage Inventory and in particular:

- *Inclusions;*
- *Deletions;*
- *Reviews; and*
- *Statutory obligations.*

Officer Comment

Membership of the Committee is set at three Councillors, Chief Executive Officer and Manager Development Services.

The Committee has not met since the 2007 ordinary election and subsequently there were no appointments of Councillors and staff at the Special Council Meeting held on 20 October 2009.

The Municipal Heritage Inventory was prepared in 1997 and is due for review.

The review of the Municipal Heritage Inventory is a statutory requirement. Funding for the review is dependent on Heritage Council support funding yet to be advanced. Limited funding (\$25,000) is in the Council's 2011-2012 Budget.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

That

1. Cr..., Cr... and Cr...;
 2. the officer occupying the position of Chief Executive Officer; and
 3. the officer occupying the position of Manager Development Services;
- be appointed as members on the Municipal Inventory Advisory Committee.

COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That the Municipal Inventory Advisory Committee be disbanded.

CARRIED (8/0)

NO. 240/11

Absolute Majority

Reason for Change

Councillors believed that as this committee stood vacant for the past two years and the unlikelihood of funding from the Heritage Council in the near future there was no requirement to appoint a committee at this time.

6.1.7 PORONGURUP HALL MANAGEMENT COMMITTEE (CP/103/5)

Type: Section 5.9(2)(d) LGA 1995 – Council Members and Other Persons

Existing Members: Cr J Moir
Mr Scott Drummond
Mr Mark Vitler
Ms Fiona Glen
Ms Lucia Quearry

Brief:

The duties of the Committee shall be:

- *Have responsibility for taking bookings at the Hall;*
- *Issuing receipts in relation to Hall bookings, on behalf of the Council;*
- *Forwarding Hall booking receipts to the Council;*
- *Advising the Council of maintenance requirements for the Hall;*
- *Assisting the Council in the preparation of its budget with relation to the Hall;*
- *Ensuring that the Hall is clean, tidy and undamaged after any function; and*
- *Advising the Council regarding the refund of Hall Booking Bonds.*

Office Comment

The membership of the Porongurup Hall Management Committee is set at:

- a) One Councillor; and
- b) Four members as nominated by the Porongurup Community Association these being Mr Scott Drummond, Mr Mark Vitler, Ms Fiona Glen and Ms Lucia Quearry.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr J Moir;**
- 2. Mr Scott Drummond;**
- 3. Mr Mark Vitler;**
- 4. Ms Fiona Glen; and**
- 5. Ms Lucia Quearry;**

be appointed as members on the Porongurup Hall Management Committee.

CARRIED (8/0)

NO. 241/11

Absolute Majority

6.1.8 RECREATION ADVISORY COMMITTEE (RC/125/3)

Type: Section 5.9(2)(a) LGA 1995 - Council Members

Former Members: Cr A Budrikis
 Cr S Etherington
 Cr K Clements
 Cr J Moir
 Cr S Grylls (Deputy)

Brief:

- *Prepare a draft Shire of Plantagenet Recreation Strategic Plan for the consideration of the Council;*
- *Utilise the July 2008 Plantagenet Sport and Recreation Needs Assessment and any other report considered pertinent by the Committee; and*
- *Liaise as necessary with community groups Recreation Centre Advisory Group, the Department of Sport and Recreation and other bodies.*

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

That:

1. Cr ..., Cr ..., Cr ... and Cr ... be appointed as members on the Recreation Advisory Committee.
2. Cr... be appointed as Deputy to act on behalf of the council member unable to attend any meeting.

COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

1. **Cr A Budrikis, Cr S Etherington, Cr K Clements and Cr J Moir be appointed as members on the Recreation Advisory Committee.**
2. **No deputy be appointed to act on behalf of the council member unable to attend any meeting.**

CARRIED (8/0)
NO. 242/11
Absolute Majority

6.1.9 ROADWISE COMMITTEE (EM/125/6)

Type: Section 5.9(2)(c) LGA 1995 - Council Members, Employees, Other Persons

Former Members: Cr L Handasyde
Cr G Messmer
Mr Dominic Le Cerf - Manager Works and Services
Ms Kendra Green - RoadWise Safety Officer
Mr Andrew Duffield - Main Roads WA
Sergeant Allan Keogh - Mount Barker Police
Mr Wesley Beck - Mount Barker Community College
Mr Arthur Patterson – Community Representative
Mr Norm Bario – Mount Barker Community College Parents and Citizens Association
Ms Mabelle Jeffrey – Department of Transport

Brief:

The functions of the RoadWise Committee are:

- *To provide a structured forum for stakeholders to consider and discuss road safety issues; and*
- *To discuss and make recommendation regarding the identification and appropriate counter measures to negative attitudinal, behavioural and environment factors lined to enforcement, engineering, education, encouragement and evaluation of road safety initiatives.*

Officer Comment

The Council at its meeting held on 27 July 2010 appointed Cr Messmer to the Committee to replace Cr Etherington, Sergeant Allan Keogh was appointed to replace Sergeant Allan Spicer and Ms Mabelle Jeffrey was appointed as a new member representing the Department of Transport .

The Council at its meeting held on 5 July 2011, appointed Mr Arthur Patterson to the Committee to fill the vacant community representative position.

Voting Requirement

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr L Handasyde and Cr G Messmer;**
 - 2. Mr Dominic Le Cerf - Manager Works and Services;**
 - 3. Ms Kendra Green - RoadWise Safety Officer;**
 - 4. Mr Andrew Duffield - Main Roads WA;**
 - 5. Sergeant Allan Keogh - Mount Barker Police;**
 - 6. Mr Wesley Beck - Mount Barker Community College;**
 - 7. Mr Arthur Patterson - Community Representative;**
 - 8. Mr Norm Bario - Mount Barker Community College Parents and Citizens Association; and**
 - 9. Ms Machel Jeffrey - Department of Transport;**
- be appointed as members on the RoadWise Committee.**

CARRIED (8/0)
NO. 243/11
Absolute Majority

6.1.10 TOWNSCAPE REVIEW STEERING COMMITTEE (LP/103/3)

Type: Section 5.9(2)(c) LGA 1995 - Council Members, Employees, Other Persons

Former Members as at 4 May 2010:

Cr G Messmer
Cr A Budrikis
Chief Executive Officer (or delegate)
Manager Development Services
Mr Roger Bartley
Mrs Karen McKenzie
Mr Peter Thorn
Mr George Corke
Mrs Lisa Braun

Brief:

To Guide the process of reviewing Townscape Improvement Plans for the Shire of Plantagenet that will:

- 1. Serve as an overall framework for streetscape upgrading projects.*
- 2. Lead to the enhancement of the visual and practical amenity of the area.*

Tasks/Responsibilities

The general tasks/responsibilities of the Committee are to:

- 1. Provide assistance and advice to Council staff.*
- 2. Take an active role in developing an understanding of townscape issues.*
- 3. Make recommendations to the Council regarding matters within its purview.*
- 4. Comply with relevant policies and directives.*

Officer Comment

The Council at its meeting held on 20 October 2009 resolved:

'That:

- 1. Townscape Review Steering Committee be disbanded.*
- 2. A further report be presented to the Council at its meeting to be held on 9 February 2010 for the formation of a new Committee.'*

The Council at its meeting held on 9 February 2010 resolved:

'That

- 1. A committee to be known as the Townscape Review Steering Committee be created pursuant to Section 5.9(2)(c) of the Local Government Act 1995.*
- 2. The membership of the committee be set at:*
 - a) Two Councillors;*
 - b) Four community members;*
 - c) The Chief Executive Officer or his delegate; and*
 - d) The Manager Development Services.*

3. *The four community representatives be advertised.*
4. *The Terms of Reference of the Townscape Review Steering committee be amended to read:*

Mission/Purpose:

