

# SHIRE OF JERRAMUNGUP



## AGENDA

### COUNCIL ORDINARY MEETING

21<sup>st</sup> NOVEMBER 2012

Dear President and Councillors

**NOTICE OF ORDINARY COUNCIL MEETING**

Please note that the next Ordinary Meeting of Council of the Shire of Jerramungup will be held in the Council Chambers, Jerramungup on Wednesday 21<sup>st</sup> November 2012, commencing at 8.30am.

**BILL PARKER  
CHIEF EXECUTIVE OFFICER**

12<sup>th</sup> November 2012

**DISCLAIMER**

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, and statement or intimation of approval made by a member or officer of the Jerramungup Shire Council during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Jerramungup Shire Council. The Jerramungup Shire Council warns that anyone who has any application lodged with the Council must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Jerramungup Shire Council in respect of the application.

**The Shire of Jerramungup will provide leadership  
to maintain our identity by promoting social and economic  
development whilst embracing our unique natural environment.**

**SHIRE OF JERRAMUNGUP**

**ORDINARY MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS,  
JERRAMUNGUP ON WEDNESDAY 21<sup>st</sup> NOVEMBER 2012, COMMENCING AT  
8.30AM.**

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

**2. ELECTION OF PRESIDENT**

**3. RECORD OF ATTENDANCE**

**4. APOLOGIES**

**5. LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil

**5.1 APPLICATIONS FOR LEAVE OF ABSENCE**

**6. PUBLIC QUESTION TIME**

**7. PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

**8. DECLARATIONS OF FINANCIAL INTEREST**

**9. CONFIRMATION OF MINUTES**

9.1 Ordinary Council Meeting held 17<sup>th</sup> October 2012

## **10. OFFICERS REPORT**

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<b>12. New Business of An Urgent Nature</b>	

**W O R K S**

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<b>SUBMISSION TO:</b>	<b>Works</b>
<b>AGENDA REFERENCE:</b>	10.1.1
<b>SUBJECT:</b>	Plant Replacement - Grader
<b>LOCATION/ADDRESS:</b>	Shire of Jerramungup
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	
<b>AUTHOR:</b>	Graham Edwards
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	1 November 2012

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## **SUMMARY**

The report is to consider offers for the supply of a grader and the disposal of the Shire's current Caterpillar 120H and Volvo G710 graders.

## **ATTACHMENT**

Attachment 10.1.1(A) - For consistent comparison the attached grader specifications are extracted from information provided by the Civil Contractors Federation.

Attachment 10.1.1(B) – Minutes Ordinary Council Meeting 18<sup>th</sup> July 2012 Item 10.1.2

Attachment 10.1.1(C) – Minutes Ordinary Council Meeting 17<sup>th</sup> March 2009 Item 11.1.2

## **BACKGROUND**

Council previously considered the replacing of two (2) graders with one (1) at the Ordinary Council Meetings of 17 March 2009 and 18 July 2012, when it was resolved:

*That tenders are called for:*

- a) *The supply of one (1) grader.*
- b) *Disposal of two (2) graders one being the Caterpillar 120 and or the Volvo G710, by either trade or outright purchase or:*
  - *Disposal of one grader being the Caterpillar 120 by either trade or outright purchase.*

Tenders were sought for supply and trade through the WALGA preferred supplier panel in conjunction with advertising for disposal by outright purchase.

Offers for supply were received from:

- a) CJD Equipment which has indicated trade of either current grader.
- b) Hitachi and Komatsu, which have indicated trade of both current graders.
- c) Westrac, which has indicated trade of the Cat 120H only.

Allused Pty Ltd has submitted the only offer for outright purchase of the graders. The following table summarises the offers.

**Summary of Prices for Supply and Disposal of Grader(s)**

Supplier	Grader	Supply Price ex GST	Trade Offer ex GST		Nett Changeover ex GST
			Cat 120H	Volvo G710G	
CJD Equipment	Volvo G940	\$347,000	\$57,000		\$290,000
	Volvo G940	\$347,000		\$84,700	\$270,000
	Volvo G940	\$327,000	No Trade	No Trade	\$327,000
CJD Equipment	Volvo G946	\$384,000	\$57,000		\$327,000
	Volvo G946	\$384,000		\$77,000	\$307,000
	Volvo G946	\$364,000	No Trade	No Trade	\$364,000
Hitachi	John Deere 670G	\$307,000	\$130,000		\$177,000
	John Deere 672G	\$345,000	\$130,000		\$215,000
Komatsu	Komatsu GD655	\$329,500	\$52,000	\$60,000	\$239,250
Westrac	Cat 12M	\$332,500	\$60,000	No offer	\$272,500

**Outright Purchase**

Allused Pty Ltd	Not applicable	Not applicable	\$30,050	\$30,050	\$60,100
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## **CONSULTATION**

Comprehensive reports were presented in March 2009 and July 2012 regarding the replacement of two (2) graders with one (1).

Operators have been included during discussions about a replacement grader.

## **COMMENT**

The only offer within the net budget allocation of \$207,000 is that of Hitachi Construction Machinery for the supply of a John Deere 670G motor grader for \$307,000 with trades of \$130,000 for a changeover of \$177,000.

Works Department preference is for a larger machine. The 6WD John Deere 672G is competitive on a price basis and considered a suitable machine for a changeover of \$215,000 with the trade of two (2) graders.

The graders offered for trade are aging. It is anticipated that reliability will fall and operating costs will increase in future years. Disposal of both is recommended.

## **STATUTORY REQUIREMENTS**

The Local Government Act 1995 states:

### *Section 3.18 Performing Executive Functions*

*A local government is to satisfy itself that, services and facilities it provides are managed efficiently and effectively.*

### *Section 3.57 Tenders for Providing Goods or Services*

*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.*

The Local Government (Functions and General) Regulations 1996 state in part:

### *Part 4 Provision of Goods and Services*

#### *Regulation 11(1) When tenders have to be publicly invited*

*Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise*

The requirement to tender has been satisfied by purchasing through the WALGA preferred supplier panel process.

## **STRATEGIC IMPLICATIONS**

The Strategic Plan 2009 – 2014 nominates:

### Building and Road Infrastructure

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

- a) Ensuring that built infrastructure is well utilised and maintained.
- b) Keeping abreast of new technology and industry best practice.

### FINANCIAL IMPLICATIONS

An allocation of \$337,000 has been allowed for the purchase of a grader with income of \$130,000 for the disposal of two (2) graders for a net changeover of \$207,000.

### WORKFORCE IMPLICATIONS

Reducing the number of graders from three (3) to two (2) should not result in a reduction of combined usage; but rather increase the utilisation and efficiency of individual graders and other plant items.

Apart from being assigned to operating other plant, employees will not be affected.

### POLICY IMPLICATIONS

Nil

### VOTING REQUIREMENTS

Simple Majority

### RECOMMENDATION

That the offer of Hitachi Construction Machinery for:

- a) The supply of one (1) John Deere 672G Motor Grader for \$345,000 excluding GST is accepted.
- b) Trade of the 1999 Caterpillar 120H and 2002 Volvo G710 motor graders for a combined amount of \$130,000 excluding GST is accepted.

