

NOT CONFIRMED BY COUNCIL

SHIRE OF JERRAMUNGUP



MINUTES

COUNCIL ORDINARY MEETING

18th APRIL 2012

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NEW BUSINESS OF AN URGENT NATURE		

SHIRE OF JERRAMUNGUP

ORDINARY MEETING OF COUNCIL HELD IN THE BREMER BAY TOWN HALL,
BREMER BAY ON WEDNESDAY 18th APRIL 2012, COMMENCING AT 1.30PM.

1. **DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The President declared the meeting open at 1.30pm.

2. **RECORD OF ATTENDANCE**

Cr B Trevaskis	President
Cr R Lester	Deputy President
Cr W Bailey	Member
Cr B Atkin	Member
Cr J Iffla	Member
Cr R Parsons	Member
Cr C Daniel	Member
Mr W Parker	Chief Executive Officer
Mr B Bailey	Deputy Chief Executive Officer
Mr G Edwards	Executive Manager Infrastructure Services
Mr C Pursey	Planning Officer
Mrs C Solomon	Coordinator of Governance & Land Administration
Dr Ian Weir	Bremer Bay Design Coordination Group
Ms Daniela Simon	Bremer Bay Design Coordination Group
Ms Louise Bro	Student
Mr Rick Chadwick	Bremer Bay Rural Hardware
Ms Sophie Gray	Bremer Bay Rural Hardware
Mr Craig Lebens	Bremer Bay Dive

3. **APOLOGIES**

Nil

4. **LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil

5. **PUBLIC QUESTION TIME**

Mr Craig Lebens is seeking Council's support for his proposal to establish a fish habitat protection area which would prohibit spear fishing at Little Boat Harbour and at the Back Beach bombie.

Mr Parker responded that Council would support the proposal in principal but it needs to be determined who would be responsible for approving the proposal. Department of Transport control what's on top of the water and the Department of Fisheries controls what's in the water.

Mr Lebens responded that he believes the Department of Fisheries is responsible and he is just seeking Council's support to forward the proposal onto the Department of Fisheries for their approval.

Cr Trevaskis asked Mr Lebens to send a map locating the areas and the proposal for the fish habitat protection area to the Shire. The Shire will then prepare a letter of support.

Mr Rick Chadwick queried if the Shire could clear the vegetation in Gnombup Terrace, tourists do not see the Roadhouse and the businesses along Gnombup Terrace due to the thick bush blocking the view.

Cr Trevaskis advised Mr Chadwick that the Shire is aware of the situation and it has been highlighted in the proposed Bremer Bay Town Centre Structure Plan.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

Presentation by Dr Ian Weir, member of the Bremer Bay Design Coordination Group on the proposed Bremer Bay Town Centre Structure Plan.

Cr Trevaskis thanked Dr Weir for his presentation to Council.

1.55pm Mr Lebens left the meeting.

8. DECLARATIONS OF FINANCIAL INTEREST

Mr Bailey declared a proximity interest in Item 10.3.1. The nature of the interest is he owns property adjacent to the proposed town centre.

Cr Parsons declared a financial interest in Item 10.4.6. The nature of the interest is he is a board member of Megatime Pty Ltd which is the lessee of the Bremer Bay Caravan Park.

Cr Daniel declared a financial interest in Item 10.4.6. The nature of the interest is she owns a caravan in the Bremer Bay Caravan Park.

Cr Bailey declared a financial interest in Item 10.4.6. The nature of the interest is he owns a caravan in the Bremer Bay Caravan Park.

Mr Parker declared a financial interest in Item 10.4.9. The nature of the interest is the item relates to the Chief Executive Officers salary and conditions.

9. CONFIRMATION OF MINUTES

9.1 Ordinary Council Meeting held 21st March 2012

OC120401 Moved Cr Iffla / Seconded Cr Bailey

**That the Minutes of the Ordinary Meeting of Council held 21st March 2012
be confirmed.**

Carried 7-0

W O R K S

SUBMISSION TO:	Works
AGENDA REFERENCE:	10.1.1
SUBJECT:	Works Report
LOCATION/ADDRESS:	Shire of Jerramungup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Graham Edwards
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	10 April 2012

ATTACHMENT

Attachment 10.1.1(a) – Jerramungup maintenance report
Attachment 10.1.1(b) – Bremer Bay maintenance report
Attachment 10.1.1(c) – Rural road maintenance report

ROAD CONSTRUCTION

Swamp Road

Sealing has been undertaken from Bremer Bay Road to Doubtful Island Road. Finishing activities including formation trimming, drainage, signs and pit reinstatement remain for project completion.

Devils Creek Road

Sealing has been undertaken for 5 km eastward of Devils Creek South Road. Formation trimming, signs and pit reinstatement remain for project completion.

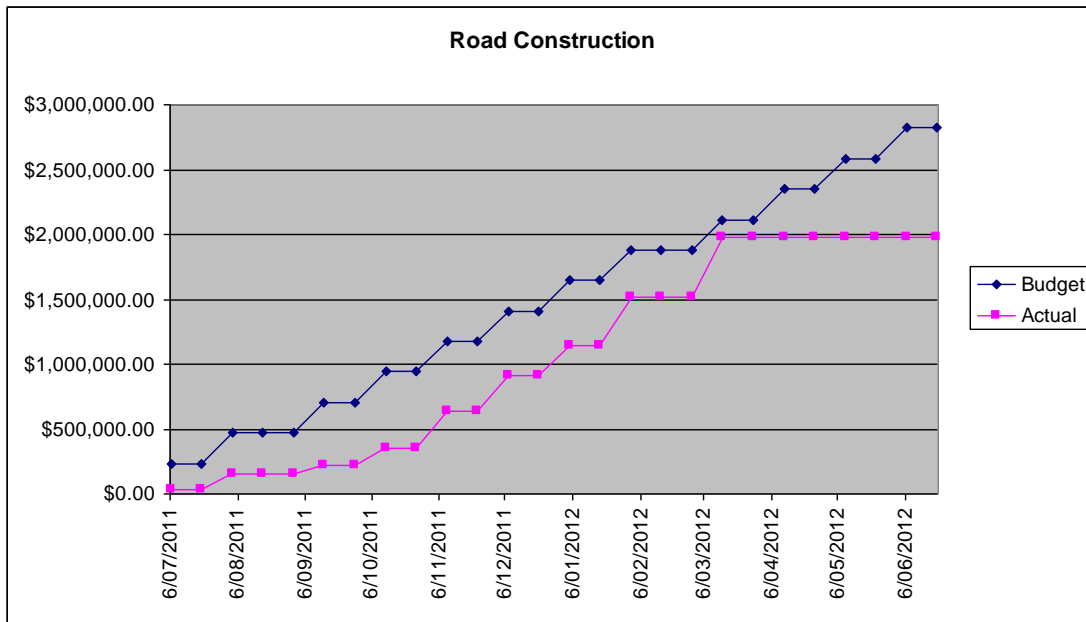
Gairdner South Road

Drainage reinstatement and pavement repairs are in progress on Gairdner South Road.

Jerramungup

Contractor Correctline Drainage is to arrange defect correction and line marking for completion of the Jerramungup revitalisation project. Pavement repairs are being undertaken on Derrick Street.

The graph below indicates the current status of the Road Construction Programme.

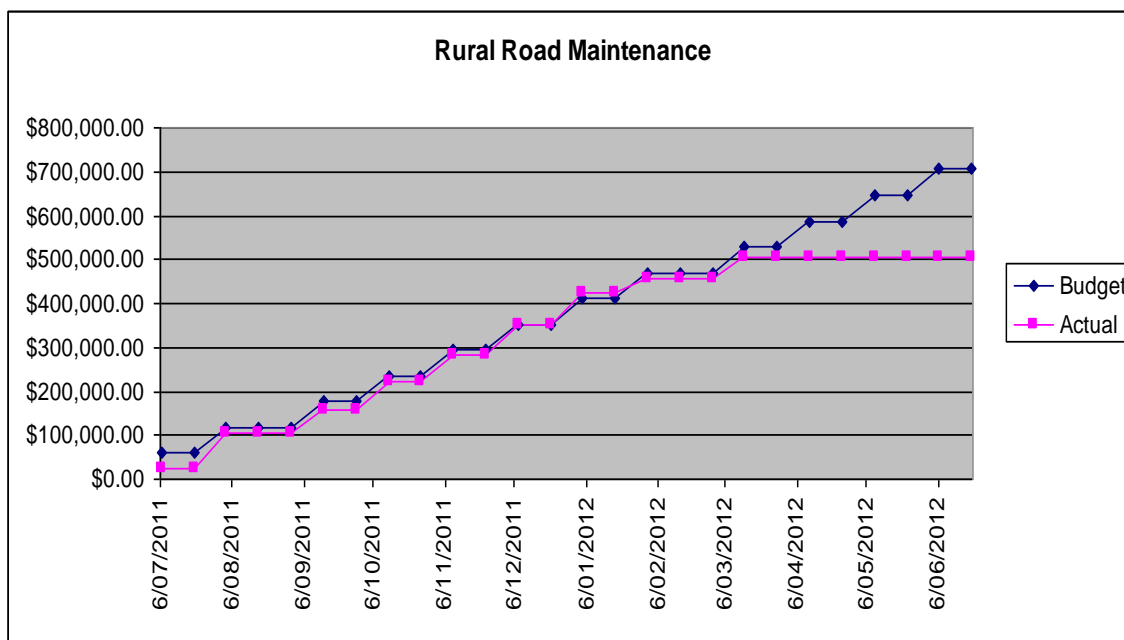


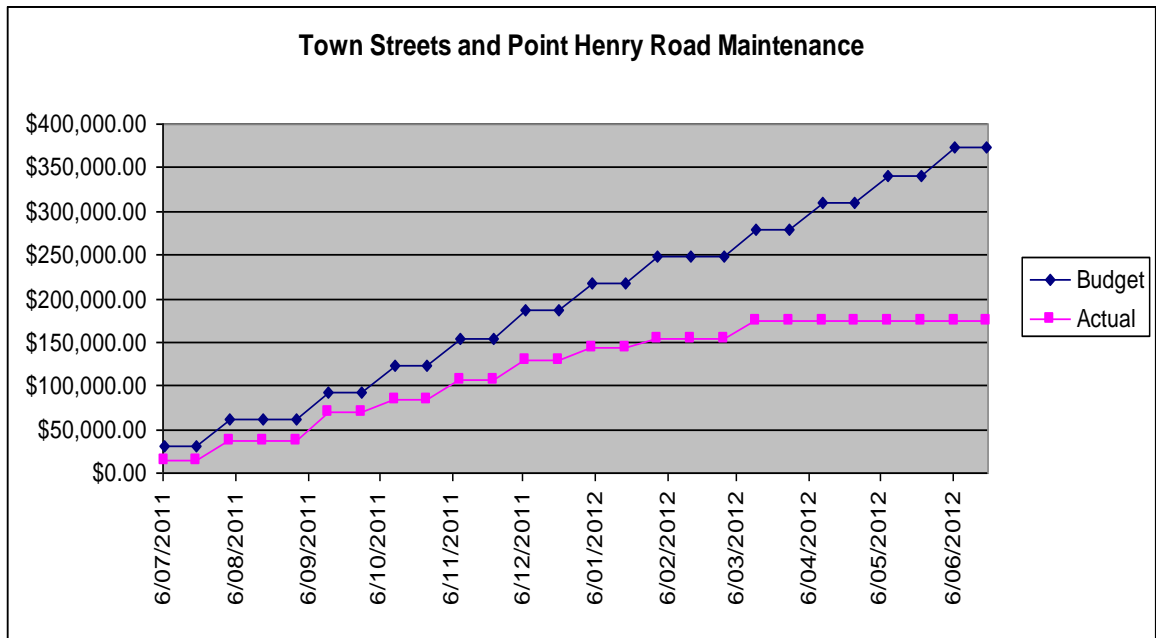
ROAD MAINTENANCE

The attached reports indicate where road maintenance was undertaken during March for Bremer Bay, Jerramungup and the rural area.

The graphs below indicate expenditures, which are at acceptable levels although:

- a) Rural roads have deteriorated over the last month following dry conditions and continuing heavy haulage, which limit the effectiveness of maintenance undertaken. The problem is being managed until weather conditions for effective maintenance improve.
- b) Significant repairs are required to some streets.