To Guide the process of reviewing Townscape Improvement Plans for the Shire of Plantagenet that will:

1. *Serve as an overall framework for streetscape upgrading projects.*
2. *Lead to the enhancement of the visual and practical amenity of the area.*

Tasks/Responsibilities

The general tasks/responsibilities of the Committee are to:

1. *Provide assistance and advice to Council staff.*
2. *Take an active role in developing an understanding of townscape issues.*
3. *Make recommendations to the Council regarding matters within its purview.*
4. *Comply with relevant policies and directives.'*

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

'That the membership of the Townscape Review Steering Committee be increased from four community representatives to five community representatives and Mrs Lisa Braun be appointed to that position as a community representative.'

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

That:

1. Cr... and Cr...;
 2. Mr Roger Bartley;
 3. Mrs Karen McKenzie;
 4. Mr Peter Thorn;
 5. Mr George Corke;
 6. Mrs Lisa Braun;
 7. the officer occupying the position of Chief Executive Officer (or delegate); and
 8. the officer occupying the position of Manager Development Services;
- be appointed as members of the Townscape Review Steering Committee.

Motion to adjourn question

Moved Cr L Handasyde, seconded Cr G Messmer:

That the question be adjourned to enable a workshop to be held and a further report to be presented to the Council at a meeting to be held on 29 November 2011.

CARRIED (8/0)

NO. 244/11

6.1.11 WOOGENELLUP HALL MANAGEMENT COMMITTEE (CP/103/2)

Type: Section 5.9(2)(d) LGA 1995 – Council Members and Other Persons

Existing Members: Cr M Skinner
Mr Grant Cooper
Mr Mark Adams
Mr Martin Wiehl
Mietta Skinner

Brief:

The duties of the Committee shall be:

- *Have responsibility for taking bookings at the Hall;*
- *Issuing receipts in relation to Hall bookings, on behalf of the Council;*
- *Forwarding Hall booking receipts to the Council;*
- *Advising the Council of maintenance requirements for the Hall;*
- *Assisting the Council in the preparation of its budget with relation to the Hall;*
- *Ensuring that the Hall is clean, tidy and undamaged after any function; and*
- *Advising the Council regarding the refund of Hall Booking Bonds.*

Officer Comment

The membership of the Woogenellup Hall Management Committee is set at:

- a) One Councillor, and
- b) Four members as nominated by the Woogenellup Progress Association these being Mr Mark Adams, Mr Grant Cooper, Mr Martin Wiehl and Mrs Mietta Skinner.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr M Skinner;**
- 2. Mr Grant Cooper;**
- 3. Mr Mark Adams;**
- 4. Mr Martin Wiehl; and**
- 5. Mrs Mietta Skinner;**

be appointed as members on the Woogenellup Hall Management Committee.

CARRIED (8/0)

NO. 245/11

Absolute Majority

6.2 COUNCIL EXTERNAL COMMITTEES

6.2.1 DENMARK WATER PLANNING ADVISORY GROUP (CR/17/1)

Former Members: Cr S Grylls
Manager Development Services

Brief:

The role of the Denmark Water Planning Advisory Group (DWPAG) is to assist the development of the Allocation and Protection plans by endeavouring to ensure that:

- *All relevant and available information provided by government agencies and other stakeholders is considered;*
- *Consultation is carried out in a manner that ensures local issues and aspirations are taken into account; and*
- *The plans provide comprehensive assessment of water availability and protection issues in the Denmark River catchment area.*

Officer Comment

Meetings are called when required. The last meeting was held in December 2009.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

1. **Cr C Pavlovich and Cr G Messmer;**
 2. **the officer occupying the position of Manager Development Services;**
- be appointed as the Council's representatives on the Denmark Water Planning Advisory Group Committee.**

CARRIED (8/0)

NO. 246/11

6.2.2 DISTRICT EMERGENCY MANAGEMENT COMMITTEE (ES/103/8)

Type: Section 3 of the Emergency Management Act 2005
Section 31 (1) of the Emergency Management Act 2005
Section 32 of the Emergency Management Act 2005
Emergency Management Regulations 2006