# **FINANCE**

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

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### **ATTACHMENT**

Attachment 10.2.1 - List of Accounts Paid to 31<sup>st</sup> October 2012

### **BACKGROUND**

<b>FUND</b>	<b>VOUCHERS</b>	<b>AMOUNTS</b>
<b>Municipal Account</b>		
Last Cheque Used	27363	
	EFT 6235 - 6335	\$312,551.24
	Cheque 27364 - 27375	\$12,635.34
	Direct Debits	\$0.00
<b>Municipal Account Total</b>		<b>\$325,186.58</b>
<b>Trust Account</b>		
	Nil	\$0.00
<b>Trust Account Total</b>		<b>\$0.00</b>
<b><u>Grand Total</u></b>		<b><u>\$325,186.58</u></b>

### **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 \$325,186.58 to the Full Council on 21<sup>st</sup> November 2012 be endorsed.

**SIGNATURES**

\_\_\_\_\_  
Author

\_\_\_\_\_  
Chief Executive Officer

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<b>SUBMISSION TO:</b>	<b>Finance</b>
<b>AGENDA REFERENCE:</b>	10.2.2
<b>SUBJECT:</b>	Monthly Financial Report
<b>LOCATION/ADDRESS:</b>	Shire of Jerramungup
<b>AUTHOR:</b>	Brent Bailey
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	3 <sup>rd</sup> November 2012

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## **SUMMARY**

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

## **ATTACHMENT**

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

## **BACKGROUND**

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

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

## **CONSULTATION**

Council financial records.

## **COMMENT**

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

## **STATUTORY REQUIREMENTS**

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

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

## **STRATEGIC IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

As detailed within the Monthly Financial Report

## **POLICY IMPLICATIONS**

Finance Policy 2: Detailed within Monthly Financial Report

## **VOTING REQUIREMENTS**

Simple Majority

## **RECOMMENDATION**

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

**HEALTH,  
BUILDING  
&  
TOWN PLANNING**



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<b>SUBMISSION TO:</b>	<b>Health, Building &amp; Town Planning</b>
<b>AGENDA REFERENCE:</b>	10.3.1
<b>SUBJECT:</b>	Proposed 77 lot subdivision
<b>LOCATION/ADDRESS:</b>	Lot 9000 Bremer Bay Road, Bremer Bay
<b>NAME OF APPLICANT:</b>	Thompson McRobert Edgeloe Group
<b>FILE REFERENCE:</b>	LU.SU.1
<b>AUTHOR:</b>	Craig Pursey, Planning Officer
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	6 November 2012

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## **SUMMARY**

The subdivision approval for Lot 231 Bremer Bay Road, Bremer Bay (Seadunes Pty Ltd) expired on the 14 November 2012. Only stage 1 has been completed creating a total of 33 lots on the lower and northern edge of the subject site.

The applicant has reapplied for subdivision approval for the remaining 77 lots to enable the ongoing development of the subdivision.

In developing stage 1 of this development the applicant has already prepared many reports and supporting documentation to the satisfaction of the Shire. This report recommends that Council support the proposed subdivision subject to the same conditions as applied to the 2008 subdivision approval, except the conditions that have already been met satisfactorily as part of the first stage of the subdivision.

## **ATTACHMENT**

Attachment 10.3.1 - Plan of subdivision

## **BACKGROUND**

Council considered and conditionally supported an application for a 117 lot subdivision of Lot 231 Bremer Bay Road, Bremer Bay at their meeting of 15<sup>th</sup> April 2008.

The Western Australian Planning Commission approved the subdivision application on the 14 November 2008, applying 26 conditions of approval.

Stage 1 consisted of 33 lots along Bremer Bay Road at the northern end of the site, this was completed to the Shire's satisfaction on the 13 September 2012. This stage included the ceding of the Public Open Space that covers the large granite outcrop in the centre of the site, the foreshore reserve and the creation of drainage infrastructure adjacent to the caravan park.

### ***Site Description***

Lot 9000 is the balance of title subdivided from Lot 231 Bremer Bay Road, Bremer Bay. Lot 9000 is 13.3931ha in area has some remnant vegetation, granite and slopes steeply up from Bremer Bay Road to Progress Drive to its southern edge.

Lot 9000 has a base zoning of 'Residential' and is also covered by a 'Special Control Area' in the Scheme that lists the site as a "Special Design Area". The Special Design

Area designation recognises the visually sensitive nature of the site and requires additional information to be supplied in order for the Council to be able to assess the visual impact of the subdivision appropriately. This information was lodged as part of Stage 1, along with the preparation and adoption of a local planning policy to guide future residential development on this site.



*Site Plan with aerial photography from 2010 that predates the existing subdivision works.*

## **CONSULTATION**

The WAPC has referred the application to the Shire for comment along with other authorities including Western Power and the Water Corporation.

## **COMMENT**

### ***The Proposal***

TME Town Planning, Management and Engineering Pty Ltd, acting on behalf of Seadunes Pty Ltd, have lodged a subdivision application over Lot 9000 for 77 lots.

The application is effectively a reapplication as the current subdivision approval over this land expired on the 14 November 2012. A copy of the plan of subdivision is attached to this report.

### **Previous conditions of approval**

The previous subdivision approval applied 37 conditions, 26 of which were the responsibility of the Shire of Jerramungup. The previous subdivision requirements are summarised in the table below along with the current status of that condition.

<b>Condition</b>	<b>Comment</b>	<b>Status</b>
<b>Condition 6</b> Preparation and submission of earthworks/retaining wall masterplan and 3D model.	The detailed construction drawings show the detail required by the 3D drawings adequately and control the earthworks on the site at the time of subdivision.  The DAP guidelines control cut and fill during the future development of the land.	Satisfied
<b>Condition 7</b> Prepare construction management plan	A Construction Management Plan (CMP) prepared by the contractor was forwarded by TME via email on 10/12/2010.	Stage satisfied 1 Stage required 2
<b>Condition 8</b> Geotechnical Report	As recommended in the Geotechnical Report, the site is to be assessed during construction.	Stage satisfied 1 Stage required 2
<b>Condition 9</b> Land being filled and drained – Easements and Reserves necessary. Advice Notes 5 & 6 Fill above 1:100 and climate change. Storm water retained on site	The finished floor levels of the lots met the requirements of the applicable State Planning Policy for coastal development at the time. This policy has since been reviewed by the WAPC and may require more fill as part of stage 2.	Stage satisfied 1 Stage required 2
<b>Conditions 11 &amp; 12</b> Implementation of the stormwater drainage management plan.	Concept drainage design accepted for entire subdivision. Detailed design is to be provided as each stage progresses.	Stage satisfied 1 Stage required 2
<b>Conditions 13 and 14</b> Land being graded and stabilized. All areas of disturbance to be stabilized against dust nuisance.	Provided as part of detailed Specifications and in Construction Management Plan.	Stage satisfied 1 Stage required 2
<b>Condition 15</b> Provide road frontage to lots. Street lights to roads and paths	Roads constructed to Shire's satisfaction.	Stage satisfied 1 Stage required 2
<b>Condition 16</b> Arrangements for upgrading and construction of Progress	Some works have been completed but the upgrading of Bremer Bay Road between the subdivision and Progress Drive remains outstanding.	Stage satisfied 1 Stage required 2

