

SHIRE OF JERRAMUNGUP



MINUTES

COUNCIL ORDINARY MEETING

18th DECEMBER 2013

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SHIRE OF JERRAMUNGUP

ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS,
JERRAMUNGUP ON WEDNESDAY 18th DECEMBER 2013, COMMENCING AT
8:38AM.

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 8.38am.

2. RECORD OF ATTENDANCE

Cr R Lester	President
Cr J Iffla	Deputy President
Cr R Parsons	Member
Cr B Trevaskis	Member
Cr C Daniel	Member
Cr J Leenhouders	Member
Mr W Parker	Chief Executive Officer
Mr B Bailey	Deputy Chief Executive Officer
Mr C Pursey	Planning Officer
Mr C Miller	Engineering Officer
Mrs C Solomon	Coordinator of Governance & Land Administration
Dr Ian Weir	Member of Public

3. APOLOGIES

Cr W Bailey	Member
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4. LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

Dr Weir presented Council with a power point presentation on a future plan being developed for Little Boat Harbour.

Dr Weir presented Council with a power point presentation on his thoughts of the proposed Point Henry Fire Management Strategy.

Cr Lester thanked Dr Weir for his presentation to Council.

8. DECLARATIONS OF FINANCIAL INTEREST

Cr Daniel declared an impartiality interest in Item 10.4.10. The nature of the interest is Cr Daniel is the Secretary of the organisation nominating Junior & Senior Sports Star 2013.

Cr Leenhouders declared a financial interest in Item 10.3.2. The nature of the interest is her family owns the property.

Cr Leenhouders declared an impartiality interest in Item 10.4.10. The nature of the interest is a nominee is a family relative.

9. CONFIRMATION OF MINUTES

9.1 Ordinary Council Meeting held 20th November 2013

OC131201 Moved Cr Leenhouders / Seconded Cr Trevaskis

That the Minutes of the Ordinary Meeting of Council held 20th November 2013 be confirmed.

Carried 6-0

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:	Chris Miller
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	10 th December 2013

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
Attachment 10.1.1(d) – 2013/14 Road Construction Program Summary
Attachment 10.1.1(e) – 2013/14 Road Construction Program Schedule
Attachment 10.1.1(f) – Devils Creek Road – Actual Program November

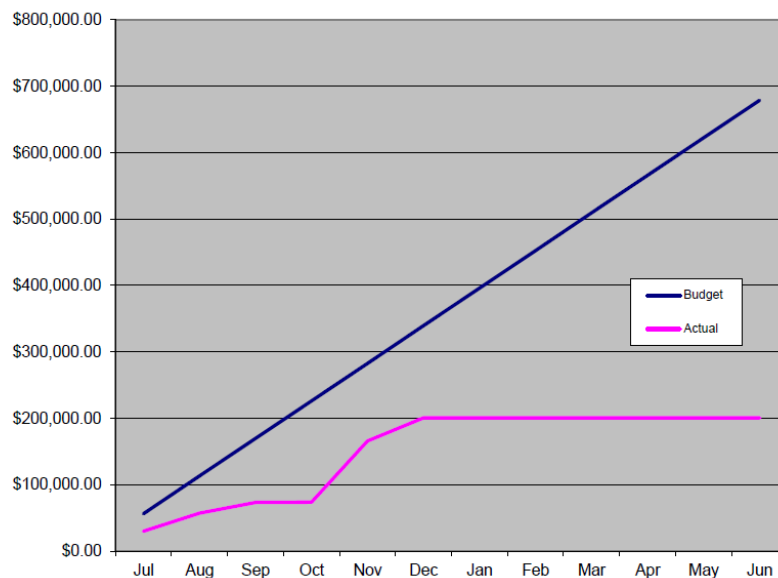
ROAD CONSTRUCTION

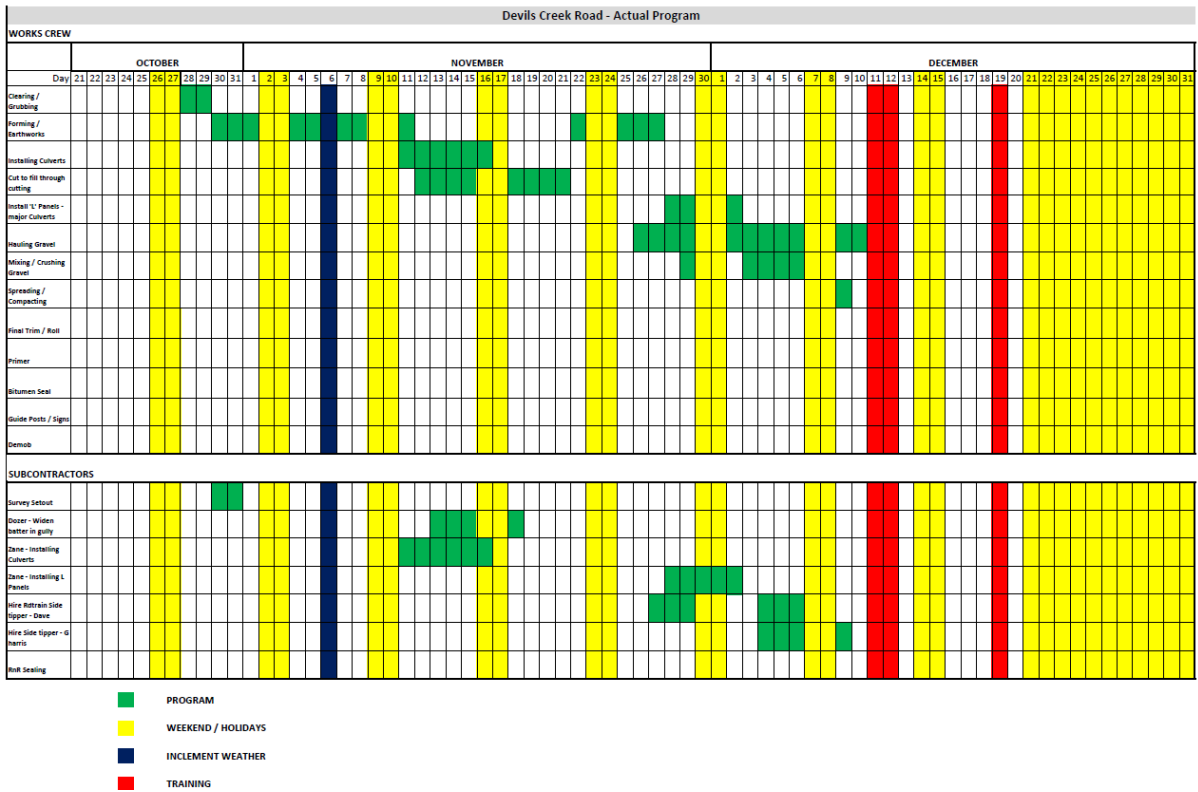
Works on Devils Creek Road are progressing well with all of the culverts in the formation installed, and the upgrade to the headwalls through the major water course being completed.

By the Christmas break gravel will be hauled, spread and compacted for the first 3km of formation from the existing bitumen heading East. This will enable the first 3km to be sealed in mid to late January while the final 2.5km is being formed up.

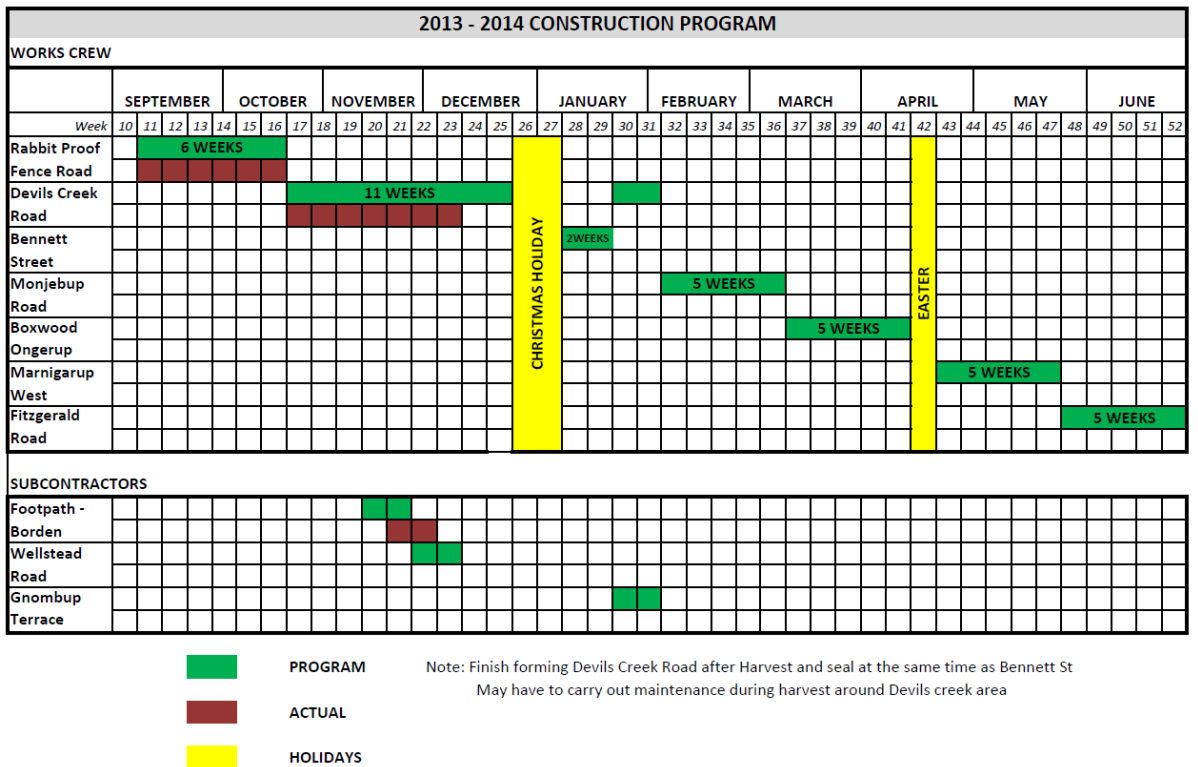
Refer below for the budget vs actual graph and the actual construction program for Devils Creek Road.

Devils Creek Road





Refer Below for the adopted program and schedule of the Road Construction crew for 2013 / 2014.



ROAD MAINTENANCE

The Road Maintenance team has been focusing on patching blowouts, and grading corrugated roads due to the heavy harvest traffic.

The team has covered a significant area within the Shire and responded to customer requests in a timely manner and ensured that warning signs have been erected on bad sections of roads until repair works can take place.

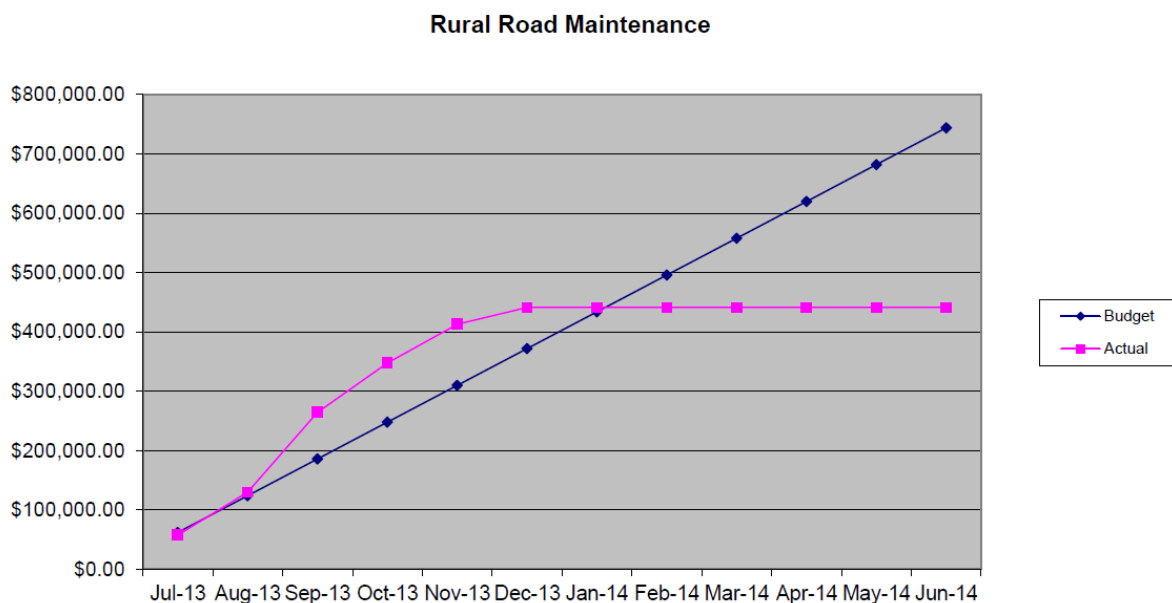
The main arterial routes have been visited numerous times including Jerramungup North, Jacup North, Swamp Rd, Marnigarup East and West Roads, Coweilellup Road, Devils Creek Road & Brook Road in an attempt to maintain the rural roads in an acceptable working order for Harvest traffic.

Once the harvest traffic has decreased the maintenance team will continue with their summer grading program including the cleaning up of back slopes, drains, culverts etc and the removal of major silt from floodway's.

Prior to the Christmas period rural roads within the Bremer Bay vicinity will also be graded to ensure they are in good order for the holiday period.