Former Member: Cr S Etherington

Brief:

The functions of a DEMC are:

- a) *to assist in the establishment and maintenance of effective emergency management arrangements for the district for which it is constituted;*
- b) *to undertake other such functions as are prescribed in the regulations;*
- c) *prepare an Annual Business Plan in accordance with State Emergency Management Procedure ADP 3 - Emergency Management Committee Business Planning.*
- d) *prepare a DEMC Annual Report in accordance with SEMP 2-6 - Annual Reporting [s33 of the Act].*
- e) *confirm DEMC key contacts at least quarterly (A meeting does not have to be held for this purpose),.*
- f) *review any post-incident/exercise reports received and make recommendations in relation to operational effectiveness.*
- g) *provide advice and support to local emergency management committees in relation draft local emergency management arrangements [ref: SEMP 2.5, par 31].*
- h) *provide advice and support to LEMC's in the development of an exercise schedule*

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr S Etherington be supported to nominate as the Council's representative on the District Emergency Management Committee.

CARRIED (8/0)

NO. 247/11

6.2.3 DEVELOPMENT ASSESSMENT PANELS (DAP) - MINISTERIAL APPOINTMENT

Former Members: Cr K Clements
Cr G Messmer
Cr L Handasyde(Deputy)
Cr M Skinner (Deputy)

Development Assessment Panels have been introduced by the State Government as part of amendments to legislation governing the planning system. These amendments to legislation of which Development Assessment Panels are a key component seek to enhance planning expertise in decision making by improving the balance between technical advice and local knowledge. Development Assessment Panels will consist of a mix of three technical experts (specialist members) and two Local Government representatives. Development Assessment Panels are responsible for determining all development applications in excess of \$7 million in value and optionally (at the election of the applicant) those applications between \$3 million and \$7 million in value.

On 2 May 2011 the Ministerial Order formally creating the 15 Development Assessment Panels was gazetted. Development Assessment Panels commenced on 1 July 2011 and the frequency of Development Assessment Panels meetings varies depending on the volume of applications received.

Officer Comment

At its Ordinary Meeting held on 3 May 2011, the Council resolved:

That:

- 1. Cr Clements and Cr Messmer be appointed as the Council's representatives on the Great Southern Joint Development Assessment Panel in accordance with the Planning and Development (Development Assessment Panels) Regulations 2011.*
- 2. Cr Skinner and Cr Handasyde be appointed as the Council's deputy representatives on the Great Southern Joint Development Assessment Panel in accordance with the Planning and Development (Development Assessment Panels) Regulations 2011'*

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That the Ministerial appointment of Cr Clements and Cr Messmer as Council's representatives and Cr Skinner and Cr Handasyde as Deputy representatives on the Great Southern Joint Development Assessment Panel for a two year term expiring on 26 April 2013 be noted.

CARRIED (8/0)

NO. 248/11

**6.2.4 GREAT SOUTHERN REGIONAL RECREATION ADVISORY GROUP
(CS/103/12)**

Former Members: Cr K Clements
Cr S Etherington (Deputy)
Manager Community Services

Brief:

The group is in the business of developing community sport and recreation opportunity for residents of the Great Southern and visitors or potential visitors.

It does this by:

- *Helping to create co-operation across the Shires;*
- *Being a forum for sharing ideas;*
- *Providing advice and direction; and*
- *Acting as a reference point on sport and recreation issues.*

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr S Etherington and the officer occupying the position of Manager Community Services be appointed as the Council's representatives on the Great Southern Regional Recreation Advisory Group.**
- 2. Cr J Moir be appointed as Deputy to act on behalf of either Council member unable to attend any meeting.**

CARRIED (8/0)

NO. 249/11

6.2.5 KENT RIVER LAND CONSERVATION DISTRICT COMMITTEE

Former Member: Cr S Grylls

Brief:

A Land Conservation District Committee (LCDC) is a statutory body formed under section 23 of the Soil and Land Conservation Act 1945. Membership of an LCDC must include one or more persons appointed by the Commissioner of Soil and Land Conservation on the nomination of the local government of each district what is wholly or in part comprised within the land conservation district.