Drive and Bremer Bay Road	A bank guarantee and a commitment to have the works completed as part of stage 2 has been received.	
<b>Condition 17</b> Street corners truncated to 8.5m	Satisfied	Stage satisfied 1 Stage required 2
<b>Condition 18</b> Prepare and implement detailed Traffic and Pedestrian Movement Study and Development Plan for Bremer Bay Road.	Plan received to Executive Manager Infrastructure Services satisfaction.  No requirement for widening of Bremer Bay Road.	Satisfied
<b>Conditions 19 and 20</b> Battle-axe legs being constructed and drained	No battle-axe legs are proposed.	Satisfied
<b>Conditions 21 and 22</b> Prepare and submit detailed plan for DUP/Cycleway including proposed boardwalk prior to site works. Paths and boardwalks being constructed.	During discussions with Aboriginal Representatives, Shire officers, TME and the client some time ago the following points were raised: <ul style="list-style-type: none"> <li>• The boardwalk through the granite outcrop would significantly increase the visual impact of the development.</li> <li>• The Aboriginal Representatives were particularly concerned with the increased ground disturbance the construction of the boardwalk would require.</li> <li>• Construction would be very difficult due to the rock on the site and steep topography.</li> <li>• Safety of pedestrians using the boardwalk was also a concern due to the steep drop off. (guardrails would have to be constructed over parts).</li> <li>• Blossoms Drive, linking Bremer Bay Road and Progress Drive provides an adequate pedestrian link through this area</li> </ul> It was agreed by all parties the boardwalk be withdrawn from the POS area.	Satisfied
<b>Condition 23</b> Vehicle crossovers being constructed.	Should only be required where crossovers need to be shared, otherwise this restricts future landowners.	Satisfied
<b>Condition 24</b> Clear numbering for each lot being provided	Signs showing lot numbers have been provided on each lot.	Stage required 2
<b>Condition 25</b> Deletion of northernmost lots abutting POS and	Done, these lots are not shown on the current application and resulted in the reduction in the number of proposed lots from 117 to 110.	Satisfied

shown as Reserve for Recreation		
<b>Condition 27</b> Identification and protection of vegetation prior to works	A Vegetation Assessment by consultants Regeneration Technology Pty Ltd was submitted to the Shire, DoP and EPA as part of the original subdivision (WAPC 130377). This assessment covered all of the Seadunes Development and found no declared rare or priority flora species on the site.	Satisfied
<b>Condition 28</b> Prepare and implement detailed plan for development and management of recreation areas in accordance with previous undertakings.	<ul style="list-style-type: none"> <li>• POS &amp; foreshore reserve ceded as part of stage 1.</li> <li>• Fencing, drainage basins and swales constructed.</li> <li>• Commitment to create seating and parking area as part of stage 2</li> </ul>	Stage satisfied 1 Stage required 2
<b>Condition 30</b> Implementation of Foreshore Management Plan.	Two issues to be followed up over time: <ol style="list-style-type: none"> <li>1. Rehabilitation of foreshore area cleared for sewer infrastructure has started , needs ongoing weed management by developer.</li> <li>2. Implementation of FMP opposite Lot 231 to take place in next stage including placement of bollards along eastern boundary of foreshore reserve</li> </ol>	Stage satisfied 1 Stage required 2
<b>Condition 31</b> Uniform visually permeable fencing/walls to all lot boundaries adjoining POS being constructed.	Complete, more fencing required for future lots.	Stage satisfied 1 Stage required 2
<b>Condition 33</b> Prepare Detailed Design Guidelines	Prepared and adopted by Council as local planning policy	Satisfied
<b>Condition 34</b> 70A Notification advising of design guidelines and Special Design Area	Completed and required as part of next stage	Stage satisfied 1 Stage required 2
<b>Condition 35</b> Prepare and lodge staging plan prior to site works Hazard separation zones and fire management measures between stages.	Strategic fire break constructed along existing road alignment to 2WD trafficable standard. Hydrants in subdivision.  Other road reserves to be cleared and upgraded for fire management purposes as part of stage 2.	Stage satisfied 1 Stage required 2

<b>Condition 36</b> Prepare and implement plan showing fire emergency infrastructure	Provided as part of detailed engineering drawings	Stage satisfied	1
		Stage required	2

***Recommended conditions***

As this is a reapplication and no major changes have occurred to the Shire’s Local Planning Scheme requirements since its original approval, it is recommended that the subdivision be supported subject to similar ongoing conditions as previously applied.

As detailed in the table above, many conditions of approval have been met as part of the Stage 1 subdivision works. Apart from the standard requirements to construct subdivisional roads, footpaths, drainage infrastructure and stabilise the earth during and after construction this report recommends the following issues be addressed through conditions of subdivision:

1. Meet ongoing commitments in the Foreshore Management Plan and Public Open Space Management Plans;
2. Meet commitments to construct a portion of Bremer Bay Road between Lot 9000 and Progress Drive and the footpath extending to the east from stage 1 of the current development;
3. Ongoing fire management measures as part of the staging of the development; and
4. Construction of visually permeable fencing between the proposed lots and the POS.

***Conclusion***

Most of the larger supporting reports were completed with stage 1 of the current subdivision. Support for the current application is recommended subject to conditions that require the standard level of infrastructure and that ensure compliance with commitments made at stage 1.

**STATUTORY REQUIREMENTS**

The Shire of Jerramungup is a referral body only in the assessment of subdivisions. Decisions are made by the Western Australian Planning Commission (WAPC) assessed against the WAPC State Planning Policies, Development Control Policies and having due regard to the Shire’s Local Planning Scheme.

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

**STRATEGIC IMPLICATIONS**

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

### ***Ongoing social, economic and financial viability***

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

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

### ***Service delivery and the environment***

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

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

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

## **FINANCIAL IMPLICATIONS**

Additional lots will raise additional rates for the Shire and have ongoing maintenance requirements for the Shire as well.

## **WORKFORCE IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

A Detailed Area Plan was adopted by Council as a local planning policy to guide the development of housing on sloping sites for this subdivision.

## **VOTING REQUIREMENTS**

Simple Majority

## **RECOMMENDATION**

That Council,

- 1. Support the proposed subdivision of Lot 9000 Bremer Bay Road, Bremer Bay (WAPC #146869) subject to the following conditions and advice notes:**

### **Conditions**

- a) This subdivision advice presumes the creation of the 33 lots proposed as stage 1 of this subdivision (WAPC #131320) and that any documents created as part of this subdivision process remain valid and applicable.**
- b) Uniform, visually permeable fencing being constructed along the boundaries of all of the proposed lots abutting public open space.**
- c) The landowner/applicant shall make arrangements to ensure that prospective purchasers of lots subject of a Detailed Area Plan are advised in writing that Detailed Area Plan provisions apply.**



- d) Engineering drawings and specifications are to be submitted, approved, and works undertaken in accordance with the approved engineering drawings, specifications and approved plan of subdivision, for grading and/or stabilisation of the site to ensure that:
- i) lots can accommodate their intended use; and
  - ii) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground level.
- e) Engineering drawings and specifications are to be submitted and approved, and works undertaken in accordance with the approved engineering drawings and specifications and approved plan of subdivision, for the filling and/or draining of the land, including ensuring that stormwater is contained on-site, or appropriately treated and connected to the local drainage system. Engineering drawings and specifications are to be in accordance with an approved Urban Water Management Plan (UWMP) for the site, or where no UWMP exists, to the satisfaction of the Western Australian Planning Commission.
- f) The land being filled, stabilised, drained and/or graded as required to ensure that:
- i) lots can accommodate their intended development; and
  - ii) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting; and
  - iii) stormwater is contained on-site, or appropriately treated and connected to the local drainage system.
- g) Prior to the commencement of subdivisional works, the landowner/applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be remediated and compacted to ensure it is capable of development; and
- In the event that remediation works are required, the landowner/applicant is to provide a post geotechnical report certifying that all subdivisional works have been carried out in accordance with the pre-works geotechnical report.
- h) Drainage easements and reserves as may be required by the local government for drainage infrastructure being shown on the diagram or plan of survey (deposited plan) as such, granted free of cost, and vested in that local government under Sections 152 and 167 of the Planning and Development Act 2005.
- i) The ongoing implementation of the adopted Foreshore Management Plan and Public Open Space Management Plan (08276P-MP-02C).