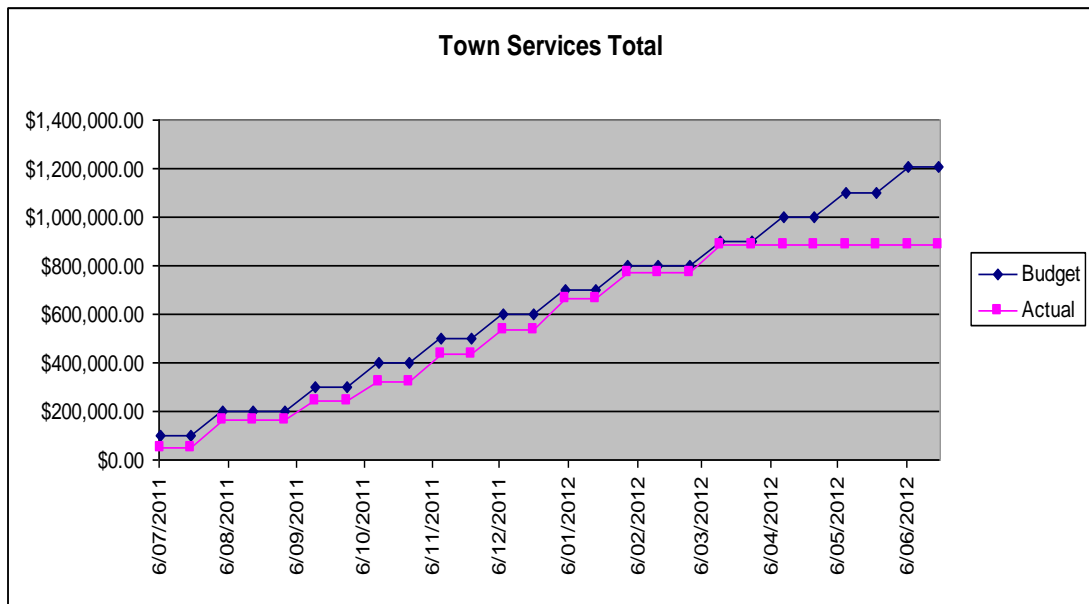




Town Services

The major components of Town Services are streets at Jerramungup and Bremer Bay including Point Henry, waste management, parks, airstrips, cemeteries, fire prevention and ranger services.

Overall Town Services expenditure is indicated below.



Although street maintenance is under expended, overall Town Services is to schedule.

This is significantly attributable to non recurrent waste management expenditure for refuse site closures and development at Bremer Bay and Jerramungup.

RECOMMENDATION

That the Works Report be received.

OC120402 Moved Cr Daniel / Seconded Cr Lester

That the Works Report be received.

Carried 7-0

FINANCE

SUBMISSION TO:	Finance
AGENDA REFERENCE:	10.2.1
SUBJECT:	Accounts Payable
LOCATION/ADDRESS:	Shire of Jerramungup
NAME OF APPLICANT:	
AUTHOR:	Mel Aitchison
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	1 st April 2012

ATTACHMENT

Attachment 10.2.1 - List of Accounts Paid to 31st March 2012

BACKGROUND

FUND	VOUCHERS	AMOUNTS
Municipal Account		
Last Cheque Used	27224	
	EFT 5416 - 5529	\$631,651.08
	Cheque 27225 - 27248	\$19,503.57
	Direct Debits	\$35,367.50
Municipal Account Total		\$686,522.15
Trust Account		
Trust Account Total		\$0.00
<u>Grand Total</u>		<u>\$686,522.15</u>

CERTIFICATE

This schedule of accounts as presented, which was submitted to each member of the Council, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been paid.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the schedule of direct debits and accounts payable, totalling submitted \$686,522.15 to the Full Council on 18th April 2012 be endorsed.

SIGNATURES

Author

Chief Executive Officer

2.00pm Ms Louise Bro left the meeting.

OC120403 Moved Cr Bailey / Seconded Cr Iffla

That the schedule of direct debits and accounts payable, totalling submitted \$686,522.15 to the Full Council on 18th April 2012 be endorsed.

SIGNATURES

Author

Chief Executive Officer

Carried 7-0

SUBMISSION TO:	Finance
AGENDA REFERENCE:	10.2.2
SUBJECT:	Monthly Financial Report
LOCATION/ADDRESS:	Shire of Jerramungup
AUTHOR:	Brent Bailey
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	4 th April 2012

SUMMARY

This report presents the monthly financial report to Council which is provided as an attachment to the agenda. The recommendation is to receive the monthly financial report.

ATTACHMENT

Attachment 10.2.2 - Monthly Financial Report – Period Ending 31st March 2012

BACKGROUND

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month with the following detail

- The annual budget estimates,
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

CONSULTATION

Council financial records.

COMMENT

This report contains annual budget estimates, actual amounts of expenditure, revenue and income to the end of the month. It shows the material differences between the budget and actual amounts where they are not associated to timing differences for the purpose of keeping Council abreast of the current financial position.

STATUTORY REQUIREMENTS

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996 require that financial activity statement reports are provided each month reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month.

The report is to be presented at either the next ordinary meeting after the end of the month, or if not prepared in time to the next ordinary meeting after that meeting.

STRATEGIC IMPLICATIONS

Key Focus Area One: Ongoing social, economic and financial viability.

FINANCIAL IMPLICATIONS

As detailed within the Monthly Financial Report

POLICY IMPLICATIONS

Finance Policy 2: Detailed within Monthly Financial Report

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

- 1) That Council receive the Monthly Financial Report for the period ending 31st March 2012 in accordance with Section 6.4 of the Local Government Act 1995.

OC120404 Moved Cr Lester / Seconded Cr Daniel

- 1) That Council receive the Monthly Financial Report for the period ending 31st March 2012 in accordance with Section 6.4 of the Local Government Act 1995.

Carried 7-0

**HEALTH,
BUILDING
&
TOWN PLANNING**

2.07pm Mr Bailey left the meeting after declaring an interest in Item 10.3.1 – Proposed Bremer Bay Town Centre Structure Plan.

SUBMISSION TO:	Health, Building and Town Planning
AGENDA REFERENCE:	10.3.1
SUBJECT:	Proposed Bremer Bay Town Centre Structure Plan
LOCATION/ADDRESS:	Reserve 31611 Bremer Bay Road, Bremer Bay
NAME OF APPLICANT:	N/A
FILE REFERENCE:	LU.PL.6
AUTHOR:	Craig Pursey, Planning Officer
DISCLOSURE OF ANY INTEREST:	None
DATE OF REPORT:	10 April 2012

SUMMARY

Council is to consider adopting the Bremer Bay Town Centre Structure Plan for final approval.

The Council adopted a draft Bremer Bay Town Centre Structure Plan report in December 2011, the Structure Plan was advertised for public comment and a number of submissions have been received.

This report recommends that the Structure Plan report be adopted for final approval subject to a number of modifications, and forwarded to the Western Australian Planning Commission (WAPC) for endorsement.

ATTACHMENTS

Attachment 10.3.1(a) - Draft Structure Plan & Landscape Masterplan

Attachment 10.3.1(b) - Schedule of Modifications

Attachment 10.3.1(c) - A Summary of the Structure Plan History – Feb 2010 to Dec 2011

Attachment 10.3.1(d) - Bremer Bay Design Coordination Group submission

Attachment 10.3.1(e) - Geoffrey London submission

BACKGROUND

Site Description

Reserve 31611 has an approximate area of 10 hectares and is generally bound by Bremer Bay Road, Garnett Road and John Street.

Garnett Road runs along the western boundary of the site and is constructed as far as the Bremer Bay primary school. A significant portion of the site contains natural vegetation, and a portion of the north west section is cleared (disused oval).



Subject site edged in red (Harley Global 2010)

Shire of Jerramungup Local Planning Strategy

Council recently adopted an updated Local Planning Strategy at its February 2012 meeting and forwarded it to the Western WAPC for endorsement.

The updated Local Planning Strategy (LPS) identifies Reserve 31611 as 'Area 1 – Bremer Bay Town Centre'. The requirements of the updated Local Planning Strategy have been in the following manner:

LPS requirement	Compliance
A Structure Plan is required to guide development and subdivision of the town centre	Subject of current proposal
Encourage commercial uses to cater for community needs	Draft Structure Plan encourages all commercial development to be located into this central location.
Involve the community in the preparation of a structure plan	Considerable public consultation consisting of public meetings, advertising and letters has occurred as described elsewhere in this report.
Possible inclusion of residential or mixed use development (short-medium term)	Residential and mixed use precincts have been included.

The proposed Structure Plan complies with the requirements of the updated LPS.

Shire of Jerramungup Local Planning Scheme No 2

Reserve 31611 is zoned 'Special Use' under the Shire of Jerramungup Local Planning Scheme No 2 ('the Scheme'). Specific provisions apply under Schedule 4 of the Scheme and the 'Special Use' is designated as;

'Bremer Bay Town Centre providing for:

- Civic uses*
- Offices*
- Dwellings under the medium density codes of the Residential Design Codes*
- Community purposes*
- Shops*
- Movements systems*
- Landscaping areas*
- Civic spaces, and parking'.*

The Scheme lists conditions for the 'Special Use' zone stating that:

'A Structure Plan is to be prepared by the proponent and approved by the local government and endorsed by the Commission before any subdivision or development. The Structure Plan will incorporate:

- A Strategy to retain areas of native vegetation in the design to enhance local character of the centre and conserve water;*
- Permissible land uses;*
- Road and Servicing networks;*
- Development staging; and*
- Such other matters as determined by the local government. '*

The draft Bremer Bay Town Centre Structure Plan

The draft Bremer Bay Town Centre Structure Plan (the Structure Plan) consists of the report, Plan and supporting documentation in a single document. A copy of the Structure Plan and Landscape Masterplan is provided in full at Attachment 10.3.1(a). A full copy of the Structure Plan has been made available to Councillors in the past; another copy is available on request.

The 'Plan' establishes how the structure plan area would be developed. The Plan sets out the main land uses and their locations, the road alignments and the public open space, etc.

The Structure Plan report provides the explanation and justification for the Plan, sets the objectives for the development of the area and introduces the planning controls required to enforce the objectives. The controls are summarised as follows:

1. The structure plan area is split into precincts; Retail/Commercial, Mixed Use, Civic and Residential.
2. Each precinct is described and the principle design and development issues explained;

3. A separate section 'General Provisions', addresses the components that do not fit neatly into a specific precinct, the vegetated corridor, movement network and main street principles.
4. Major design principles are described that would apply to future development. These are to be further refined in Design Guidelines adopted as a local planning policy.
5. A Use Class Table is introduced to control the land uses that may be approved in each of the precincts. This reinforces the objectives for each precinct by controlling the type of land use that may occupy land within a precinct. It is necessary because the Structure 'Plan' shows diagrammatically one way in which the structure plan area may be developed. But individual land uses within each precinct may develop in different locations than those shown on the 'Plan'.
6. Lastly, the report discussed the likely staging and implementation of development within the structure plan area. This is necessary because the subject site is quite large and is unlikely to be developed all at once. Individual stages will need to function independently and effectively until the entire area is developed slowly over time.

The Structure Plan is supported by the Retail Demand Strategy prepared by Taktics 4 and Preliminary Environmental Site Investigation Report prepared by environmental consultants, Strategen.

Previous considerations

The proposed Structure Plan has been in development for some time. A summary of the Council involvement to date is as follows:

1. Council considered two preliminary concepts for a structure plan over the Bremer Bay town centre site prepared by Gray & Lewis Land Use Planners at its meeting of 16th February 2010;
2. These draft structure plans were publically advertised with the intent of attracting comment;
3. Submission's received and incorporated into future planning;
4. LandCorp agree to take on project and produce 2 lots, one commercial and 1 for public purposes;
5. LandCorp engage consultancy team to prepare structure plan and supporting documentation;
6. October 2011 Council consider the draft Structure Plan (plan only) and adopt it for the purposes of advertising.
7. December 2011 Council adopts the supporting report that accompanies the Structure Plan and resolves to place the full Structure Plan on public advertising.

A more complete summary of the structure plan process to date is at Attachment 10.3.1(c).

CONSULTATION

The Council resolved to adopt the draft Structure Plan and advertise it for public comment in December 2011.

The draft Structure Plan was advertised for a period of 35 days in the following manner:

- Adverts in the local papers;
- Individual letters to all landowners in Bremer Bay and Point Henry;
- Individual letters to government agencies, surrounding Shires, regular developers in the Shire and planning and surveying consultancies that operate regularly in the Shire;
- An informal community consultation session at the Bremer Bay Hall over two days in October 2011; and
- Public notices on all community notice boards throughout the Shire.

The advertising period closed on the 29 February 2012 during which time a total of 24 submissions were received. These are summarised in a Table of Submissions – Attachment 10.3.1(b).

A wide variety of issues were raised in the submissions, these are addressed individually in the Schedule of Submissions at Attachment 10.3.1(b) and the major issues are discussed in the comment section of this report.

COMMENT

The role of the Council at this stage in the assessment of the Structure Plan is to consider the submissions received during the public advertising period and consider whether to adopt the Plan with or without changes.