An outline of the functions of a district committee are:

- on behalf of the Commissioner, manage projects; and carry out or cause to be carried out works or practices, for preventing, remedying or mitigating land degradation and for promoting soil conservation and reclamation;*
- to review, assess and report to the Commissioner on the effects of land use or land management on the condition of the land within its land conservation district;*
- to develop, promote and implement programs of soil and land conservation within its land conservation district;*
- if any matter relating to land use, land degradation or soil conservation is referred to it by the Minister or the Commissioner, to consider and report on that matter to the Commissioner or the Minister;*
- to make recommendations to, and to consult with, the Commissioner concerning any works, research, experimental or educational programs which may be necessary or desirable within its land conservation district;*
- to make recommendations to the Minister for the purposes of section 25A(1) or (1a); and as the case requires 25C(4).*

Representation on this Committee was endorsed by the Council at its meeting held on 12 February 2008.

Officer Comment

The constitution of the district committee, under Section 23 of the Soil and Land Conservation Act 1954 requires one or more persons appointed by the Commission on the nomination of the local government of each district that is wholly or partly comprised within the land conservation district.

The three year term of appointment for members of the Kent River Land Conservation District Committee expired on the 29 February 2008. The Council provided a nomination on 4 March 2008 however because of unforeseen circumstances this Committee was not reappointed by the Commissioner in 2008.

The Commissioner has now received nominations from the Kent River Land Conservation Committee so that they can be re-appointed for a further three year term.

There is currently provision to appoint one representative from the Shire of Plantagenet.

Voting requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr G Messmer be nominated as the Council's representative on the Kent River Land Conservation District Committee.

CARRIED (8/0)

NO. 250/11

6.2.6 LOCAL EMERGENCY MANAGEMENT COMMITTEE (ES/103/7)

Type: Section 3 of the Emergency Management Act 2005
Section 31 (1) of the Emergency Management Act 2005
Section 32 of the Emergency Management Act 2005
Emergency Management Regulations 2006

Former Members: Cr Etherington
Cr Budrikis (Deputy)
Manager Community Services
Ranger
Environmental Health Officer

Brief:

The duties of the Committee shall be:

- *To advise and assist the local government in ensuring that local emergency management arrangements are established for its district;*
- *To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements;*
- *To carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations; and.*
- *After the end of each financial year, prepare and submit to the District Emergency Management Committee (DEMC) an annual report of activities undertaken by it during the year.*

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

1. a) **Cr S Etherington,**
 - b) **the officer occupying the position of Manager Community Services, the officer occupying the position of Community Emergency Services Manager; and**
 - c) **the officer occupying the position of Environmental Health Officer;****be appointed as the Council's representatives on the Local Emergency Management Committee.**
2. **Cr A Budrikis be appointed as deputy to act on behalf of the Council member unable to attend any meeting.**

CARRIED (8/0)

NO. 251/11

6.2.7 MOUNT BARKER COMMUNITY RESOURCE CENTRE

Former members: Cr K Clements
Cr S Etherington (Deputy)

Brief:

The Mount Barker Community Centre Board will oversee the programs delivered from the Community Centre building. The Shire representative on the Board will also focus on the integration of the Public Library activities into the Community Centre programs. The Board comprises members from the Baptist Union of WA, Mount Barker Baptist Church, Community Members, the Council and ex-officio officers.