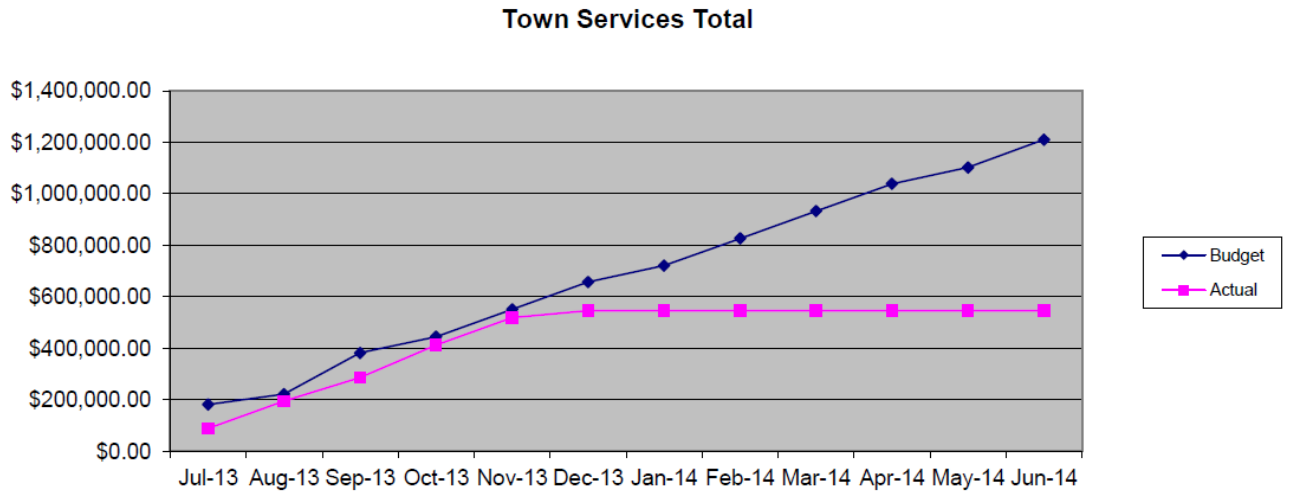
Traffic classifiers have been set up on a number of rural roads to gather traffic counts and information over the harvest period which will help determine our maintenance & re-sheet priorities.

Please refer to the graph below for the budget vs actual expenditure for rural road maintenance.



TOWN SERVICES

Attached are reports indicating maintenance undertaken at Bremer Bay and Jerramungup throughout November. Refer to the graph below for overall expenditure for vs actual budget.



RECOMMENDATION

That the Works Report be received.

OC131202 Moved Cr Parsons / Seconded Cr Daniel

That the Works Report be received.

Carried 6-0

SUBMISSION TO:	Works
AGENDA REFERENCE:	10.1.2
SUBJECT:	Plant Replacement Options – Prime Mover
LOCATION/ADDRESS:	
NAME OF APPLICANT:	N/A
AUTHOR:	Brent Bailey
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	10 December 2013

SUMMARY

This item addresses a review of Council's plant replacement options for the existing Isuzu Giga Prime Mover. A detailed business case has been prepared and the recommendation is for Council to move towards a Road Train rated machine.

ATTACHMENT

Attachment 10.1.2 - Council Business Case – Road Train Implementation Assessment

BACKGROUND

The Council's existing prime mover, an Isuzu Giga, was originally purchased in 2005. The machine has primarily been focused in the road construction area however has also assisted rural road maintenance works and some infrastructure projects such as the Jerramungup Bowling Green. The machine has travelled approximately 350,000 kilometres and has been planned for replacement this financial year.

Given this is a critical component of Council's road construction team a detailed assessment has been undertaken to ascertain whether there is merit in upgrading to a road train rated machine.

The current budget provides a net changeover sum of \$75,000 towards the replacement of the Isuzu Giga. The original budget figure factored in a like for like trade retaining the machine at a semi-trailer capacity.

CONSULTATION

Works Department
Truck Suppliers
Main Roads WA

COMMENT

Attached to this agenda item is the business case which has been put together to assess the merit of upgrading the current prime mover to a road train rated machine. Within this assessment there are a number of options for capacity and staged upgrade.

Main Roads WA has been consulted regarding the licence requirements for operating a road train within the Shire fleet. The Shire has been advised that it is an exempt body and does not need to maintain fatigue management log books and associated compliance requirements.

The recommendation based on the business plan is to purchase a new road train rated machine of at least 90,000kg GCM this financial year and consider purchasing the second side tipping trailer and dolly next financial year. This will provide Council with a machine capable of moving 36 cubic metres of gravel per load. The business plan favours the upgrading of the truck to facilitate a greater efficiency and ability to carry out a greater diversity of jobs for Council. This will result in a reduction in the reliance on external contractors for the completion of Council projects. Further details on the advantages and disadvantages of each option are discussed in the business plan.

A lead trailer a dolly can be hired in the interim from local suppliers to maximise the efficiency of the vehicle until budget funds are available for the purchase of the second trailer.

Based on quotes received to date a 90,000kg GCM machine would cost approximately \$200,000 as shown in the table below.

Item	Price / Trade
Purchase of Prime Mover	\$200,000
Trade of Existing 2005 Isuzu Giga	\$50,000
Net Estimated Changeover	\$150,000
Current Budget Net Changeover	\$75,000
<i>Remaining Net Deficit</i>	<i>\$75,000</i>

Should Council support the purchase of the road train rated prime mover then an additional estimated \$75,000 will need to be financed through a budget amendment. Options for this are discussed in the Financial Implications section of this agenda item.

The Shire is able to purchase the prime mover through either an open tender or by utilising WALGA's preferred supplier panel. The costing used in the business plan are from quotes obtained under the preferred supplier arrangement and as such offer a good indication of the price of new machines. A number of suppliers have also offered to bring out existing machines to Shire worksites for test drives and product testing.

STATUTORY REQUIREMENTS

Local Government Act 1995 s3.57 - 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.

Local Government (Function and General) Regulations 1996, Part 4, Division 2 – Tenders for providing goods or services (s3.57), Regulations 11-24

Should Council seek to utilise the WALGA preferred supplier panel for the purchase then there is no requirement to carry out a full tender process as the statutory requirements have already been met by WALGA.

STRATEGIC IMPLICATIONS

Aspiration 10(a) within the Shire of Jerramungup Community Strategic Plan focusses on developing an Asset Management Strategy and aims for:

“A community where transport infrastructure is constructed and maintained using best practice principals”

FINANCIAL IMPLICATIONS

The 2013/2014 budget currently includes a \$75,000 net changeover figure for the Isuzu Giga Prime Mover. This consists of \$140,000 for the purchase of the new prime mover and \$65,000 for the trade of the old machine.

Should Council seek to resource a higher costing machine the following options are recommended for endorsement through a budget amendment:

- 1) Utilise savings made from the purchase of the light utilities - \$22,000
- 2) Utilise the Plant Reserve - \$75,000 has been transferred to this reserve in 2013/2014 and the current balance is \$110,798

The original budget for the trade in of Council's 2005 Isuzu Giga was \$65,000. Current market data suggests that the trade in figure is more likely to be in the vicinity of \$50,000. This will need to be accounted for when finalising the purchase of the machine.

WORKFORCE IMPLICATIONS

The purchase and operation of a road train will require a number of Council employees to hold appropriate MC licences to operate the machine.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council resolve to amend the 2013/2014 budget as follows to purchase a prime mover truck rated to at least 90,000kg GCM through WALGA's preferred supplier panel.

- 1) Increase the budget provision for the purchase of the prime mover to \$200,000
- 2) Finance the remaining deficit after trading Council's 2005 Isuzu Giga from the \$22,000 in savings made on the light utilities and the balance from the plant reserve.

OC131203

Moved Cr Daniel / Seconded Cr Trevaskis

That Council resolve to amend the 2013/2014 budget as follows to purchase a prime mover truck rated to at least 90,000kg GCM through WALGA's preferred supplier panel.

- 1) Increase the budget provision for the purchase of the prime mover to \$200,000**
- 2) Finance the remaining deficit after trading Council's 2005 Isuzu Giga from the \$22,000 in savings made on the light utilities and the balance from the plant reserve.**

Carried by absolute majority 6-0

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:	2nd December 2013

ATTACHMENT

Attachment 10.2.1 - List of Accounts Paid to 30th November 2013

BACKGROUND

FUND	VOUCHERS	AMOUNTS
Municipal Account		
Last Cheque Used	27586	
	EFT 7977 - 8085	\$312,542.32
	EFT 8087 - 8111	\$25,082.25
	Cheque 27587 - 27601	\$19,301.70
	Direct Debits	\$16.20
Municipal Account Total		\$356,942.47
Trust Account		
	EFT 8086	\$990.00
Trust Account Total		\$990.00
<u>Grand Total</u>		<u>\$357,932.47</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 \$357,932.47 to the Full Council on 18th December 2013 be endorsed.

SIGNATURES

Author

Chief Executive Officer

OC131204 Moved Cr Leenhouders / Seconded Cr Iffla

That the schedule of direct debits and accounts payable, totalling submitted \$357,932.47 to the Full Council on 18th December 2013 be endorsed.

SIGNATURES

Author

Chief Executive Officer

Carried 6-0

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:	9 th December 2013

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 30th November 2013

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

This item relates to the following component from the Shire of Jerramungup Strategic Community Plan 2012 – 2025;

Aspiration 11: A community where revenue is maximised and rating methodology is fair, equitable and transparent.

FINANCIAL IMPLICATIONS

As detailed within the Monthly Financial Report

POLICY IMPLICATIONS

Accounting policies as detailed within the Monthly Financial Report

WORKFORCE IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

- 1) That Council receive the Monthly Financial Report for the period ending 30th November 2013 in accordance with Section 6.4 of the Local Government Act 1995.

OC131205 Moved Cr Daniel / Seconded Cr Parsons

- 1) That Council receive the Monthly Financial Report for the period ending 30th November 2013 in accordance with Section 6.4 of the Local Government Act 1995.

Carried 6-0

SUBMISSION TO:	Finance
AGENDA REFERENCE:	10.2.3
SUBJECT:	Annual Financial Report 2012-2013
LOCATION/ADDRESS:	Not Applicable
NAME OF APPLICANT:	Shire of Jerramungup
AUTHOR:	Tamara Pike
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 December 2013

SUMMARY

This item addresses Council's Annual Financial Report. The recommendation is to receive the report for presentation at the Annual Electors meeting.

ATTACHMENT

Annual Financial Report- to be provided separately
Audit Reports – to be provided separately

BACKGROUND

The Annual Financial Statements have been prepared in accordance with the Local Government Act 1995 and Local Government Financial Management Regulations 1996. The audit this year was carried out by Lincolns Accountants and Business Advisors with the statements being made available prior to Council meeting.

The annual report which contains statements from the Shire President, CEO, senior staff and other statutory declarations is also contained within the agenda attachments for review.

CONSULTATION

Lincolns Accountants and Business Advisors

COMMENT

Council is required by the Local Government Act 1995 to hold an annual electors meeting once the annual financial report is accepted. The latest date for the electors meeting is Tuesday 13th February 2013, being 56 days after the Council acceptance of the annual report. This date coincides with the February Ordinary meeting of Council.

Contained the in the annual report is the audit letter from Council's auditors.

Once the Council has accepted the annual report, the Chief Executive Officer is to give local public notice of its availability and send a copy to the Department of Local Government and Regional Development.

STATUTORY REQUIREMENTS

Local Government Act 1995 - Section 5.27, 5.53 - 5.55

5.27. Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.

5.29. Convening electors' meetings

- (1) The CEO is to convene an electors' meeting by giving —
 - (a) at least 14 days' local public notice; and
 - (b) each council member at least 14 days' notice,of the date, time, place and purpose of the meeting.
- (2) The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.

5.53. Annual reports

- (1) The local government is to prepare an annual report for each financial year.
- (2) The annual report is to contain —
 - (a) a report from the mayor or president;
 - (b) a report from the CEO;
 - [(c), (d) *deleted*]
 - (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;
 - (f) the financial report for the financial year;
 - (g) such information as may be prescribed in relation to the payments made to employees;
 - (h) the auditor's report for the financial year;
 - (h(a)) a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*;
 - (h(b)) details of entries made under section 5.121 during the financial year in the register of complaints, including —
 - (i) the number of complaints recorded in the register of complaints;
 - (ii) how the recorded complaints were dealt with; and
 - (iii) any other details that the regulations may require;
 - (i) such other information as may be prescribed.

5.54. Acceptance of annual reports

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.

** Absolute majority required.*

- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

[Section 5.54 amended by No. 49 of 2004 s. 49.]

5.55. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

STRATEGIC IMPLICATIONS

The Annual Report provides a detailed review of the Shire's performance on strategic activities for the 2012/2013 financial year.

FINANCIAL IMPLICATIONS

The Annual Financial Statements document Council's financial position at June 30 2013 and reflect the year's financial performance.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council:

- 1) Accept the Annual Financial Statements and Audit Report for the 2012-2013 financial year.
- 2) Set the date for the annual electors meeting at 6:00pm Wednesday 29th January 2014 at the Bremer Bay Town Hall.

OC131206

Moved Cr Trevaskis / Seconded Cr Leenhouwers

That Council:

- 1) Accept the Annual Financial Statements and Audit Report for the 2012-2013 financial year.**
- 2) Set the date for the annual electors meeting at 6:00pm Wednesday 29th January 2014 at the Bremer Bay Town Hall.**

Carried by absolute majority 6-0

10.15am Mr Bailey left the meeting

10.25am Mr Bailey returned to the meeting

**HEALTH,
BUILDING
&
TOWN PLANNING**

SUBMISSION TO:	Health, Building & Town Planning
AGENDA REFERENCE:	10.3.1
SUBJECT:	Reconsideration of road name change – Quiss Road
LOCATION/ADDRESS:	Quiss Road, Jacup
NAME OF APPLICANT:	Geographic Names Committee
FILE REFERENCE:	
AUTHOR:	Craig Pursey, Planning Officer
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	5 December 2013

SUMMARY

Council is requested to reconsider a previous decision not to rename Quiss Road to Cuiss Road to better reflect the names origin.

The proposal has been referred to affected landowners for comment and support for the road name change is recommended.