Of the 24 submissions received 14 were from government agencies and corporations and 10 are from private individuals and groups. These are summarised in the Schedule of Submissions at Attachment 10.3.1(b) along with an assessment of the submission and recommendations as to how the submission should be addressed.

The Schedule of Submissions makes recommendations as to whether submissions should be noted, dismissed or upheld and makes recommendations for modifications to the Structure Plan accordingly.

In particular there were two submissions that went into great detail and included suggested changes on a series of plans; from the Bremer Bay Design Coordination Group (BBDCG) and Geoffrey London. These have been provided in full as separate attachments to the report.

Importantly, only two submissions from private citizens completely objected to the Structure Plan. The remainder appear to approve of the objectives of the Structure Plan and the basic design but have raised issues with the certain elements of the Plan.

The major issues raised in the submissions received are discussed below in more detail.

Visitors Centre

It should be clear that the location of buildings shown on the Structure Plan are notional and not set in stone. However, the Visitors Centre is identified separately on in the Structure Plan in the south western corner of the subject site as the first building people will see as they enter the Bremer Bay Town site. Presented in this manner it looks as though it is a recommended component of the Structure Plan.

This location has the advantage of being highly visible and enabling visitors ready access to visitor information. However, it does have the potential to create two separate 'entry' points for visitors and to dilute the passing traffic to the Main Street.

Moving the Visitors Centre to the Main Street has the advantage of:

- a) Ensuring that all visitors attend the Main Street and therefore increases the economic viability of the Main Street;
- b) Allowing the Visitors Centre to co-locate with other administrative functions such as the Community Resource Centre (as is currently the case) and a future Shire administration presence. The Visitors Centre and tourist information could then be located adjacent to the Civic Square to help activate this space. This is necessary as it is unlikely that the Bremer Bay population and visitor numbers will sustain a standalone Visitors Centre for the foreseeable future; and
- c) Moving the Visitor Centre away from the corner of Garnett Road and Borden-Bremer Bay Road allows for this space to be used in alternative fashion, including retention of existing vegetation, long term retail opportunities or entry statements.

Many of the submissions propose that the Visitor Centre be located within the nature strip on the east side of the Main Street. A fully staffed, standalone building in this location is highly unlikely to ever be viable. However, there may be potential for the development of some infrastructure within the nature strip such as a shelter, barbeques, seating and interpretive information on the surrounding bushland and nearby Fitzgerald National Park. This would be a place for visitors and locals to stop, enjoy the views, surrounding bush and nearby Main Street amenities. This would assist in activating the town square and Main Street and be complimentary to a co-located tourist information service in a future Civic building but not require permanent staffing.

Development adjacent to or in the Nature Strip

A number of submissions point out that the Main Street should be double sided to stand the best chance of success. Additionally, they also raise the point that the nature strip should not be just fenced and inaccessible if it is to become part of the Main Street and achieve engagement from the local community. It is suggested that it should be our "Kings Park" with interpretive information, shelter, walk trails and places to interact with the nature strip. To satisfy both of these needs some development may be desirable within the nature strip.

When considering this idea it is important to consider the following factors:

1. If the nature strip is to be used as 'passive open space' accessible to everyone, it will require a much higher level of management than if access was tightly controlled.

The Shire is unlikely to have the resources or staff to actively manage a nature reserve in the long term.

2. If development of any sort is to be considered on the eastern side of the Main Street, either in or adjacent to the existing nature strip, then the issue of “incremental creep” needs to be addressed. It is well documented that once recreational space, structures and other development are allowed into a nature strip then it has a tendency to ‘creep’ into the adjoining bush in a number of ways:
 - Weed invasion from grasses and additional visitors using the space;
 - Possibly dieback issues with additional foot traffic from the region;
 - Mowing and maintenance activity slowly growing the active open space areas over time; and
 - Once the precedent is set it becomes easier for the Shire to permit additional activities to encroach over time.

For activity to be introduced adjacent to the nature strip it will be necessary to introduce the following measures:

- Clearly prioritise and protect the nature strip in the Structure Plan in a primary objective of the Plan;
- Adopt a Landscaping Plan that includes how the nature strip will be managed over time and the resources required to ensure its ongoing effective management;
- Manage foot traffic in this area and focus it into a clearly defined path network and areas of active open space;
- Clearly delineate the areas that are acceptable as active open spaces by including measures such as kerbing, signage and rural fencing to the edges of active spaces; and
- Work with the DEC on appropriate management measures.

This report recommends that the Structure Plan reflect an intent to incorporate and manage the nature strip as passive open space with opportunities for interpretative information, shelters, paths, seating, etc but that this is subject to a more detailed investigation in consultation with the DEC.

Activate both side of the proposed Main Street

It is best planning practice, supported by retail modelling, that a main street should have development on both sides to encourage activity and provide the best chance of the commercial areas surviving. However, the Council supported a single sided Main Street when the Structure Plan was initiated for the following reasons:

- Development needed to balance a need to capture views at the 25m contour but have development front Borden-Bremer Bay Road;
- If the north-south nature strip was required to be kept for environmental reasons it was thought that it should be turned from a constraint to an opportunity and place it in the ‘front yard’ of the town centre and highlight and incorporate it into the design; and
- Bremer Bay is a destination town; two sided main streets are an absolute requirement where there is competition for passing traffic, etc. In this case

people in Bremer Bay will use the town centre as there will be no alternative in the long run.

However, the current plan maybe too one dimensional and not create enough interest and activity around the retail core on the new Main Street. It needs another reason for people to stop and use this area. Therefore more recreational and information type uses may be worth investigating on the eastern side of the new Main Street such as shelters, barbeques, swings, tables and interpretative information and signage to assist in activating this side of the street.

This would:

- Provide activity on both sides of the street; making it a more welcoming and attractive environment;
- Assist with providing passive surveillance of the area for security and safety; and
- Provide a place for people to stop and enjoy the surroundings and the views whilst also benefiting from the proximity of the nearby retail/commercial area.

This will need to be balanced with the issues raised in the nature strip discussion above. Therefore it is recommended that this be listed as an objective and that further investigations be held with DEC and other interested parties to investigate this matter further.

Reorientate the civic precinct to run along the length of the Main Street

The draft Structure Plan currently shows the residential precinct extending along half of the new Main Street. Residential land uses are non-active uses that create dead spaces in Main Street areas. The proposal to swap the civic precinct to run along the Main Street is supported for the following reasons:

- It would increase the likelihood of active spaces fronting the full length of the Main Street;
- More effectively link the Main Street back into the remainder of Bremer Bay;
- The views from the future civic buildings would not be blocked by residential development. To capture views it is important to locate development as close as possible to where the topography drops away to capture views;

Retain Gnombup Terrace as a two-way street

Gnombup Terrace was proposed as a one way street by the consulting engineers for the following reasons:

1. The intersection separation between the western end of Gnombup Terrace and Garnett Road are not ideal; and
2. A one-way road will have all traffic come through the entry roundabout thereby establishing the roundabout as the sole effective entry into town and the commercial areas.

Submissions from landowners in Gnombup Terrace indicate that traffic movements (particularly large vehicles) would be hampered by the need to travel out and around the roundabout whenever leaving the BP roadhouse and other commercial sites in Gnombup Terrace. The existing western entry into Gnombup Terrace also allows service vehicles and the access to the Shire Depot easy access to Gnombup Terrace and the light industry uses beyond.

There doesn't appear to be any overriding need to one-way the western end of Gnombup Terrace given the existing traffic numbers. Until population and traffic increases to a point where the Garnett Road/Gnombup Terrace intersection separation becomes an issue it is recommended that the western end of Gnombup Terrace be left as it is.

Conclusion

In summary the major changes recommended in this report are:

1. Swap the orientation of the Civic Precinct and Residential Precincts to have the Civic front the length of the new Main Street;
2. Leave Gnombup Terrace as two-way for its entire length for the time being;
3. Shift the nominal location of the Visitors Centre to a Main Street location;
4. Identify the desirability and potential for additional infrastructure and interpretative information to be located within the proposed nature strip in order to improve activation of the Main Street and increase community ownership and enjoyment of the nature strip. However that this is subject to further investigation into what is required to actively manage this space over time, how it may be developed safely without damaging the environmental qualities that are being protected and in consultation with the Department for Environment and Conservation.

There are other more minor tweaks to the structure plan and associated documents also recommended for inclusion in the attached Schedule of Modifications.

STATUTORY REQUIREMENTS

The subject site is zoned 'Special Use', a condition of this zoning is that:

"A Structure Plan is to be prepared by the proponent and approved by the local government and endorsed by the Commission before any subdivision or development. The Structure Plan will incorporate:

- *A Strategy to retain areas of native vegetation in the design to enhance local character of the centre and conserve water;*
- *Permissible land uses;*
- *Road and Servicing networks;*
- *Development staging; and*

Such other matters as determined by the local government."

The draft Structure Plan appears to meet the requirements of this condition.

The full process in adopting a Structure Plan for final approval is summarised as follows:

Task	Timeframe
1. Structure Plan initiated by Council for advertising	Start
2. Public advertising & referral to government agencies	7 weeks
3. Council assessment of submissions & final adoption with or without modifications	4 weeks
4. WAPC Endorsement	8 weeks
5. Subdivision process including detailed design	10 weeks

STRATEGIC IMPLICATIONS

The proposed structure plan aligns with a variety of the key focus areas in the Strategic Plan:

Ongoing social, economic and financial viability

The Shire of Jerramungup will continue to grow and prosper whilst maintaining its identity and sense of place by: ...

...1.4 Ensuring that the availability of residential, industrial and commercial land meets demand

Service delivery and the environment

The Shire of Jerramungup will deliver a range of excellent community services whilst minimising our impact on the environment by:

2.1 Ensuring that growth occurs in a controlled and sustainable manner. ...

2.4 Supporting a range of community services that enhances the community fabric.

FINANCIAL IMPLICATIONS

Future development and future maintenance of the Town Centre infrastructure will be at the Shires cost.

Funding has been sought and successfully obtained for some of the future infrastructure in the town centre.

LandCorp have committed to providing the first two lots in the future development.

POLICY IMPLICATIONS

The Structure Plan makes recommendations on developing design guidelines for development in the Town Centre.

Design Guidelines to guide the built form are considered essential for the successful development of the town centre. These should be drafted following the final adoption of the structure plan.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

1. Adopt the Bremer Bay Town Centre Structure Plan subject to the recommended modifications as follows:
 - a) Swap the orientation of the Civic Precinct and Residential Precincts to have the Civic Precinct front the length of the new Main Street;
 - b) Retain Gnombup Terrace as a two-way street for its entire length
 - c) Shift the nominal location of the Visitors Centre to a Main Street location;
 - d) Identify the desirability and potential for additional infrastructure and interpretative information to be located within the proposed nature strip in order to improve activation of the Main Street and increase community ownership and enjoyment of the nature strip.
 - e) As outlined at Attachment 10.3.1(b) – Schedule of Modifications.
2. Forward the Bremer Bay Town Centre Structure Plan, Schedule of Submissions and a copy of all submissions received to the Western Australian Planning Commission for final endorsement.
3. Write to all people who lodged a submission and advise them of the Council's decision.

OC120405 Moved Cr Bailey / Seconded Cr Lester

That Council;

1. **Adopt the Bremer Bay Town Centre Structure Plan subject to the recommended modifications as follows:**
 - a) **Swap the orientation of the Civic Precinct and Residential Precincts to have the Civic Precinct front the length of the new Main Street;**
 - b) **Retain Gnombup Terrace as a two-way street for its entire length**
 - c) **Shift the nominal location of the Visitors Centre to a Main Street location;**
 - d) **Identify the desirability and potential for additional infrastructure and interpretative information to be located within the proposed nature strip in order to improve activation of the Main Street and increase community ownership and enjoyment of the nature strip.**
 - e) **As outlined at Attachment 10.3.1(b) – Schedule of Modifications.**

- 2. Forward the Bremer Bay Town Centre Structure Plan, Schedule of Submissions and a copy of all submissions received to the Western Australian Planning Commission for final endorsement.**
- 3. Write to all people who lodged a submission and advise them of the Council's decision.**

Carried 7-0

SUBMISSION TO:	Health, Building and Town Planning
AGENDA REFERENCE:	10.3.2
SUBJECT:	Draft Local Planning Policy 17 – Water Conservation
LOCATION/ADDRESS:	Whole of Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	CM.PL.1
AUTHOR:	Planning Officer, Craig Pursey
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	10 April 2012

SUMMARY

Council is to consider final adoption of Local Planning Policy No. 17 – Water Conservation.

The Policy has been advertised for public comment, and modifications are recommended in response to submissions.

