

SHIRE OF JERRAMUNGUP



MINUTES

COUNCIL ORDINARY MEETING

19th DECEMBER 2012

ORDINARY MINUTES – 19th DECEMBER 2012**INDEX**

ITEM NO.	DETAILS	PAGE
9.1	Confirmation of Minutes	4
WORKS		
	Nil	
FINANCE		
10.2.1	Accounts Payable	6
10.2.2	Monthly Financial Report to 30 th November 2012	8
10.2.3	Annual Financial Report 2011-12	10
HEALTH, BUILDING & TOWN PLANNING		
10.3.1	Proposed transport depot - Lot 1890 South Coast Hwy, Gairdner (Reserve 28123)	15
ADMIN		
10.4.1	Administration Status Report	24
10.4.2	Bremer Bay Town Centre	26
10.4.3	In-kind contribution: Health Bremer Bay	33
10.4.4	Council Meeting dates 2013	36
10.4.5	Bremer Bay Community Development Committee Meeting Minutes	40
10.4.6	Local Emergency Management Committee Meeting Minutes	42
10.4.7	Citizenship and Sporting Awards	43
COUNCILLOR REPORT		
11	Councillor Reports	47
NEW BUSINESS OF AN URGENT NATURE		

SHIRE OF JERRAMUNGUP

ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS,
JERRAMUNGUP ON WEDNESDAY 19th DECEMBER 2012, COMMENCING AT
8.30AM.

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

The President declared the meeting open at 8.30am.

2. **RECORD OF ATTENDANCE**

Cr R Lester	President
Cr J Iffla	Deputy President
Cr B Trevaskis	Member
Cr W Bailey	Member
Cr R Parsons	Member
Cr C Daniel	Member
Cr B Atkin	Member
Mr W Parker	Chief Executive Officer
Mr C Pursey	Planning Officer
Mrs C Solomon	Coordinator of Governance & Land Administration
Mrs T Pike	Senior Finance Officer

3. **APOLOGIES**

Nil

4. **LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil

5. **PUBLIC QUESTION TIME**

Nil

6. **APPLICATIONS FOR LEAVE OF ABSENCE**

OC121201 Moved Cr Iffla / Seconded Cr Bailey

That Council grant a leave of absence for Cr Daniel at the February Ordinary Meeting of Council.

Carried 7-0

7. **PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

8. DECLARATIONS OF FINANCIAL INTEREST

Cr Iffla declared an impartiality interest in Item 10.3.1. The nature of the interest is the proponent is an immediate relative.

Cr Lester declared an impartiality interest in Item 10.3.1. The nature of the interest is the proponent's daughter is married to his son.

Cr Bailey declared an impartiality interest in Item 10.4.7. The nature of the interest is the Senior Sports Star nominee is his son.

9. CONFIRMATION OF MINUTES

9.1 Ordinary Council Meeting held 21st November 2012

OC121202 Moved Cr Parsons / Seconded Cr Atkin

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

Carried 7-0

FINANCE

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

ATTACHMENT

Attachment 10.2.1 - List of Accounts Paid to 30th November 2012

BACKGROUND

FUND	VOUCHERS	AMOUNTS
Municipal Account		
Last Cheque Used	27375	
	EFT 6336 - 6468	\$484,477.17
	EFT 6470 – 6471	\$3,381.80
	EFT 6474 – 6493	\$57,754.80
	Cheque 27376 – 27401	\$100,806.48
	Cheque 27402	Cancelled
	Cheque 27403 - 27404	\$131.27
	Direct Debits	\$68.15
Municipal Account Total		\$646,619.67
Trust Account		
	EFT 6469	\$5,500.00
	EFT 6472 – 6473	\$7,792.00
Trust Account Total		\$7,792.00
<u>Grand Total</u>		<u>\$654,411.67</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 \$654,411.67 to the Full Council on 19th December 2012 be endorsed.

SIGNATURES

Author

Chief Executive Officer

OC121203 Moved Cr Daniel / Seconded Cr Parsons

That the schedule of direct debits and accounts payable, totalling submitted \$654,411.67 to the Full Council on 19th December 2012 be endorsed.

SIGNATURES

Author

Chief Executive Officer

Carried 7-0

SUBMISSION TO:	Finance
AGENDA REFERENCE:	10.2.2
SUBJECT:	Monthly Financial Report
LOCATION/ADDRESS:	Shire of Jerramungup
AUTHOR:	Brent Bailey
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	2 nd December 2012

SUMMARY

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

ATTACHMENT

Attachment 10.2.2 - Monthly Financial Report – Period Ending 30th November 2012.

BACKGROUND

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

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

CONSULTATION

Council financial records.

COMMENT

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

STATUTORY REQUIREMENTS

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

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

STRATEGIC IMPLICATIONS

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

FINANCIAL IMPLICATIONS

As detailed within the Monthly Financial Report

POLICY IMPLICATIONS

Finance Policy 2: Detailed within Monthly Financial Report

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

- 1) That Council receive the Monthly Financial Report for the period ending 30th November 2012 in accordance with Section 6.4 of the Local Government Act 1995.

OC121204 Moved Cr Iffla / Seconded Cr Trevaskis

- 1) That Council receive the Monthly Financial Report for the period ending 30th November 2012 in accordance with Section 6.4 of the Local Government Act 1995.

Carried 7-0

SUBMISSION TO:	Finance
AGENDA REFERENCE:	10.2.3
SUBJECT:	Annual Financial Report 2011-2012
LOCATION/ADDRESS:	Not Applicable
NAME OF APPLICANT:	Shire of Jerramungup
AUTHOR:	Brent Bailey
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	7 December 2012

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 and Audit Reports will be sent out 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 on 14th December 2012.

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. There are no qualifications or material matters raised in the audit letter.

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.

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 2011/2012 financial year.

FINANCIAL IMPLICATIONS

The Annual Financial Statements document Council's financial position at June 30 2012 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 2011-2012 financial year.
- 2) Set the date for the annual electors meeting at 6:00pm Monday 28th January 2013 at the Jerramungup Cameron Business Centre.

OC121205 Moved Cr Bailey / Seconded Cr Iffla

That Council:

- 1) Accept the Annual Financial Statements and Audit Report for the 2011-2012 financial year.**

2) Set the date for the annual electors meeting at 6:00pm Tuesday 29th January 2013 at the Jerramungup Cameron Business Centre.