ATTACHMENT

Nil

BACKGROUND

Previous Decision

Council considered the same request to rename Quiss Road to Cuiss Road at their meeting of September 2011 and resolved as follows:

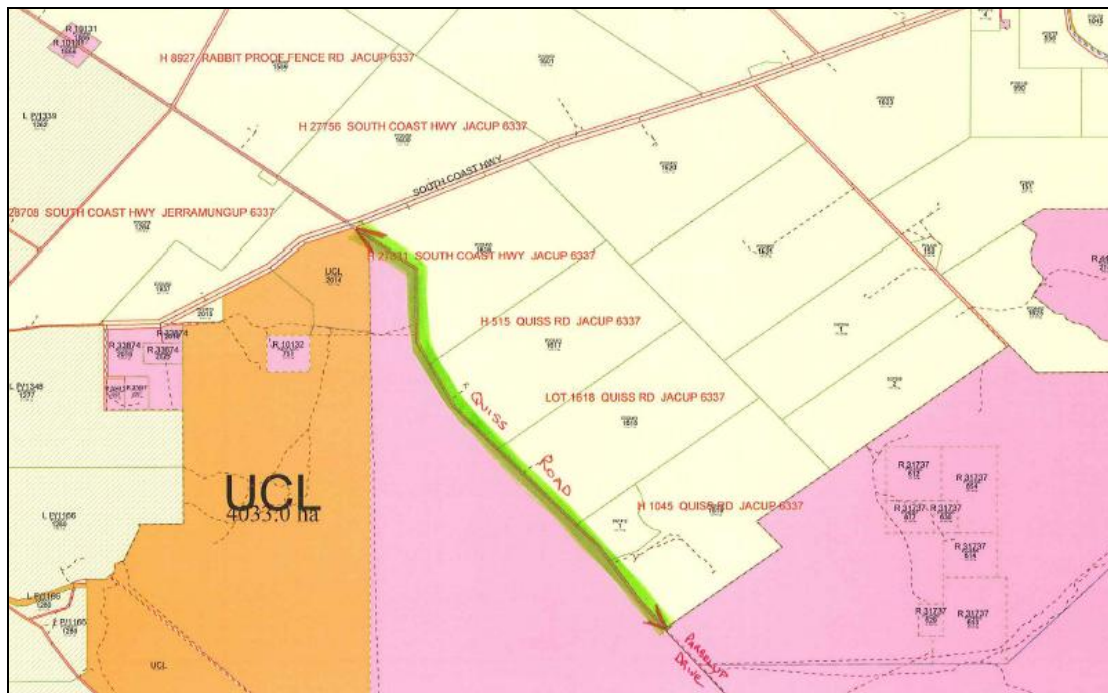
“That Council advise the Geographic Names Committee that it does not support the changing of the spelling of Quiss Road as it is an access road to the Fitzgerald National Park and widely known by its current spelling.”

Evidence for the spelling Cuiss

The GNC have advised that they have received information directly from R Hobley & C Hassell stating that:

- Quiss Road was named after Andrew John ('Jack') Cuiss.
- He was employed as the 'maintenance man' on the section of the Rabbit Proof Fence between Nyabing and Cunderdin and then on the southern section, from the depot at Nyabing to Point Ann between 1934 & 1941.
- He was a long standing member of the maintenance team and appears to have been the last maintenance man on this portion of the fence.
- The section of road in the Fitzgerald River National Park south of the Jerramungup-Ravensthorpe Road and passing through Jacup follows the maintenance track along the Fence and was named in his honour.

Convincing proof of the spelling of the surname has been provided from R Hobley and C Hassell.



Quiss Road – highlighted in green (LandGate 2011)

CONSULTATION

The public consultation conducted in 2011 only included an advert in a local paper; GNC suggested contacting individual landowners as part of a reconsideration.

As suggested by the GNC the proposed road name change was referred to all landowners along Quiss Road. Three responses were received as follows:

Kym Siviour, owner of Locations 1617 & 1618;

There are arguments for both sides and after a fair bit of thought I don't consider the need to change is strong enough therefore my preference would be to leave it as it is.

Nathan McQuoid, part owner of Lot 1 Quiss Road;

I agree that the official spelling of this road should reflect the correct spelling of Mr Jack Cuiss as requested by Messrs Hobley and Hassell, and be "Cuiss Rd".

I believe it vital that all municipal street and name places and their signage reflect the correct spelling of the people or entities named for and from. To this end the name Gnombup Terrace in Bremer Bay should also be changed to reflect its correct (and phonetic) spelling of "Gnornbup". This reflects the proper Noongar language meaning of place of the tiger snake - "gnornbup"

Department of Parks and Wildlife (as managers of the Fitzgerald River National Park accessed by Quiss Road)

...It is acknowledged from the evidence provided that an error was previously made in the spelling of Quiss and that it should be spelt Cuiss. In the interest of correctness and respect for memory of Jack Cuiss, DPaW has no objection to the proposed change of road name.

COMMENT

The GNC have requested Council reconsider their previous refusal to change the spelling of Quiss Road to Cuiss Road. Their request is as follows:

...Geographic Names is requesting a reconsideration of this given that the person whom the road was intended to honour was a well-known person in the district and the spelling of the road name should be amended to reflect that. The gentleman's name is part of the personal history of the district. The principle of spelling a road name as per its origin is important for geographic naming purposes but more significantly for his descendants and those who knew him.

It was noted that the shire undertook its consultation by posting an advertisement in local papers asking for information on the correct spelling and background of the road name, with no response received. While the owner Lots 1617 and 1618, the owner of Lot 1619 may be impacted by an amendment to the spelling, it appears that there was no direct consultation with them.

The road abuts the state forest on one side and freehold land on the other. A change to the spelling would have a minimal effect because the pronunciation would not differ, the existing street signage (possibly two signs) could be changed to Cuiss and include the wording 'Formerly Quiss Road' thus any mapping amendments could occur when resourcing is available. Altering digital database records including other agency maps would be relatively easy. Changes to Certificate of Titles are un-necessary because the property address details are changed automatically following any amendments.

The body of the Council report in September 2011 recommended retaining the current spelling because of difficulties for landowners in changing legal documents and the National Park having to expend considerable resources in maps and public information.

As explained by the GNC letter many of the issues previously raised by staff are irrelevant. Certificates of Title and road naming issues can be simply dealt with and DPAW have not objected as managers of the national park.

Only one landowner has objected (albeit the main landowner) but they have not provided any reasons as to why they have objected.

It is clear that a spelling error has occurred in the past that has resulted in the current road name. As the road has been named after Jack Cuiss it would be respectful to use the correct spelling now that the Shire has been made aware of it.

Conclusion

Although one objection was raised to the proposed road name change, no reasons were given. From the evidence presented there is little doubt that the road should be spelt Cuiss, after Jack Cuiss, the 'maintenance man' on the section of the Rabbit Proof Fence between Nyabing and Point Ann between 1934 & 1941.

There are no overriding reasons why the road name should be retained.

STATUTORY REQUIREMENTS

Council is required to adopt road names and changes to road names before recommending them to the Geographic Naming Committee for approval.

STRATEGIC IMPLICATIONS

The proposal aligns with a variety of the aspirations of the Strategic Community Plan:

Aspiration 2: A growing community that embraces well designed and sustainable development

Aspiration 4: An environmentally astute community where human needs are met while conserving our natural and built environment.

Aspiration 9: An economically diverse community where primary industry is supported by a strong secondary and service industry.

FINANCIAL IMPLICATIONS

There will be costs in changing the road name signs.

All government agencies and other organisations involved with promoting and providing information about the Fitzgerald River National Park will incur costs in materials and staff time updating information regarding the Park.

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council advise the Geographic Names Committee that it supports the renaming of Quiss Road to Cuiss Road in Jacup.

OC131207 Moved Cr Parsons / Seconded Cr Daniel

That the item lay on the table to seek further information in terms of the implications for land holders in changing documents to reflect the new road name.

Carried 6-0

Cr Leenhouders left the meeting after declaring an interest Item 10.3.2 – Proposed Industrial Area for Bremer Bay.

SUBMISSION TO:	Health, Building & Town Planning
AGENDA REFERENCE:	10.3.2
SUBJECT:	Proposed Industrial area for Bremer Bay
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Craig Pursey, Planning Officer
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	6 December 2013

SUMMARY

Council's Corporate Business Plan identifies the need for an industrial area to support and provide employment at Bremer Bay.

The Local Planning Strategy identifies an area to the west of the Bremer Bay townsite as a "long term investigation area for future expansion" as a potential location for an industrial area.

This report assesses and compares three potential locations and recommends pursuing a site on the north western corner of Don Ende Drive and Borden-Bremer Bay Road.

ATTACHMENT

Attachment 10.3.2 - Figure 19 from Shire of Jerramungup Local Planning Strategy 2013 - "Local Planning Strategy Bremer Bay Townsite and Surrounds"

BACKGROUND

The Shire of Jerramungup, supported by the Great Southern Development Commission, has been seeking an appropriate location for an industrial zone for Bremer Bay for many years.

A site on the corner of Borden-Bremer Bay Road and Swamp Road (Lot 1321 Borden-Bremer Bay Road) was identified as an industrial zone and the rezoning virtually completed before the property was sold and the new landowners indicated that they were not interested. The scheme amendment has now been cancelled.

In March 2012 a scheme amendment was initiated by Council that created a 'Rural Enterprise' zone on part Lot 11 Borden Bremer Bay Road, Bremer Bay; across the road from Lot 1321. This has progressed to the point where construction of the subdivision is expected in the new year. The 'Rural Enterprise' zone is intended to allow for a house and a light industry to co-locate on a single property providing a place for light industry and trades in reasonable proximity to Bremer Bay.

Bremer Bay still lacks a 'General Industry' zone that could accommodate heavy industries that would provide more employment, goods and services. Which industries would seek to locate in Bremer Bay are unknown at this stage but land uses such as manufacturing, food processing, large transport depots or warehousing and storage that require large floor areas are currently not catered for within reasonable proximity to Bremer Bay.

Local Planning Strategy

The Shire's Local Planning Strategy, the 20 year land use vision for the Shire, was reviewed during 2011 & 2012 and gazetted in January 2013. Because of the timing of the review the Strategy still identifies the site on the corner of Swamp Road and Borden Bremer Bay Road as an industrial site and so fails to discuss industrial land uses in any detail.

However, Area 10 on Figure 19 "Local Planning Strategy Bremer Bay Townsite and Surrounds" is earmarked for a potential industrial zone as part of a 'future investigation area'. This land is approximately 3km to the west of Bremer Bay townsite.

A copy of this figure is attached to this report.

Corporate Business Plan

The Shire of Jerramungup's Corporate Business Plan draws on public comment and the Community Strategic Plan to identify projects important to the community. This document proposes that an industrial zone for Bremer Bay is identified and rezoning is commenced this financial year.

CONSULTATION

Council has the option of seeking public comment before deciding on a location for an industrial site for Bremer Bay. However, a scheme amendment is referred to all relevant government agencies and the community as part of its statutory requirements.

COMMENT

Proposal

Whilst there is no industrial business actively looking for land around Bremer Bay that we are aware of at the moment, identifying and zoning land for this purpose will serve to:

- Potentially attract business;
- Considerably cut down on planning time if an industry wishes to locate in Bremer Bay;
- Provide a competitive advantage if looking to attract industry; and
- Allows future planning to accommodate an industrial area with good buffers in a location with proximity to the townsite rather than trying to retrofit an industrial area at a later date.

There is no intention to purchase the land and subdivide it at this stage, simply zone it and secure the site into the future.

Once zoned the landowner may choose to develop or sell the land for this purpose. In the meantime it may continue to serve as farming land.

As with all privately owned land there is always the risk that the landowner will not be willing to develop or sell the land at some time in the future. The current owner is supportive of locating an industry zone in this area.

Locations

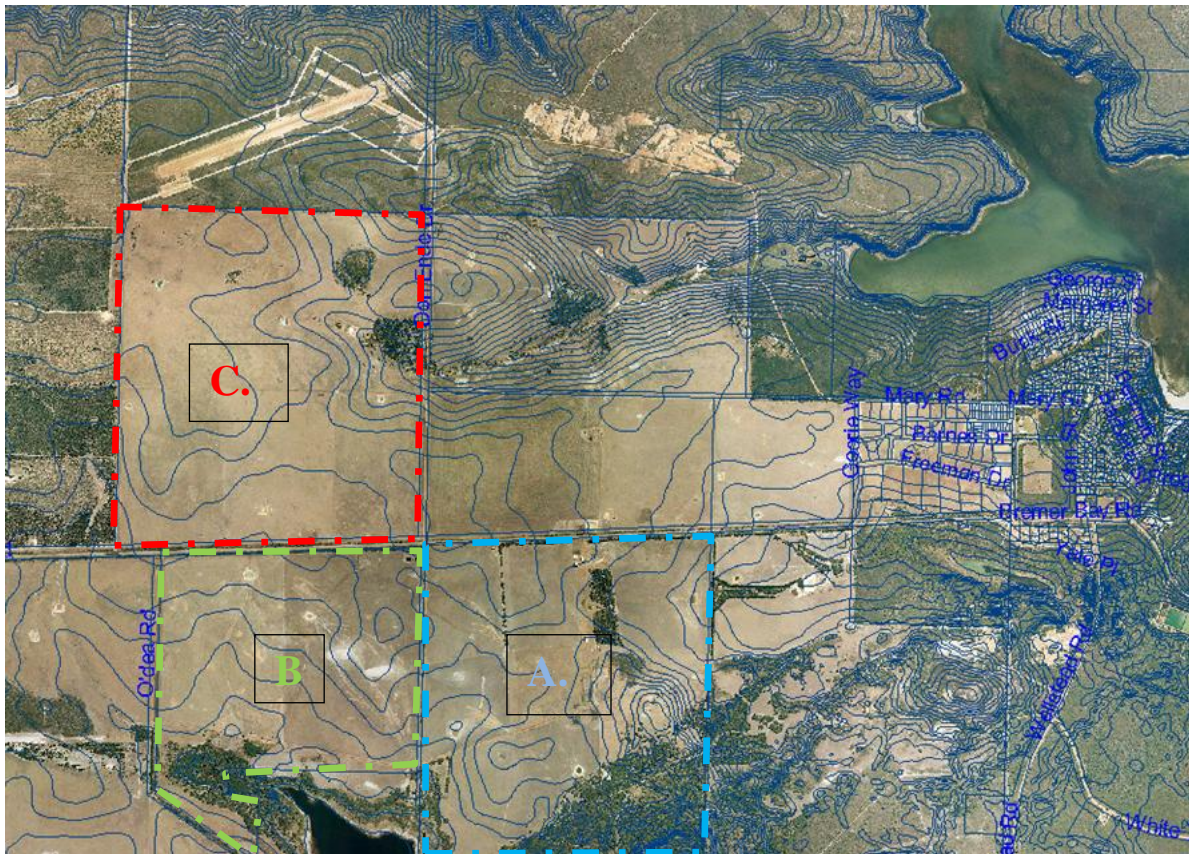
An industrial zone should be located within reasonable proximity to a townsite to ensure that it supports the town and that travel times for future employees are reduced. This needs to be balanced with retaining adequate buffers to existing and planned housing areas.