The major modifications proposed include increasing the minimum rainwater tank size and providing additional clarifications to the Policy wording to make the specific requirements clearer.

Adoption of the Local Planning Policy (with modifications) is recommended.

ATTACHMENT

Attachment 10.3.2(a) -Table of Submissions with recommendation on each submission
Attachment 10.3.2(b) - Draft Local Planning Policy No 17 (suggested modifications are shown in red text).

BACKGROUND

A draft local planning policy on water conservation was drafted for consideration in September 2011 at the initiative of staff. The objectives of the policy are:

- To require the connection of plumbed rainwater tanks to supplement water supply to dwellings and assist with stormwater management for all new residential development.
- To establish clear standards for the siting and development of rainwater tanks.
- To encourage greywater reuse systems for residential development;
- To encourage water conservation in residential development throughout the Shire; and
- To improve the environmental sustainability of housing and other developments within the Shire.

Previous Council decision – September 2011

Council considered Draft Local Planning Policy No 17 – Water Conservation at its September 2011 (refer item 10.3.1) meeting where it was resolved as follows:

“That Council:

- 1. Adopt Draft Local Planning Policy No 17 pursuant to Clause 2.2 of the Shire of Jerramungup Town Planning Scheme No 2 for the purpose of initiating formal procedures including advertising.*
- 2. Advertise Local Planning Policy No 17 in accordance with Clause 2.4 of the Shire of Jerramungup Town Planning Scheme No 2 by publishing a notice of the proposed policy once a week for two consecutive weeks in a newspaper circulating in the area, giving details of;
(i) where the draft policy may be inspected;
(ii) the subject and nature of the Policy and
(iii) inviting written submissions and nominating the advertising period (not less than 21 days).*
- 3. Refer the draft policy to the WAPC/Department of Planning, Department of Health WA, Department of Water, Water Corporation, Department of Planning and local representatives in the building and development industry for comment.*
- 4. Following advertising, a further report be referred to Council to consider any submissions lodged during the advertising period and to consider whether to finally adopt the Local Planning Policy (with or without modifications).*
- 5. Write to the Water Corporation requesting that the “Rainwater Reward program” be extended to the Shire of Jerramungup in order to support the intentions of the draft Local Planning Policy 17.”*

CONSULTATION

The Draft Policy No. 17 required advertising for a minimum of 21 days to comply with Clause 2.4.1 of the Shire of Jerramungup Local Planning Scheme No 2 (‘the Scheme’).

This advertising period closed on the 19 October 2011 during which time a total of 8 submissions were received and are summarised in a Table of Submissions – Attachment 10.3.2(a). 7 of the submissions were from government agencies and one from an architectural firm. None of the local builders or development industry representatives responded.

In February 2012 Staff received a complaint that the draft Policy had not been adequately circulated. The Policy was re-advertised for a further 21 days during which time no further submissions were received.

All submissions supported the intent of the Policy and provided comment and raised issues that require addressing. A number of issues were raised in the submissions. The main issues can be summarised as follows:

- Section 7.2 is worded poorly and requires clarification;
- The cost implications for developers should be considered further;

- The minimum tank size is too small to be effective;
- Rainwater tanks should not be plumbed to hot water systems as a mandatory requirement; and
- Kitchen water should not be included in the grey water reuse systems;

A summary of the submissions received is provided at Attachment 10.3.2(a), along with staff responses and suggested modifications. The main changes are further explored in the comments section of this report below.

The purpose of advertising draft Policies is to attract submissions from affected parties and those in the development industry who may be able to contribute constructively to the proposal.

A full copy of any of the submissions can be made available on request.

COMMENT

A copy of the revised, modified Policy is included as Attachment 10.3.2(b).

Many of the issues raised in the submissions are considered valid. There are a number of shortfalls in the first draft and areas of non-compliance with other relevant legislation. These are explored below.

Re-wording of Section 7.2

Section 7.2 of the draft policy lists the circumstances where rainwater tanks will be a mandatory requirement. There was some ambiguity in the way this was worded, changes are proposed to clarify that rainwater tanks are required for all new residential development and for some extensions/additions.

Cost Implications

There will be a cost to ratepayers in the implementation of this policy. Landowners will not have purchased their property knowing that there will be a requirement to provide a rainwater tank with the development of their house. Therefore there is some potential for conflict when the policy is first implemented.

However, once the local development industry becomes used to the new requirement, and Shire information makes the new requirement clear upfront to all new developers, this should dissipate over time.

An estimate of the cost of an under eave, rainwater tank of 4500litres is approximately \$2,500. With the cost of transport, installation and accessories this cost could be as high as \$5,000.

Cost savings from reduced water consumption over time will bring the 'whole of life' cost down. Additionally, local suppliers can be encouraged to keep a range of appropriate tanks given the new requirement and companies from Perth have offered bulk order discounts that may be explored.

Unfortunately the Water Corporation have refused to extend the Rain Water Rewards scheme available in the Lower Great Southern to the Shire of Jerramungup. Other approaches to the Water Corporation to extend rainwater tank subsidies to the Shire should be pursued.

Minimum Tank Size

The original Policy proposed a minimum tank size of 2500litres. This was based on the following factors:

- 2500l tanks are generally small enough to fit under eaves and within the normal range of building setbacks without causing house design to be changed to accommodate the tanks;
- Cost;
- The tank is still large enough to provide some benefit to the household and stormwater; and
- The tank is a minimum and not necessarily what will be provided.

A number of submissions raised issue with the minimum tank size being too small to be effective. The Department of Agriculture and Food (DAFWA) have a team dedicated to rainwater tanks and water supply. Consultation with this team indicated that an ideal urban tank size would be more like 4500litres. This size would be large enough to provide real savings on water consumption and be more economically feasible. That is, this size would generate effective ongoing cost savings in reduced water consumption vs the initial outlay for the tank.

Further investigations have indicated that there are a number of companies that produce a slim line 4500litre tank that will fit beneath eaves and into a standard building setback area (1.5m). However, the standard, round rainwater tank at 4500litres has a diameter of 1.85m.

Slim line tanks at a minimum size of 4500litre are not available from all suppliers. However, enough suppliers have them in stock to make this a viable minimum tank size. Additionally, there are alternatives to providing the tank in the minimum building setback area and alternatives such as underground tanks that may be used.

On balance, a 4500litre minimum tank size is recommended.

Statutory Requirements

Department of Health requirements prohibit rainwater tanks from being plumbed to hot water systems as water can be consumed from this outlet and rainwater should be non-potable only.

Kitchen water is considered black water due to the oils and fats that collect in it and should therefore be disposed of into the sewer system and not included in the grey water reuse systems;

Changes are recommended to the Policy that reflects these requirements.

Conclusion

The Policy has been modified to address issues raised in the submissions.

The main objectives of the Policy were widely supported and the intention of the Policy is not affected by the proposed modifications.

It is recommended that the modified Policy be adopted for final approval.

STATUTORY REQUIREMENTS

Clause 2.2 of the Scheme provides for the preparation of Local Planning Policies.

Clause 2.4 of the Scheme sets out requirements for making a Local Planning Policy, and requires all Local Planning Policies to be advertised for a period of 21 days.

Clause 2.4.3 of the Scheme requires a notice to be published in a local newspaper once a Policy has been adopted. It also requires a copy of the Policy to be forwarded to the WAPC if it affects the interests of the Commission, in the opinion of the local government.

STRATEGIC IMPLICATIONS

The proposed policy aligns with key focus area two of the Strategic Plan:

Service delivery and the environment

The Shire of Jerramungup will deliver a range of excellent community services whilst minimising our impact on the environment by:

...

2.2 Developing innovative approaches to minimise fossil fuel consumption and the community reliance on reticulated water services.

FINANCIAL IMPLICATIONS

As described in the body of this report there will be upfront costs to landowners in implementing the requirements of this policy. These may be softened by the long term savings in water costs.

There will be additional staff resources required to administer the policy in assessment of plans and compliance.

Water Corporation and relevant government Ministers should be lobbied to provide incentives and subsidies for rainwater tanks in the Shire given the wide acceptance of this Policy and the fact that it is the first in the State to take this mandatory approach.

POLICY IMPLICATIONS

A copy of the modified Policy is included in Attachment 10.3.2(b).

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council:

1. Adopt Local Planning Policy No 17 Water Conservation pursuant to Clause 2.2 of the Shire of Jerramungup Town Planning Scheme No 2 subject to the recommended modifications outlined at Attachment 10.3.2(a) – Schedule of Modifications.
2. Write to all people who lodged a submission, and advise them of the Council's decision to adopt Local Planning Policy No 17 with modifications.
3. Publish a public notice in an official newspaper circulating in the area to notify the public that Council has adopted Local Planning Policy No 17 with modifications (in accordance with Clause 2.4.3 (a) of the Shire of Jerramungup Local Planning Scheme No 2).
4. Write to the Water Corporation, Department of Water and the relevant government Ministers requesting that subsidies for the provision of rainwater tanks be extended to the Shire of Jerramungup in order to support the intentions of the draft Local Planning Policy 17.
5. That Local Planning Policy No 17 be reviewed in 12 months to assess its effectiveness and implementation.

2.20pm Mr Bailey returned to the meeting.

2.20pm Mr Chadwick, Ms Gray, Ms Simon and Dr Weir left the meeting.

OC120406 Moved Cr Parsons / Seconded Cr Atkin

That Council:

1. **Adopt Local Planning Policy No 17 Water Conservation pursuant to Clause 2.2 of the Shire of Jerramungup Town Planning Scheme No 2 subject to the recommended modifications outlined at Attachment 10.3.2(a) – Schedule of Modifications.**
2. **Write to all people who lodged a submission, and advise them of the Council's decision to adopt Local Planning Policy No 17 with modifications.**
3. **Publish a public notice in an official newspaper circulating in the area to notify the public that Council has adopted Local Planning Policy No 17 with modifications (in accordance with Clause 2.4.3 (a) of the Shire of Jerramungup Local Planning Scheme No 2).**
4. **Write to the Water Corporation, Department of Water and the relevant government Ministers requesting that subsidies for the provision of rainwater tanks be extended to the Shire of Jerramungup in order to support the intentions of the draft Local Planning Policy 17.**
5. **That Local Planning Policy No 17 be reviewed in 12 months to assess its effectiveness and implementation.**

Carried 7-0

A D M I N

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.1
SUBJECT:	Administration Status Report
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Shire of Jerramungup
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	10 April 2012

SUMMARY

This status report provides Council with an update on current projects of interest being addressed by administration.

ATTACHMENT

Nil

PROJECT UPDATE

1) Jerramungup Residential Land Developments

Titles have been received and the blocks are currently for sale. New for sale signs have been placed at the subject site.

Bremer Bay Realty has been appointed to sell the blocks. The blocks are now advertised on www.realestate.com.au.

2) Farmland Water Response Planning

The DEC has refused the clearing application and therefore the works cannot proceed. Alternative sites will need to be investigated, however it is likely that the funding will expire and the Shire will need to reapply in 2012/13.

3) Industrial Land Bremer Bay

The Shire has been advised that the subject property has been sold. The Shire has met with the new owner to ascertain their interest in developing the subject land.

4) Bremer Bay Medical Centre

The Department for Health has commissioned a Health Services Plan to be completed for Bremer Bay. The purpose of this plan would be to assess and forecast the needs of the community from a health services and infrastructure perspective. A series of community meetings will commence in 2012.

5) Bremer Bay Town Centre

The final structure plan will be considered by Council at this meeting.

6) Town Site Revitalisation – Jerramungup

The Fitzgerald Biosphere Garden is progressing well with a majority of the plant species being sourced and successfully propagated.

The remaining components include installing the signage and planting.

The project budget is tight with more fill and mulch being required for the garden bed preparation.

7) Strategic Waste Management

The final business case has been received by the Shire. Funding has been approved by the Department for Regional Development and Lands.

Drilling has concluded on the Ravensthorpe site with Council to consider dual management of the site within the coming months.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.2
SUBJECT:	Issue of New Lease
LOCATION/ADDRESS:	Lot 2120 on DP194231
NAME OF APPLICANT:	Dept. of Regional Development and Lands
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	4 April 2012

SUMMARY

A lease over lot 2120 on Deposited Plan 194231 for the purpose of 'Professional Fishing Camp' expired on 30 June 2004. The Department of Regional Development and Lands is seeking Council's comments in relation to issuing a new lease.