Officer Comment

This Board is considered to be one where the Shire's representative should be an *ex-officio* non voting member.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr K Clements be appointed as the Council's representative on the Mount Barker Community Centre Board (*ex-officio*, non voting).**
- 2. Cr S Etherington be appointed as Deputy to act on behalf of the Council Member unable to attend any meeting.**

CARRIED (8/0)

NO. 252/11

6.2.8 MOUNT BARKER COMMUNITY COLLEGE COUNCIL

Former Member: Cr S Etherington

Brief:

The Mount Barker Community School Council is the decision making group to approve policies and budgets for the college. The council provides the principal with input on what programs can be developed at the college to support the community and approves the financial and schools strategic plan. The council is made up of school staff, parents, students and community members. The council meets once a term on a Tuesday afternoon.

Voting Requirements:

Simple Majority

OFFICER RECOMMENDATION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr S Etherington be recommended as the Council's representative on the Mount Barker Community College Council.

CARRIED (8/0)

NO. 253/11

6.2.9 MOUNT BARKER TOURIST BUREAU BOARD (ED/103/4)

Former Member: Cr S Etherington

Brief:

- *Strategic Planning with the purpose of promoting the region by developing a strategic market plan; overseeing the implementation of the plan and the regular and systematic monitoring of the plan.*
- *Management of the Mount Barker Visitor Centre.*
- *Financial management of the organisation that includes developing strategies to source funding, maintain and increase membership funding as well as identify business and community sponsorship support wherever possible.*
- *Reporting to Shire of Plantagenet and Great Southern Development Commission as our main funding bodies.*
- *Ensure the memorandum of Understanding (MOU) between the Board and the Council is adhered to.*

Officer Comment:

The Council at its Special Meeting held 20 October 2009 resolved not to appoint a deputy to act on behalf of the Council's representative if unable to attend any meeting.

This Board is considered to be one where the Shire's representative should be an *ex-officio* non voting member.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr G Messmer be appointed as the Council's representative on the Mount Barker Tourist Bureau Board (*ex-officio* non voting).

CARRIED (8/0)

NO. 254/11

6.2.10 OYSTER HARBOUR CATCHMENT GROUP

Former Members: Cr M Skinner

Brief:

The Oyster Harbour Catchment Group (OHCG) has recently secured Caring for our Country funding for two projects, as follows:

- 1. Environmental Weed control surrounding the Porongurup National Park, which follows on from their very successful post fire weed control in the Porongurup National Park projects.*
- 2. Increasing knowledge and skills in sustainable farm practices in the Oyster Harbour Catchment, which includes the employment of a NRM Implementation officer.*

Representation on this Committee was endorsed by the Council at its meeting held on 19 January 2010.

Officer Comment

The Committee meets on the third Tuesday of each month at the Community Agricultural Centre. The meetings commence at 9.00am and conclude at approximately 11.30am. It is not essential that the representative attends every meeting.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr M Skinner be recommended as the Council's representative on the Oyster Harbour Catchment Group.

CARRIED (8/0)

NO. 255/11

6.2.11 PARDELUP COMMUNITY LIAISON GROUP

Former Members: Cr K Clements
Manager Community Services (Chair)
Manager Works and Services (Deputy Chair)

Brief:

The Pardelup Community Liaison Group was re-established after a period of inaction. The new Assistant Superintendent Dave Pattenden approached the Shire with a view to reforming this group. The Manager Community Services and Manager Works and Services provide the administrative support to the Group.

The Inaugural Meeting was held on Thursday 19 May 2011.

The aim is to prioritise community work for the Pardelup Work Camp participants and review the progress of ongoing Work Camp commitments.

Officer Comment

Meetings occur on quarterly basis and are held in the Committee Room at the Shire Office.

The appointment of Council representatives to the Pardelup Community Liaison Group has not been formalised.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr K Clements ;**
- 2. the officer occupying the position of Manager Community Services; and**
- 3. the officer occupying the position of Manager Works and Services;**

be appointed as the Council's representatives on the Pardelup Community Liaison Group.