- j) The landowner/applicant is to prepare, have approved by the Fire and Emergency Services, and implement a detailed plan demonstrating the location and capacity of fire emergency infrastructure to the satisfaction of the Western Australian Planning Commission.**
- k) Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, to ensure that those lots not fronting an existing road are provided with frontage to a constructed road(s) connected by a constructed road(s) to the local road system and such road(s) are constructed and drained at the landowner/applicant's cost.**
- l) Engineering drawings and specifications are to be submitted and approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications to ensure that:
  - i) street lighting is installed on all new subdivisional roads to the standards of the relevant licensed service provider;**
  - ii) roads that have been designed to connect with existing or proposed roads abutting the subject land are coordinated so the road reserve location and width connect seamlessly; and/**
  - iii) temporary turning areas are provided to those subdivisional roads that are subject to future extension.**to the satisfaction of the Western Australian Planning Commission.**
- m) Arrangements being made to the satisfaction of the Western Australian Planning Commission for the upgrading and construction of Progress Drive and Bremer Bay Road.**
- n) All local streets within the subdivision being truncated in accordance with the Western Australian Planning Commission's DC 2.6 Residential Road Planning.**
- o) Notification in the form of a section 70A notification, pursuant to the Transfer of Lands Act 1893 (as amended) is to be placed on the Certificates of Title of the proposed lot(s) advising that:
  - i) Development on all lots is subject to detailed design guidelines; and**
  - ii) The lots are located within a Special Design Area under the Shire of Jerramungup Town Planning Scheme No.3.****
- p) The landowner/applicant is to prepare and implement of an Air Quality Management Plan to address potential issues of dust nuisance to adjoining and nearby properties prior to, during and after commencement of site works and clearing.**
- q) Construction of the shared path along the frontage of the site to Bremer Bay Road connecting to the exiting shared path to the east of the subject site.**

## **Advice Notes**

**Conditions (d) & (f) –** The lots near the northern boundary will require fill. The finished floor levels created by this fill will need to meet the requirements of the latest version of State Planning Policy 2.6 and this is likely to result in a higher finished floor level than adjacent lots. An acceptable way of blending the two FFL's will be required as part of any engineering plans lodged.

**Condition (f) -** There is some evidence of sheet granite within the proposed lots, the drawings and specifications required at condition (f) above are to show how these lots will be developed to an acceptable site classification to allow for standard residential construction.

**Condition (m) -** As stated in the previous subdivision approval 131320, there are currently less than 400 fully serviced residential lots within the Bremer Bay townsite. The additional 100+ lots proposed by the subdivision will therefore have a profound impact on Bremer Bay Road as the main arterial route through the town. The impact will not be limited to the section of road directly fronting lots within the subdivision.

The local government is prepared to limit physical upgrading and construction to the section of Bremer Bay Road between Progress Drive and the eastern boundary of Lot 231. As a contribution to the wider upgrade of Bremer Bay Road, the local government would accept design and survey of the section of Bremer Bay Road between Progress Drive and Garnett Road. A contribution to pedestrian facilities between the eastern boundary of Lot 231 and John Cove may also be required.

Appropriate sealed constructed road access to the subdivision will require upgrading and construction of the section of Progress Drive between Bremer Bay Road and the proposed subdivision, in addition to the section of Progress Drive directly fronting subdivisional lots.

**Condition (p) -** The Air Quality Management Plan referred to in condition (p) is to meet the requirements of the Shire of Jerramungup Dust and Sand Local Law 2011.

An Air Quality Management Plan is a written strategy for minimising the negative impact of dust and smoke upon local air quality, incorporating the principles within the latest version of the publication 'Land Development Sites and Impacts on Air Quality—A guideline for the prevention of dust and smoke pollution from land development sites in Western Australia', published by the Western Australian Department of Environmental Protection.

- 2. A copy of this report be forwarded to the WAPC as record of the application assessment**

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<b>SUBMISSION TO:</b>	<b>Health, Building &amp; Town Planning</b>
<b>AGENDA REFERENCE:</b>	10.3.2
<b>SUBJECT:</b>	Proposed 35 lot subdivision
<b>LOCATION/ADDRESS:</b>	Part Lot 11 Borden-Bremer Bay Road, Bremer Bay
<b>NAME OF APPLICANT:</b>	Harley Global on behalf of D & G Harland
<b>FILE REFERENCE:</b>	A81028
<b>AUTHOR:</b>	Craig Pursey, Planning Officer
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	7 November 2012

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## **SUMMARY**

- The applicant proposes to subdivide a portion of Lot 11 Borden-Bremer Bay Road, Bremer Bay (“the subject site”) into 35 ‘rural enterprise’ lots.
- Council adopted Scheme Amendment 8 for final approval in July 2012 that seeks to create a new ‘Rural Enterprise’ zone over the subject site. The proposed subdivision is consistent with the subdivision guide plan in this documentation.
- The rezoning of the subject site is with the Minister for Planning for final approval and has therefore progressed to a stage where there is a reasonable amount of certainty that it will be finalised and gazetted in the near future.
- Council is to consider recommending to the WA Planning Commission that the application be conditionally supported subject to the gazettal of Scheme Amendment 8.

## **ATTACHMENT**

Attachment 10.3.2 (A): Plan of subdivision  
Attachment 10.3.2 (B): List of recommended conditions

## **BACKGROUND**

### ***Previous Applications***

Council considered a subdivision application over the subject site in May 2011 for 34 rural residential lots. Scheme Amendment No.7 was proposed at the time to rezone the subject site to ‘Rural Residential’ but had only just been initiated by Council. This application was recommended by Council for refusal as it was considered premature.

Scheme Amendment No.7 was refused permission to advertise by the Western Australian Planning Commission (WAPC) and both the subdivision and scheme amendment did not progress.