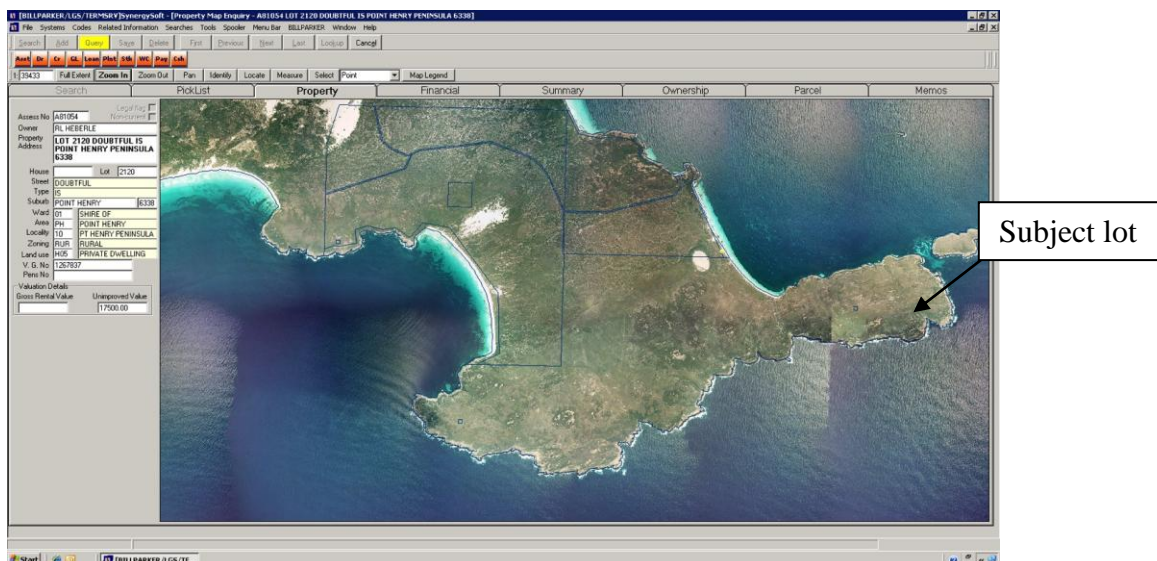
ATTACHMENT

Attachment 10.4.2 - ICR125641: Correspondence Department for Regional Development and Lands

BACKGROUND

A lease over lot 2120 on Deposited Plan 194231 for the purpose of 'Professional Fishing Camp' expired on 30 June 2004. The Lessee has been a tenant at will since the lease expired. The Department of Regional Development and Lands is currently investigating a new replacement lease over lot 2120 to RL Heberle with similar terms and conditions.

The subject lot is located at Doubtful Island Bay and is accessed by a series of informal tracks.



From the Shire's perspective, a replacement lease is a positive initiative to ensure the continuation of professional fishing within the Shire of Jerramungup.

CONSULTATION

N/A

COMMENT

N/A

STATUTORY REQUIREMENTS

As the process is completed by the Department of Regional Development and Lands, the Shire has no statutory role to play.

STRATEGIC IMPLICATIONS

This item relates to the following components from the Shire of Jerramungup's Strategic Plan:

Key Focus Area One: Ongoing Social, Economic & Financial Viability

The Shire of Jerramungup will continue to grow and prosper whilst maintaining its identity and sense of place by;

- 1.4 Ensuring that the availability of residential, industrial and commercial land meets demand.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council authorises the Chief Executive Officer to respond to ICR125641 indicating Council's general support for a new replacement lease over lot 2120 on Deposited Plan 194231.

OC120407 Moved Cr Lester / Seconded Cr Atkin

That Council authorises the Chief Executive Officer to respond to ICR125641 indicating Council's general support for a new replacement lease over lot 2120 on Deposited Plan 194231.

Carried 7-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.3
SUBJECT:	Addition to National Park
LOCATION/ADDRESS:	Fitzgerald River National Park
NAME OF APPLICANT:	Dept. Environment and Conservation
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	4 April 2012

SUMMARY

On 7 March 2012, the Shire of Jerramungup received correspondence from the Department of Environment and Conservation seeking support to increase the size of the Fitzgerald River National Park.

ATTACHMENT

Attachment 10.4.3 – ICR12496 Correspondence: Dept. Environment and Conservation

BACKGROUND

The Fitzgerald River National Park comprise two Class A reserves Nos 31737 and 31738, occupies an area of about 329 039 ha. Reserve No. 31737 (320 615 ha) occupies most of the Park area. Reserve No. 31738 (8 424 ha) occupies a 700 m wide strip along the coast. The Park extends to the low water mark of the Southern Ocean and includes Red Inlet.

The Department of Environment and Conservation is seeking the Shire's support to increase the overall size of the Fitzgerald River National Park by 2867 hectares.

The Shire of Jerramungup will deliver a range of excellent community services whilst minimising our impact on the environment by;

2.5 Working in partnership with key agencies to deliver environmentally responsible services.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council endorse the Department of Environment and Conservation's proposal to increase the size of the Fitzgerald River National Park's boundary by 2867 hectares by incorporating a Portion of Reserve 32666.

OC120408 Moved Cr Parsons / Seconded Cr Iffla

That Council endorse the Department of Environment and Conservation's proposal to increase the size of the Fitzgerald River National Park's boundary by 2867 hectares by incorporating a Portion of Reserve 32666.

Carried 7-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.4
SUBJECT:	Option to Renew Lease – Portion of Jerramungup Depot
LOCATION/ADDRESS:	Lot 289 Newton Street, Jerramungup
NAME OF APPLICANT:	Western Power
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	5 April 2012

SUMMARY

In June 2010, Council granted a lease over a portion of lot 289 Newton Street Jerramungup.

The lease has a term of two years expiring on 30 June 2012 with a further term commencing on 01 July 2012 and expiring on 30 June 2014.

Western Power wishes to exercise the two year option.

ATTACHMENT

Attachment 10.4.4(a) - Current lease

Attachment 10.4.4(b) – Correspondence ICR125709 Western Power

BACKGROUND

The Shire of Jerramungup acquired lot 289 on Deposited Plan 184269 in 2000. At this time, the Shire relocated its Depot to the site and established a tenure agreement with Western Power to lease part of the land.

In June 2010, Council granted a further lease to Western Power over a portion of lot 289 Newton Street Jerramungup. The lease has a term of two years expiring on 30 June 2012 with a further term commencing on 01 July 2012 and expiring on 30 June 2014.

On 27 March 2012, the Shire received correspondence from Western Power outlining their desire to exercise the two year option.

Section 23 of the lease provides details on the further term. Amongst other compliance related issues, the lessor (Shire of Jerramungup) holds the discretion in terms of granting a further term.

Given recent discussions in terms of the future use of the Shire's Depot, it is considered appropriate that Council consider granting the further term.

CONSULTATION

Nil

COMMENT

Recent meetings/workshops with the Shires Insurer and commencement of the Integrated Strategic Planning Process has forced the Shire to review its operations. A part of this review focussed on the structure of the works department and the possible relocation of key staff to the Jerramungup Depot (subject site).

Currently, the Shire has works staff based on three different sites (Vasey Street, Newton Street and Bremer Bay). Ideally, all of these staff would reside in the Jerramungup Depot or have space to work when they are in Jerramungup. The centralisation of this department would improve communication, reinforce the operational structure and provide direct supervision for subordinate staff.

At present, the Shire cannot consolidate its operations in Jerramungup as Western Power occupies a significant portion of the existing premises.

For many years, Western Power has expressed a desire to relocate and has purchased an alternative site in Bennett Street Jerramungup. Recent site works and fencing suggest that some progress is being made in terms of establishing an alternative site.

In considering the further term, Council has a number of options.

Option 1: Status quo

Council can grant the option to renew and continue to operate and share facilities with Western Power for a further two years. This option provides a venue for the Western Power employees but does not address consolidating the Shire's works department.

Option 2: Refuse the option, establish alternative arrangements

Council can apply its discretion and refuse the further term. In doing this, Council can establish an alternative arrangement whereby a new lease agreement is established with a term of one (1) year and a further term of one (1) year. The further term could be dependent on Western Power making significant progress towards a new facility.

Option 3: Refuse the option

Council can apply its discretion and refuse the further term. In doing this, Western Power would be without a facility. This is not a desirable community outcome.

STATUTORY REQUIREMENTS

The Shire has addressed the statutory requirements for disposing of property when the lease was executed in June 2010. Council is not required to repeat this process if the option is renewed.

However, if a new lease is established the process as outlined under section 3.58 of the Local Government Act 1995 will need to be applied.

3.58. Disposing of property

(1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

- property** includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
- (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
- (a) a disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.

[Section 3.58 amended by No. 49 of 2004 s. 27; No. 17 of 2009 s. 10.]

Land Administration Act 1997

18. Various transactions relating to Crown land to be approved by Minister

- (1) A person must not without authorisation under subsection (7) assign, sell, transfer or otherwise deal with interests in Crown land or create or grant an interest in Crown land.
- (2) A person must not without authorisation under subsection (7) —
 - (a) grant a lease or licence under this Act, or a licence under the *Local Government Act 1995*, in respect of Crown land in a managed reserve; or
 - (b) being the holder of such a lease or licence, grant a sublease or sublicense in respect of the whole or any part of that Crown land.
- (3) A person must not without authorisation under subsection (7) mortgage a lease of Crown land.
- (4) A lessee of Crown land must not without authorisation under subsection (7) sell, transfer or otherwise dispose of the lease in whole or in part.
- (5) The Minister may, before giving approval under this section, in writing require —
 - (a) an applicant for that approval to furnish the Minister with such information concerning the transaction for which that approval is sought as the Minister specifies in that requirement; and
 - (b) information furnished in compliance with a requirement under paragraph (a) to be verified by statutory declaration.
- (6) An act done in contravention of subsection (1), (2), (3) or (4) is void.
- (7) A person or lessee may make a transaction under subsection (1), (2), (3) or (4) —
 - (a) with the prior approval in writing of the Minister; or
 - (b) if the transaction is made in circumstances, and in accordance with any condition, prescribed for the purposes of this paragraph.
- (8) This section does not apply to a transaction relating to an interest in Crown land if —
 - (a) that land is set aside under, dedicated or vested for the purposes of an Act other than this Act, and the transaction is authorised under that Act;
 - (b) that interest may be created, granted, transferred or otherwise dealt with under an Act other than —
 - (i) this Act; or
 - (ii) a prescribed Act;
 - (c) an agreement, ratified or approved by another Act, has the effect that consent to the transaction was not required under section 143 of the repealed Act; or
 - (d) the transaction is a lease, sublease or licence and the approval of the Minister is not required under section 46(3b).

[Section 18 amended by No. 59 of 2000 s. 8(1)-(5) ⁵.]

STRATEGIC IMPLICATIONS

Key Focus Area Two: Service Delivery & the Environment

The Shire of Jerramungup will deliver a range of excellent community services whilst minimising our impact on the environment by;

2.5 Working in partnership with key agencies to deliver environmentally responsible services.

FINANCIAL IMPLICATIONS

The base year rent set under the existing agreement was \$13,200 per annum. This is reviewed annually at each anniversary of the commencement date and increased by CPI.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

1. Grant a further term of two (2) years commencing on 01 July 2012 and expiring on 30 June 2014 to Western Power for a portion of Lot 289 Newton Street Jerramungup.
2. Write to Western Power expressing the Shire's desire to consolidate the Works Team and reoccupy the leased space and that further terms after 30 June 2014 are unlikely.

OC120409 Moved Cr Bailey/ Seconded Cr Parsons

That Council;

1. **Grant a further term of two (2) years commencing on 01 July 2012 and expiring on 30 June 2014 to Western Power for a portion of Lot 289 Newton Street Jerramungup.**
2. **Write to Western Power expressing the Shire's desire to consolidate the Works Team and reoccupy the leased space and that further terms after 30 June 2014 are unlikely.**

Carried 7-0

SUBMISSION TO: Administration
AGENDA REFERENCE: 10.4.5
SUBJECT: Delegated Council functions
LOCATION/ADDRESS:
NAME OF APPLICANT: Shire of Jerramungup
FILE REFERENCE: Delegations Register
AUTHOR: Bill Parker
DISCLOSURE OF ANY INTEREST: The author has an interest in that certain delegations will fall under his area of responsibility.
DATE OF REPORT: 5 April 2011

SUMMARY

In order to expedite decision-making within the Shire, a recommendation is made to delegate a number of powers and duties to the Chief Executive Officer as provided for in the Local Government Act (1995).

ATTACHMENT

Nil

BACKGROUND

Section 5.46 (2) of the Local Government Act requires that at least once every financial year delegations be reviewed. In order to achieve compliance the listing of Council's delegations is submitted for approval by Council.

CONSULTATION

Senior Staff
Previous Council Delegations Register

COMMENT

A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under the Local Government Act 1995. At least once every financial year, delegations are to be reviewed by the delegator.

The delegations reviewed last financial year are resubmitted for Councils consideration. The only variations apply to the recently introduced building legislation.