The Local Planning Strategy has identified an area (Area 10) as an investigation area for an industrial zone (amongst other potential land uses). This area is all less than a 5 minute drive from the town centre but has adequate separation from residences.

The whole of area 10 is within the ownership of the Leenhouwers family who have been consulted prior to the preparation of this report.

There are three potential locations within Area 10 for an industrial zone:

- A. Part Lot 117 Borden Bremer Bay Road
- B. Part Lot 1213 Borden Bremer Bay Road
- C. Part Lot 311 Borden Bremer Bay Road



Potential industrial sites overlaid contours and aerial photograph (2008)

Issues

There are numerous issues to be mindful of when selecting and zoning an industrial site, these are briefly examined below.

Services & Access

Sealed roads, ready access to the main road, permitted access by RAV vehicles. Ideally a site will have access to scheme water, sewer, telecommunications and an adequate, suitable power supply.

Water Catchments & Ground Water Protection Area

A number of creeks and lower lying areas run through Area 10. A Local Water Management Plan would be required with any proposal for rezoning that would describe how water issues would be addressed. However, it makes sense to choose a site that is distant to existing water features such as lakes and creeks.

Bremer Bay's Drinking Water Protection Area (DWPA) is located to the south east of Area 10. Whilst none of Area 10 is located within the DWPA there may be sensitivities around the potential for industry polluting ground water. Therefore choosing a location that is clearly in a different catchment area from the DWPA is recommended.

Land capability

A site with good distance to the ground water table, free draining soils, good compaction and suitability for building and road foundations is required.

Buffers

Any industrial area requires a buffer to sensitive land uses such as residences. A future industrial area needs at least 500m to the closest residence and this needs to be maintained to future residential areas.

Landscape protection

Industrial development is often unattractive and has the potential to detrimentally affect the rural landscape values.

Proximity to airport

The Bremer Bay Airstrip is currently a basic, low-key piece of infrastructure. However, this site may have synergies with a future industrial area that are worth exploring.

Three sites compared

A. Part Lot 117 Borden Bremer Bay Road

Site A has the benefit of closer access to services in Bremer Bay, therefore lower servicing costs, is still reasonably flat land with no identifiable water features to deal with. However, it is in close proximity to the Drinking Water Protection Area, Lake

Cardiminup, the existing housing on Lot 117 and planned long term residential areas on the north side of Borden-Bremer Bay Road.

B. Part Lot 1213 Borden Bremer Bay Road

Well located with good access to Borden-Bremer Bay Road and has a secondary road – O’Dea Road. The property has a rolling topography with the low points serving as catchment for creeks that connect with Lake Cardiminup.

The southern boundary is right on Lake Cardiminup

C. Part Lot 311 Borden Bremer Bay Road

The southern portion of Lot 311 is flat, well drained and has good access to Don Ende Drive and Borden-Bremer Bay Road. It has good distance to water bodies and is accessible to the airstrip.

As you move north through this lot it is bisected by small valley that drains down to Bog Arm and the Wellstead Estuary.

Lot 311 is also quite exposed and would need substantial landscaped buffers to the highway if developed as industrial land.

Conclusion

Each of the sites are cleared, reasonably free draining and have good access to Borden-Bremer Bay Road.

Sites A & B are on the south side of the main road and therefore closer to Cardiminup Lake and the drinking water protection area. Whilst surface water from industrial areas can be managed through retention basins and other water sensitive design features there is likely to be greater resistance to rezoning these properties from an environmental point of view.

Site C, Lot 311, is recommended for rezoning as it has fewest site constraints and ready access to the airstrip. Visual amenity issues would need to be controlled through buffer planting and availability of services explored as part of any rezoning proposal.

STATUTORY REQUIREMENTS

Once prepared, Scheme Amendment documents will be presented to Council for initiation. Following this, assessment by the Environmental Protection Authority (EPA) and public advertising is to occur.

STRATEGIC IMPLICATIONS

The proposal aligns with a variety of the aspirations of the Strategic Community Plan:

Aspiration 2: A growing community that embraces well designed and sustainable development.

Aspiration 9: An economically diverse community where primary industry is supported by a strong secondary and service industry.

FINANCIAL IMPLICATIONS

Council has budgeted \$10,000 to prepared scheme amendment documentation. This will be needed to fund land capability and servicing studies into the preferred site.

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council,

- i) Identify the southern portion of Lot 311 Borden-Bremer Bay Road, Bremer Bay as the preferred site for a General Industry zone near the Bremer Bay Townsite; and
- ii) Have the necessary land capability and servicing assessments prepared to support scheme amendment documentation rezoning the southern portion of Lot 311 Borden-Bremer Bay Road, Bremer Bay to the 'General Industry' zone.

10.31am Mr Miller left the meeting.

That Council,

- i) Identify the southern portion of Lot 311 Borden-Bremer Bay Road, Bremer Bay as the preferred site for a General Industry zone near the Bremer Bay Townsite; and
- ii) Have the necessary land capability and servicing assessments prepared to support scheme amendment documentation rezoning the southern portion of Lot 311 Borden-Bremer Bay Road, Bremer Bay to the 'General Industry' zone.

Carried 5-0

10.35am Cr Leenhouders and Mr Miller returned to the meeting.

SUBMISSION TO:	Health, Building & Town Planning
AGENDA REFERENCE:	10.3.3
SUBJECT:	Proposed Concept Plan – Little Boat Harbour Reserve
LOCATION/ADDRESS:	39969 Little Boat Harbour Road, Bremer Bay
NAME OF APPLICANT:	N/A
FILE REFERENCE:	PR.PL.1
AUTHOR:	Craig Pursey, Planning Officer
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	5 December 2013

SUMMARY

Council resolved to advertise a draft concept plan for the redevelopment of Little Boat Harbour for public comment at their meeting of October 2013.

One substantive submission was received objecting to many aspects of the concept plan.

It is recommended that Council prepare revised concept plans for Little Boat Harbour in light of comments received and seek further input from community groups who use this beach.

ATTACHMENT

Attachment 10.3.3 (a) - Concept Plan

Attachment 10.3.3 (b) - Submission from Mr Craig Lebens

BACKGROUND

The subdivision of Lot 9007 Point Henry Road, Bremer Bay has now been completed. Negotiations with the subdivider (architect Kim Donovan) resulted in Council receiving a draft concept plan as part of a requirement to satisfy a subdivision condition to upgrade Little Boat Harbour Road.

A Plan was lodged with Council in April 2013 and was presented to Council for consideration in October 2013; a copy is attached to this report.

Site Description

Little Boat Harbour beach is located at the end of Point Henry. There is a small car park, toilet, seating and access to the beach. There is an additional car park/turnaround at the top of a hill.

The current infrastructure is located within Reserve 39969 and in Unallocated Crown Land (UCL) as shown in the plan overleaf.

CONSULTATION

The draft concept plan was advertised for public comment by adverts in local papers, on the Shire website, display of plans on notice boards and individual letters to Mr Craig Lebens and Bremer Bay Volunteer Marine Rescue closing on the 22nd November 2013.

One submission was received, from Craig Lebens, who raised many important issues with the concept plan from the perspective of a regular user of the beach over a prolonged period. These issues may be summarised as follows:

- *The Shire should look at the proposal that Bob Wilson and I formed 12-13 years ago and have proposed every time a new plan is suggested. This involves a new road entering from the south directly into a new carpark 50m back from the primary dunes and the conversion of the existing parking area into a picnic area and the possible addition of a shelter building.*
- The proposed building in the dunes is too close to the beach and the first winter storm will wash it away. At least a 50m buffer is needed between the dune and any structure.
- If the walkway from the top car park was located adjacent to the existing road it would be too steep and increase the existing erosion problems with this road.
- The new toilet block has been placed on a steep slope.
- Boats need to be launched from the southern end of the beach for good access to deep water away from beach users.
- Any tree planting close to the beach will wash away.
- This plan is really only adding to the existing problems that confront the site.

A full copy of the submission is attached to this report.

Informal discussions with people during the advertising period also raised concerns with beach goers being highly unlikely to use the top car park. This is evidenced by visitors in summer regularly driving down to the bottom car park, finding no space and then driving to another beach.

COMMENT

The concept plan was adopted by Council and advertised for the express purpose of drawing public comment as it has been found that it is difficult to draw out constructive comment without a plan to focus comment upon.

In this case fortunately Craig Lebens has taken the time lodge comments. As a long time, regular user of Little Boat Harbour his opinions as to what will work in this area are valid.

Erosion and access issues with the current concept plan appear to render it impractical. However, Mr Leben's proposal to bring a new access road in from the south is likely to be expensive and have issues with topography, granite and private property.

Grants and assistance from the Department of Transport may be available for planning access and boat launching sites. It is recommended that assistance from Department of Transport be sought to prepare a concept plan that responds to suggestions and comments from Craig Lebens, utilises the positive aspects of the current design and actively engages with regular users in the preparation of a plan.

STATUTORY REQUIREMENTS

Local Planning Scheme No.2 requires all development in a reserve to have planning approval.

Development in Unallocated Crown Land or conversion of UCL to a reserve will require Native Title clearances.

STRATEGIC IMPLICATIONS

The proposal aligns with a variety of the aspirations of the Strategic Community Plan:

Aspiration 2: A growing community that embraces well designed and sustainable development.

Aspiration 4: An environmentally astute community where human needs are met while conserving our natural and built environment.

Aspiration 5: An active community supported by fit for purpose sport and recreation facilities.

The Shire's Corporate Business Plan has identified the redevelopment of Little Boat harbour as occurring in the 2015/16 financial year with an estimated budget of \$500,000. Significant external funding will be required for the construction of this project to occur.

FINANCIAL IMPLICATIONS

There may be costs in the preparation of further plans for Little Boat Harbour even if grants are obtained.

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council seek funding to prepare revised concept plans for Little Boat Harbour that respond to submissions received, utilises the positive aspects of the current design and actively engages with regular users of Little Boat Harbour.

OC131209 Moved Cr Trevaskis / Seconded Cr Iffla

That Council seek funding to prepare revised concept plans for Little Boat Harbour that respond to submissions received, utilising the positive aspects of the current design and actively engages with regular users of Little Boat Harbour.

Carried 6-0

SUBMISSION TO:	Health, Building & Town Planning
AGENDA REFERENCE:	10.3.4
SUBJECT:	Directional Signage
LOCATION/ADDRESS:	Whole of Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	TT.SI.1
AUTHOR:	Craig Pursey, Planning Officer
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	5 December 2013

SUMMARY

Council adopted guidelines for directional signs at their October 2013 meeting.

The guidelines have been advertised for public comment for 21 days, with no submissions received.

Three additional issues have arisen whilst the guidelines have been on advertising:

1. An alternative fee schedule for directional signs;
2. The need to reinforce that the public information bays are the place to advertise in the public arena away from a place of business; and
3. The guidelines are to provide a record of the Shire's standard street signs.

This report recommends adopting the guidelines for directional signs for final approval subject to the above modifications.

ATTACHMENT

Attachment 10.3.4 - Draft 'Directional Signs' Guidelines with proposed changes highlighted in red

BACKGROUND

Signs in road reserves and in the land immediately adjacent to a road reserve require the approval of the local government.

Directional signs should be generic and be one of four types:

- a) Street name signs;
- b) Settlement signs (green & white)
- c) Tourist signs (brown & white) - to guide travellers to recognised tourist attractions and approved tourist establishments. These include natural features and heritage sites of interest to tourists and approved tourist establishments.
- d) Service signs (blue background with white lettering) – to provide information to travellers of the location of roadside services and facilities available. Symbolic signs are to be used in accordance with AS1742.6.

The primary purpose of directional signage is to assist the community to locate services and facilities. Directional signage is not intended to be a form of advertising for any particular business or facility.

If the guidelines are adopted it is proposed to undertake the following approach:

1. Adopt Directional Signage guidelines to establish the ground rules;
2. Review existing signage against these guidelines, remove non-compliant and redundant signage and rationalise sign locations and format; and
3. Review and improve the information bays at each of the townsites, which provide maps of the district and allow for advertising panels for private business. Consider developing a new information bay at the intersection of South Coast Highway and Borden-Bremer Bay Road.

CONSULTATION

The Directional Signage guidelines were advertised for 21 days through an advert in the local papers, notices on information boards and links to the Shire Website.

No submissions were received.

COMMENT

During the advertising period three issues came to the attention of staff, fee structure, information bays and street signs.

Fee Structure

Clause 3.22 of the draft guidelines currently states:

Service and Directional Signs will be fabricated and erected on a cost recovery basis.

This has been the Shire's position for many years. The shortcoming to this approach is that if a sign is damaged, becomes obsolete or fades there is no trigger to replace or remove the sign.

The Shire of Plantagenet has three additional measures in their policy that may be worth inclusion:

- An upfront fee to cover the fabrication, installation and replacement (if damaged) of the sign (currently \$400);
- A \$40 annual renewal fee; and
- A five year limit on any approval, after which the application fee needs to be paid again and the sign is replaced.

Where the annual renewal fee is not paid, it is assumed that the sign is no longer required and it is removed. The annual renewal fee is paid on the 1st July 2013 each year.

Whilst this approach will result in more administration each year, it would provide a measure of self-policing. The application fee would then be used to replace damaged signs for the life of the sign approval.

