



SPECIAL MINUTES

A Special Meeting of the Council
held in the Council Chambers
10.00am Tuesday 29 October 2013

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

MEMBERSHIP – Quorum (5)

Membership:

Cr B Bell
Cr A Budrikis
Cr K Clements
Cr S Etherington JP
Cr L Handasyde
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

10:02am The Chief Executive Officer declared the meeting open and welcomed Mr Geoff DePledge JP, Mrs Deb Oldfield and former Councillor Michael Skinner.

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

Members Present:

Cr B Bell	Councillor
Cr A Budrikis	Councillor
Cr K Clements	Councillor
Cr S Etherington	Councillor
Cr L Handasyde	Councillor
Cr G Messmer	Councillor
Cr J Moir	Councillor
Cr J Oldfield	Councillor
Cr C Pavlovich	Councillor

In Attendance:

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

Official Guest

Mr Geoff DePledge JP

There was one member of the public present.

Previously Approved Leave of Absence:

Nil

Emergency Evacuation Procedures/Disclaimer:

Working to Occupational Safety and Health Best Practices, Mr Rob Stewart - Chief Executive Officer, read aloud the emergency evacuation procedures for Councillors, 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 two written nominations for the position of Deputy Shire President being Cr B Bell and Cr L Handasyde.

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 invited both candidates to make short presentations and then conducted an election pursuant to the Local Government (Elections) Regulations 1977.

At the conclusion of the count, the Chief Executive Officer declared the result in favour of Cr L Handasyde.

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

5. ALLOTMENT OF SEATING PROVISIONS

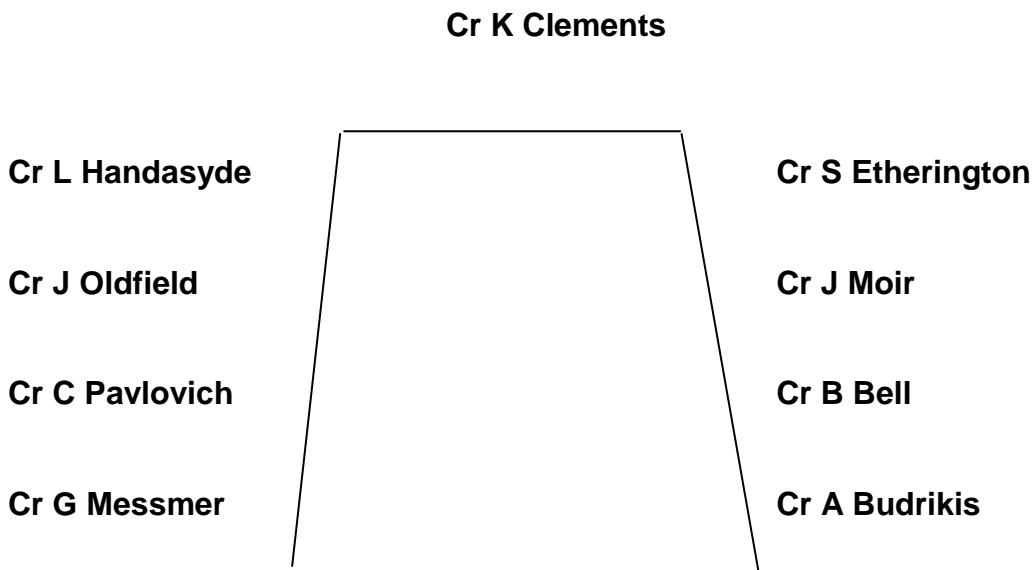
Clause 7.2 of the Standing Orders Local Law provides:

‘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 C Pavlovich:

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 (9/0)

NO. 242/13

6. INTERNAL COMMITTEE MEMBERS AND EXTERNAL REPRESENTATIVES

File No:	N28241
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	Linda Sounness Executive Secretary
Proposed Meeting Date:	29 October 2013

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 18 October 2011. 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 18 October 2011.

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.

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 – Elected Member Expenses to be Reimbursed.

POLICY IMPLICATIONS

Policy No. CE/CS/1 – Elected Member Expenses to be Reimbursed applies as follows:

‘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.'

STRATEGIC IMPLICATIONS

The Shire of Plantagenet's Strategic Community Plan 2013-2023 includes at Goal 4: Effective Governance and Organisation.

OFFICER COMMENT

At the Special Meeting held 18 October 2011 it was 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:

1. Formation/creation of committees;
2. Appointment of committee members; and
3. Appointment of external representatives

be received.