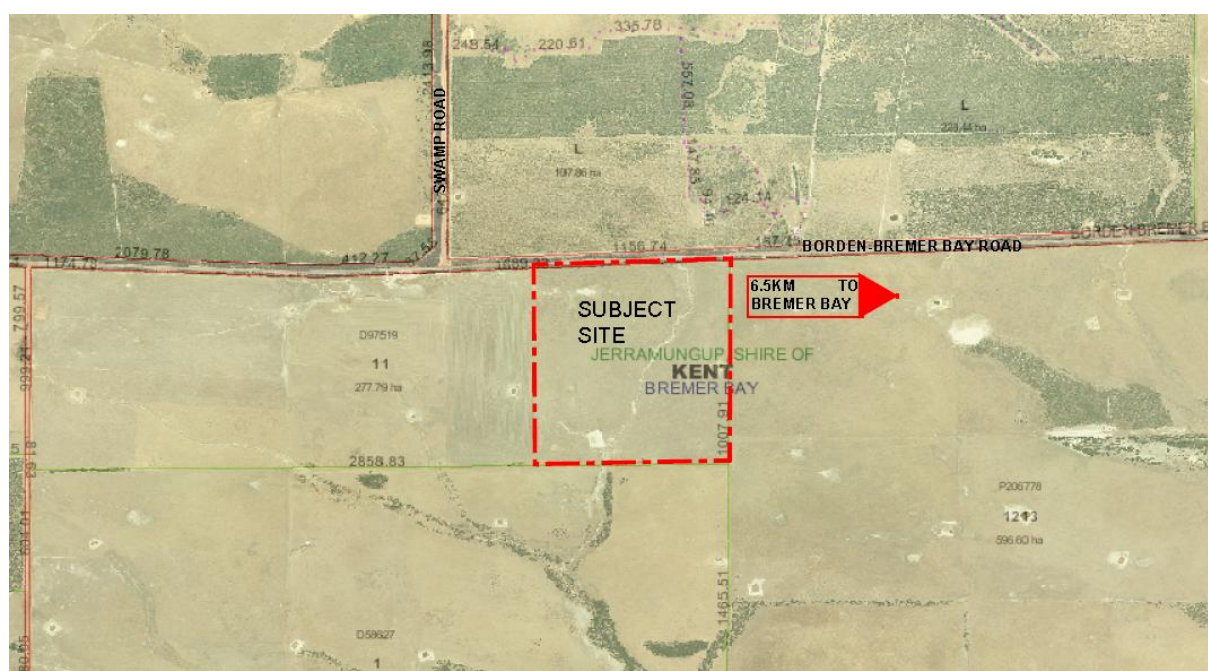
Scheme Amendment 8 was then proposed to change the zoning of the subject site to ‘Rural Enterprise’ to allow for the colocation of hobby farms and light industry. This scheme amendment has progressed to the stage where the WAPC have approved it and it is awaiting final approval from the Minister for Planning.

The Council received an application for a two lot subdivision in October 2012 that proposed the subdivision of Lot 11 Borden-Bremer Bay Road into two lots, effectively creating the subject site. This was supported under delegated authority on the 18<sup>th</sup> October 2012 subject to Scheme Amendment 8 being finalised and the new boundary aligning with the proposed zoning boundary.

### ***Location and description***

The subject property is located approximately 6.5 kilometres to the west of Bremer Bay Townsite, opposite Swamp Road.

The subject site is the eastern 85.3ha of Lot 11 Borden-Bremer Bay Road owned by Gregory and Delys Harland. The subject site is used for broad acre farming. The site is gently undulating and has an intermittent creek running north-south through the site that forms part of the head waters of the Bitterwater Creek.



*Subject Site edged in red and its relationship to the Bremer Bay Townsite (Landgate 2008)*

### ***Zoning***

The subject Site is still zoned 'Rural' under the Shire of Jerramungup Local Planning Scheme No.2.

The site is the subject of Scheme Amendment No.8 that proposes its change of zoning to 'Rural Enterprise'. The objectives of this zone are:

- *Create a new zone for 'Rural Enterprise' uses, providing for live and work opportunities within this zone;*
- *Provide a range of lot sizes for 'Rural Enterprise' uses on land that is subject to minimal constraints;*
- *Complement the development of other uses on Borden-Bremer Bay Road; and*

- *Ensure that the proposed development does not constrain the Bremer Bay townsite, which has very limited avenues for future growth. This lot has been chosen for 'Rural Enterprise' purposes as it will not constrain the future development of the Bremer Bay townsite, in a westward direction.*

Scheme Amendment No.8 adopts a subdivision guide plan over the site and introduces scheme provisions that control the types of land uses permitted in this new zone and establishes the development and subdivision requirements.

## **CONSULTATION**

The WAPC has referred the application to the Shire for comment along with other authorities including Department of Water, Main Roads WA and the Department for Environment and Conservation.

## **COMMENT**

### ***The Proposal***

Council received a referral from the Western Australian Planning Commission (WAPC) seeking advice on an application to subdivide Part Lot 11 Borden-Bremer Bay Road, Bremer Bay into 35 lots on the 19 October 2012.

The application proposes 35 'rural enterprise' lots ranging in size from 1ha to 6ha. The proposed subdivision is consistent with the subdivision guide plan adopted by Council as part of the rezoning of the subject site.

The plan of subdivision and a substantial report has been lodged with the subdivision application and is provided in full at Attachment 10.3.2 (A).

### ***Assessment***

This assessment assumes the completion of Scheme Amendment 8 and makes assessment against the proposed scheme provisions. The Amendment has progressed through to final approval with the Minister and is expected to be granted approval by him by the end of 2012 or into early 2013.

It is recommended that the first condition applied to any support for the subdivision is that the rezoning be completed prior to subdivision clearance.

### ***Scheme Requirements***

Scheme Amendment No.8 establishes the new 'Rural Enterprise' Scheme provisions, compliance with these are explored in the table below:

<b>Clause</b>	<b>Comment</b>
Subdivision is to be generally in accordance with a Subdivision Guide Plan adopted by the Council and endorsed by the WAPC	Complies. The subdivision guide plan (SGP) creates precincts, road alignments, development exclusion areas and buffer plantings. The subdivision plan meets the requirements of

	the SGP.
A maximum of 35 lots and minimum lot size of 1ha	Complies. 35 lots are proposed with a minimum lot size of 1ha.
A Local Water Management Strategy shall be prepared for the property at the time of subdivision	To be a condition of approval
A dwelling is not to be occupied unless water storage of 135KI capacity and roof catchment of 450m <sup>2</sup> has been provided	A notification on each Title is recommended to ensure future landowners are aware of their obligations.
Prospective purchasers to be advised of Scheme Provisions	To be a condition of approval
The local government may require a Fire Management Plan be prepared at the time of subdivision.	To be a condition of approval. Preliminary discussions have been held with the CESM and Planning officer and a basic understanding of fire protection incorporated into the design already.
The local government may impose a condition at the time of subdivision requiring access rights to water contained in any dams located in the Rural Enterprise zone.	To be a condition of approval
Planting of vegetation buffers with native species along lot boundaries.	To be a condition of approval
Preparation and implementation of a Foreshore Management Plan for Bitterwater Creek that includes the stabilisation of banks, fencing and planting of riparian vegetation.	To be a condition of approval
Placing of a restrictive covenant preventing access to Borden-Bremer Bay Road	To be a condition of approval. Main Roads required this condition to control access to this main road.
Internal roads and the intersection with Borden-Bremer Bay Road shall be constructed to a width and standard able to accommodate large articulated vehicles	To be a condition of approval. The standard of infrastructure will need to be negotiated with the developer. The development is a blend of hobby farm and light industrial activity. The road standard for industrial development is far higher than hobby farm development.
Construction of a passing bulge on Borden Bremer Bay Road	To be a condition of approval.
Where the internal road crosses Bitterwater Creek measures for fauna crossings shall be incorporated.	This is a requirement of the DEC and not recommended by Council. The DEC may continue to require this as part of their part in the subdivision referral process.