Section	Local Government Act 1995
3.18	Administration and enforcement of local laws
3.21	Performance of executive functions relating to land
3.24/3.25/3.26(3)	Powers to be exercised by authorised persons in relation to land
3.28/3.29	Powers of entry to land
3.31/3.33/3.34	Powers of entry to land
3.36	Opening/closing of fences

3.39	Authorising employees to impound goods
3.46	Withholding of goods
3.47	Disposal of impounded goods
3.47A	Disposal of sick or injured animals
3.48	Recovery of costs associated with impounded goods
3.50	Closure of thoroughfares to certain vehicles
3.50A	Closure of thoroughfares for repairs or maintenance
3.57	Inviting tenders for goods and services under contract
3.58 Functions & General Reg 30	Disposing of property, limited to surplus Council equipment, plant and furniture to a maximum estimated market value of \$2,000
5.2	Ensuring that an appropriate structure exists for administration
5.36	Employment of persons other than the Chief Executive Officer
6.12	Waive, grant concessions or write off individual debts to a maximum of \$200
6.14	Investing funds not required
6.39(1)	Rate record
6.41	Service of rate notice
6.49	Make agreements with persons regarding payment of rates
6.56(1)	Rates or service charges recoverable in court
6.64	Action taken when rates are unpaid for at least 3 years
6.60(2)	Local government may require lessee to pay rent
6.76(4,5,6)	Dealing with objections to rates records
9.10	Appointment of authorised persons
Section	Building Act 2011
20	Approve or refuse a Building Permit
21	Approve or refuse a Demolition Permit
58	Issue an Occupancy Permit and a Building Approval Certificate
65	Consider Extending the period of duration of an Occupancy permit or a Building approval Certificate.
110	Issue Building Orders
117	Revoke Building Orders
Section	Dog Act 1976
9	Administer and enforce provisions of the Dog Act
	Regulation Building Regulations 1989
20	Issue a certificate of classification
Section	Local Government (Financial Management) Regulations 1996
12(1)(a)	Power to make payments from the municipal and trust funds

The above list may be referenced to the relevant sections under “Statutory Requirements”.

STATUTORY REQUIREMENTS

Sections 5.42, 5.43 and 5.46 of the Local Government Act (1995), provides as follows.

5.42 Delegation of some powers and duties to CEO

(1) A local government may delegate to the CEO the exercise of any of its

powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.43 Limits on delegations to CEOs

A local government cannot delegate to a CEO any of the following powers or duties:

(a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;

(b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;

(c) appointing an auditor;

(d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;

(e) any of the local government's powers under section 5.98, 5.99 or 5.100; (fee, expenses and allowances)

(f) borrowing money on behalf of the local government;

(g) hearing or determining an objection of a kind referred to in section 9.5; (objection to a decision)

(h) any power or duty that requires the approval of the Minister or the Governor; or

(i) *such other powers or duties as may be prescribed.*

5.46. Register of, and records relevant to, delegations to CEO's and employees

(1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.

(2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

(3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

The following sections of acts and regulations apply to the listing of recommended delegations:

LOCAL GOVERNMENT ACT

3.18. Performing executive functions

(1) A local government is to administer its local laws and may do all other things that are necessary or convenient to be done for, or in connection with, performing its functions under this Act.

(2) In performing its executive functions, a local government may provide services and facilities.

(3) A local government is to satisfy itself that services and facilities that it provides

(a) integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body

(b) do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private and

(c) are managed efficiently and effectively.

3.21. Duties when performing functions

(1) In performing its executive functions, a local government, so far as is reasonable and practicable, is to

(a) ensure that

(i) the lawful use of any land, thoroughfare or premises is not obstructed, and any reasonable request that a person makes to avoid such obstruction is met;

(ii) as little harm or inconvenience is caused and as little damage is done as is possible;

(iii) danger to any person or property does not arise from anything done on land; and

(iv) anything belonging to it, or to a person who has exercised a power of entry on its behalf, that has been left on any land, premises or thing entered is removed as soon as practicable unless this Act expressly allows it to be left there;

and

(b) ensure that

(i) buildings, fences, and other structures are not disturbed nor damaged;

(ii) when it enters land that is fenced, it enters through the existing and usual openings in the fence unless it is expressly authorised to open the fence; and

(iii) any physical damage done to any land, premises or thing, is immediately made good unless compensation has been or is to be paid.

(2) Subsection (1)(b) does not apply to any land, premises or thing that is local government property.

3.24. Authorising persons under this Subdivision

The powers given to a local government by this Subdivision can only be exercised on behalf of the local government by a person expressly authorised by it to exercise those powers.

3.25. Notices requiring certain things to be done by owner or occupier of land

(1) A local government may give a person who is the owner or, unless Schedule 3.1 indicates otherwise, the occupier of land a notice in writing relating to the land requiring the person to do anything specified in the notice that

(a) is prescribed in Schedule 3.1, Division 1; or

(b) is for the purpose of remedying or mitigating the effects of any offence against a provision prescribed in Schedule 3.1, Division 2.

(2) Schedule 3.1 may be amended by regulations.

(3) If the notice is given to an occupier who is not the owner of the land, the owner is to be informed in writing that the notice was given.

(4) A person who is given a notice under subsection (1) is not prevented from complying with it because of the terms on which the land is held.

(5) A person who is given a notice under subsection (1) may apply to the State Administrative Tribunal for a review of the decision to give the notice.

(6) A person who fails to comply with a notice under subsection (1) commits an offence.

3.26. Additional powers when notices given

(1) This section applies when a notice is given under section 3.25(1).

(2) If the person who is given the notice (**notice recipient**) fails to comply with it, the local government may do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.

(3) The local government may recover the cost of anything it does under subsection (2) as a debt due from the person who failed to comply with the notice.

(4) If a notice recipient

(a) incurs expense in complying with any requirement of the notice; or

(b) fails to comply with such a requirement and, as a consequence, is fined or has to pay to a local government the cost it incurs in doing anything under subsection (2),

the notice recipient may apply to a court for an order under subsection (6).

(5) In subsection (4)

court means a court that would have jurisdiction to hear an action to recover a debt of the amount of the expense, fine or cost sought to be recovered by the notice recipient.

(6) On an application under subsection (4) the court may order

(a) if the notice recipient is the owner, the occupier; or

(b) if the notice recipient is the occupier, the owner,

to pay to the notice recipient so much of that expense, fine or cost as the court considers fair and reasonable in the circumstances.

(7) In determining what is fair and reasonable the court is to have regard to

(a) the type of land involved;

(b) the terms on which the occupier is occupying the land; and

(c) any other matter the court considers to be relevant.

3.28. When this Subdivision applies

The powers of entry conferred by this Subdivision may be used for performing any function that a local government has under this Act if entry is required for the performance of the function or in any other case in which entry is authorised by this Act other than by a local law.

3.29. Powers of entry are additional

The powers of entry upon land conferred by this Subdivision are in addition to and not in derogation of any power of entry conferred by any other law.

3.31. General procedure for entering property

(1) Except in an emergency or if the entry is authorised by the warrant of a justice, entry by or on behalf of a local government on to any land, premises or thing is not lawful unless

(a) the consent of the owner or occupier has been obtained; or

(b) notice has been given under section 3.32.

(2) If notice has been given under section 3.32, a person authorised by the local government to do so may lawfully enter the land, premises or thing without the consent of the owner or occupier unless the owner or occupier or a person authorised by the owner or occupier objects to the entry.

(3) The powers conferred on a local government under this section may be exercised instead of the powers conferred under the *Public Works Act 1902* and are not subject to any qualification or restriction by any provision of that Act.

3.33. Entry under warrant

(1) In the circumstances described in subsection (2), a justice may by warrant authorise a local government by its employees, together with such other persons as are named or described in the warrant, or a police officer, to enter any land, premises or thing using such force as is necessary.

(2) A warrant may be granted under subsection (1) where a justice is satisfied that the entry is reasonably required by a local government for the purpose of performing any of its functions, but

(a) entry has been refused or is opposed or prevented;

(b) entry cannot be obtained; or

(c) notice cannot be given under section 3.32 without unreasonable difficulty or without unreasonably delaying entry.

(3) A warrant granted under subsection (1)

(a) is to be in the prescribed form;

(b) is to specify the purpose for which the land, premises or thing may be entered; and

(c) continues to have effect until the purpose for which it was granted has been satisfied.

3.34. Entry in an emergency

(1) In an emergency a local government may lawfully enter any land, premises or thing immediately and without notice and perform any of its functions as it considers appropriate to deal with the emergency.

(2) For the purposes of this section, an emergency exists where the local government or its CEO is of the opinion that the circumstances are such that compliance with the requirements for obtaining entry other than under this section would be impractical or unreasonable because of, or because of the imminent risk of;

(a) injury or illness to any person;

(b) a natural or other disaster or emergency; or

(c) such other occurrence as is prescribed for the purposes of this section.

(3) A local government may use reasonable force to exercise the power of entry given by subsection (1).

(4) A local government may exercise the power of entry given by subsection (1) at any time while the emergency exists and for so long subsequently as is reasonably required.

(5) Although notice of an intended entry under this section is not generally required, a local government is to give notice of an intended entry of land under this section to the owner or occupier of the land where it is practicable to do so.

3.36. Opening fences

(1) This section applies only if it is expressly stated in Schedule 3.2.

(2) Subsection (1) does not prevent regulations amending Schedule 3.2 from stating that this section applies, or excluding the application of this section, in relation to a particular matter.

(3) If this section applies and it is not practicable to enter land that is fenced through the existing and usual openings in the fence, the local government may, on giving 3 days' notice in writing to the owner or occupier of the land that it intends to do so, open the fence.

(4) If it opens the fence the local government is to provide at the opening an effective gate or, if the owner of the land agrees, a device across the gap in the fence that enables motor traffic to pass through the gap and prevents the straying of livestock through the gap.

(5) If a gate is provided a person who, without the occupier's consent, leaves the gate open when it is not in use commits an offence.

(6) If a gate is provided, when the local government no longer requires the opening, it is to immediately remove the gate and make good the fence unless the owner agrees to its retention.

(7) The owner and occupier may, in a particular case, relieve the local government of any obligation that it has under this section.

3.39. Power to remove and impound

(1) An employee authorised by a local government for the purpose may remove and impound any goods that are involved in a contravention that can lead to impounding.

(2) A person may use reasonable force to exercise the power given by subsection (1).

3.46. Goods may be withheld until costs paid

(1) A local government may refuse to allow goods impounded under section 3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government.

(2) A local government may refuse to allow goods removed under section 3.40 or 3.40A to be collected until the costs of removing and keeping them have been paid to the local government.

3.47. Disposing of confiscated or uncollected goods

(1) The local government may sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43.

(2) The local government may sell or otherwise dispose of any vehicle that has not been collected within

(a) 2 months of a notice having been given under section 3.40(3); or

(b) 7 days of a declaration being made under section 3.40A(4) that the vehicle is an abandoned vehicle wreck.

(2a) The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in subsection (2b) of

(a) a notice having been given under section 3.42(1)(b) or 3.44; or

(b) being impounded if the local government has been unable, after making reasonable efforts to do so, to give that notice to the alleged offender.

(2b) The period after which goods may be sold or otherwise disposed of under subsection (2a) is

(a) for perishable goods 3 days;

(b) for animals 7 days; and

(c) for other non-perishable goods 2 months.

(3) Section 3.58 applies to the sale of goods under this section as if they were property referred to in that section.

(4) Money received by a local government from the sale of goods under subsection (2a) is to be credited to its trust fund except to the extent required to meet the costs and expenses incurred by the local government in removing, impounding and selling the goods.

(5) Money received by a local government from the sale of a vehicle under subsection (2) is to be credited to its trust fund except to the extent required to meet the costs referred to in section 3.46 and the expenses incurred by the local government in selling the vehicle.

(6) Unless this section requires it to be credited to its trust fund, money received by a local government from the sale under this section of any goods is to be credited to its municipal fund.

3.47A. Disposal of sick or injured animals

(1) If an impounded animal is ill or injured to such an extent that treating it is not practicable the local government may humanely destroy the animal and dispose of the carcass.

(2) A local government must not destroy an animal under subsection (1) unless;

(a) because of the state of the animal, destroying it is urgent; or

(b) the local government has;

(i) taken reasonable steps to notify the owner; and

(ii) whether or not notice has been given under subparagraph (i), allowed the owner a reasonable opportunity to collect the animal.

(3) Subsection (2)(b) does not justify the destruction of an animal before it has been impounded for at least 7 days.