CARRIED (9/0)

NO. 243/13

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 as at 18 October 2011:

Cr K Clements
Cr L Handasyde
Cr J Moir
Cr M Skinner

Brief:

The duties of the Committee are:

1. *Provide guidance and assistance to the local government -*
 - a) *as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act; and*
 - b) *as to the development of a process to be used to select and appoint a person to be an auditor; and*
2. *May provide guidance and assistance to the local government as to -*
 - a) *matters to be audited; and*
 - b) *the scope of audits; and*
 - c) *its functions under Part 6 of the Act; and*
 - d) *the carrying out of its functions relating to other audits and other matters related to financial management; and*
3. *Is to review a report given to it by the CEO under Regulation 17(3) (the CEO's report) and is to -*
 - a) *report to the Council the results of that review; and*
 - b) *give a copy of the CEO's report to the Council.*

Officer Comment

The Council at its meeting held 26 March 2013 amended the Audit Committee brief to reflect changes to the regulations.

An Audit Committee is required to be established by a Local Government pursuant to Section 7.1 A of the Local Government Act 1995.

The Functions of the Audit Committee are set out in Regulation 16 of the Local Government (Audit) Regulations 1996. These are:

'An audit committee—

- (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; and*
 - (ii) *the scope of audits; and*
 - (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; and*
- (c) *is to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to -*
 - (i) *report to the council the results of that review; and*
 - (ii) *give a copy of the CEO's report to the council.'*

Regulation 17 (3) provides:

'The CEO is to report to the audit committee the results of that review.'

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr G Messmer, seconded Cr L Handasyde:

That:

- 1. Cr K Clements, Cr L Handasyde, Cr J Moir and Cr C Pavlovich be appointed as members of the Audit Committee; and**
- 2. Cr J Oldfield be appointed as Deputy to act on behalf of any individual member appointed in part 1 when that member is unable to attend.**

CARRIED (9/0)

NO. 244/13

Absolute Majority

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

Type: Bush Fires Act (1954) Section 67

Former Council members as at 1 May 2011 were:

Cr L Handasyde (appointed 18 October 2011)

Cr B Bell (appointed 18 October 2011)

Current non Council members appointed at a meeting of the Council held on 28 May 2013 are;

Mr Kevin Forbes – Chief Bush Fire Control Officer

Mr Murray Wills - Deputy Bush Fire Control Officer 1

Mr John Russell - Deputy Bush Fire Control Officer 2

Mr David Burcham – Chief Fire Weather Reporting Officer

Mr Craig Lynch - Deputy Fire Weather Reporting Officer

Mrs Rosa Wright - Base Radio Operator

Mr Rod Stan-Bishop - Deputy Base Radio Operator

Mr Graeme Pyle – Deputy Base Radio Operator

Mrs Robin Ditchburn – Deputy Base Radio Operator

Mr Murray Wills – Deputy Base Radio Operator

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.

It is now necessary to appoint two Council representatives.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr S Etherington, seconded Cr C Pavlovich:

That:

1. Cr Bell and Cr Handasyde be appointed as Council members on the Bush Fire Advisory Committee; and
2. Cr Oldfield be appointed as Deputy to act on behalf of any individual member appointed in part 1 when that member is unable to attend.

CARRIED (9/0)

NO. 245/13

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.

Former Members as at 18 October 2011:

Cr A Budrikus
Cr S Etherington (Deputy)
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.*

Officer Comment

Mrs Jennie Berliner has tendered her resignation to the Chief Executive Officer.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr J Moir:

That:

1. **a) Cr S Etherington;**
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) Greg Sounness;
g) Andrew Fraser; and
h) Shirley Reynolds;

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

2. **Cr C Pavlovich be appointed as Deputy to act on behalf of Cr Etherington when Cr Etherington is unable to attend.**

CARRIED (9/0)

NO. 246/13

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

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

Former Members as at 18 October 2011:

Cr B Bell
Cr L Handasyde
Cr C Pavlovich
Cr M Skinner

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 18 October 2011 that:

'The number of committee positions on the Great Southern Regional Cattle Saleyards Advisory Committee be increased from three to four.'