Note: Date has been changed to Tuesday 29th January as Monday 28th January is the Australia Day public holiday.

Carried by Absolute Majority 7-0

OC121206 Moved Cr Parsons / Seconded Cr Trevaskis

Cr Bailey assumed the position of chair presiding over the meeting.

Carried 7-0

9.00am Cr Lester and Cr Iffla left the meeting after declaring an interest Item 10.3.1 – Proposed transport depot, Lot 1890 South Coast Hwy, Gairdner (Reserve 28123).

9.00am Mrs Tamara Pike left the meeting.

**HEALTH,
BUILDING
&
TOWN PLANNING**

SUBMISSION TO:	Health, Building & Town Planning
AGENDA REFERENCE:	10.3.1
SUBJECT:	Proposed Transport Depot
LOCATION/ADDRESS:	Lot 1890 South Coast Hwy, Gairdner (Reserve 28123)
NAME OF APPLICANT:	Mr Frank Bertola
FILE REFERENCE:	A1605485 (P12/024)
AUTHOR:	Craig Pursey, Planning Officer
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	5 th December 2012

SUMMARY

Council is to consider a planning application for a Transport Depot at Lot 1890 South Coast Hwy, Gairdner (Reserve 28123). The application proposes to park up to 4 road trains, provide security fencing to the site and upgrade the existing loading ramp within the reserve.

The site is a reserve managed by the Perth Transport Authority (PTA) on behalf of Westrail for 'Railway Purposes'. PTA has agreed to lease the reserve to Mr Bertola as he is the first person to formally apply for permission to use the reserve.

The application was referred to neighbouring landowners and Main Roads WA for comment. A number of submissions have been received objecting to the proposed Transport Depot, mostly as it may deny access to what has been considered to be a community loading ramp.

The site is reserved as a 'road reserve' under the local planning scheme.

This report recommends that the application be refused and that the Shire of Jerramungup approach the PTA for a lease over the land or management of the reserve in order to legitimise public access to this site.

ATTACHMENT

Attachment 10.3.1 - Planning application

BACKGROUND

Site Description

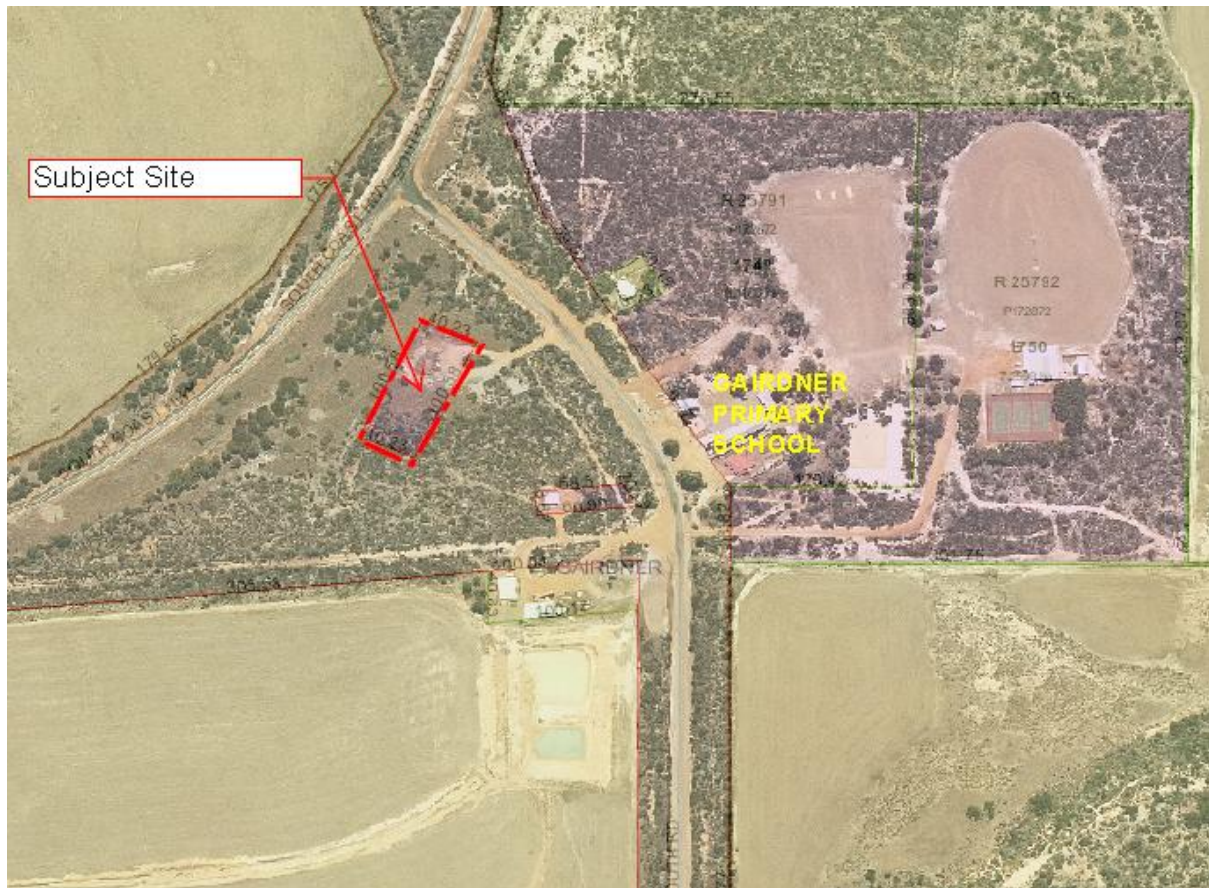
Lot 1890 South Coast Hwy, Gairdner (Reserve 28123) is 4047m² in area and is currently developed with a loading ramp, gravel turnaround area and has areas of remnant vegetation in poor condition.

The reserve is accessed from Gairdner South Road from an existing gravel driveway.

The reserve is currently used by a number of organisations and individuals including:

1. Main Roads and their contractors store materials for road maintenance and construction and park vehicles when in the area;

2. The general community use a loading ramp to service the local hall and school;
3. The Shire of Jerramungup store blue metal for road works from time to time; and
4. David Campbell Transport and possibly other road transport companies park road trains from time to time in this reserve and the immediate surrounds, particularly during harvest.