### ***Recommended conditions***

The standard subdivision conditions are recommended for inclusion, along with the more specific conditions listed in the table above.

The standard of road construction is a grey area with the development being neither a straight rural residential development nor an industrial area. It may be onerous and unnecessary to construct all internal roads within the subdivision to full industrial standard as there will not be the usual volume of industrial traffic generated as would be in a standard industrial area. Most lots may be used only as hobby farm lots.

On the other hand to not allow for the movement of large articulated vehicles around the development would be short sighted. This report recommends that the following compromise be proposed:

- Road widths and turning circles allow for the movement of large articulated vehicles;
- The entry point be constructed to an asphalt standard for improved durability (similar to the nearby Swamp Road intersection); and
- The road construction specifications be a compromise between industrial and rural residential standards to the satisfaction of the Executive Manager Infrastructure Services in recognition of the anticipated lower numbers of heavy truck movements in this development.

The WAPC require that the local government use their model conditions when recommending conditions of subdivision. The conditions listed in Attachment 10.3.2 (B) are in this format.

### ***Conclusion***

Once Scheme Amendment No.8 is signed off by the Minister for Planning then the proposed subdivision has the ability to proceed.

The proposed subdivision complies with the scheme provisions listed in the Amendment document and is recommended for approval subject to the standard subdivision conditions listed at Attachment 10.3.2 (B).

### **STATUTORY REQUIREMENTS**

The Shire of Jerramungup is a referral body only in the assessment of subdivisions. Decisions are made by the Western Australian Planning Commission (WAPC) assessed against the WAPC State Planning Policies, Development Control Policies and having due regard to the Shire's Local Planning Scheme.

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

### **STRATEGIC IMPLICATIONS**

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

#### ***Ongoing social, economic and financial viability***

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

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

***Service delivery and the environment***

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

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

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

**FINANCIAL IMPLICATIONS**

Additional lots will raise additional rates for the Shire and have ongoing maintenance requirements for the Shire as well.

**WORKFORCE IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

None at this stage

**VOTING REQUIREMENTS**

Simple Majority

**RECOMMENDATION**

**That Council recommend that the Western Australian Planning Commission approve the subdivision application (WAPC #146864) subject to the conditions and footnotes included in Attachment 10.3.2 (B) and that a copy of this report be forwarded to the WAPC as record of the application assessment.**



**A D M I N**

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<b>SUBMISSION TO:</b>	<b>Administration</b>
<b>AGENDA REFERENCE:</b>	10.4.1
<b>SUBJECT:</b>	Administration Status Report
<b>LOCATION/ADDRESS:</b>	
<b>NAME OF APPLICANT:</b>	Shire of Jerramungup
<b>FILE REFERENCE:</b>	
<b>AUTHOR:</b>	Bill Parker
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	11 <sup>th</sup> November 2012

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## **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](http://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 December 2012.

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.

The Chief Executive Officer, Shire President and Deputy Shire President met with the Minister for Health to pursue the matter further on 28 October 2012.

### **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 commenced with the first draft being forwarded to the Shire for consideration.

The Structure Plan and subdivision application are currently with the WAPC for consideration.

#### **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.

A Request for Proposals has been advertised for the Roe Park Synthetic Surface which is largely funded by Lotterywest. A report is presented for Council consideration at this meeting.

#### **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.

Tenders have been received for the detailed design of the Ravensthorpe site. These will be considered at the November Ravensthorpe ordinary Council meeting and an update provided to Council thereafter.

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<b>SUBMISSION TO:</b>	<b>Administration</b>
<b>AGENDA REFERENCE:</b>	10.4.2
<b>SUBJECT:</b>	Community Strategic Plan
<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	
<b>AUTHOR:</b>	Bill Parker
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	24 October 2012

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## **SUMMARY**

In December 2011, Council endorsed a community engagement model as the basis for a new Community Strategic Plan.

In response to the community engagement, a draft Community Strategic Plan was endorsed by Council in September 2012.

The draft plan was advertised for public comment for a period of two weeks with community and stakeholder comments included into a revised document.

This item recommends the adoption of the Community Strategic Plan.

## **ATTACHMENT**

Attachment 10.4.2 - Community Strategic Plan

## **BACKGROUND**

In December 2011, Council endorsed a community engagement model for the development of a Community Strategic Plan. A facilitator was appointed to conduct the community workshops and prepare a report that outlined the outcomes from the community planning sessions.

In response to the community findings, a Draft Community Strategic Plan was prepared for Council consideration in September 2012. The draft plan was endorsed by Council and advertised for a period of two weeks.

A number of submissions on the draft plan were received. The comments contained within the submissions were assessed and incorporated into the revised document where possible.

A final document has been prepared for Council consideration.

## **CONSULTATION**

With the direction of Council, the Shire invited all residents (1,171 households) and various stakeholders to attend a series of community workshops and stakeholder meetings.

The community engagement process consisted;

- Two workshops in Jerramungup on Tuesday 10 July 2012;
- Two workshops in Bremer Bay Wednesday 11 July 2012;
- A workshop with Council members and appointed community representatives on Thursday 12 July 2012.
- A “one on one” interview with Chief Executive Officer, Great Southern Development Commission on Tuesday 10 July 2012; and
- A telephone interview with the Regional Manager, Department of Sport and Recreation on Tuesday 10 July 2012.
- A “one on one” interview with Regional Director, Southern Agricultural Region, Department of Agriculture and Food on 18 July 2012.

For the residents and stakeholders that were unable to attend the workshops, the Shire welcomed written submissions. The Shire achieved a participation rate of approximately 8%.

The Shire invited further consultation once the draft Community Strategic Plan had been developed. A number of responses were received that have been summarised in the following table;

Respondent	Comment	Response
Dept. Sport and Recreation	Hoping there might be an opportunity to reinforce the positive outcomes of staying engaged in the Club Development Officer Scheme. The CDO works closely with volunteers in clubs and this could be a key component addressed under Aspiration 6: A potential strategy to support higher rates of volunteering if this resource stayed embedded in local government.	Agree. In preparing the final plan the Shire will include a reference to the CDO program.
	Under Pillar 2 – Social Aspirations reference is given to good governance....good health. Could consideration be given to stating - access to sport and recreation opportunities or strong vibrant clubs.	Agree. The Shire will include a reference under pillar 2.
	I reviewed the Shire of Jerramungup Sport and Recreation Infrastructure Plan (Jan 2012) on your website and noted under Jerramungup Sports Club	Yes they are. The Shire of Jerramungup Sport and Recreation Infrastructure Plan will be rebranded and called a Sport Infrastructure