Further, at its meeting held 27 November 2012 the Council resolved that:

That:

1. *The 'Great Southern Regional Cattle Saleyards' be renamed the 'Mount Barker Regional Saleyards'.*
2. *The 'Great Southern Regional Cattle Saleyards Advisory Committee' be renamed the 'Saleyards Advisory Committee'.*

This Committee is created pursuant to Section 5.9(2)(a) of the Local Government Act 1995. An opportunity presents itself to appoint the Committee pursuant to Section 5.9(2)(d) which provides for '*...Council members and other persons*' (that is somebody other than a Councillor but not an employee). The Committee would be reconstituted, if desired, pursuant to Section 5.9(2) (d) with, say, three Councillors and one other person, familiar with, in the opinion of the Council, the cattle industry.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

That:

1. The Saleyards Advisory Committee be reconstituted pursuant to Section 5.9(2)(d) of the Local Government Act 1995.
2. Committee membership shall be set at three Councillors and one other person.
3. Cr, Cr....., and Cr.... be appointed.
4. The position of 'other person' be advertised locally seeking nominations.
5. The existing brief of the Committee be endorsed.

COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr C Pavlovich:

That:

1. **The Saleyards Advisory Committee be reconstituted pursuant to Section 5.9(2)(d) of the Local Government Act 1995.**
2. **Committee membership shall be set at three Councillors and one other person other than a cattle stock agent.**
3. **Cr B Bell, Cr J Moir and Cr L Handasyde be appointed.**
4. **Cr J Oldfield be appointed as Deputy to act on behalf of any individual member appointed in part 3 when that member is unable to attend.**
5. **The position of 'other person' be advertised locally seeking nominations.**
6. **The existing brief of the Committee be endorsed.**

AMENDMENT

Moved Cr J Moir, seconded Cr B Bell:

That in Part 2 the word 'three' be deleted and replaced with 'four' and the words 'and one other person other than a cattle stock agent' be deleted.

LOST (2/7)

AMENDMENT

Moved Cr A Budrikis, seconded Cr J Moir:

That in Part 2, the words 'other person other than a cattle stock agent' be deleted and replaced with 'other industry person'.

CARRIED (9/0)

NO. 247/13

COUNCIL DECISION

That:

1. The Saleyards Advisory Committee be reconstituted pursuant to Section 5.9(2)(d) of the Local Government Act 1995.
2. Committee membership shall be set at three Councillors and one other industry person.
3. Cr B Bell, Cr J Moir and Cr L Handasyde be appointed.
4. Cr J Oldfield be appointed as Deputy to act on behalf of any individual member appointed in part 3 when that member is unable to attend.
5. The position of 'other industry person' be advertised locally seeking nominations.
6. The existing brief of the Committee be endorsed.

CARRIED (9/0)

NO. 248/13

Absolute Majority

Reason for Change

Councillors believed the appointment of a Deputy member was warranted.

6.1.5 HEAVY HAULAGE COMMITTEE

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

Former Members as at 18 October 2011:

Cr B Bell
Cr L Handasyde
Cr C Pavlovich
Cr M Skinner

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.*

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr B Bell:

That Cr C Pavlovich, Cr B Bell, Cr L Handasyde, and Cr G Messmer be appointed as members on the Heavy Haulage Committee.

CARRIED (9/0)

NO. 249/13

Absolute Majority

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

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

Former Members as at 18 October 2011:

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 B Bell, seconded Cr J Moir:

That:

1. **Cr G Messmer;**
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 (9/0)

NO. 250/13

Absolute Majority

6.1.7 RECREATION ADVISORY COMMITTEE (RC/125/3)

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

Former Members as at 18 October 2011:

Cr A Budrikis
Cr K Clements
Cr S Etherington
Cr J Moir

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.*

Officer Comment

As the Council has adopted the Shire of Plantagenet Recreation Strategic Plan, the brief for this Committee could be amended. A suggested brief is:

- *Oversee and make recommendation to the Council regarding the implementation of the Shire of Plantagenet Recreation Strategic Plan;*
- *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

Moved Cr B Bell, seconded Cr C Pavlovich:

That:

- 1. The brief of the Recreation Advisory Committee be amended to;**
 - a) Oversee and make recommendation to the Council regarding the implementation of the Shire of Plantagenet Recreation Strategic Plan;**
 - b) Liaise as necessary with community groups Recreation Centre Advisory Group, the Department of Sport and Recreation and other bodies**
- 2. Cr S Etherington, Cr J Moir, Cr A Budrikis and Cr K Clements be appointed as members on the Recreation Advisory Committee.**

AMENDMENT

Moved Cr J Moir, seconded Cr G Messmer:

That a Part 1c be added to the motion 'To advise the Council on the strategic direction of recreation throughout Plantagenet.'