Subject site edged in red (LandGate 2007)

Historically the reserve may have been where the railways bus delivered goods (to the loading ramp) and people when visiting this locality.

Ownership

Reserve 28123 is managed by the Perth Transport Authority (PTA) on behalf of Westrail for 'Railway Purposes'.

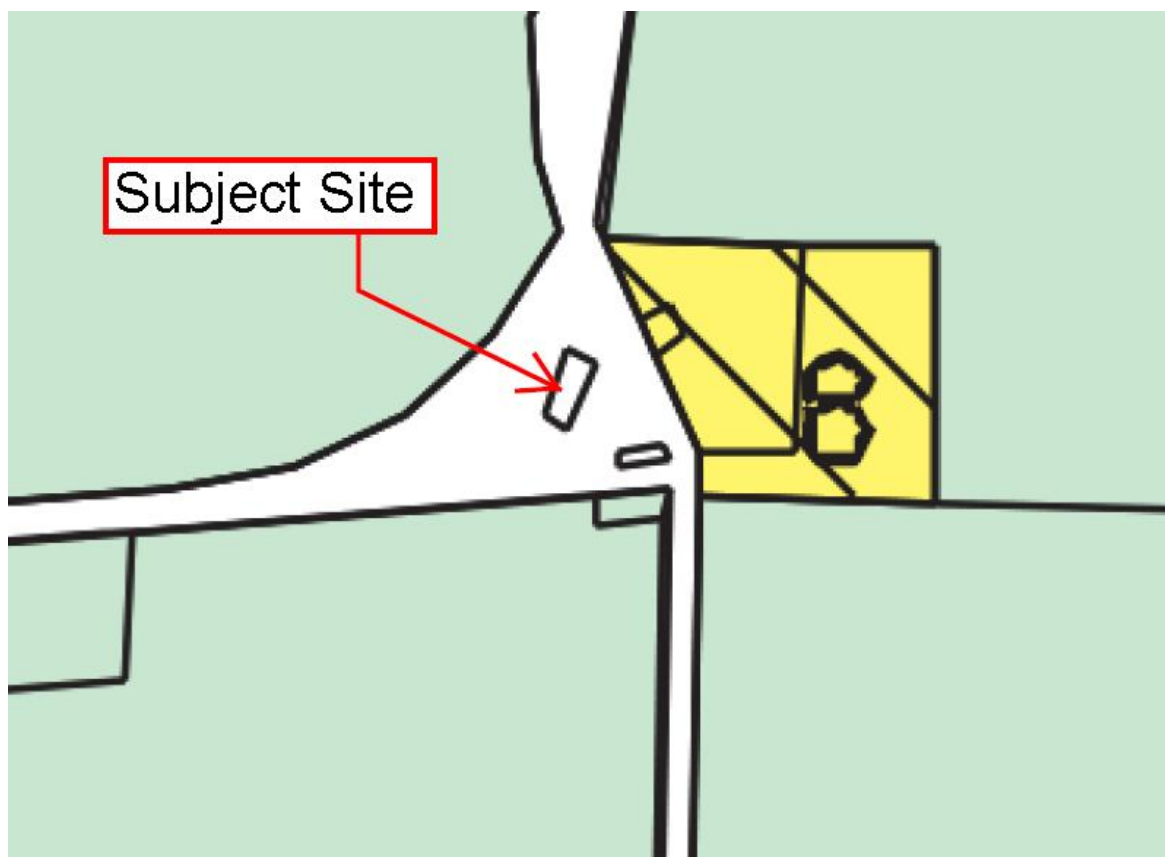
The PTA have not granted anyone permission to use the reserve in the past. All past use of the reserve in the past may therefore be considered to be trespass.

The applicant, Mr Bertola, is the first person to ask permission to use the reserve from the land manager. The land manager has accepted the application, signed the application form as the landowner and are willing to grant a lease over the site.

Council has been asked to grant planning approval for the land use before a lease is issued.

Zoning & Scheme Requirements

Reserve 28123 is a local scheme reserve designated by the scheme for the purpose of 'roads' under the Shire of Jerramungup Local Planning Scheme No.2.



Shire of Jerramungup Local Planning Scheme No 2 extract, site is reserved for 'roads' the same as any road reserve in the Shire.

Clause 3.4.1 of the Scheme requires development within a local reserve to gain planning approval.

Council is to have regard for matters such as the ultimate purpose of the reserve.

CONSULTATION

The application was advertised for public comment closing on the 30 November 2012. At the time of writing this report seven (7) submissions were received. A full copy of their correspondence is available on request.

The main issues raised and some officer comment are provided below.

Issue raised	Officer Comment
<p>Access to the community loading ramp may be restricted or denied. The ramp has been freely available to the community for at least 50 years.</p> <p>The next closest ramp is in Jerramungup.</p>	<p>The loading ramp is located in a reserve managed by Westrail and is not available to the community currently despite its past use and the fact that it has remained unfenced.</p> <p>If community access to the ramp is an overriding concern then alternative access or management arrangements need to be made in consultation with the current managers of the reserve.</p> <p>Alternatively, another ramp may be constructed in another location.</p>
<p>Main Roads WA and the Shire currently store road maintenance and construction materials on the site.</p>	<p>No materials should be stored on the site without the approval of the reserve manager. None has been issued in the past.</p> <p>The Shire of Jerramungup has no strategic need to use the reserve and any Shire materials may be removed.</p>
<p>Trucking businesses and contractors to the area often park in this area; it is out of sight and accepted by the local community.</p>	<p>Once again, without a separate agreement with Westrail there should be no parking of vehicles on this reserve.</p>
<p>A new fire shed is proposed just to the south of the subject site and the proposed transport depot may impact upon its functioning.</p>	<p>Road trains already use the site, Gairdner South Road and South Coast Highway.</p> <p>There is an existing driveway used for access.</p> <p>Whilst there is some small potential for slow moving trucks exiting the site to obstruct fire vehicles, this would be the case whether the transport depot is approved or not. The net effect is negligible.</p>
<p>The Education Department raised no objection in terms of the effect on the school and its operation but were keen to point out that there are implications of denying community access to the loading ramp.</p>	<p>No comment</p>
<p>Main Roads have raised the issue that they have historically used this to store materials and that it is a strategic location in the maintenance of the highway system.</p> <p>Main Roads have flagged their intention to gain management of the reserve into the future should the</p>	<p>Without a separate agreement with Westrail there should be no parking of vehicles on this reserve.</p> <p>If the application is to be refused then the reserve manager needs to be approached by either Main Roads or the Shire to secure public access.</p>

current application be refused.	
Main Roads WA object to the proposal and believe that it is not a compatible land use for the area. They are the managers of the South Coast Highway reserve and that this road reserve appears to extend around the subject site. They therefore have stated that they would deny access for the proposed land use should it be approved.	The site is surrounded by road reserve that extends around the entire site. However, access is gained from Gairdner South Road which is controlled by the Shire of Jerramungup. Main Roads are not able to deny access to the site from Gairdner South Road.
That the use is not consistent with a Primary School environment.	Whilst the Education Department has not objected to the proposal there is some concern that the current uses that are occasional in nature become a permanent use and the intensity of truck movements in and out of this site may have a detrimental impact upon the school environment.