If this is to be pursued then it is recommended that clause 3.22 be deleted and the following clauses be added:

- 3.22 *Applications for all Directional Signs are required to be lodged with the Council on the appropriate form together with the necessary application fee.*
- 3.23 *An annual renewal fee will apply for all Directional fingerboard signs. Where the annual renewal fee has not been paid, the Council will assume the businesses/attractions no longer operate or no longer require the sign(s) and will remove them.*
- 3.24 *The Council will maintain the fingerboard signs for a period of five years by which time a replacement is likely to be required due to deterioration of the signs reflectivity. The replacement will be at the business owners cost for the application fee set in the annual budget at the time.*

Additionally, the fee schedule for 2013/14 will need to be amended to include an application fee and annual renewal fee for directional signs.

Information bays

Staff are in the process of reviewing the content of the tourist information bays throughout the Shire. It is intended to update the maps and provide advertising space for individual business.

The current guidelines discuss the information bays as the appropriate place for commercial advertising but there is no clause that enforces this approach.

Additionally, many community groups and government agencies have placed detailed signs in the Shire's road reserves in the past. Many of these are on roads with 110 or 80km/hr speed limits and are impossible to read. These signs tend to proliferate and result in visual pollution, such as at the Shire boundary between Jerramungup and Ravensthorpe. It is proposed that community information generally be located within information bays as well.

Street Signs

The current draft of the guidelines mentions street signs as a type of directional sign but does not provide any guidance for these types of signs. Recent inconsistencies in the type of street sign placed throughout the Shire has led to the necessity of listing the standard street sign in a public document for quality control purposes.

Three street signs have generally been used in the shire: black on yellow for the Jerramungup townsite, red on white from the Bremer Bay townsite (including Point Henry) and black on white for the rural areas of the Shire (including Boxwood Hill).

It is proposed to formalise this arrangement in the Directional Signs Guidelines.

STATUTORY REQUIREMENTS

Under the local Government Act 1995 and the Local Government (Uniform Local Provisions) Regulations 1996, the Shire has legal authority to authorize the construction

of signage on a public place where the land is vested in the Shire (such as on road reserves).

STRATEGIC IMPLICATIONS

The proposal aligns with aspiration 2 of the Strategic Community Plan:

Aspiration 2: A growing community that embraces well designed and sustainable development.

FINANCIAL IMPLICATIONS

There will be costs in officer time, fabrication of new signs and the administration of the process advocated in this report.

There is a budget of \$20,000 for the review of existing signage in the Shire in this year's budget.

A revised fee structure may reduce the cost to the Shire and allow for the replacement of damaged signs.

WORKFORCE IMPLICATIONS

Staff will be required to review existing signs, remove redundant and non-compliant signs and erect new signage.

POLICY IMPLICATIONS

If adopted, the guidelines will become a working policy for staff to administer the approvals process for directional signage.

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council,

1. Adopt the Directional Signs Guidelines as a policy of Council subject to the following amendments:
 - a) Add the following sentence to clause 3.2: *“Advertising signs and detailed public information should be located either on private property immediately adjacent to the business or service being advertised or with a Shire information bay with the prior approval of Council.”*
 - b) Delete clause 3.22 and replace with:
 - 3.22 *Applications for all Directional Signs are required to be lodged with the Council on the appropriate form together with the necessary application fee.*
 - 3.23 *An annual renewal fee will apply for all Directional fingerboard signs. Where the annual renewal fee has not been paid, the Council will*

assume the businesses/attractions no longer operate or no longer require the sign(s) and will remove them.

3.24 *The Council will maintain the fingerboard signs for a period of five years by which time a replacement is likely to be required due to deterioration of the signs reflectivity. The replacement will be at the business owners cost for the application fee set in the annual budget at the time.*

2. Add a section on Street signs listing the standard street signs as follows:
 - i) Jerramungup townsite: black on yellow;
 - ii) Bremer Bay townsite (including Point Henry): red on white; and
 - iii) Rural areas of the Shire (including Boxwood Hill): black on white.
3. Amend the Schedule of fees and charges to include a fee for a directional signage application fee (\$400) and an annual renewal fee for directional signage (\$40).

OC131210 Moved Cr Iffla / Seconded Cr Trevaskis

That Council,

1. **Adopt the Directional Signs Guidelines as a policy of Council subject to the following amendments:**
 - a) **Add the following sentence to clause 3.2: “Advertising signs and detailed public information should be located either on private property immediately adjacent to the business or service being advertised or with a Shire information bay with the prior approval of Council.”**
 - b) **Delete clause 3.22 and replace with:**
 - 3.22 ***Applications for all Directional Signs are required to be lodged with the Council on the appropriate form together with the necessary application fee.***
 - 3.23 ***An annual renewal fee will apply for all Directional fingerboard signs. Where the annual renewal fee has not been paid, the Council will assume the businesses/attractions no longer operate or no longer require the sign(s) and will remove them.***
 - 3.24 ***The Council will maintain the fingerboard signs for a period of five years by which time a replacement is likely to be required due to deterioration of the signs reflectivity. The replacement will be at the business owners cost for the application fee set in the annual budget at the time.***
2. **Add a section on Street signs listing the standard street signs as follows:**
 - i) **Jerramungup townsite: black on yellow;**
 - ii) **Bremer Bay townsite (including Point Henry): red on white; and**
 - iii) **Rural areas of the Shire (including Boxwood Hill): black on white.**
3. **Amend the Schedule of fees and charges to include a fee for a directional signage application fee (\$400) and an annual renewal fee for directional signage (\$40).**

- 4. In accordance with Section 6.19 of the Local Government Act 1995, provide local public notice of the Shire's intention to impose fees and charges for directional signage and that the charge will be imposed from 1st February 2014.**

Carried by absolute majority 6-0

Reason for variation: In accordance with Section 6.19 of the Local Government Act 1995, the Shire is required to give local public notice to impose fees and charges.

SUBMISSION TO:	Health, Building & Town Planning
AGENDA REFERENCE:	10.3.5
SUBJECT:	Proposed Fire Management Strategy for Point Henry
LOCATION/ADDRESS:	Point Henry Peninsular
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ES.SP.1
AUTHOR:	Craig Pursey, Planning Officer
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 December 2013

SUMMARY

TME Town Planning, Management, Engineering Pty Ltd has been engaged to prepare a Fire Management Strategy for Point Henry. The draft Fire Management Strategy is presented to Council for initiation and permission to advertise.

This report recommends adopting the Strategy as a local planning policy and placing the Strategy on advertising for a minimum of 42 days.

ATTACHMENT

- Attachment 10.3.5 (a) - Strategy Plan
- Attachment 10.3.5 (b) - Contents page from Strategy
- Attachment 10.3.5 (c) - Summary and Recommendations
- Attachment 10.3.5 (d) - Table - Landowner Responsibilities

BACKGROUND

Development in Point Henry

The Point Henry Rural Residential area was started around 1990 with the subdivision of land owned by Max Wellstead.

The Shire adopted the Point Henry Limited Rural Strategy to guide the development of this area. This was also endorsed by the WAPC.

A single fire management plan for Point Henry was not drafted in the early 1990's and was left to be addressed as each part of Point Henry developed.

Following the adoption of the Limited Rural Strategy, Point Henry was progressively rezoned and subdivided throughout the 1990's and 2000. As rezoning has progressed over time the fire management requirements have been updated accordingly. For example, the second stage of Point Henry around Magpie Rise required compliance with AS3959; the Australian Standard for construction in bushfire prone areas.

Point Henry has always been about achieving a balance between the environment and fire management.

Summary of past actions:

The Shire has attempted to stay up to date with the latest fire control measures and requirements as the legislation and policy has been updated over time. The past measures have included:

- i) The establishment of a strategic fire break network, the construction of standpipe facilities and required landowners to contribute annually to a special fund for the maintenance of stand pipe facilities and fire fighting equipment.
- ii) The second stage required compliance with Australian Standard 3959.
- iii) The latest, as yet undeveloped, stages of Point Henry have adopted specific Fire Management Plans.
- iv) In June 2008 the Shire engaged 'Fire Plan', one of the few recognised fire experts in the State, to review fire protection measures in Point Henry
- v) In 2011 Council endorsed "Planning for Bush Fire Protection" as the guideline for the preparation of Fire Management Planning for developments within the Shire.
- vi) The Shire has engaged a Community Emergency Services Manager in partnership with Shire of Ravensthorpe and Department of Fire and Emergency Services (DFS, formerly FESA) who has been instrumental in coordinating the local brigades and contractors and providing fire management advice.

Current and Proposed Fire Policies

Development in Point Henry is currently controlled by the Local Planning Scheme, Planning for Bushfire Protection (referenced by the scheme and adopted as a Local Planning Policy), and AS3959 *Planning for Bushfire-prone Areas* (called up by both the Scheme and Planning for Bushfire Protection).

The WAPC are in the process of drafting a State Planning Policy for Bush Fire and a review of Planning for Bushfire protection.

Previous Council Consideration

Council considered the engagement of a consultant to prepare a Fire Management Strategy for Point Henry at their meeting in February 2013 and resolved as follows:

"That Council

- 1) Authorise out of budget expenditure of up to \$30,000 for the purpose of developing a Fire Management Strategy for the Point Henry Peninsula.*
- 2) Authorise the use of funds from the Point Henry Fire Reserve to finance the preparation of the Fire Management Strategy."*

Geoffrey Lush from TME Town Planning, Management, Engineering Pty Ltd (TME) was engaged in April 2013 to prepare the Fire Management Strategy.

CONSULTATION

The original intention was to conduct public consultation sessions to help inform the preparation of the Fire Management Strategy. This proved to be difficult; an alternative approach has been taken where the draft Strategy has been prepared for Council consideration first, then public advertising. This approach has the benefit of providing a tangible position for people to comment on and shaping expectations.

Despite this approach considerable consultation has been undertaken to date including:

- Landowner referral letter, information sheet and issues summary;
- Government Department formal referral letters;
- Inception meeting with Council Officers;
- Site inspections 7th May, 16th July & 7th August;
- DPaW meeting and liaison;
- Local brigade meeting and liaison (limited);
- Landowner and business operator meetings;
- Local real estate agent meeting;
- Council briefing;
- Ian Weir meetings, site inspection and liaison;
- Nathan McQuoid meeting, site inspection and liaison;
- Department of Planning – Albany meeting and liaison;
- Department of Planning – Perth meeting and liaison;
- Department of Fire and Emergency Services – Albany meeting and liaison;
- Department of Fire and Emergency Services – Albany community engagement officer liaison and assistance;
- Department of Fire and Emergency Services – Perth and Bunbury meeting and liaison;
- Department of Fire and Emergency Services – Perth Absentee Owner project officer liaison;
- Office of Bush Fire Risk Management liaison;
- Office attendance Bremer Bay 7th August;
- Consultation and inquiries from other landowners;
- Submissions - John Mcaleer; Ian Weir; Ted Rowley; DPaW; DFES; and
- Notices in the Bremer Bay Bulletin.

An information page has been available on the Shire's website for a number of weeks now providing a summary and list of issues and providing people with the chance of commenting early on the Fire Management Strategy.

There was an informal 'Bushfire Ready' barbeque held at Melanie Haymont's house in Point Henry on the 15th December 2013. A Bushfire Ready group has started in Point Henry, which is a good group for disseminating information during the advertising period and for encouraging ongoing local action and engagement with bushfire management.

An open day is planned for January or February 2014 (date TBA) to give the community an opportunity to discuss the Strategy with staff and the consultant during the advertising period.

COMMENT

A draft Point Henry Fire Management Strategy has been prepared by TME and is before Council for initiating and permission to advertise.

A copy of the Strategy Plan (attachment 10.3.5a), table of contents (attachment 10.3.5c) and a 'Summary and Recommendations' paper (attachment 10.3.5d) are attached to this report that describe the content of the Strategy succinctly; this information is not replicated in the body of this report. A copy of the full Strategy will be made available to Councillors at the meeting and on request.

The Strategy reviews all aspects of fire management as it relates to Point Henry and makes recommendations for local government, other agencies and landowners.

The stated aim and objectives of the Strategy are:

Aim

“That the fire risk at Point Henry be managed to be as low as is reasonably practicable in the existing circumstances”

Objectives

- a) To integrate fire management as a key element of development and subdivision design in balance with environmental, landscape, community and residential objectives;*
- b) That all levels of the community work towards fostering a permanent culture of fire consciousness and preparedness;*
- c) That the Strategy clarify what landowners, managers and occupiers must do; should do and can do; and*
- d) Manage fuel to reduce the rate of spread and intensity of bush fires, while minimising environmental ecological impacts.*

Importantly, the Strategy is not intended to be a traditional fire management plan in terms of what is stipulated in the Planning Bush Fire Protection Guidelines. As a Strategy it is able to consider a broader range of issues and possible fire mitigation measures.

It is recommended that the Strategy be adopted as a Local Planning Policy to provide guidance on fire management and related aspects of development in Point Henry.

Issues

Whilst the recommendations of the Strategy are not radical, there are a number of specific issues that are likely to draw attention and comment from the community and government agencies. These include:

- i) Clarifying expectations of landowners;
- ii) Mandating a minimum 20m Building Protection Zone for all residences through the Fire Break Notice; and
- iii) Given the single access road to Point Henry application of the “precautionary principle” when considering development in the Study Area, especially where variations or other reductions to standards are proposed.

i) Clarifying expectations of landowners

Following the fire's north of Bremer Bay in 2012 community enquiries highlighted the lack of detail in what the local government expectations were, what was permitted and what was desirable in terms of fire management on individual properties.

The Strategy has a table that summarises this and highlights the different between existing development and what may be expected of new development. This table is at attachment 10.3.5d.

ii) Mandating a minimum 20m Building Protection Zone (BPZ) for all residences through the Fire Break Notice

Making 20m BPZ mandatory in the Fire Break Notice may prove contentious. The Scheme already requires a BPZ but this requirement may not have been applied as a condition of planning approval on all occasions in the past.

If a BPZ hasn't been applied, the Scheme cannot be applied retrospectively. However, the Fire Break Notice can be applied retrospectively. This will undoubtedly raise issues for people who have valued living in Point Henry for the ability to be in close contact with nature. Many may look for the ability for an alternative and provide their own individual fire management plan.

This will raise issues of consistency in management measures, the role of the BPZ, finding the right balance between fire and environment, compliance with AS3959 vs all requirements of Planning for Bushfire Protection and policing of the Fire Break Notice.