	<p>the inclusion of the drainage upgrade to the sports oval. This proposal was not included as a key component under Aspiration 5: An active community supported by fit for purpose sport and recreation facilities. Could you advise if the Shire of Jerramungup Sport and Recreation Infrastructure Plan (Jan 2012) and the Shire of Jerramungup Strategic Community Plan 2012-2015 are linked?</p>	<p>Strategy. This is discussed under aspiration 5. All of the projects have been costed and included under the 10 year financial plan.</p>
	<p>Should the drainage works on the Jerramungup sports oval be a key component identified under Aspiration5: can the drainage works include consideration of water harvesting/recovery and recycling. This would support the link to Environmental Aspiration 1.</p>	<p>The project is currently on hold and will be revisited when the Sport Infrastructure Strategy is reviewed. We can consider water harvesting/recovery and recycling.</p>
	<p>Reference is made to an upgrade of the Jerramungup Sports Pavilion as a key component under Aspiration5. This is a broad generic statement and sense there is a specific area of need associated with making this facility “fit for purpose”. I assume the Corporate Business Plan addresses the specific details under this generic statement and will detail and clarify what the upgrade will entail?</p>	<p>This is correct. The key components column provides a flavour of the projects that will be completed under each aspiration. The list is not exhaustive. All of the projects will be clearly outlined within the corporate business plan/10 year financial plan.</p>
<p>Great Southern Development Commission</p>	<p>One minor suggestion is that the chart at the bottom of the ‘At a glance’ page be reviewed as it would appear that the colour coding of the lines on the chart does not align with the text on the left.</p>	<p>Agree. This amendment will be made</p>

Council	Remove aspiration 14 as it does not need to be an aspiration. The Shire already provides a suite of events.	Agree. This amendment will be made
	Remove reference to seniors and youth strategy as the Shire does not have and will not have the organisational capacity from a resource perspective to drive these activities	Agree. This amendment will be made
Dept. Local Government	Some objectives are still unclear as to action to be taken – e.g. an activity of Aspiration 4 is “Climate Change Policy (new)”. Adding ‘Develop’ or ‘Implement’ to would improve understanding on potential activities.	Agree. This amendment will be made
	The plan notes the outcomes of the internal and external analysis. While it notes that the plan was prepared in response to this analysis, it could be more specific in its articulation. E.g. it could include commentary such as: “The Strategic Community Plan has been developed to address the challenges of an aging and decreasing population. Strategies address the community’s move towards carbon farming and renewable energy. It will work towards achieving the aspirations of our community within an environment of changing climate and general tightening of funding.	Agree. This amendment will be made

	<p>The Shire should use additional information from the consultation report to improve its draft Plan. E.g. the Plan could be more specific about how SCP leverages other strategies and agencies.</p>	<p>Agree. This amendment will be made</p>
	<p>In order to be compliant, the plan should include brief information on the current and future financial, asset and workforce capacity of the Shire. Information could be presented as a LG profile, broadly outlining assets (value/maintenance/renewal cost), staff levels (current and anticipated), income, expenditure etc. The profile should be accompanied by some commentary on the LG's relative resource position and what this means for progressing the aspirations in the plan (e.g. will more staff need to be hired? Will the LG need to do more advocacy work / seek further funding through grants / raise funds through other avenues etc.)</p>	<p>Agree. This amendment will be made</p>
	<p>Some performance measures are articulated with a direction for achievement, while others are not E.g. Increase in number of aged care units, Number of dieback infestations. Where performance measures are included they should be articulated with a direction as this sets out what Council is trying to achieve and how they will know that they have been successful. E.g. there are fewer dieback infestations year on year.</p>	<p>Agree. This amendment will be made</p>



	The plan could also set out targets for the indicators and provide statements on how the indicators would be measured and when (e.g. annual residents survey/Health Dept data/Dept for Communities data)	
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## **COMMENT**

The following process has been applied in the development of the Shire of Jerramungup Community Strategic Plan;

1. *Letters were sent to all households inviting them to participate in workshops and determine which time slots would suit them (morning, afternoon, evening)*
2. *Community workshops were conducted in Jerramungup and Bremer Bay.*
3. *Councillor workshops were conducted in Jerramungup. This was attended by Community workshop representatives.*
4. *BHW Consulting collated the community feedback and prepared a Community Consultation Report.*
5. *The Chief Executive Officer consolidated the inputs and developed a draft Shire of Jerramungup Strategic Plan.*
6. *The Community Strategic Plan has been tested against future scenarios to test the robustness of the plan.*
7. *The Draft Community Strategic Plan was presented to and endorsed by Council.*
8. *The Draft Community Strategic Plan was advertised for public comment with a copy sent to all community workshop participants.*
9. ***Final adoption. The Shire's Strategic Community Plan to be adopted by Council.***
10. ***Implement and measure performance***  
***Once adopted, the Shire's Strategic Community Plan will be implemented. Systems will be put in place to measure performance on an ongoing basis.***

One section of the plan that does require reconsideration is the introduction provided by outgoing Shire President, Bruce Trevaskis. As the election for a new Shire President will occur at the commencement of the November 2012 Ordinary Council Meeting, Council may want to consider the new Shire President endorsing the introduction and overview of the plan.

## **STATUTORY REQUIREMENTS**

Section 5.56 Local Government Act 1995 and section 19C and 19DA *Local Government (Administration) Regulations 1996* applies to this item.

### **5.56. Planning for the future**

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

### **19C. Planning for the future: strategic community plans — s. 5.56**

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
  - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
  - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
  - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.  
\*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

## **STRATEGIC IMPLICATIONS**

The development of a new Strategic Community Plan will provide a new strategic direction for the Council.

## **FINANCIAL IMPLICATIONS**

The development of the Shire's Community Strategic Plan has cost approximately \$28,000 to date. The final publication costs are estimated at \$2,500.

## **WORKFORCE IMPLICATIONS**

The development of a new Strategic Community Plan will drive the development of the Shire's Workforce Plan.

## **POLICY IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Absolute Majority

## **RECOMMENDATION**

That Council;

- 1. In accordance with section 19C of the Local Government (Administration) Regulations 1996, adopt the Strategic Community Plan subject to the following changes;**
  - Amending the introduction section to reflect the newly elected Shire President.**
- 2. Instructs the Chief Executive Officer to give local public notice that a Strategic Community Plan for the period 2012 – 2025 has been adopted.**

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<b>SUBMISSION TO:</b>	<b>Administration</b>
<b>AGENDA REFERENCE:</b>	10.4.3
<b>SUBJECT:</b>	2013 Local Government Elections
<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	
<b>AUTHOR:</b>	Bill Parker
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	19 October 2012

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## **SUMMARY**

The Shire of Jerramungup has commenced planning for the 2013 Local Government Elections. Until the 2009 elections, all previous elections conducted within the Shire were facilitated by the Chief Executive Officer as the returning officer.

Given the success of the recent elections, it is recommended that the Electoral Commissioner is appointed to be responsible for the conduct of future elections.

## **ATTACHMENT**

Attachment 10.4.3 - Response from Electoral Commissioner

## **BACKGROUND**

The West Australian Electoral Commission has commenced planning for the 2013 Local Government postal elections and has invited the Shire of Jerramungup to utilise its services in conducting these elections.

The current procedure required by the *Local Government Act 1995* is that written agreement from the Electoral Commissioner has to be obtained before the Shire can declare that the Electoral Commissioner will be responsible for elections. The Commissioner has agreed to be responsible for the conduct of the ordinary elections in October 2013 for the Shire of Jerramungup in accordance with Section 4.20(4) of the *Local Government Act 1995*. The Electoral Commissioner will only conduct the election if the method is a postal election.

In order to achieve this, the following two motions need to be passed by absolute majority:

- Declare, in accordance with Section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2013 ordinary elections together with any other elections or polls which may be required.
- Decide, in accordance with Section 4.61(2) of the *Local Government Act 1995*, that the method of conducting the election will be as a postal election.