COMMENT

The Proposal

Council received an application for a Transport Depot at Reserve 28123 in August 2012. There was some delay in processing the application whilst the signature of the land manager was obtained on the application form.

The applicant proposes to:

- Install and gravel hard stand area to park up to 4 36m road trains;
- Erect security fencing around the site;
- Continue to use the existing access to Gairdner South Road;
- Protect existing native vegetation and remove any fire hazard; and
- Upgrade the existing loading ramp.

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

Assessment

The Scheme requires that uses in a reserve should be consistent with the purpose of that reserve. The Council is not bound by the reservation of land in the Scheme but must have 'due regard' to it in making a decision. The scheme reserves the subject site for the purpose of 'Roads'. Whilst the parking of trucks would normally be found on roads, exclusive possession of a portion of road reserve is not usual. It can be argued that road reserves should be accessible to everyone.

The 'reserve purpose on the Certificate of Title is 'Railway Purposes'. Whilst Council or the land manager is not bound by this reserve designation the proposed use is not consistent with the reservation purpose. The historical use of the reserve allowed access for the whole community.

The transport depot proposal is to park up to four trucks securely and it is assumed that the sites central location must also be important to the applicant. A land use of this scale may also be operated from a farm. The Scheme allows for a 'rural home business' consisting of up to three trucks on a portion of land zoned 'Rural'. Therefore there are many locations where this sort of business could operate from rather than having to monopolise the current site.

On the other hand the reserve has been used for the parking of large vehicles over time, a use that appears to be widely accepted in the local community. The site is screened from Gairdner South Road and separated from the School by remnant vegetation. The parking of four road trains and the fencing of the site for private business purposes is a legitimate proposal and must be considered on its merit.

However, the current uses are occasional; a permanent change may result in additional heavy vehicle movements around a school environment and denial of this space to the wider community. If community access is to be possible into the future the Council will need to make arrangements with the current reserve manager.

Options

There are three broad options available to Council:

1. Refuse the application based on the scheme reservation purpose and seek alternative arrangements with the reserve manager to secure community access to the site in the long term.
2. Split the use of the reserve allowing a portion to be fenced and secured for the proposed transport depot whilst allowing for public access to the loading ramp. This option would normally have been discussed with the applicant and common ground sought. In this case he has been extremely difficult to contact the applicant and this has not proved to be possible; or
3. Approve the application and require the current users of the loading ramp and reserve to relocate. Council may consider constructing a new ramp in an alternative location that is currently available to the wider public and accessible to the school.

Conclusion

Whilst the reserve is managed by Westrail and they have the say in what it is used for, the Scheme does reserve the land as road reserve. A road reserve would be expected to be available to the general community and not separated for the exclusive use of any one party. Therefore refusal of the application is recommended.

If general community access is required to the loading ramp then it is recommended that the reserve manager be approached to consider leasing the land to the Shire of Jerramungup or that the management of the reserve is sought.

STATUTORY REQUIREMENTS

The applicant has a right of review to the State Administrative Tribunal if aggrieved by any decision made by Council.

STRATEGIC IMPLICATIONS

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

Service delivery and the environment

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

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

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

FINANCIAL IMPLICATIONS

There will be costs in preparing any lease agreement to be borne by the Shire.

If a loading ramp is to be constructed elsewhere there will be construction costs to the local community or Shire.

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council,

1. Refuse the planning application for a Transport Depot at Lot 1890 South Coast Hwy, Gairdner (Reserve 28123) for the following reasons:
 - a) The proposed transport depot is contrary to the scheme reservation of 'road reserve' which is a reservation purpose that implies unrestricted community access.
 - b) The proposed transport depot may have a detrimental effect on the amenity of the nearby school.

- c) The proposed transport depot may increase the amount of regular heavy traffic movements near to the school, FESA shed and intersection with South Coast Highway.
2. Approach the reserve manager to put in place an appropriate mechanism (lease or change of reserve manager) to ensure continued public access to the loading ramp and reserve.

OC121207 Moved Cr Trevaskis / Seconded Cr Parsons

ALTERNATIVE MOTION

That Council,

1. **Approve the planning application for a Transport Depot at Lot 1890 South Coast Hwy, Gairdner (Reserve 28123) with the following conditions:**
 - a) **The site is upgraded and operated in a manner consistent with the plans and written application lodged with Council on the 21st August 2012.**

Carried 5-0

Reason for variation: Further information was received on the planning application.

9.15am Council convened for a short break.

9.30am Council reconvened with the following in attendance; Cr's Lester, Parsons, Daniel, Bailey, Iffla, Trevaskis, Atkin, Mr Parker, Mr Pursey and Mrs Solomon.

9.30am Cr Lester reassumed his position as presiding member.

A D M I N

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

SUMMARY

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

ATTACHMENT

Nil

PROJECT UPDATE

1) Jerramungup Residential Land Developments

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

2) Farmland Water Response Planning

A preferred site has been assessed on private property in Jacup. The site has been drilled and has been determined as being acceptable for an emergency water point.

A survey of the area is being prepared for inclusion in a license agreement that will be presented to Council in February 2013.

Works are likely to commence in early 2013.

3) Bremer Bay Medical Centre

The Health Services Plan for the Shire of Jerramungup is currently with the Health Department. It is expected that the report will be released for community comment within the coming weeks.

4) Bremer Bay Town Centre

The Shire has included a provisional sum in the draft 2012/13 budget to complete stage one of the project.

Detailed design has been completed with the Structure Plan and subdivision application currently with the WAPC for consideration.