CARRIED (9/0)

NO. 251/13

COUNCIL DECISION

That:

1. The brief of the Recreation Advisory Committee be amended to;
 - a) Oversee and make recommendation to the Council regarding the implementation of the Shire of Plantagenet Recreation Strategic Plan;
 - b) Liaise as necessary with community groups Recreation Centre Advisory Group, the Department of Sport and Recreation and other bodies; and
 - c) To advise the Council on the strategic direction of recreation throughout Plantagenet.
2. Cr S Etherington, Cr J Moir, Cr A Budrikis and Cr K Clements be appointed as members on the Recreation Advisory Committee.

CARRIED (9/0)

NO. 252/13

Absolute Majority

6.1.8 ROADWISE COMMITTEE (EM/125/6)

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

Former Members at 18 October 2011:

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 Wes 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 1 May 2012 appointed Mr Greg Sounness to replace Mr Norm Bario as Mount Barker Community College Parents and Citizens Association representative.

The Council at its meeting held on 27 November 2012, appointed Ms Erin McDonald-Lee to fill the vacancy created by the resignation of RoadWise Safety Officer Ms Kendra Green.

The Council at its meeting held on 26 March 2013 appointed Roger Barratt to replace Wes Beck as a Mount Barker Community College representative.

The RoadWise Committee has been experiencing difficulties in achieving a quorum. A method to overcome this difficulty would be to appoint deputies for all members. It is recommended that members be appointed now and deputies be sought from the various representative organisations for a subsequent report.

Voting Requirement

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr J Moir:

That:

1. Cr L Handasyde, Cr G Messmer;
 2. Cr B Bell be appointed as Deputy to act on behalf of Cr Handasyde when Cr Handasyde is unable to attend;
 3. Cr C Pavlovich be appointed as Deputy to act on behalf of Cr Messmer when Cr Messmer is unable to attend;
 4. Mr Dominic Le Cerf - Manager Works and Services;
 5. Ms Erin McDonald-Lee - RoadWise Safety Officer;
 6. Mr Andrew Duffield - Main Roads WA;
 7. Sergeant Allan Keogh - Mount Barker Police;
 8. Mr Roger Barratt - Mount Barker Community College;
 9. Mr Arthur Patterson - Community Representative;
 10. Mr Greg Sounness - Mount Barker Community College Parents and Citizens Association; and
 11. Ms Mabelle Jeffrey - Department of Transport;
- be appointed as members on the RoadWise Committee.

CARRIED (9/0)

NO. 253/13

Absolute Majority

6.1.9 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 Woogenellup Hall is now subject to a Lease Agreement and therefore the Council's Management Committee is no longer needed and can be disbanded.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr S Etherington, seconded Cr B Bell:

That the Woogenellup Hall Management Committee be disbanded.

CARRIED (9/0)

NO. 254/13

Absolute Majority

6.2 COUNCIL EXTERNAL COMMITTEES

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

Former Members as at 18 October 2011:

Cr C Pavlovich

Cr G Messmer

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.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr J Moir:

That:

- 1. Cr C Pavlovich and Cr G Messmer; and**
- 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 (9/0)

NO. 255/13

6.2.2 DEVELOPMENT ASSESSMENT PANELS (DAP) - MINISTERIAL APPOINTMENT

Current Members appointed 26 April 2013:

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'*

On 26 April 2013 these members terms expired and were eligible for re-consideration, at which time their nominations were successful.

Following the appointment by the Minister of Crs Clements, Messmer, Skinner and Handasyde for a further two year term expiring 26 April 2015, Cr Skinner has retired, leaving a vacancy on the Panel for a Deputy representative.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr A Budrikis:

That

1. That the Ministerial appointment of Cr KClements and Cr G Messmer as Council's representatives and Cr L Handasyde as Deputy representative on the Great Southern Joint Development Assessment Panel for a two year term expiring on 26 April 2015 be noted.
2. That Cr A Budrikis be nominated as a Deputy representative on the Great Southern Joint Development Assessment Panel for a two year term expiring on 26 April 2015.
3. A further report be presented at an Ordinary Meeting of the Council to be held in March 2015 to renew memberships.