The adoption of this measure alone should serve to raise public debate on this matter and more fully inform Council when considering the Strategy for final approval.

iii) Single access road to Point Henry

The Strategy currently recommends applying a "precautionary principle" when assessing variations to the Strategy recommendations. This means being conservative in what may be permitted due to the fact that there will always be just one road in and out of Point Henry; raising the risk to people and property in the event of any emergency.

Conclusion

The draft Point Henry Fire Management Strategy is a comprehensive document that deals with all aspects of fire management from the reserve network to recommendations for existing development. The recommendations are consistent with existing state and local policy and practices and seek to strike a balance between fire management and the environment.

It is recommended that this be adopted in the first instance as a draft Local Planning Policy for the purposes of advertising for public comment.

STATUTORY REQUIREMENTS

It is recommended that the Point Henry Fire Management Strategy be adopted as a Local Planning Policy to guide development in Point Henry. Therefore Part 2 of the Local Planning Scheme applies, the relevant part states:

Clause 2.4.1 requires Council to:

- a) Publish a notice of the proposed Policy for 2 consecutive weeks in a local newspaper giving details of the policy and inviting submissions for a minimum of 21 days; and
- b) May publish the notice in other manners and consult with others.

Council is then required to consider any submissions received from the advertising of the draft policy and resolve to modify or not proceed with the policy.

A separate process will need to be undertaken separately if the recommendations to amend the Fire Break Notice are eventually adopted as part of the Strategy considerations.

STRATEGIC IMPLICATIONS

The preparation of a Point Henry Fire Management Strategy aligns with the key focus areas in the Strategic Plan:

Aspiration 2: A growing community that embraces well designed and sustainable development

Aspiration 4: An environmentally astute community where human needs are met while conserving our natural and built environment.

Aspiration 6: An engaged and informed community, defined by strong civic leadership, sound governance and transparent decision making.

Aspiration 7: A healthy community where residents feel safe, secure and self-assured.

FINANCIAL IMPLICATIONS

Council has authorised up to \$30,000 as an out of budget expense and has granted permission to utilise the Point Henry Fire Levy Reserve as the source of funds for this project. This is consistent with the reserves purpose being:

“To be used for the provision, maintenance and construction of strategic fire prevention activities”

There will be costs in staff time attending public consultation in January and February 2014.

Should the Strategy be adopted there will be costs in implementation over time including policing of a revised fire break notice, additional signage, preparation of scheme amendments and clearing of additional fire breaks.

WORKFORCE IMPLICATIONS

There is likely to be an increase to the workload of the ranger and CESM that will result from the adoption and implementation of the Strategy.

POLICY IMPLICATIONS

Planning for Bushfire Protection has already been adopted as a local planning policy by the Shire of Jerramungup.

The Point Henry Fire Management Strategy is proposed for adoption as a Local Planning Policy.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council,

1. Receive the Point Henry Fire Management Strategy;
2. Adopt the Point Henry Fire Management Strategy as a Local Planning Policy pursuant to Clause 2.2 of the Shire of Jerramungup Local Planning Scheme No.2 for the purpose of initiating formal procedures including advertising;
3. Advertise in the Point Henry Fire Management Strategy in accordance with Clause 2.4 of the Shire of Jerramungup Local 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 42 days)
4. Following advertising, a further report is referred to Council to consider any submissions lodged during the advertising period and to consider whether to finally adopt the Point Henry Fire Management Strategy as a Local Planning Policy (with or without modifications).

10.55am Mr Bailey left the meeting

That Council,

1. Receive the Point Henry Fire Management Strategy;
2. Adopt the Point Henry Fire Management Strategy as a Local Planning Policy pursuant to Clause 2.2 of the Shire of Jerramungup Local Planning Scheme No.2 for the purpose of initiating formal procedures including advertising;
3. Advertise in the Point Henry Fire Management Strategy in accordance with Clause 2.4 of the Shire of Jerramungup Local 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 90 days)
4. Following advertising, a further report is referred to Council to consider any submissions lodged during the advertising period and to consider whether to finally adopt the Point Henry Fire Management Strategy as a Local Planning Policy (with or without modifications).

Carried 6-0

11.05am Dr Weir left the meeting

11.05am Mr Bailey returned to the meeting

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:	9 December 2013

SUMMARY

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

ATTACHMENT

Nil

PROJECT UPDATE

1) Farmland Water Response Planning

The Shire has received \$64,868 to complete the project. The project will involve constructing a new 9,000 – 10,000m³ dam, installing pumps, water tank, standpipe and gravel turn around area.

The dam is now constructed with the Shire investigating the connection of the highway culvert to the dam. This work is very complex as the drain will cross a fibre optic cable.

The dam will be connected in early 2014.

2) Bremer Bay Medical Centre

The Health Services Plan for the Shire of Jerramungup has been delivered. In terms of the Bremer Bay Medical Centre, a building condition audit has been completed.

The Shire is waiting for the final results to be delivered.

3) Bremer Bay Town Centre

The project is complete with the Shire assuming responsibility of the site on 27 November 2013. A recent rain event resulted in a significant drainage issue becoming apparent. The contractor will return to site and install a side entry pit to alleviate the drainage issue.

4) Strategic Waste Management

The final business case has been received by the Shire. Part funding has been approved by the Department of Regional Development and Lands.

The Shire received advice that the final funding application for \$1.3m was unsuccessful. The Shire is now negotiating with the Department of Regional Development on options to commence construction.

5) Doctor Recruitment

The Shire has executed a Heads of Agreement for the provision of General Practice Business Support Services.

AHPRA has issued the Doctor with a Member number and we are now in the process of applying for a Medicare Provider Number, Dispensing Number and Poisons License etc.

A commencement date is imminent.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.2
SUBJECT:	Bremer Canyon Expedition
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 December 2013

SUMMARY

In November 2013, the documentary 'The Search for the Ocean's Super Predator' aired to a national viewing audience of almost 1.5 million. The feedback has been astounding, with the documentary team planning to return to the Bremer Canyon in March 2014.

The Shire of Jerramungup has been offered an opportunity to underwrite one (1) day of the next expedition at a cost of \$5,000.

This item seeks Council approval to purchase one day of the next expedition.

ATTACHMENT

Nil

BACKGROUND

In November 2013, the ABC documentary 'The Search for the Ocean's Super Predator' aired to a national viewing audience of almost 1.5 million. The documentary was based upon the search for an animal that consumed a 3m Great White Shark and also highlighted a unique gathering of marine species including killer whales off Bremer Bay on the South Coast of Western Australia. The location is now recognised as a one of the world's most unique marine biodiversity hotspots.

The unique gathering of marine species appears to be an annual event. The makers of the documentary will travel back to the Bremer Canyon in February 2014 to essentially replicate what occurred when they filmed 'Super Predator'.

In February 2014, the wider community will be offered an opportunity to travel to the Bremer Canyon with the scientific team and observe the killer whales and assist in deploying a remotely operated vehicle to the seafloor.

The Shire of Jerramungup has been offered to 'purchase a day' of the next expedition at a cost of \$5,000. Included in this purchase is an opportunity for 10 community members to travel to the Bremer Canyon with the expedition leader David Riggs and his research team. The Shire would be responsible for selecting the 10 community members.

This presents a unique opportunity for further scientific data to be gathered in this unique location. 10 packages are being presold to assist in underwriting the next expedition.

This item seeks Council approval to purchase a day at the Bremer Canyon for 10 community members.

CONSULTATION

Nil

COMMENT

In addition to the scientists gathering more data and information on the Bremer Canyon, this expedition provides a unique opportunity for the town of Bremer Bay to develop a unique tourism product. Since the documentary featured, the Shire has received many requests for further information on charter boats and opportunities for residents to attend the Bremer Canyon and observe killer whales in their natural environment.

STATUTORY REQUIREMENTS

Nil

STRATEGIC IMPLICATIONS

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

Aspiration 9: An economically diverse community where primary industry is supported by a strong secondary and service industry.

Activity: Review Tourism Strategy.

Key component: Destination marketing and promotion

FINANCIAL IMPLICATIONS

The Shire of Jerramungup has capacity within the 2013/14 budget to cover the costs associated with this venture.

The total cost would be \$5,000.

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

1. Endorse the proposal to purchase a day at the Bremer Canyon for a Killer Whale Expedition at a cost of \$5,000.
2. Endorse the attendance of the Shire President and Deputy Shire President to attend the expedition.
3. Invite written applications from Shire of Jerramungup community members to fill the remaining 8 positions at no cost.
4. Authorise the Shire President and Chief Executive Officer to select the 8 successful community members based upon;
 - Applicants must reside in the Shire of Jerramungup.
 - Applicants must be 18 years of age and in sound physical condition.
 - Applicants must be able to communicate their general interest in the Bremer Canyon.
 - Applicants must be in a position whereby they can promote the Bremer Canyon and make a genuine contribution towards the further development of this potential tourism product.
 - Applicants must provide evidence of previous community work and examples of volunteerism in the Shire of Jerramungup.

OC131212

Moved Cr Leenhouders / Seconded Cr Daniel

That Council;

1. **Endorse the proposal to purchase a day at the Bremer Canyon for a Killer Whale Expedition at a cost of \$5,000.**
2. **Endorse the attendance of the Shire President and Deputy Shire President to attend the expedition.**
3. **Invite applications from Shire of Jerramungup community members to fill the remaining 8 positions at a cost of \$250 per person.**
4. **Authorise the Shire President and Chief Executive Officer to select the 8 successful community members based upon a ballot to be drawn on Australia Day 26th January 2014;**
 - **Applicants must reside in the Shire of Jerramungup.**
 - **Applicants must be 18 years of age and in sound physical condition.**
 - **Applicants must be able to communicate their general interest in the Bremer Canyon.**
 - **Applicants must be in a position whereby they can promote the Bremer Canyon and make a genuine contribution towards the further development of this potential tourism product.**
 - **Applicants must provide evidence of previous community work and examples of volunteerism in the Shire of Jerramungup.**

Motion Carried 4-2

Reason for variation: Council resolved to charge a fee of \$250 to attend the exhibition and the successful community members will be drawn from a ballot.

11.41am Council adjourned for lunch.

12.21pm Council reconvened with the following in attendance; Councillors Lester, Parsons, Daniel, Iffla, Trevaskis, Leenhouders, Mr Parker, Mr Bailey, Mr Pursey and Mrs Solomon.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.3
SUBJECT:	Payment of Invoice
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Bremer Bay Sports Club
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 December 2013

SUMMARY

As a consequence of the 2012 Bremer Bay fire, the Shire of Jerramungup received \$25,436.74 for the Bremer Bay Sports Club to repair the Cricket Oval.

The Shire of Jerramungup has received an invoice for \$3,000 from the Bremer Bay Sports Club for works completed in addition to the \$25,436.74.

Staff are not authorised to incur this expenditure as it was unauthorised and has not been included in 2013/14 Annual Budget.

ATTACHMENT

Attachment 10.4.3 (a) - Expenditure reports and invoices

Attachment 10.4.3 (b) - Correspondence OCR139121

Attachment 10.4.3 (c) – Email Department of Environment and Conservation

BACKGROUND

The Bremer Bay Sports Oval was damaged as a result of the fire incident in Bremer Bay in 2012. The Sports Club very quickly estimated that the area requiring remediation was approximately 2,000m². The Sports Club received a verbal quote to replace the turf.

DEC subsequently approved the supply and delivery of 2000m² of turf to the Bremer oval, the cost of the turf being \$10,000.00 and the transport being \$2,407.80.

In the meantime, the Sports Club had the opportunity to measure the oval properly and put together a scope of works to repair the playing surface. The area impacted was closer to 3,000m² and specialised plant and machinery was required for the installation.

An additional request was made to DEC for a further contribution of \$13,028 consisting the following;

Items	Rates	Total
Extra 1000m turf	\$6.2035	\$6,203.50
Skid steer loader 5 days	\$30.0000	\$1,500.00
Truck 5 days	\$27.0000	\$1,350.00
Roller 5 days	\$32.0000	\$1,600.00
labour 5 days	\$25.2413	\$1,262.07
labour 5 days	\$22.2675	\$1,113.38
Fertiliser supplied Bremer Bay Sports Club	\$0.0000	\$0.00
Supervision supplied Bremer Bay Sports Club 5 days	\$0.0000	\$0.00
Sand supplied by Shire	\$0.0000	\$0.00
TOTAL		\$13,028.94

In total \$25,436.74 was provided to restore the oval to a pre incident standard.

In early 2013, the Shire authorised 40m³ of sand to be delivered to the Bremer Bay Sports Club for the oval restoration. In August 2013, the Shire received an invoice from Gramax Deliveries for 312m³ of sand and a subsequent letter from the Bremer Bay Sports Club requesting that the Shire cover the invoice.

At the time, the Bremer Bay Sports Club had only spent \$17,700 of the available \$25,436.74. However the Club was concerned that if they paid the invoice, future works including topdressing, screeding, fertiliser and irrigation may not occur.

In an item of correspondence to the Bremer Bay Sports Club dated 27 August 2013, the Shire declined to pay the invoice and suggested that the Bremer Bay Sports Club pay Gramax Deliveries for the outstanding amount and limits the remaining works to achieve a balanced budget.

In November 2013, the Shire received a further invoice for 300m³ of sand that was used for topdressing the oval. The Shire did not approve the expenditure and staff are not authorised to incur this expense as it has not been included in 2013/14 Annual Budget.

The Bremer Bay Sports Club has spent the \$25,436.74

CONSULTATION

Various discussions have occurred with the Bremer Bay Sports Club and elected members.

COMMENT

The Shire accepts that additional soil was required to complete the subject works as the condition of the soil was poor. However, the item of correspondence sent to the Bremer Bay Sports Club on the 27 August 2013 acknowledged this and suggests that the Club limits the remaining works to achieve a balanced budget.

In all instances the Shire would prefer to authorise expenditure prior to receiving an invoice and subsequent demand for payment.

STATUTORY REQUIREMENTS

Section 6.8 of the Local Government Act 1995 applies to this item.