The financial aspect and scope of works to be completed in 2012/13 will be discussed at this meeting.

5) Town Site Revitalisation – Jerramungup

The Fitzgerald Biosphere Garden is essentially complete with a majority of the plant species being sourced, successfully propagated and now planted.

The only remaining component is the manufacture of signs. A funding application has been prepared and submitted. It is anticipated that the signage component will be completed in 2012/13.

The construction of the synthetic surface will commence in February 2013.

6) Strategic Waste Management

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

The Katanning site has progressed significantly with the commencement of detailed design.

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

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.2
SUBJECT:	Bremer Bay Town Centre
LOCATION/ADDRESS:	Lot 135 John Street Bremer Bay
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	10 December 2012

SUMMARY

The planning and development of a town centre for Bremer Bay has been discussed for several years and has been identified as a driver in terms of supporting and encouraging growth from a population and economic perspective.

In August 2012, Council endorsed the subdivision application for lot 135 John Street Bremer Bay.

Over the past few months, Landcorp has been working through the detailed design process. This has now concluded and Council is required to consider its financial contribution to the subject development, this financial year.

ATTACHMENT

Attachment 10.4.2 (a) - Structure Plan: Bremer Bay Town Centre
Attachment 10.4.2 (b) - Business Plan: Bremer Bay Town Centre
Attachment 10.4.2 (c) - Landscape Plan: Bremer Bay Town Centre

BACKGROUND

The Shire of Jerramungup Local Planning Strategy identifies a 10-hectare site in Bremer Bay for a future town centre.

The land is contained within a 'Special Use' zone under the Shire of Jerramungup Local Planning Scheme No 2 ('the Scheme') and is specifically designated for town centre allowing for uses such as civic use, offices, community purpose, shops, and medium density residential.

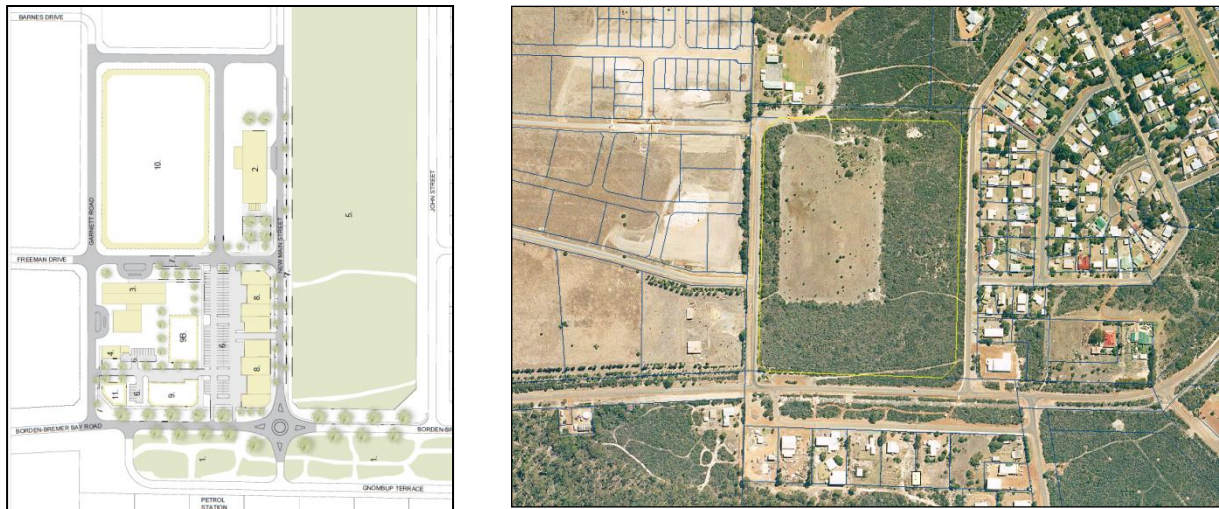


Figure 1: Subject Site – Bremer Bay Town Centre

In accordance with the Shire’s Local Planning Strategy and the Scheme, a structure plan is to be prepared to address vegetation retention, road and servicing networks and guide development staging.

To progress the future planning for the town centre, a concept plan was originally prepared in 2010. The plan was submitted to referral agencies for feedback and was advertised locally for public comment. Several submissions were received and it was noted that the plan needed refinement.

In 2011, the Shire applied for assistance to develop Reserve 31611 under Landcorp’s Regional Development Assistance Program. The Shire was successful in two subsequent rounds of the program.

A consultant team was appointed by LandCorp on behalf of the Shire of Jerramungup. The team comprised town planners, landscape architects, architects, an engineer, environmental consultants and a retail consultant. The appointed consultants revisited the work completed in 2010 and re-examined the community and referral agency comments raised during earlier consultation regarding the issues, opportunities and constraints facing the development of the town centre. In particular, the following key aspects were identified:

- Providing facilities that complement and reinforce the service function of the town and ensuring the scale and types of activities are commensurate with the existing and future population;
- The land earmarked for the town centre contains a significant number of signature species found in the Fitzgerald River National Park. With careful design and planning the botanical story can be brought into the foreground or ‘front yard’ of the town centre development;
- Opportunity for the design of the town centre to capitalise on views and relate to the topography of the site and the greater landscape;
- Opportunity to strengthen road connections between new and existing development and create a sense of arrival to Bremer Bay; and
- Opportunity for the town centre to rationalise parking and improve accessibility (i.e. provide for cars with caravans).

CONSULTATION

The Bremer Bay Town Centre Project has been discussed since 1982 when the Shire of Jerramungup was annexed from the Shire of Gnowangerup. As the popularity of Bremer Bay has increased, the community support and drive for a town centre has grown significantly.

In developing the Structure Plan for the Bremer Bay Town Centre, the Shire consulted extensively with the community.

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

24 submissions were received in response to the Bremer Bay Town Centre development. The submissions received were generally very supportive of the development.

COMMENT

Approval Process

As Council would be aware, both the Structure Plan and Application for Subdivision are currently before the Department for Planning. Both Landcorp and the Shire are working through various requirements including the preparation of a Fire Mitigation Plan and finalisation of an Urban Water Management Plan.

All approvals are expected in February 2013 with tenders for construction to be advertised in conjunction with the final approvals.