CARRIED (8/0)

NO. 256/11

**6.2.12 PORONGURUP RANGE NATIONAL PARK FIRE ADVISORY COMMITTEE
(ES/103/10)**

Former Members: Cr J Moir
 Cr B Bell (Deputy)
 Chief Bush Fire Control Officer

Brief:

The role of this group is to discuss Fire Hazard Planning and Prevention strategies for the Porongurup National Park. The Committee is coordinated by the Department of Environment and Conservation (DEC) and includes captains from the local brigades, the Chief Bush Fire Control Officer, DEC staff and Fire and Emergency Services Authority (FESA) and key neighbours.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

1. a) **Cr B Bell; and**
 b) **the Chief Bush Fire Control Officer;**
 be appointed as the Council's representatives on the Porongurup Range National Park Fire Advisory Committee.
2. **Cr M Skinner be appointed as Deputy to act on behalf of the Council member unable to attend any meeting.**

CARRIED (8/0)

NO. 257/11

6.2.13 PLANTAGENET HISTORICAL SOCIETY (CS/103/5)

Former Member: Cr S Etherington

Brief:

- *encourage the study and writing of history within the Plantagenet district.*
- *promote public interest in and support for the preservation of historical relics, including buildings and sites and the recognition of notable anniversaries.*
- *records are collected, classified and preserved; and*
- *articles are published and information exchanged (readings, discussion and exhibition).*

Officer Comment

The Annual General Meeting is held on the first Saturday in August each year, with general meetings being held on the first Saturday in each month except for the month of January and commence at 1.30pm.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr K Clements be appointed as the Council's representative on the Plantagenet Historical Society Committee.

CARRIED (8/0)

NO. 258/11

6.2.14 REGIONAL ROAD GROUP (RO/103/1)

Legislation: State Roads Fund to Local Government Agreement and Procedures.

Former Members: Cr K Clements
Cr L Handasyde (Deputy)

Brief:

Regional Road Groups (RRGs) have been established to recommend Local Government road funding priorities to the Advisory Committee and to monitor the implementation of the Local Government program in their own regions. Each Regional Road Group will be chaired by a Local Government member. Main Roads will provide technical and administrative support. Regional Road Sub Groups have been established in some regions to assist the Regional Road Groups with management and consideration of local roads issues.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr L Handasyde be appointed as the Council's representative on the Regional Road Group Committee.**
- 2. Cr K Clements be appointed as Deputy to act on behalf of the Council member unable to attend any meeting.**

CARRIED (8/0)

NO. 259/11

6.2.15 SOUTHERN LINK VOLUNTARY REGIONAL ORGANISATION OF COUNCILS

Former Members: Cr K Clements
Cr M Skinner
Cr L Handasyde (Deputy)

Officer Comment

The Council has a Partnering Agreement that provides the framework for future resource sharing between the Council's of Broomehill-Tambellup, Cranbrook, Kojonup and Plantagenet. This agreement does not create any legal obligation between the parties. It is a statement that incorporates the spirit of cooperation and shared discourse. Its aim is simply to establish the guiding principles for future resource sharing so that these may be implemented in a manner that provides cost benefits to the community, greater efficiency in the management of resources, and better outcomes for members and their communities.

It is appropriate for the Shire President and Deputy to be the Council's representatives on the VROC. The other members do likewise.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr K Clements and Cr M Skinner be appointed as the Council's representatives on the Southern Link Voluntary Regional Organisation of Councils.**
- 2. Cr L Handasyde be appointed as Deputy to act on behalf of either elected member unable to attend any meeting.**

CARRIED (8/0)

NO. 260/11

**6.2.16 STIRLING RANGE NATIONAL PARK FIRE ADVISORY COMMITTEE
(ES/103/11)**

Former Members: Cr M Skinner
 Chief Bush Fire Control Officer

Brief:

The role of this group is to discuss Fire Hazard Planning and Prevention strategies for the Porongurup National Park. The Committee is coordinated by the Department of Environment and Conservation (DEC) and includes captains from the local brigades, the Chief Bush Fire Control Officer, DEC staff and Fire and Emergency Services Authority (FESA) and key neighbours.