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution*; or

(c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

STRATEGIC IMPLICATIONS

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

Aspiration 6: An engaged and informed community, defined by strong civic leadership, sound governance and transparent decision making.

FINANCIAL IMPLICATIONS

In addition to the amount contributed by the Department for Environment and Conservation, the Shire of Jerramungup contributed \$1480 towards the oval restoration project. This included 3 days of Dry Hire Bobcat (8 - 15 Jun 2013) and 40m³ of sand. This expenditure was incurred in the 2012/13 financial year.

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

1. Decline to pay Gramax Deliveries \$3,300 for sand delivered
2. Authorise the Chief Executive Officer to write to the Bremer Bay Sports Club and outline the reasons for non-payment being;
 - The expenditure was incurred without Shire of Jerramungup authorisation.

- The Shire had written to the Sports Club on 27 August 2013 and requested that the Club limits the remaining works to achieve a balanced budget.

OC131213 Moved Cr Trevaskis / Seconded Cr Daniel

That Council;

- 1. Decline to pay Gramax Deliveries \$3,300 for sand delivered**
- 2. Authorise the Chief Executive Officer to write to the Bremer Bay Sports Club and outline the reasons for non-payment being;**
 - **The expenditure was incurred without Shire of Jerramungup authorisation.**
 - **The Shire had written to the Sports Club on 27 August 2013 and requested that the Club limits the remaining works to achieve a balanced budget.**

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.4
SUBJECT:	Regional Landfill Facility
LOCATION/ADDRESS:	Lot 1363 Moir Road Ravensthorpe
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	26 November 2013

SUMMARY

For a number of years, the Shire of Jerramungup has been working collaboratively with the Shire of Ravensthorpe to establish a regional landfill facility at Lot 1363 Moir Road Ravensthorpe.

Detailed design has concluded with the consultants commencing a process to gain works approval.

It is now timely for the Shire of Jerramungup to apply for joint management of Reserve 7380 to guarantee land tenure into the future.

ATTACHMENT

Attachment 10.4.4 - Detailed design

BACKGROUND

Under the Royalties for Regions Program, a regional component was established to deliver regionally significant projects. These projects must cross local government boundaries for the greater benefit of the region.

In response to the availability of funding, the Shire of Jerramungup, Ravensthorpe, Gnowangerup, Kent and Katanning decided to embark on a regional waste management solution.

In October 2010, GHD was appointed to complete an assessment on the participating Shire's waste management facilities and propose a series of outcomes to achieve industry best practice.

The report was delivered in early 2011 and recommended a series of strategically located transfer stations that deliver waste to a regional waste management facility or facilities. Both Katanning and Ravensthorpe were selected as ideal locations to construct the regional landfill sites.

Since 2011, the Shire of Ravensthorpe has completed a geotechnical process, ground water monitoring, concept design and detailed design for the regional landfill facility. At this point in time, the appointed consultants are preparing a works approval so that construction of the facility can commence.

Given that the Shire of Jerramungup has been moving towards closing all landfill facilities with the aim of transporting waste to Ravensthorpe, it is now timely to apply for land tenure security over the proposed regional facility.

In consultation with the Department of Lands, it has been recommended that the Shire of Jerramungup apply for joint management of Reserve 7380.



Figure 01: Image depicting Reserve 7380.

In addition to the joint management of the reserve, it is also recommended that the participating Shire's establish a service level agreement that will govern the operational aspects of the facility. This memorandum could include the management, acceptance of waste and setting of fees. The agreement would also recognise that both Shire's have invested significantly in constructing the facility.

CONSULTATION

Nil

COMMENT

Nil

STATUTORY REQUIREMENTS

Section 46 of the Land Administration Act 1997 applies to this item.

46. Care, control and management of reserves

(1) The Minister may by order place with any one person or jointly with any 2 or more persons the care, control and management of a reserve for the same purpose as that for which the relevant Crown land is reserved under section 41 and for purposes ancillary or beneficial to that purpose and may in that order subject that care, control and management to such conditions as the Minister specifies.

STRATEGIC IMPLICATIONS

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

Aspiration 3: An environmentally conscious community where reduced waste to landfill is supported by best practice facilities.

Activity: Implement Regional Waste Management Plan.

Key component: Regional landfill facility in Ravensthorpe.

FINANCIAL IMPLICATIONS

Nil

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

1. Authorise the Chief Executive Officer to apply to the Department of Lands for the joint management of Reserve 7380.
2. Instruct the Chief Executive Officer to prepare for Council consideration, a service level agreement that will govern the operations of the Ravensthorpe Landfill Facility into the future.

OC131214

Moved Cr Daniel / Seconded Cr Leenhouders

That Council;

1. **Authorise the Chief Executive Officer to apply to the Department of Lands for the joint management of Reserve 7380.**
2. **Instruct the Chief Executive Officer to prepare for Council consideration, a service level agreement that will govern the operations of the Ravensthorpe Landfill Facility into the future.**

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.5
SUBJECT:	Waste Management
LOCATION/ADDRESS:	
NAME OF APPLICANT:	
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 December 2013

SUMMARY

In February 2011, Council considered an item to establish strategically located transfer stations at Bremer Bay and Jerramungup that deliver waste to a regional landfill facility or facilities. In considering this item Council also directed the Chief Executive Officer to restrict and control access to the Jerramungup Waste Management Facility through implementing manned operating hours.

A review of the operating hours has been completed and various changes are recommended.

ATTACHMENT

Nil

BACKGROUND

In February 2011, Council considered a waste management item that resulted in establishing strategically located transfer stations at Bremer Bay and Jerramungup that deliver waste to a regional landfill facility or facilities. In implementing this decision and in response to many years of noncompliance, Council directed the Chief Executive Officer to restrict and control access to the Jerramungup Waste Management Facility through implementing manned operating hours.

Although the restricted access did initially cause some community concern, the arrangements have now been in place since February/March 2011 with residents becoming accustomed to the access arrangements.

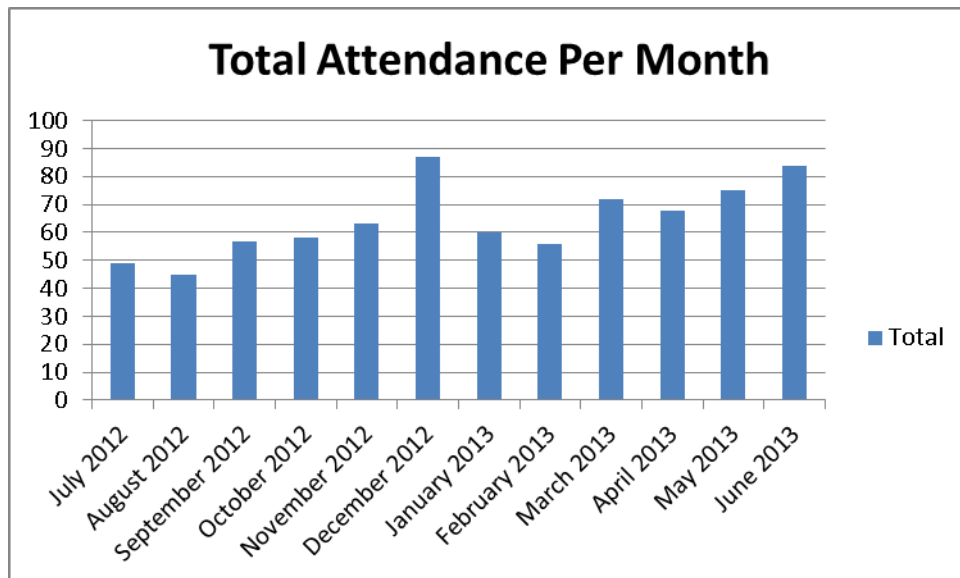


Figure 01: Total attendance per month from July 2012 to June 2013 at the Jerramungup Waste Facility.

As the arrangements have now been in place for 2.5 years, the Shire has completed a review to investigate the overall efficiency of the Jerramungup Waste Management Facility.

During the investigation, various information was gathered including visitation numbers, visitation times, opening hours and operating costs.

CONSULTATION

Nil

COMMENT

Upon investigation it became apparent that efficiencies could be achieved by changing the days that the Jerramungup Waste Management Facility is open. The facility is currently open on Fridays and Sundays from 10:00am to 4:00pm. The distribution of visitations suggests that Sunday is the preferred day for residents to access the facility.

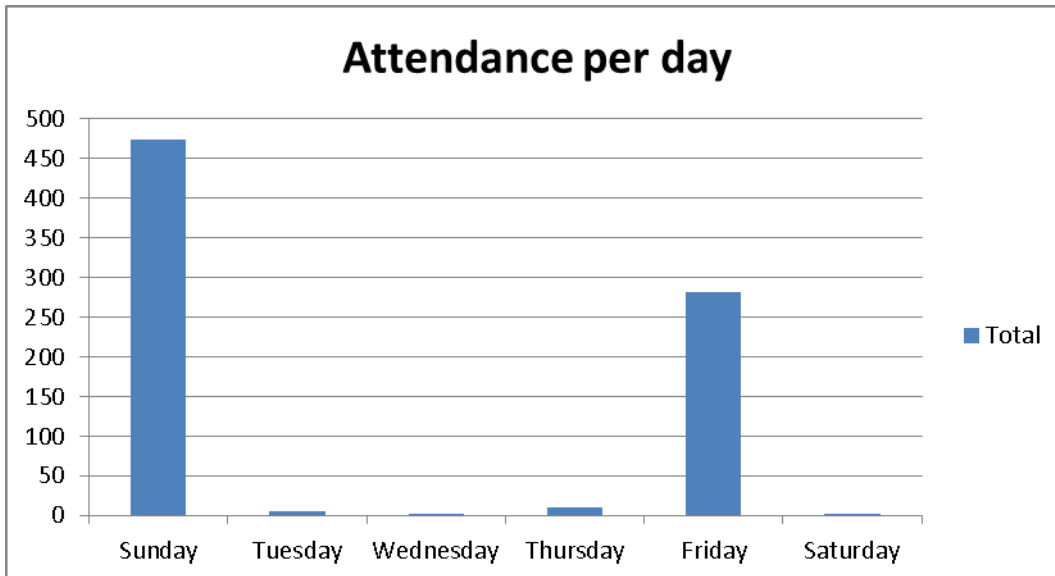


Figure 01: Graph suggesting that Sunday is a preferred day for residents to visit the Jerramungup Waste Management Facility.

A significant cost in running the Jerramungup Facility is opening the tip on a Tuesday for the waste contractor to dump household putrescible waste. In addition to opening the facility on a Tuesday, the contractor is also required to cover the waste to reduce the instance of waste being spread across the site by the wind and animals.

By changing the opening days from a Friday to a Tuesday, the Shire could alleviate the cost associated with the contractor opening the facility on a Tuesday for the contractor. This could yield savings of approximately \$15,000 to \$20,000 per annum.

STATUTORY REQUIREMENTS

Nil

STRATEGIC IMPLICATIONS

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

Aspiration 3: An environmentally conscious community where reduced waste to landfill is supported by best practice facilities.

Activity: Implement Regional Waste Management Plan.

Key component: Review opening hours.

FINANCIAL IMPLICATIONS

The Jerramungup Waste Management Facility cost the Shire approximately \$80,000 per annum to operate. Between \$15,000 and \$20,000 could be saved by changing the access days from Friday to Tuesday.

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council;

1. Authorise the Chief Executive Officer to advertise the proposal to change the Jerramungup Waste Management Facility opening days from Friday and Sunday 10am to 4pm to Tuesday and Sunday 10am to 4pm.
2. Invites submissions to be made to the Shire of Jerramungup on the proposed changes to the opening days before 31 January 2014.
3. Delegate authority to the Chief Executive Officer to amend the opening days on the condition that no adverse public submissions are received in response to public advertising.

OC131215

Moved Cr Iffla / Seconded Cr Leenhouders

That Council;

1. **Authorise the Chief Executive Officer to advertise the proposal to change the Jerramungup Waste Management Facility opening days from Friday and Sunday 10am to 4pm to Tuesday and Sunday 10am to 4pm.**
2. **Invites submissions to be made to the Shire of Jerramungup on the proposed changes to the opening days before 31 January 2014.**
3. **Delegate authority to the Chief Executive Officer to amend the opening days on the condition that no adverse public submissions are received in response to public advertising.**

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.6
SUBJECT:	Bremer Bay Community Development Committee Meeting Minutes
LOCATION/ADDRESS:	Shire of Jerramungup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	Nil
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 December 2013

ATTACHMENT

Attachment 10.4.6 – BBCDC Committee Meeting Minutes

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Minutes of the Bremer Bay Community Development Committee held on 6th December 2013 (copy contained within agenda attachments) be received and the following recommendation be adopted;

1. BBCDC endorse the following four meeting dates for 2014;
 - Friday 7th February 2014 commencing at 9.45am
 - Friday 4th April 2014 commencing at 9.45am
 - Friday 1st August 2014 commencing at 9.45am
 - Friday 5th December 2014 commencing at 9.45am

Reason: The Committee resolved to only hold four meetings a year, due to lack of member attendance at meetings held throughout the middle of the year.

OC131216 Moved Cr Leenhouders / Seconded Cr Iffla

That the Minutes of the Bremer Bay Community Development Committee held on 6th December 2013 (copy contained within agenda attachments) be received and the following recommendation be adopted;

- 1. BBCDC endorse the following four meeting dates for 2014;**
 - Friday 7th February 2014 commencing at 9.45am**
 - Friday 4th April 2014 commencing at 9.45am**
 - Friday 1st August 2014 commencing at 9.45am**
 - Friday 5th December 2014 commencing at 9.45am**

Reason: The Committee resolved to only hold four meetings a year, due to lack of member attendance at meetings held throughout the middle of the year.

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.7
SUBJECT:	Council Meeting Dates 2014
LOCATION/ADDRESS:	
NAME OF APPLICANT:	
FILE REFERENCE:	
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 December 2013

SUMMARY

The purpose of this report is to put before Council proposed meeting times and dates for the Ordinary Council meetings for the 2014 year.

ATTACHMENT

Nil

BACKGROUND

At the Chief Executive Officer's review in 2007 it was recommended that regular Council briefing sessions be conducted before Ordinary Council Meetings.