Street Names

For the purposes of this report, the new main street is referred to as Emma Street and the new intersecting road is referred to as Freeman Drive. These will be updated when the Geographical Names Committee endorses the new road names adopted by Council.

STATUTORY REQUIREMENTS

A previous resolution of Council endorsed this project as a major land transaction as defined by the Local Government Act 1995. This classification applied when the Shire of Jerramungup was anticipating completing the land development component without assistance.

Since the Shire's application under Landcorp's Regional Development Assistance Program was successful, the Shire's involvement from a land development perspective has been alleviated. The Shire will now play a supporting role in developing roads,

footpaths and drainage without being exposed to the commercial risk associated with a land development.

It would be appropriate for Council to now rescind the previous motion.

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 Bremer Bay Town Centre Master Plan.

FINANCIAL IMPLICATIONS

Landcorp has prepared the financial projections as indicated below;

Bremer Bay Construction Costs (GST excl)						
	revised 10 December 2012					
Item	LandCorp		Item Components	Shire - Stage 2	Item Components	Total
	3 lot project	Shire - Stage 1				
Establishment / survey	\$100,000	\$7,500				\$107,500
Clearing / Disposal	\$10,000	\$15,000				\$25,000
Earthworks	\$8,000	\$17,000				\$25,000
Walls / fences	\$0	\$0				\$0
Sewer	\$177,500	\$0				\$177,500
Water	\$180,550	\$0				\$180,550
Underground Power & Lighting	\$307,500	\$0				\$307,500
Project contingency	\$85,000	\$0				\$85,000
Project BCITF payment	\$1,900	\$0				\$1,900
Roads / Paths / Drainage / Lighting						\$0
Establishment / survey	\$0	\$60,000		\$60,000		\$120,000
Contingency & BCITF	\$0	\$75,000		\$50,000		\$125,000
Emma Street	\$0	\$286,200		\$173,000		\$459,200
Roadworks - Emma Street			\$240,200			
Verge Paving - Emma Street					\$110,000	
Drainage - Emma Street			\$25,000			
Lighting - Emma Street			\$21,000			
Soft Landscaping - Emma Street					\$43,000	
timber seating - Emma Street					\$20,000	
Swale	\$0	\$37,000				\$37,000
Rock features in swale			\$25,000			
Swale plantings			\$12,000			
Freeman Drive	\$0	\$156,000		\$250,000		\$406,000
Roadworks - Freeman Drive			\$122,000			
Verge Paving - Freeman Drive					\$215,000	
Drainage - Freeman Drive			\$14,000			
Lighting - Freeman Drive			\$20,000			
Soft Landscaping - Freeman Drive					\$15,000	
timber seating - Freeman Drive					\$20,000	
Garnett Drive	\$0	\$14,500		\$113,200		\$127,700
Roadworks - Garnett Drive					\$95,000	
Drainage - Garnett Drive					\$18,200	
Lighting - Garnett Drive			\$14,500			
Bremer Bay Road Roundabout	\$0	\$212,200		\$50,000		\$262,200
Roadworks - Roundabout			\$152,000			
Verge Paving - Roundabout			\$20,000			
Drainage - Roundabout			\$14,200			
Lighting - Roundabout			\$21,000			
Soft Landscaping - Roundabout			\$5,000			
artwork - Roundabout					\$50,000	
Telstra	\$30,000	\$0				\$30,000
Landscaping						\$0
Establishment & Preliminaries	\$0			\$15,000		\$15,000
Maintenance - 13 weeks	\$0			\$20,000		\$20,000
Landscaping contingency	\$0	\$5,000		\$25,000		\$30,000
CONSTRUCTION TOTAL	\$900,450	\$885,400		\$756,200		\$2,542,050
Western Power Headworks	\$50,000	\$0				\$50,000
Consultant Fees / charges	\$82,000	\$120,000		\$60,000		\$262,000
Water Corporation H'works	\$21,112	\$0				\$21,112
Water Corporation Charges	\$4,180	\$0				\$4,180
Local Gov't charges	\$0	\$0				\$0
Admin. Contingency	\$15,000	\$10,000		\$5,000		\$30,000
TOTAL PROJECT	\$1,072,742	\$1,015,400		\$821,200		\$2,909,342

In preparing the financials for Council consideration, Council requested a few options. The following options have been prepared.

Option 1 involves borrowing \$1.0m as indicated in the 2012/13 Budget. When combined with the available Country Local Government Fund, the Shire has the capacity to spend

\$1,530,994 this financial year. This option would essentially allow Council to complete a majority of the work with the exception of Garnett Road and a few other components.

Option 2 involves a reduced loan amount. By removing the paving, artwork, landscaping and upgrades to Garnett Road the Shire can reduce its loan liability to \$500,000. Under this option, the Shire would complete the items suggested in stage one above to deliver \$1,015,400 this financial year. The outstanding components would be completed next financial year when funding applications are announced and the Shire has access to the 2013/14 Country Local Government Fund.

WORKFORCE IMPLICATIONS

The completion of this significant project is anticipated to add approximately 0.5FTE to the Shire's workforce through ongoing maintenance.

This increase in staffing levels has been planned and accounted for in the Shire's 10-year financial plan.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council;

1. Rescind part 1 of resolution OC021015 that refers to the proposed Bremer Bay Town Centre Project as a major land transaction as defined by the Local Government Act 1995.
2. Endorse the revised business plan for the Bremer Bay Town Centre as presented within the agenda attachments.
3. Resolves to commit \$1,030,994 towards the Bremer Bay Town Centre Project this financial year that consists;
 - a. \$500,000 loan
 - b. \$206,172 Country Local Government Fund 2011/12
 - c. \$324,822 Country Local Government Fund 2012/13
4. Endorses the proposed works program provided by Landcorp but excludes footpaths, landscaping, artwork and the upgrade to Garnett Road.

OC121208 Moved Cr Daniel / Seconded Cr Bailey

That Council;

- 1. Rescind part 1 of resolution OC021015 that refers to the proposed Bremer Bay Town Centre Project as a major land transaction as defined by the Local Government Act 1995.**
- 2. Endorse the revised business plan for the Bremer Bay Town Centre as presented within the agenda attachments.**

- 3. Resolves to commit \$1,030,994 towards the Bremer Bay Town Centre Project this financial year that consists;**
 - a. \$500,000 loan**
 - b. \$206,172 Country Local Government Fund 2011/12**
 - c. \$324,822 Country Local Government Fund 2012/13**
- 4. Endorses the proposed works program provided by Landcorp but excludes footpaths, landscaping, artwork and the upgrade to Garnett Road.**

Carried by Absolute Majority 7-0

10.00am Council convened for morning tea.