CARRIED (9/0)

NO. 256/13

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

Former Member as at 18 October 2011: Cr S Etherington

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

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 Comment

Local Government Representation on the Great Southern District Emergency Management Committee is now by nomination through the WALGA Zone. The current representative for the Great Southern Zone of WALGA is Cr Ken Clements.

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr G Messmer, seconded Cr J Moir:

That the membership of Cr K Clements as the WALGA representative on the District Emergency Management Committee be noted.

**CARRIED (9/0)
NO. 257/13**

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

Former Members as at 18 October 2011:

Cr S Etherington
Cr J Moir (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 B Bell:

That:

- 1. Cr S Etherington; and**
- 2. The officer occupying the position of Manager Community Services be appointed as the Council's representatives on the Great Southern Regional Recreation Advisory Group.**
- 3. Cr J Moir be appointed as Deputy to act on behalf of Cr Etherington when Cr Etherington is unable to attend.**
- 4. Cr J Oldfield be appointed as Reserve Deputy to act on behalf of Cr Etherington when Cr Etherington and Cr Moir are both unable to attend.**

CARRIED (9/0)

NO. 258/13

6.2.5 KENT RIVER LAND CONSERVATION DISTRICT COMMITTEE

Former Member as at 18 October 2011: Cr G Messmer

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 Commissioner of Soil and Land Conservation approved the appointment of Cr Messmer and other nominated members on 24 February 2012. To date, Cr Messmer has not been informed of any meetings. It is understood that the Committee has met twice. The Committee Secretary has advised that it is the Committee's intention is to disband as the Gillamii Centre in Cranbrook is undertaking similar landcare work and sourcing the same areas for funding.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr G Messmer, seconded Cr C Pavlovich:

That the Ministerial appointment of Cr G Messmer to the Kent River Land Conservation District Committee be noted.

CARRIED (9/0)

NO. 259/13

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

Former Members as at 18 October 2011:

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

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

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 J Moir, seconded Cr G Messmer:

That:

1. **a) Cr S Etherington;**
b) The officer occupying the position of Manager Community Services;
c) The officer occupying the position of Community Emergency Services Manager;
d) The officer occupying the position of Environmental Health Officer;
e) The officer occupying the position of Ranger; and
be appointed as the Council's representatives on the Local Emergency Management Committee.
2. **Cr B Bell be appointed as Deputy to act on behalf of Cr Etherington when Cr Etherington is unable to attend.**

CARRIED (9/0)

NO. 260/13

6.2.7 MOUNT BARKER COMMUNITY RESOURCE CENTRE

Former members as at 18 October 2011:

Cr K Clements

Cr S Etherington (Deputy)

Brief:

The Mount Barker Community Resource 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 C Pavlovich, seconded Cr J Moir:

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 Cr Clements when Cr Clements is unable to attend.

CARRIED (9/0)

NO. 261/13

6.2.8 MOUNT BARKER COMMUNITY COLLEGE COUNCIL

Former Member as at 18 October 2011: 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/COUNCIL DECISION

Moved Cr G Messmer, seconded Cr B Bell:

That:

- 1. Cr S Etherington be recommended as the Council's representative on the Mount Barker Community College Council; and**
- 2. Cr L Handasyde be appointed as Deputy to act on behalf of Cr Etherington when Cr Etherington is unable to attend.**

CARRIED (9/0)

NO. 262/13

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

Former Member as at 18 October 2011: Cr G Messmer

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 B Bell seconded Cr L Handasyde:

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

CARRIED (9/0)

NO. 263/13

6.2.10 OYSTER HARBOUR CATCHMENT GROUP

Former Member as at 18 October 2011: Cr M Skinner

Brief:

- *To foster and encourage natural resource management activities by like minded community groups in the Oyster Harbour Catchment.*
- *To co-ordinate projects that improve the environment of Oyster Harbour.*
- *To initiate projects that contribute to sustainable, productive farming systems, enhance the natural environment and improve the equilibrium between environmental and agricultural uses of the Oyster Harbour Catchment.*
- *To solely apply the property and income of the Association towards the promotion of the objectives of the Association and no part of that property or income shall be paid or otherwise distributed directly, or indirectly, to members except in good faith in the promotion of these objectives.*

Officer Comment

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

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr C Pavlovich, seconded Cr L Handasyde:

That Cr J Oldfield be appointed as the Council's representative on the Oyster Harbour Catchment Group.

CARRIED (9/0)

NO. 264/13

6.2.11 PARDELUP COMMUNITY LIAISON GROUP

Former Members as at 18 October 2011:

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.