CONSULTATION

Nil

COMMENT

Nil

STATUTORY REQUIREMENTS

The following sections of the Local Government Act have relevance:

5.3. Ordinary and special council meetings

- (1) A council is to hold ordinary meetings and may hold special meetings.
- (2) Ordinary meetings are to be held not more than 3 months apart.
- (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

(a) if called for by either —

(i) the mayor or president; or

(ii) at least 1/3 of the councillors,

in a notice to the CEO setting out the date and purpose of the proposed meeting; or

(b) if so decided by the council

5.5. Convening council meetings

(1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.

(2) The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.

The Local Government (Administration) Regulations provide:

12. Public notice of council or committee meetings — s. 5.25(1)(g)

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings; and

(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,

are to be held in the next 12 months.

(2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

(3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.

(4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

The Local Government Act provides that local public notice is as follows;

1.7. Local public notice

(1) Where under this Act local public notice of a matter is required to be given, a notice of the matter is to be —

(a) published in a newspaper circulating generally throughout the district;

(b) exhibited to the public on a notice board at the local government's offices; and

(c) exhibited to the public on a notice board at every local government library in the district.

(2) Unless expressly stated otherwise it is sufficient if the notice is —

(a) published under subsection (1)(a) on at least one occasion; and

(b) exhibited under subsection (1)(b) and (c) for a reasonable time, being not less than —

(i) the time prescribed for the purposes of this paragraph; or

(ii) if no time is prescribed, 7 days.

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the following meeting dates and times apply for the 2014 year:

Council Meeting Dates 2014

19 th February 2014	2.00pm	Council Chambers, Jerramungup
19 th March 2014	2.00pm	Council Chambers, Jerramungup
16 th April 2014	2.00pm	Town Hall, Bremer Bay
21 st May 2014	2.00pm	Council Chambers, Jerramungup
18 th June 2014	2.00pm	Council Chambers, Jerramungup
16 th July 2014	2.00pm	Town Hall, Bremer Bay
20 th August 2014	2.00pm	Council Chambers, Jerramungup
17 th September 2014	2.00pm	Council Chambers, Jerramungup
15 th October 2014	2.00pm	Town Hall, Bremer Bay
19 th November 2014	8.30am	Council Chambers, Jerramungup
17 th December 2014	8.30am	Council Chambers, Jerramungup

Council briefing sessions will commence at 1.00pm.

OC131217 Moved Cr Iffla / Seconded Cr Trevaskis

That the following meeting dates and times apply for the 2014 year:

Council Meeting Dates 2014

19 th February 2014	2.00pm	Council Chambers, Jerramungup
19 th March 2014	2.00pm	Council Chambers, Jerramungup
16 th April 2014	2.00pm	Town Hall, Bremer Bay
21 st May 2014	2.00pm	Council Chambers, Jerramungup
18 th June 2014	2.00pm	Council Chambers, Jerramungup
16 th July 2014	2.00pm	Town Hall, Bremer Bay
20 th August 2014	2.00pm	Council Chambers, Jerramungup
17 th September 2014	2.00pm	Council Chambers, Jerramungup
15 th October 2014	8.30am	Town Hall, Bremer Bay
19 th November 2014	8.30am	Council Chambers, Jerramungup
17 th December 2014	8.30am	Council Chambers, Jerramungup

Council briefing sessions will commence at 1.00pm.

Carried 6-0

Reason for variation: October meeting will now commence at 8.30am.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.8
SUBJECT:	Local Emergency Management Committee Meeting Minutes
LOCATION/ADDRESS:	Shire of Jerramungup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	Nil
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 December 2013

ATTACHMENT

Attachment 10.4.8 – LEMC Committee Meeting Minutes

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Minutes of the Local Emergency Management Committee held on 9th December 2013 (copy contained within agenda attachments) be received and the following recommendation be adopted;

1. That LEMC investigate for 2014/15 a registration system for the Doubtful Island Peninsula including the installation of signage and the registration of visitors coordinated by WAPOL.

OC131218 Moved Cr Daniel / Seconded Cr Leenhouders

That the Minutes of the Local Emergency Management Committee held on 9th December 2013 (copy contained within agenda attachments) be received and the following recommendation be adopted;

- 1. That LEMC investigate for 2014/15 a registration system for the Doubtful Island Peninsula including the installation of signage and the registration of visitors coordinated by WAPOL.**

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.9
SUBJECT:	Fire Appliance Sheds
LOCATION/ADDRESS:	Boxwood Hill and Needilup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	11 December 2013

SUMMARY

In 2010/11 the Shire of Jerramungup applied for funding to construct two sheds to store fire fighting vehicles and other appliances in Boxwood Hill and Needilup. The Shire was successful in gaining \$197,200 for both facilities.

Since progressing to detailed design, the Shire has become aware that the likely cost to construct both facilities is \$396,000.

This item seeks Council approval to suspend the project pending further negotiations and discussions with the Department of Fire and Emergency Services.

ATTACHMENT

Attachment 10.4.9 - Cost estimates: H&H Architects

BACKGROUND

In 2010/11 the Shire of Jerramungup was successful in obtaining \$197,200 to construct two fire sheds in Boxwood Hill and Needilup. The funding for the sheds falls under the Department of Fire and Emergency Service's Capital Grants Program.

The application made to the Department was based upon standard floor plans and preliminary quotes received from local builders.

After a protracted process of moving from concept design to detailed design and finally obtaining a bill of quantities, the Shire has realised that the cost to construct both facilities is likely to be \$396,000.

The Shire has a budget of \$210,000 which is clearly inadequate given the recent estimates obtained. It is therefore recommended that the Shire suspends both projects immediately and reappplies to the Department to either roll both streams of funding into one facility or reapply for an amount of funding that better reflects the actual cost to construct both facilities.

CONSULTATION

Some preliminary consultation has occurred with the Department of Fire and Emergency Services on his matter. It would appear that the Shire of Jerramungup is not the only local government in this situation with the Shire of Ravensthorpe also

experiencing similar cost escalations in attempting to build a SES facility in Ravensthorpe.

COMMENT

If the Shire is unable to gain additional funding from the Department, the project will not proceed. The Shire does not have the capacity in the 2013/14 Budget to reallocate funds to this project from other areas.

STATUTORY REQUIREMENTS

Nil

STRATEGIC IMPLICATIONS

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

Aspiration 7: A healthy community where residents feel safe, secure and self-assured.

Activity: Implement Local Emergency Management Arrangements (existing)

Key components: Bushfire preparedness, resource to risk, supply of fire appliances

FINANCIAL IMPLICATIONS

The Shire has \$210,000 available this financial year to construct the subject facilities. This includes \$10,000 of the Shire's own funds to compliment the funding received from the Department.

The Shire does not have the capacity without gaining further external funding to commence construction unless approval is received to roll both streams of funding into one facility. If this option is possible, it is recommended that the Needilup facility is constructed due to various site constrains in Boxwood Hill (vegetation clearing, connection of sewerage and non-availability of power to the site).

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council;

1. Agrees to suspend the construction of two fire appliance sheds at Boxwood Hill and Needilup pending further discussion and consultation with the Department of Fire and Emergency Services.
2. Authorises the Chief Executive Officer to approach the Department for Fire and Emergency Services to use the funding received to construct the Needilup Facility and reapply for further funding in 2014/15 for the Boxwood Hill Facility.

OC131219

Moved Cr Parsons / Seconded Cr Iffla

That Council;

1. **Agrees to suspend the construction of two fire appliance sheds at Boxwood Hill and Needilup pending further discussion and consultation with the Department of Fire and Emergency Services.**
2. **Authorises the Chief Executive Officer to approach the Department for Fire and Emergency Services to use the funding received to construct the Needilup Facility and reapply for further funding in 2014/15 for the Boxwood Hill Facility.**

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.10
SUBJECT:	Citizenship and Sporting Awards
LOCATION/ADDRESS:	Shire of Jerramungup
NAME OF APPLICANT:	N/A
AUTHOR:	Sophie Browning
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 December 2013

SUMMARY

This item addresses Council's annual Citizenship and Sporting Awards which are presented at the Australia Day Breakfast.

ATTACHMENT

Confidential Attachments;

Attachment 10.4.10 (a) - Sportsperson award eligibility & assessment criteria

Attachment 10.4.10 (b) – Junior Sportsperson of the Year 2013

Attachment 10.4.10 (c) – Senior Sportsperson of the Year 2013

Attachment 10.4.10 (d) – Citizen of the Year 2013

Attachment 10.4.10 (e) – Citizenship Award for Community Event or Group of the Year 2013

BACKGROUND

Each year Citizenship and Sporting Awards are presented at the Australia Day Breakfast.

CONSULTATION

Community nominations are sought for these awards. The awards have been advertised on Council's website, local papers, notice boards and posted to all community and sporting groups.

COMMENT

Nominations have been called for Citizen of the Year, Community Group or Event, Senior Sports Person of the Year and Junior Sports Person of the Year. Nominations for these awards closed on 6th December 2013.

Council may like to close the meeting to the public to consider the nominations.

The award winners will be recorded in the official minutes; however, in order to maintain confidentiality the names will not be published in community minutes until after the presentation.

STATUTORY REQUIREMENTS

Nil

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

- 1) That Council close the meeting to the public at _____ to consider the nominations in confidence.
- 2) That Council award the 2013 Citizenship Award to _____, with it being presented to the recipient on 26 January 2014 at the Australia Day Breakfast Function.
- 3) That Council award the 2013 Community Group or Event Award to _____, with it being presented to the recipient on 26 January 2014 at the Australia Day Breakfast Function.
- 4) That Council award the 2013 Senior Sportsperson Award to _____, with it being presented to the recipient on 26 January 2014 at the Australia Day Breakfast Function.
- 5) That Council award the 2013 Junior Sportsperson Award to _____, with it being presented to the recipient on 26 January 2014 at the Australia Day Breakfast Function.
- 6) That Council open the meeting to the public at _____.

OC131220 Moved Cr Trevaskis / Seconded Cr Iffla

That Council close the meeting to the public at 1:15pm to consider the nominations in confidence.

Carried 6-0

OC131221 Moved Cr Leenhouders / Seconded Cr Parsons

- 1) That Council award the 2013 Citizenship Award to _____, with it being presented to the recipient on 26 January 2014 at the Australia Day Breakfast Function.**
- 2) That Council award the 2013 Community Group or Event Award to _____, with it being presented to the recipient on 26 January 2014 at the Australia Day Breakfast Function.**
- 3) That Council award the 2013 Senior Sportsperson Award to _____, with it being presented to the recipient on 26 January 2014 at the Australia Day Breakfast Function.**
- 4) That Council award the 2013 Junior Sportsperson Award to _____, with it being presented to the recipient on 26 January 2014 at the Australia Day Breakfast Function.**
- 5) That Council open the meeting to the public at 1.30pm.**

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.11
SUBJECT:	South Coast Management Group-Community Representative
LOCATION/ADDRESS:	
NAME OF APPLICANT:	
FILE REFERENCE:	
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	16 December 2013

SUMMARY

The purpose of this report is to put before Council a nomination for the position of Community Representative for the Shire of Jerramungup on the South Coast Management Group.

The Shire of Jerramungup is required to appoint two community representatives to represent the Shire on this group. Council appointed Anne Gadsby as a representative at the November meeting of Council.

ATTACHMENT

Attachment 10.4.11 – Application form Corinne Hobbs

BACKGROUND

In the mid 1990's community representatives, Local and State Government representatives formed the South Coast Management Group (SCMG) - a regional representative body of coastal planners and managers on the South Coast. SCMG provides a forum for the discussion of issues relating to coastal and marine planning and management and also actively promotes best practice coastal management in the South Coast Region (Denmark to Esperance).

The Shire of Jerramungup appoints two community representatives to represent the Shire on this group.

The contribution of individual members of SCMG is critical to its successful operation. Individuals must have the capacity to put views clearly and concisely and be prepared to negotiate to achieve acceptable compromises where necessary. This process must avoid members pursuing individual agendas or attacking opposing views, to act in the best interests of the objects of SCMG, putting forward views in an objective and impartial manner.

SCMG comprises the Chief Executive Officer (or their proxy), two elected members (Councillors) and two community members appointed by each Local Government.

Elected and community members are appointed for a two year term to coincide with the Ordinary Local Government election process.

CONSULTATION

N/A

COMMENT

Nil

STATUTORY REQUIREMENTS

Nil

STRATEGIC IMPLICATIONS

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

Aspiration 14: An involved community where volunteering is fostered, encouraged and supported.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council appoint Corinne Hobbs as the Shire of Jerramungup Community Representative to the South Coast Management Group.

OC131222 Moved Cr Iffla / Seconded Cr Trevaskis

That Council appoint Corinne Hobbs as the Shire of Jerramungup Community Representative to the South Coast Management Group.

Carried 6-0

COUNCILLOR REPORTS

11. COUNCILLOR REPORTS

Cr Leenhouwers

Attended a Sports Club meeting

Cr Iffla

Attended the Tidy Towns Awards

Attended a Sports Club meeting

Attended a FOWEG meeting

Attended a Sport & Recreation meeting

Attended a BBCDC meeting

Attended the Gairdner Presentation night

Cr Daniel

Attended a WALGA Zone meeting

Cr Lester

Attended a WALGA Zone meeting

Attended a BBCDC meeting

Attended a Sports Club meeting

Attended the Jerramungup Presentation night

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

12.1 From Officers

Nil

12.2 From Elected Members

Cr Daniel raised concerns from a resident regarding the old school bus signs displayed within the Shire that do not have children attending school anymore. Could the old signs be removed as locals are becoming complacent and not slowing down because they realise there is no children at that location.

Mr Bailey responded he would investigate the matter with the Department of Education.

13. NEXT MEETING/S

13.1 Annual Electors Meeting – to be held Wednesday 29th January 2014 commencing 6.00pm at the Town Hall, Bremer Bay.

13.2 Ordinary Meeting – to be held Wednesday 19th February 2014 commencing 2.00pm at the Council Chambers, Jerramungup.

14. CLOSURE

The President declared the meeting closed at 1.55pm.