10.45am Council reconvened with the following in attendance; Cr's Lester, Parsons, Daniel, Iffla, Bailey, Trevaskis, Atkin, Mr Parker, Mr Pursey and Mrs Solomon.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.3
SUBJECT:	In-kind Contribution: Health Bremer Bay
LOCATION/ADDRESS:	Lot 8 Garnett Road Bremer Bay
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Bill Parker
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	10 December 2012

SUMMARY

The Shire has long advocated for a new health facility in Bremer Bay. At a recent meeting with the Health Minister, the Shire expressed concerns over the standard of health infrastructure in Bremer Bay.

In planning for a new town centre, the Shire included provision for a new health facility.

This item seeks to formally earmark proposed lot 8 Garnett Road to the Health Department for the purpose of constructing a new health facility in Bremer Bay.

ATTACHMENT

Attachment 10.4.3 (a) - Survey Plan: Bremer Bay Town Centre

Confidential Attachment 10.4.3 (b) - Valuation: Proposed lot 8 Garnett Road

BACKGROUND

In late 2008, Council established a new strategic plan for the period 2009-2014. This plan identified a number of strategic objectives and subsequent priority projects. One of these projects was to develop a Medical Services and Infrastructure Strategy.

Working in close consultation with the District Health Advisory Committee and based upon feedback from a community survey, the Shire developed the Medical Services and Infrastructure Strategy. This strategy was adopted by Council in August 2009.

This strategy investigates a number of health related issues including Medical Infrastructure. The health infrastructure in Bremer Bay was heavily criticised in the community survey and identified the following shortcomings;

1. The facility only has one consulting room;
The facility hosts 3 visiting professionals each week that use the only consulting room. This forces the locally based Nurse Practitioner to treat patients from the kitchen/amenities area. On Wednesdays, the visiting professional requires both the consulting room and adjoining kitchen/amenities area. Consequently, the Nurse Practitioner is without a work area.
2. The facility has no accommodation for visiting professionals;
During peak holiday periods when the population of Bremer Bay swells from 500 people to approximately 6,000 people, the Health Department deploys additional resources to assist the Nurse Practitioner. Visiting professionals are required to

live in the kitchen/amenities area. The community perceives that this is inadequate from both a security and amenity perspective

3. The facility has no shower for patient treatment.
4. The facility only has a two bay emergency area.
5. Acoustically, the facility is poorly constructed with patient confidentiality an ongoing community concern.
6. The community fears that we will be unable to retain outstanding staff given the less than adequate facilities.

In response to the above, the strategy identifies the importance of the facilities in which health professionals operate to ensure that these facilities are modern, functional and reflect the professionalism in which health services are delivered within the Shire. Key Action No.5 within this strategy identifies the upgrade, expansion and/or relocation of the Bremer Bay Medical Centre into the proposed town centre.

In response to community feedback and the identification of a site within the Bremer Bay Town Centre for a health facility, the Shire has met with the Health Department on a number of occasions to ascertain what the immediate plans are for the existing health facility. These meetings resulted in the Shire applying under \$75m Regional Development Council Action Agenda Funding Scheme to construct a Council owned facility.

The application was unsuccessful.

A recent meeting with the Health Minister about the facility in Bremer Bay has renewed enthusiasm in terms a new facility.

Given the planning that has gone into the new town centre development, it is very appropriate that any new community facilities are constructed in the town centre. In encouraging the Health Department to consider a new facility for Bremer Bay, it is recommended that the Shire offer in kind support to advance the proposal. It is recommend that proposed lot 8 Garnett Road is formally earmarked as the desired location for a new Health Facility in Bremer Bay.

CONSULTATION

Consultation has occurred with the Health Department, Local Members of Parliament and the community.

COMMENT

Nil

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 Medical Services and Infrastructure Strategy

Key components: New health facility in Bremer Bay

FINANCIAL IMPLICATIONS

Proposed lot 8 Garnett Road has been formally valued at a rate of \$50.00 per square metre, which for 5,539 square metres gives a value of \$276,950, rounded to \$275,000. This is considered the value of the Shire's in-kind contribution to the Health Facility in Bremer Bay.

WORKFORCE IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council,

1. Resolves to formally earmark proposed lot 8 Garnett Road for the Health Department to construct a new health facility in Bremer Bay.
2. Recognises that the value of the in kind contribution is \$275,000 as determined by formal valuation on 30 November 2012.

OC121209 Moved Cr Bailey / Seconded Cr Atkin

That Council,

1. **Resolves to formally earmark proposed lot 8 Garnett Road for the Health Department to construct a new health facility in Bremer Bay.**
2. **Recognises that the value of the in kind contribution is \$275,000 as determined by formal valuation on 30 November 2012.**

Carried 7-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.4
SUBJECT:	Council Meeting Dates 2013
LOCATION/ADDRESS:	
NAME OF APPLICANT:	
FILE REFERENCE:	
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	2 nd December 2012

SUMMARY

The purpose of this report is to put before Council proposed meeting times and dates for the Ordinary Council meetings for the 2013 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 2013 year:

Council Meeting Dates 2013

20 February 2013	2.00pm	Council Chambers, Jerramungup
20 March 2013	2.00pm	Council Chambers, Jerramungup
17 April 2013	2.00pm	Town Hall, Bremer Bay
15 May 2013	2.00pm	Council Chambers, Jerramungup
19 June 2013	2.00pm	Council Chambers, Jerramungup
17 July 2013	2.00pm	Town Hall, Bremer Bay
21 August 2013	2.00pm	Council Chambers, Jerramungup
18 September 2013	2.00pm	Council Chambers, Jerramungup
16 October 2013	2.00pm	Town Hall, Bremer Bay
20 November 2013	8.30am	Council Chambers, Jerramungup
18 December 2013	8.30am	Council Chambers, Jerramungup

Council briefing sessions will commence at 1.00pm.