It would be preferable if the Councillor representative chaired this group.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr J Moir:

That:

- 1. Cr K Clements;**
 - 2. Cr L Handasyde as Deputy to act on behalf of Cr Clements when Cr Clements is unable to attend;**
 - 3. The officer occupying the position of Manager Community Services; and**
 - 4. The officer occupying the position of Manager Works and Services;**
- be appointed as the Council's representatives on the Pardelup Community Liaison Group.**

CARRIED (9/0)

NO. 265/13

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

Former Members as at 18 October 2011:

Cr B Bell
Cr M Skinner (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 J Oldfield be appointed as Deputy to act on behalf of Cr Bell when Cr Bell is unable to attend.

CARRIED (9/0)

NO. 266/13

6.2.13 PLANTAGENET HISTORICAL SOCIETY (CS/103/5)

Former Member as at 18 October 2011: Cr K Clements

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:

- 1. Cr K Clements be appointed as the Council's representative on the Plantagenet Historical Society Committee; and**
- 2. Cr J Oldfield be appointed as Deputy to act on behalf of Cr Clements when Cr Clements is unable to attend.**

CARRIED (9/0)

NO. 267/13

6.2.14 REGIONAL ROAD GROUP (RO/103/1)

Former Members as at 18 October 2011:

Cr L Handasyde
Cr K Clements (Deputy)

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

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 Cr Handasyde when Cr Handasyde is unable to attend; and
3. Cr C Pavlovich be appointed as Reserve Deputy to act on behalf of Cr Handasyde when Cr Handasyde and Cr Clements are both unable to attend.

CARRIED (9/0)

NO. 268/13

6.2.15 SOUTHERN LINK VOLUNTARY REGIONAL ORGANISATION OF COUNCILS

Former Members as at 18 October 2011:

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 S Etherington, seconded Cr A Budrikis:

That:

- 1. Cr K Clements and Cr L Handasyde be appointed as the Council's representatives on the Southern Link Voluntary Regional Organisation of Councils;**
- 2. Cr B Bell be appointed as Deputy to act on behalf of Cr Clements when Cr Clements is unable to attend; and**
- 3. Cr J Moir be appointed as Deputy to act on behalf of Cr Handasyde when Cr Handasyde is unable to attend.**

CARRIED (9/0)

NO. 269/13

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

Former Members as at 18 October 2011:

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 J Moir, seconded Cr L Handasyde:

That Cr J Oldfield and the Chief Bush Fire Control Officer be appointed as the Council's representatives on the Stirling Range National Park Fire Advisory Committee.

CARRIED (9/0)

NO. 270/13

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

Former Members as at 18 October 2011:

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 Comment

This group has disbanded however a Technical Working Group consisting of Works Managers and Supervisors meets occasionally to discuss timber industry impact on road conditions.

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Moir, seconded Cr B Bell:

That the disbandment of the Timber Industry Road Evaluation Strategy (TIRES) Committee be noted.

CARRIED (9/0)

NO. 271/13

6.2.18 UNIVERSITY OF WA - ALBANY FOUNDATION

Former Member as at 18 October 2011:
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 G Messmer, seconded Cr B Bell:

That it be noted that there is no longer a requirement for Council representation on the University of Western Australia Albany Foundation.

CARRIED (9/0)

NO. 272/13

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

Former Members as at 18 October 2011:

Cr K Clements
Cr M Skinner
Cr L Handasyde (Deputy)

The WA Local Government Association (WALGA) lobbies and negotiates on behalf of the Local Government industry in WA.

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 B Bell:

That:

1. Cr K Clements and Cr L Handasyde be appointed as the Council's voting delegates for Western Australian Local Government Association (WALGA) Annual Conference and Zone Meetings.
2. Cr B Bell be appointed as Deputy to act on behalf of Cr Clements when Cr Clements is unable to attend; and
3. Cr G Messmer be appointed as Deputy to act on behalf of Cr Handasyde when Cr Handasyde is unable to attend.

CARRIED (9/0)

NO. 273/13

6.2.20 WAR MEMORIAL WARDEN

Moved Cr S Etherington, seconded Cr B Bell:

That Cr B Bell be appointed as the Council's War Memorial Warden.

CARRIED (9/0)

NO. 274/13

7. CLOSURE OF MEETING

12.23pm The Presiding Member declared the meeting closed.

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