3.48. Recovery of impounding expenses

If goods are removed and impounded under section 3.39 and the alleged offender is convicted, the local government may, by action in a court of competent jurisdiction, recover from the alleged offender;

(a) if the goods are not sold under section 3.47, the expenses incurred by the local government in removing and impounding them and in disposing of them if they are disposed of under section 3.47;

(b) if the goods are confiscated and sold under section 3.47, the amount, if any, by which the money received from the sale and credited to the municipal fund under section 3.47(6) is insufficient to meet expenses incurred by the local government in removing, impounding, and selling them; and

(c) if the goods are not confiscated but are sold under section 3.47, the amount, if any, by which the money received from the sale is insufficient to meet the costs and expenses referred to in section 3.47(4) or (5), as the case requires.

3.50. Closing certain thoroughfares to vehicles

(1) A local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks.

(1a) A local government may, by local public notice, order that a thoroughfare that it manages is wholly or partially closed to the passage of vehicles for a period exceeding 4 weeks.

(2) The order may limit the closure to vehicles of any class, to particular times, or to such other case or class of case as may be specified in the order and may contain exceptions.

[(3) repealed]

(4) Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to

(a) give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission;

(b) give written notice to each person who

(i) is prescribed for the purposes of this section; or

(ii) owns land that is prescribed for the purposes of this section;

and

(c) allow a reasonable time for submissions to be made and consider any submissions made.

(5) The local government is to send to the Commissioner of Main Roads appointed under the *Main Roads Act 1930* a copy of the contents of the notice required by subsection (4)(a).

(6) An order under this section has effect according to its terms, but may be revoked by the local government, or by the Minister, by order of which local public notice is given.

[(7) repealed]

(8) If, under subsection (1), a thoroughfare is closed without giving local public notice, the local government is to give local public notice of the closure as soon as practicable after the thoroughfare is closed.

(9) The requirement in subsection (8) ceases to apply if the thoroughfare is reopened.

3.50A. Partial closure of thoroughfare for repairs or maintenance

Despite section 3.50, a local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure

(a) is for the purpose of carrying out repairs or maintenance; and

(b) is unlikely to have a significant adverse effect on users of the thoroughfare.

3.57. Tenders for providing goods or services

(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.

(2) Regulations may make provision about tenders.

3.58. Disposing of property

(1) In this section

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property

(a) it gives local public notice of the proposed disposition

(i) describing the property concerned;

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include

(a) the names of all other parties concerned;

(b) the consideration to be received by the local government for the disposition; and

(c) the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.

(5) This section does not apply to

- (a) a disposition of land under section 29 or 29B of the *Public Works Act 1902*;
- (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59;
- (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
- (d) any other disposition that is excluded by regulations from the application of this section.

5.2. Administration of local governments

The council of a local government is to ensure that there is an appropriate structure for administering the local government.

5.36. Local government employees

(1) A local government is to employ

(a) a person to be the CEO of the local government; and

(b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.

(2) A person is not to be employed in the position of CEO unless the council

(a) believes that the person is suitably qualified for the position; and

(b) is satisfied* with the provisions of the proposed employment contract.

* *Absolute majority required.*

(3) A person is not to be employed by a local government in any other position unless the CEO

(a) believes that the person is suitably qualified for the position; and

(b) is satisfied with the proposed arrangements relating to the person's employment.

(4) If the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.

(5) For the avoidance of doubt, subsection (4) does not impose a requirement to advertise a position before the renewal of a contract referred to in section 5.39.

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money;
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,
- which is owed to the local government.

* *Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

6.14. Power to invest

- (1) Subject to the regulations, money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested in accordance with Part III of the *Trustees Act 1962*.
- (2) Regulations in relation to investments by local governments may
- (a) provide for the manner in which an approval under subsection (1)(b) may be sought;
 - (b) prescribe classes of investment which may be made without the need to comply with subsection (1)(b);
 - (c) prescribe circumstances in which a local government is required to invest money held by it;
 - (d) provide for the application of investment earnings; and
 - (e) generally provide for the management of those investments.

6.39. Rate record

- (1) As soon as practicable after a local government has resolved to impose rates in a financial year it is to ensure that a record is compiled, at the time and in the form and manner prescribed, for that financial year of

- (a) all rateable land in its district; and

(b) all land in its district on which a service charge is imposed.

(2) A local government

(a) is required, from time to time, to amend a rate record for the current financial year to ensure that the information contained in the record is current and correct and that the record is in accordance with this Act; and

(b) may amend the rate record for the 5 years preceding the current financial year.

6.41. Service of rate notice

(1) A local government is required to give to

(a) the owner of rateable land; and

(b) the owner or occupier, as the case requires, of land on which a service charge is imposed,

a rate notice stating the date the rate notice was issued and incorporating or accompanied by the details and particulars prescribed.

(2) The rate notice is to be given

(a) as soon as practicable after

(i) the rate record of the land is completed; or

(ii) the rate record of the land is amended, if that amendment results in a change in the amount of rates or service charges payable on that land;

or

(b) where an election has been made under section 6.45 to pay rates or service charges by instalments, not less than 28 days before each instalment is due.

(3) Notwithstanding sections 75 and 76 of the *Interpretation Act 1984* service of the rate notice is deemed to have been effected if delivered to the address shown in the rate record for the owner at the time of delivery.

6.49. Agreement as to payment of rates and service charges

A local government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.

6.56. Rates or service charges recoverable in court

(1) If a rate or service charge remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.

(2) Rates or service charges due by the same person to the local government may be included in one writ, summons, or other process.

6.64. Actions to be taken

(1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and

(a) from time to time lease the land;

(b) sell the land;

(c) cause the land to be transferred to the Crown; or

(d) cause the land to be transferred to itself.

(2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.

(3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

6.60. Local government may require lessee to pay rent

(1) In this section

lease includes an agreement whether made orally or in writing for the leasing or subleasing of land and includes a licence or arrangement for the use of land;

lessor and **lessee** mean the parties to a lease and their respective successors in title.

(2) If payment of a rate or service charge imposed in respect of any land is due and payable, notice may be given to the lessee of the land requiring the lessee to pay to the local government any rent as it falls due in satisfaction of the rate or service charge.

(3) The local government is to give to the lessor a copy of the notice with an endorsement that the original of it has been given to the lessee.

(4) The local government may recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with the notice.

(5) Where an amount is paid under this section to the local government

(a) the payment discharges the payer from any liability to any person to pay that amount as rent;

(b) where as between a lessor and lessee the lessor is liable to pay the rate or service charge, the amount paid may be set off by the lessee against the rent payable to the lessor; and

(c) if the amount exceeds the rent due, or if there is no rent due, the amount may be set off by the lessee against accruing rent, or the balance recovered from the lessor in a court of competent jurisdiction.

(6) To the extent that an agreement purports to preclude a lessee from setting off or recovering payments made to a local government under this section, the agreement is of no effect.

6.76. Grounds of objection

(1) A person may, in accordance with this section, object to the rate record of a local government on the ground

(a) that there is an error in the rate record

(i) with respect to the identity of the owner or occupier of any land; or

(ii) on the basis that the land or part of the land is not rateable land;

or

(b) if the local government imposes a differential general rate, that the characteristics of the land recorded in the rate record as the basis for imposing that rate should be deleted and other characteristics substituted.

(2) An objection under subsection (1) is to

(a) be made to the local government in writing within 42 days of the service of a rate notice under section 6.41;

(b) identify the relevant land; and

(c) set out fully and in detail the grounds of objection.

(3) An objection under subsection (1) may be made by the person named in the rate record as the owner of land or by the agent or attorney of that person.

(4) The local government may, on application by a person proposing to make an objection, extend the time for making the objection for such period as it thinks fit.

(5) The local government is to promptly consider any objection and may either disallow it or allow it, wholly or in part.

(6) After making a decision on the objection the local government is to promptly serve upon the person by whom the objection was made written notice of its decision on the objection and a statement of its reason for that decision.

9.10. Appointment of authorised persons

(1) The local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions.

(2) The local government is to issue to each person so authorised a certificate stating that the person is so authorised, and the person is to produce the certificate whenever required to do so by a person who has been or is about to be affected by any exercise of authority by the authorised person.

Building Act 2011

20. Grant of building permit

(1) A permit authority to which a certified application or an uncertified application is made must grant the building permit if it is satisfied ...

21. Grant of demolition permit

(1) The permit authority to which an application for a demolition permit is made must grant the demolition permit if it is satisfied...

58. Grant of occupancy permit, building approval certificate

(1) A permit authority to which an application is made must grant or modify the occupancy permit or grant the building approval certificate applied for if it is satisfied...

65. Extension of period of duration

(1) A person may apply to extend the time in which the following can have effect —

- (a) an occupancy permit that has been granted or modified to have effect for a limited period only; or
- (b) a building approval certificate that has been granted to have effect for a limited period only....

110. Building orders

(1) A permit authority may make an order (a **building order**) in respect of one or more of the following —

- (a) particular building work;
- (b) particular demolition work;
- (c) a particular building or incidental structure, whether completed before or after commencement day....

117. Revocation of building order

(1) A permit authority may, by notice in writing, revoke a building order at any time and must serve each person to whom the order is directed with a copy of the notice.

(2) A permit authority must, within 28 days of receiving a notification under section 112(3)(c) —

- (a) decide whether the building order has been fully complied with; and

(b) either revoke the building order or inform each person to whom the order is directed that the building order remains in effect.

DOG ACT 1976

9. Administrative responsibility

It shall be the duty of a local government within its district to administer and enforce the provisions of this Act, and where in the opinion of the Governor the powers conferred by this Act on a local government should be extended to an area outside the district the Governor may by Order declare that for the purposes of this Act the area is to be regarded as being within the district and the provisions of this Act shall then apply as if in fact the area were within the district.

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

12. Payments from municipal fund or trust fund

(1) A payment may only be made from the municipal fund or the trust fund

(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

STRATEGIC IMPLICATIONS

This item relates to the following elements from the Shire of Jerramungup Strategic Plan 2009 – 2014;

Key Focus Area Two: Service Delivery and the Environment

The Shire of Jerramungup will deliver a range of excellent community services whilst minimising our impact on the environment.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council delegate to the Chief Executive Officer the following powers and duties:

Section	Local Government Act 1995
3.18	Administration and enforcement of local laws
3.21	Performance of executive functions relating to land
3.24/3.25/3.26(3)	Powers to be exercised by authorised persons in relation to land
3.28/3.29	Powers of entry to land
3.31/3.33/3.34	Powers of entry to land
3.36	Opening/closing of fences
3.39	Authorising employees to impound goods
3.46	Withholding of goods
3.47	Disposal of impounded goods
3.47A	Disposal of sick or injured animals
3.48	Recovery of costs associated with impounded goods
3.50	Closure of thoroughfares to certain vehicles
3.50A	Closure of thoroughfares for repairs or maintenance
3.57	Inviting tenders for goods and services under contract
3.58 Functions & General Reg 30	Disposing of property, limited to surplus Council equipment, plant and furniture to a maximum estimated market value of \$2,000
5.2	Ensuring that an appropriate structure exists for administration
5.36	Employment of persons other than the Chief Executive Officer
6.12	Waive, grant concessions or write off individual debts to a maximum of \$200
6.14	Investing funds not required
6.39(1)	Rate record
6.41	Service of rate notice
6.49	Make agreements with persons regarding payment of rates
6.56(1)	Rates or service charges recoverable in court
6.64	Action taken when rates are unpaid for at least 3 years
6.60(2)	Local government may require lessee to pay rent
6.76(4,5,6)	Dealing with objections to rates records
9.10	Appointment of authorised persons
Section	Building Act 2011
20	Approve or refuse a Building Permit
21	Approve or refuse a Demolition Permit
58	Issue an Occupancy Permit and a Building Approval Certificate
65	Consider Extending the period of duration of an Occupancy permit or a Building approval Certificate.
110	Issue Building Orders
117	Revoke Building Orders
Section	Dog Act 1976
9	Administer and enforce provisions of the Dog Act
	Regulation Building Regulations 1989

20	Issue a certificate of classification
Section	Local Government (Financial Management) Regulations 1996
12(1)(a)	Power to make payments from the municipal and trust funds

OC120410 Moved Cr Iffla / Seconded Cr Lester

That Council delegate to the Chief Executive Officer the following powers and duties:

Section	Local Government Act 1995
3.18	Administration and enforcement of local laws
3.21	Performance of executive functions relating to land
3.24/3.25/3.26(3)	Powers to be exercised by authorised persons in relation to land
3.28/3.29	Powers of entry to land
3.31/3.33/3.34	Powers of entry to land
3.36	Opening/closing of fences
3.39	Authorising employees to impound goods
3.46	Withholding of goods
3.47	Disposal of impounded goods
3.47A	Disposal of sick or injured animals
3.48	Recovery of costs associated with impounded goods
3.50	Closure of thoroughfares to certain vehicles
3.50A	Closure of thoroughfares for repairs or maintenance
3.57	Inviting tenders for goods and services under contract
3.58 Functions & General Reg 30	Disposing of property, limited to surplus Council equipment, plant and furniture to a maximum estimated market value of \$2,000
5.2	Ensuring that an appropriate structure exists for administration
5.36	Employment of persons other than the Chief Executive Officer
6.12	Waive, grant concessions or write off individual debts to a maximum of \$200
6.14	Investing funds not required
6.39(1)	Rate record
6.41	Service of rate notice
6.49	Make agreements with persons regarding payment of rates
6.56(1)	Rates or service charges recoverable in court
6.64	Action taken when rates are unpaid for at least 3 years
6.60(2)	Local government may require lessee to pay rent
6.76(4,5,6)	Dealing with objections to rates records
9.10	Appointment of authorised persons
Section	Building Act 2011
20	Approve or refuse a Building Permit
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58	Issue an Occupancy Permit and a Building Approval Certificate

65	Consider Extending the period of duration of an Occupancy permit or a Building approval Certificate.
110	Issue Building Orders
117	Revoke Building Orders
Section	Dog Act 1976
9	Administer and enforce provisions of the Dog Act
	Regulation Building Regulations 1989
20	Issue a certificate of classification
Section	Local Government (Financial Management) Regulations 1996
12(1)(a)	Power to make payments from the municipal and trust funds

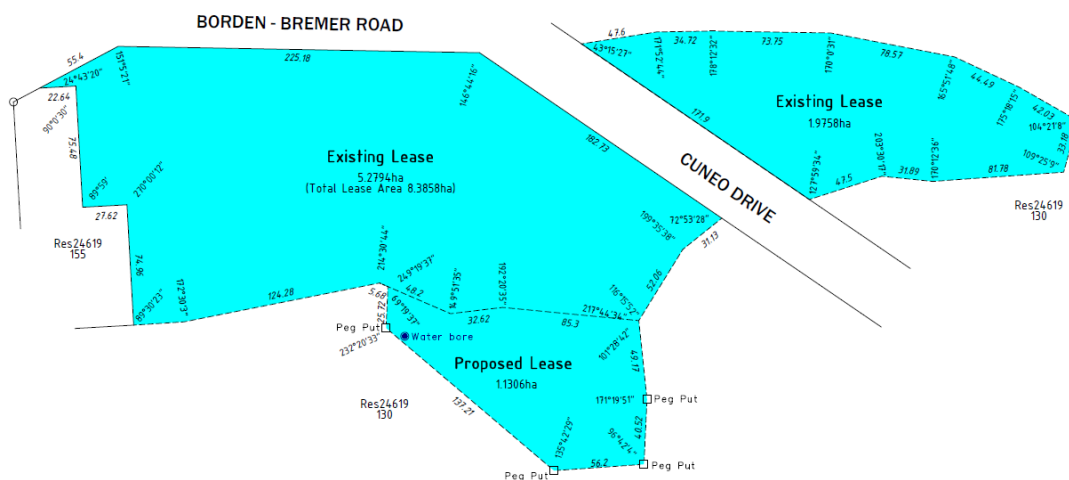
Carried by Absolute Majority 7-0

2.40pm Cr Parsons, Cr Bailey and Cr Daniel left the meeting after declaring an interest in Item 10.4.6 – Disposition of Land Portion of Lot 130 on Deposited Plan 209388.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.6
SUBJECT:	Disposition of Land
LOCATION/ADDRESS:	Portion of Lot 130 on Deposited Plan 209388
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	4 th April 2012

SUMMARY

The Shire of Jerramungup proposes to lease a portion of lot 130 on Deposited Plan 209388 to Megatime Pty Ltd. The land in question is an extension to the existing lease area (Bremer Bay Caravan Park) and comprises approximately 1.1308 hectares.



Council is required to consider formally disposing of the property following the advertising period.

ATTACHMENT

Attachment 10.4.6 - Local Public Notice

BACKGROUND

On the 27th April 2011, the Shire investigated a complaint in relation to the alleged illegal disposal of effluent from the Bremer Bay Caravan Park.

The outcome of the investigation was that although the effluent disposal system was typical for the disposal of effluent in high yielding areas such as caravan parks and mine sites 30 years ago, the system did not meet current industry standards and legislative requirements.

In response, the Shire has worked with the Directors of the Caravan Park to install a contemporary septic tank and leach drain system in the existing location that will be sufficient from both an environmental and legislative perspective.

Council considered a financial contribution towards the new system and an amendment to the current lease area to incorporate the effluent disposal site and a water bore at the Ordinary Meeting of Council held 16th November 2011, the following was resolved by Council;

“That Council;

- 1. Agree to contribute \$10,000 towards the upgrade of the effluent system at the Bremer Bay Caravan Park.*
- 2. Authorise the Chief Executive Officer to increase the lease area of the Bremer Bay Caravan Park to incorporate the effluent treatment system and proposed bore in accordance with section 3.58(3) of the Local Government Act 1995.*
- 3. Sets the consideration to be received for the proposed disposition to be consistent with the market value of the increased lease area as determined by a certified practicing valuer.”*

In response to this resolution, the Shire commenced local advertising of the intention to dispose of Portion of Lot 130 on Deposited Plan 209388 to Megatime Pty Ltd. Members of the public were invited to make submissions in relation to the proposal by 4:00pm Friday 30th March 2012. No submissions were received.

CONSULTATION

Extensive consultation has occurred in relation to disposing of this property.

COMMENT

Nil

STATUTORY REQUIREMENTS

The requirements under section 3.58(3) of the Local Government Act have been satisfied.

STRATEGIC IMPLICATIONS

This item relates to the following components from the Shire of Jerramungup’s Strategic Plan...

Key Focus Area Three: Building & Road Infrastructure

The Shire of Jerramungup will provide the community with quality road and building infrastructure by...

- 3.1 Ensuring that our built infrastructure is well utilised and maintained.
- 3.2 Adopting whole of life asset management principles.

FINANCIAL IMPLICATIONS

The consideration to be received for the proposed disposition is consistent with the market value of the increased lease area as determined by a certified practicing valuer.

The market value of the proposed disposition was assessed at \$395.00 per annum on 9 December 2011.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

1. After satisfying the requirements of s 3.58 (3) of the Local Government Act 1995, resolves to increase the lease area of the Bremer Bay Caravan Park by approximately 1.1308 hectares to incorporate the effluent treatment system and proposed bore subject to;
 - a. The Shire gaining consent from the Minister for Lands.
 - b. A consideration of \$395.00 being received annually for the increased area and increased at each anniversary of the commencement date by CPI.
2. Authorise the CEO and Shire President to execute the amended documentation.

OC120411 Moved Cr Lester / Seconded Cr Atkin

That Council;

1. **After satisfying the requirements of s 3.58 (3) of the Local Government Act 1995, resolves to increase the lease area of the Bremer Bay Caravan Park by approximately 1.1308 hectares to incorporate the effluent treatment system and proposed bore subject to;**
 - a. The Shire gaining consent from the Minister for Lands.**
 - b. A consideration of \$395.00 being received annually for the increased area and increased at each anniversary of the commencement date by CPI.**
2. **Authorise the CEO and Shire President to execute the amended documentation.**

Carried 4-0

2.46pm Cr Parsons, Cr Daniel and Cr Bailey returned to the meeting.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.7
SUBJECT:	Bremer Bay Community Development Committee Meeting Minutes
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	5 th April 2012

ATTACHMENT

Attachment 10.4.7- BBCDC minutes 30th March 2012

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the minutes of the Bremer Bay Community Development Committee meeting held on Friday 30th March 2012 be received.

OC120412 Moved Cr Bailey/ Seconded Cr Iffla

That the minutes of the Bremer Bay Community Development Committee meeting held on Friday 30th March 2012 be received.

Carried 7-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.8
SUBJECT:	Local Emergency Management Committee Meeting Minutes
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	5 th April 2012

ATTACHMENT

Attachment 10.4.8- LEMC minutes 19th March 2012

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the minutes of the Local Emergency Management Committee meeting held on Monday 19th March 2012 be received.

OC120413 Moved Cr Daniel / Seconded Cr Lester

That the minutes of the Local Emergency Management Committee meeting held on Monday 19th March 2012 be received.

Carried 7-0

2.55pm Mr Parker left the meeting after declaring an interest in Item 10.4.9 - Chief Executive Officer Appointment and Review Committee Meeting Minutes.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.9
SUBJECT:	Chief Executive Officer Appointment and Review Committee Meeting Minutes
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	10 th April 2012

RECOMMENDATION

THAT the minutes of the Chief Executive Officer Appointment and Review Committee meeting held on Wednesday 18th April 2012 be received and the following recommendations adopted.

That Council;

1. Receive the Chief Executive Officer Review Report prepared by DL Consulting.
2. Endorse the following Chief Executive Officer Key Performance Indicators (KPI's) and completion dates for the forthcoming review period;

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____
- g. _____
- h. _____

3. Endorse an increase of the Chief Executive Officer's annual cash salary of _____ effective from the _____.

OC120414 Moved Cr Bailey / Seconded Cr Parsons

THAT the minutes of the Chief Executive Officer Appointment and Review Committee meeting held on Wednesday 18th April 2012 be received and the following recommendations adopted.

- 1. Receive the Chief Executive Officer Review Report prepared by DL Consulting.**

2. Endorse the following Chief Executive Officer Key Performance Indicators (KPI's) and completion dates for the forthcoming review period;

KPI No.	KPI Description
1	Prepare a Strategic Community Plan that meets the Integrated Planning requirements
2	Prepare a Corporate Business Plan that meets the Integrated Planning requirements
3	Prepare an Asset Management Plan that meets the Integrated Planning requirements (incorporating 10 Year Road Construction Plan)
4	Prepare a Workforce Plan that meets the Integrated Planning requirements (incorporating future replacements for key staff positions and mentor program)
5	Prepare a Long Range Financial Management Plan that meets the Integrated Planning requirements (incorporating purchase of part reserve 21496)
6	Finalise Local Planning Policy 10 - Agro-Forestry (noting that Council is waiting on WAPC to finalise their State Planning Policy to ensure LPP alignment with State Policy)
7	Bremer Bay Town Centre – Road network (if Stage 1 of Plan)
8	Prepare tender documents for maintenance of plant and machinery
9	Prepare business plan to examine the advantages and disadvantages of providing an in-house or contract Waste Collection service
10	Finalise 2011 KPI's 3 and 4
11	Complete detailed design for Regional Landfill Facility in Ravensthorpe

Carried 7-0

3.00pm Mr Parker returned to the meeting.

COUNCILLOR REPORTS

11. **COUNCILLOR REPORTS**

Cr Parsons

Attended the opening of the St John Ambulance Centre in Jerramungup
Attended CEO Review Committee meetings
Attended a GSDC Community luncheon
Attended a dinner with the Shire of Ravensthorpe Councillors

Cr Bailey

Attended the opening of the St John Ambulance Centre in Jerramungup
Attended CEO Review Committee meetings
Attended a GSDC Community luncheon
Attended a dinner with the Shire of Ravensthorpe Councillors

Cr Iffla

Attended the opening of the St John Ambulance Centre in Jerramungup
Attended CEO Review Committee meetings
Attended a GSDC Community luncheon
Attended a Bremer Bay Community Development Committee meeting
Attended a dinner with the Shire of Ravensthorpe Councillors

Cr Daniel

Attended the opening of the St John Ambulance Centre
Attended a CEO Review Committee meeting
Attended a GSDC luncheon
Attended a Great Southern Regional Road Group meeting
Attended a dinner with the Shire of Ravensthorpe Councillors

Cr Lester

Attended the opening of the St Ambulance Centre in Jerramungup
Attended CEO Review Committee meetings
Attended a GSDC luncheon
Attended GSRRG meeting
Attended dinner with Shire of Ravensthorpe Councillors

Cr Atkin

Attended a dinner with Shire Ravensthorpe Councillors
Attended the opening of the St John Ambulance Centre in Jerramungup
Attended CEO Review Committee meetings

Cr Trevaskis

Attended the opening of the St John Ambulance Centre in Jerramungup
Attended CEO Review Committee meetings
Attended a GSDC Community luncheon
Attended a Great Southern Regional Road Group meeting
Attended a dinner with the Shire of Ravensthorpe Councillors
Attended a South Coast NRM meeting

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY LEAVE OF THE PRESIDING MEMBER

12.1 From Officers
Nil

12.2 From Elected Members
Nil

13. NEXT MEETING/S

13.1 Ordinary Meeting – to be held Wednesday 16th May 2012 commencing 1.30pm at the Council Chambers, Jerramungup.

14. CLOSURE

The President declared the meeting closed at 3.10pm.