OC121210 Moved Cr Parsons / Seconded Cr Daniel

That the following meeting dates and times apply for the 2013 year:

Council Meeting Dates 2013

20 February 2013	2.00pm	Council Chambers, Jerramungup
20 March 2013	2.00pm	Council Chambers, Jerramungup
17 April 2013	2.00pm	Town Hall, Bremer Bay
15 May 2013	2.00pm	Council Chambers, Jerramungup
19 June 2013	2.00pm	Council Chambers, Jerramungup
17 July 2013	2.00pm	Town Hall, Bremer Bay
21 August 2013	2.00pm	Council Chambers, Jerramungup
18 September 2013	2.00pm	Council Chambers, Jerramungup
16 October 2013	2.00pm	Town Hall, Bremer Bay
20 November 2013	8.30am	Council Chambers, Jerramungup
18 December 2013	8.30am	Council Chambers, Jerramungup

Council briefing sessions will commence at 1.00pm.

Carried 7-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.5
SUBJECT:	Bremer Bay Community Development Committee Meeting Minutes
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	11 th December 2012

ATTACHMENT

Attachment 10.4.5 - BBCDC Minutes 16th November 2012

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the minutes of the Bremer Bay Community Development Committee meeting held on Friday 16th November 2012 be received and the following recommendation be adopted;

1. The following groups appoint one representative and two proxy representatives to the BBCDC committee for Council endorsement;
 - *Friends of the Wellstead Estuary Group*
Member *Rhonda Williams*
Proxy 1 *Anne Gadsby*
Proxy 2 *Barbara Miller – Hornsey*
 - *Bremer Bay Regional Trails Committee*
Member *Priscilla Broadbent*
Proxy 1 *Valerie Scott*
Proxy 2 *Anne Sparrow*
2. That Council consider increasing membership to 2 representatives from each committee and that membership is subject to continued attendance at committee meetings.

OC121211 Moved Cr Iffla / Seconded Cr Trevaskis

That the minutes of the Bremer Bay Community Development Committee meeting held on Friday 16th November 2012 be received and the following recommendation be adopted;

- 1. The following groups appoint one representative and two proxy representatives to the BBCDC committee for Council endorsement;**

- ***Friends of the Wellstead Estuary Group***
Member Rhonda Williams
Proxy 1 Anne Gadsby
Proxy 2 Barbara Miller – Hornsey

- ***Bremer Bay Regional Trails Committee***
Member Priscilla Broadbent
Proxy 1 Valerie Scott
Proxy 2 Anne Sparrow

2. That Council maintain the status quo being 1 representatives from each committee and that membership is subject to continued attendance at committee meetings.

Carried 7-0

Reason: Council felt that attracting one member was difficult enough without increasing membership to two.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.6
SUBJECT:	Local Emergency Management Committee Meeting Minutes
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	11 th December 2012

ATTACHMENT

Attachment 10.4.6 – LEMC Minutes 10th December 2012

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the minutes of the Local Emergency Management Committee held on Monday 10th December 2012 be received.

OC121212 Moved Cr Bailey / Seconded Cr Atkin

That the minutes of the Local Emergency Management Committee held on Monday 10th December 2012 be received.

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.7
SUBJECT:	Citizenship and Sporting Awards
LOCATION/ADDRESS:	Shire of Jerramungup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	CR.AW.1
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	7 th December 2012

SUMMARY

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

ATTACHMENT

Attachment 10.4.7 (a) - Sportsperson award eligibility & assessment criteria
Confidential Attachment - 10.4.7 (b) - Nominations received

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 emailed 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 5th December 2012.

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

Council reviewed the set criteria for the selection of winners of the Sports Star awards at the February 2012 Council meeting. A copy of the adopted criteria is attached.

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

That Council;

- 1) Close the meeting to the public at _____ to consider the nominations in confidence.
- 2) Award the 2013 Citizenship Award to _____, with it being presented to the recipient on 26 January 2013 at the Australia Day Breakfast Function.
- 3) Award the 2013 Community Group or Event Award to _____, with it being presented to the recipient on 26 January 2013 at the Australia Day Breakfast Function.
- 4) Award the 2012 Senior Sportsman Award to _____, with it being presented to the recipient on 26 January 2013 at the Australia Day Breakfast Function.
- 5) Award the 2012 Junior Sportsman Award to _____, with it being presented to the recipient on 26 January 2013 at the Australia Day Breakfast Function.
- 6) Formally respond and acknowledge all applications received.
- 7) Open the meeting to the public at _____.

OC121213 Moved Cr Parsons / Seconded Cr Trevaskis

That Council;

- 1) Close the meeting to the public at 11.05am to consider the nominations in confidence.**
- 2) Award the 2013 Citizenship Award to _____, with it being presented to the recipient on 26 January 2013 at the Australia Day Breakfast Function.**
- 3) Award the 2013 Community Group or Event Award to _____, with it being presented to the recipient on 26 January 2013 at the Australia Day Breakfast Function.**

11.10am Cr Bailey declared an impartiality interest and left the meeting.

- 4) That Council seek further information from the applicant prior to considering the Senior Sports Star Award.**

11.22am Cr Bailey returned to the meeting.

- 5) Award the 2012 Junior Sportsperson Award to _____, with it being presented to the recipient on 26 January 2013 at the Australia Day Breakfast Function.**
- 6) Formally respond and acknowledge all applications received.**
- 7) Open the meeting to the public at 11.30am.**

Carried 7-0

COUNCILLOR REPORTS

11. COUNCILLOR REPORTS

Cr Parsons

Attended the Gairdner Fire truck handover
Attended a Fitzgerald Biosphere Group meeting

Cr Iffla

Attended Community meetings in relation to the Bremer Bay Fire
Attended ISG meetings in relation to the Bremer Bay Fire
Attended a meeting with the Hon. Terrence Waldron MLA
Attended a DEC meeting
Attended the Gairdner Presentation night

Cr Atkin

Attended a Special General meeting of Jerramungup Community Resource Centre

Cr Lester

Attended Community meetings in relation to the Bremer Bay Fire
Attended ISG meetings in relation to the Bremer Bay Fire
Attended a meeting with the Hon. Terrence Waldron MLA
Attended a DEC meeting
Attended the Gairdner Fire truck handover

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

12.1 From Officers

Nil

12.2 From Elected Members

Nil

13. NEXT MEETING/S

13.1 Ordinary Meeting – to be held Wednesday 20th February 2013 commencing 1.30pm at the Council Chambers, Jerramungup.

14. CLOSURE

The President declared the meeting closed at 11.45am.