Officer Comment

At the Special Council Meeting held 20 October 2009 it was resolved not to appoint a Deputy to act on behalf of the Council's representative.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr M Skinner and the Chief Bush Fire Control Officer be appointed as the Council's representative on the Stirling Range National Park Fire Advisory Committee.

CARRIED (8/0)

NO. 261/11

6.2.17 TIMBER INDUSTRY ROAD EVALUATION STRATEGY (TIRES) (RO/103/2)

Former Members: Cr K Clements
Cr L Handasyde (Deputy)

Brief:

To allow for all year round delivery of wood chips or products to the Albany Port to meet export shipping requirements while reducing the impact on local communities by making road networks safer.

Preservation of local government roads which have timber haulage requirements with a coordinated approach towards road maintenance and repairs and to provide Tonnages to Main Roads WA and then look at funding issues to maintain these roads.

Meetings are held approximately two to three times a year.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr K Clements be appointed as the Council's representative on the Timber Industry Road Evaluation Strategy (TIRES).**
- 2. Cr L Handasyde be appointed as Deputy to act on behalf of the elected member if unable to attend any meeting.**

CARRIED (8/0)

NO. 262/11

6.2.18 UNIVERSITY OF WA - ALBANY FOUNDATION

Former Member: Cr A Budrikis

Brief:

The Foundation was initiated in 1999, following the establishment of the University of Western Australia's Albany Centre in the same year. The main aims of the Foundation are to ensure the development of the UWA Albany Centre by building links with industry and raising funds to facilitate teaching and research in the region.

Representation on the UWA Albany Foundation was endorsed by the Council at its meeting held on 15 December 2009.

Officer Comment

The Foundation meets three to four times a year in Albany.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr A Budrikis be recommended as the Council's representative on the University of Western Australia Albany Foundation.

CARRIED (8/0)

NO. 263/11

6.2.19 WALGA VOTING DELEGATES (ANNUAL CONFERENCE AND ZONE MEETING) (GR/103/5)

Former Members: Cr K Clements
 Cr M Skinner
 Cr L Handasyde (Deputy)

Brief:

The WA Local Government Association (WALGA) lobbies and negotiates on behalf of the 141 Local Governments in WA as the peak lobbying and advocacy organisation, they have a strong influence on how policy decisions are made that affect the sector.

Senior WALGA staff regularly consult with Ministers, politicians and senior bureaucrats and negotiate supplier agreements with senior executives of organisations with the capacity to deliver statewide services.

Officer Comment

Generally the Shire President and Deputy Shire President represent the Council.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That:

- 1. Cr K Clements and Cr M Skinner be appointed as the Council's voting delegates for Western Australian Local Government Association (WALGA) Annual Conference and Zone Meetings.**
- 2. Cr L Handasyde be appointed as Deputy to act on behalf of either elected member if unable to attend any meeting.**

CARRIED (8/0)

NO. 264/11

6.2.20 GREAT SOUTHERN DEVELOPMENT COMMISSION BOARD*Brief:*

The Great Southern Development Commission (GSDC) Board of Management has two vacancies which are to be filled by elected representatives from local government in the region.

This follows Kent Shire President Mrs Cathy Crosby completing two terms on the GSDC Board and the decision by former Cranbrook Shire President Doug Forrest not to seek re-election at the recent local government election.

The Board of Management is the governing body of the Commission and meets regularly to set policy direction, make decisions on major budget and expenditure matters and provide advice to the Minister on regional issues.

The Hon Brendon Grylls MLA Minister for Regional Development will make the appointment to the GSDC Board, following consultation with Cabinet.

Officer Comment

A formal meeting is held every second month with an informal meeting being held in the alternate months.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr G Messmer:

That Cr K Clements be nominated to represent local government on the Great Southern Development Commission Board.

CARRIED (8/0)

NO. 265/11

7 CLOSURE OF MEETING

12:30 pm The Presiding Member declared the meeting closed.

CONFIRMED: CHAIRPERSON _____ DATE:/...../.....