## **CONSULTATION**

Community feedback has been received with regard to the process applied to previous elections. From the limited feedback received, it appears that some members of the community feel marginalised through the application of in person elections. These people often live in town sites that do not have polling booths due to their small populations. This combined with limited transport options makes attending a polling booth on election day difficult.

By conducting a postal election, these logistical issues are reduced significantly.

## **COMMENT**

The Electoral Commission states higher turnout figures that clearly indicate that electors are more prepared to vote in postal elections; and cite the following advantages:

### **Advantages for electors**

- Convenience of casting a vote in their own homes – particularly for disabled and aged voters and those without access to transport.
- Provision of candidate profiles to each elector to assist in their decision-making.
- Time to contact candidates and make an informed decision.
- Reduced costs in time and travel in casting a vote.

### **Advantages for candidates**

- Availability of an experienced Returning Officer “at arms length” from Local Government business.
- Detailed candidates’ guides prepared by the Electoral Commission.
- An opportunity to reach all eligible electors at no cost through the candidate profile.
- Confidence that the election is being run by the State’s independent Electoral Commission.
- Elected candidates have an increased support base.

### **Advantages for the Local Government**

- All eligible electors are given information about the election.
- Electors can vote more easily as there are virtually no barriers to voting.
- Elections are seen to be conducted by the impartial Western Australian Electoral Commission.
- The workload for the CEO is reduced in an area that is not core business.
- The vast majority of elector and candidate enquiries are received and resolved by either the Returning Officer or the Electoral Commissioner
- Statutory requirements are fulfilled.
- A full election report (including statistics) is prepared by the Electoral Commission for presentation to Council.
- Materials and equipment used in the processes meet contemporary electoral standards.
- Economies of scale can reduce some of the costs.
- Elected Councillors have a high level of support from the local community.

## **STATUTORY REQUIREMENTS**

Section 4.61 of the Local Government Act 1995, states in part as follows:

### **4.61. Choice of methods of conducting the election**

(1) The election can be conducted as a ***postal election*** which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or

***Voting in person election*** which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

(2) The local government may decide\* to conduct the election as a postal election.

*\* Absolute majority required.*

(4) A decision under subsection (2) has no effect unless it is made after a declaration is made under section 4.20(4) that the Electoral Commissioner is to be responsible for the conduct of the election or in conjunction with such a declaration.

Section 4.20 (4) of the Act states as follows:

(4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare\* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.

*\* Absolute majority required.*

## **STRATEGIC IMPLICATIONS**

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

Mission Statement:

A united workforce dedicated to providing quality services to our Community.

## **FINANCIAL IMPLICATIONS**

The cost for the Electoral Commissioner to conduct the 2013 Ordinary Elections will be approximately \$10,000. This cost will be incurred during the 2013/14 financial year and will therefore be considered during the 2013/14 budget deliberations.

## **POLICY IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Absolute Majority

## **RECOMMENDATION**

**THAT Council:**

- i) Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2013 ordinary elections together with any other elections or polls which may also be required; and**
- ii) Decide, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election.**

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<b>SUBMISSION TO:</b>	<b>Administration</b>
<b>AGENDA REFERENCE:</b>	10.4.4
<b>SUBJECT:</b>	St John Ambulance – Rates Request
<b>LOCATION/ADDRESS:</b>	
<b>NAME OF APPLICANT:</b>	St John Ambulance Australia
<b>AUTHOR:</b>	Brent Bailey
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	2 <sup>nd</sup> November 2012

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## **SUMMARY**

This item addresses a request from St John Ambulance for a rating exemption on a property owned on Spitfire Avenue Jerramungup. The officer recommendation supports the request.

## **ATTACHMENT**

Nil

## **BACKGROUND**

Correspondence has been received from St John Ambulance (Great Southern Country Ambulance Service) seeking a rating exemption on a property owned at 5 Spitfire Avenue, Jerramungup.

The property is not used for any commercial purpose, providing garaging for the ambulances and training facilities for volunteer ambulance staff.

## **CONSULTATION**

Great Southern Country Ambulance Service

## **COMMENT**

It is considered, based on the information supplied by Great Southern Country Ambulance Service that it satisfies the requirements of Section 6.26(2)(g) of the Local Government Act 1995, in that the property is being held exclusively for charitable purposes.

## **STATUTORY REQUIREMENTS**

Under Section 6.26(2)(g) of the Local Government Act 1995, land held exclusively for charitable purposes is not rateable land.

## **STRATEGIC IMPLICATIONS**

Nil



## **FINANCIAL IMPLICATIONS**

The total rates levied for the 2012/2013 financial year are \$630.00. The property also contributes \$242.13 in rates to the Jerramungup Effluent Scheme and \$57 to the Emergency Services Levy.

## **WORKFORCE IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority

## **RECOMMENDATION**

**That Council:**

- 1) Approve the rating exemption in accordance with Section 6.26(2)(g) of the Local Government Act 1995 on 5 Spitfire Avenue Jerramungup while owned by St John Ambulance Australia and used for charitable, non-profit purposes.**
- 2) Approve a Council donation of \$929.13 to the Jerramungup St John Ambulance branch equivalent to the total rates already paid for the 2012/2013 financial year.**

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<b>SUBMISSION TO:</b>	<b>Administration</b>
<b>AGENDA REFERENCE:</b>	10.4.5
<b>SUBJECT:</b>	Roe Park Synthetic Surface Proposals
<b>LOCATION/ADDRESS:</b>	Roe Park Jerramungup
<b>NAME OF APPLICANT:</b>	n/a
<b>AUTHOR:</b>	Brent Bailey
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	2 <sup>nd</sup> November 2012

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## **SUMMARY**

This item addresses the consideration of the proposals submitted for the Roe Park Synthetic Surface development.

## **ATTACHMENT**

Confidential Attachment 10.4.5 (A) – Green Plant Grass Tender submission  
Confidential Attachment 10.4.5 (B) – ABS Sports Fields Pty Ltd

## **BACKGROUND**

In accordance with Council's 2012/2013 budget, tenders in the form of a Request for Proposals were called for the Design, Supply and Installation of the Roe Park Synthetic Surface during October 2012.

This project seeks to develop a synthetic multi-sport / recreation surface in Roe Park, Jerramungup. The project idea was originally developed through the planning for the Jerramungup Revitalisation project and identified that the quality of parks and gardens within the townsite is severely limited by the soil conditions and available water. It was also identified that there was a shortage of recreation opportunities for families and youths within the town. This project proposes converting areas currently utilising natural turf and open space conditions to a synthetic landscaped grass product with synthetic sporting grass surfaces as well, the remainder of the park areas will be mulched to consolidate regular maintenance programs.

The synthetic multi-play surface will benefit the community by providing a family orientated open play area with reduced ongoing regular maintenance requirements. The synthetic area will replace an existing non-viable and poor quality open space area which is dangerous to use in summer and can also be too wet to use in winter. The area will also complement the recent playground upgrade which will further add to the local economy through the attraction of visitors and people stopping at Jerramungup on their travels. The installation of a synthetic surface will also remove the parks turf reticulation service which may provide the opportunity for the development on much needed industrial lots within the townsite boundaries which are currently constrained by the availability of water.

## **CONSULTATION**

Tender Advertising  
On Site meeting with prospective contractors  
WALGA

## **COMMENT**

Tenders were advertised in the West Australian on Saturday 29<sup>th</sup> September 2012 and utilised the WALGA tender service and WALGA tender portal for the tender open period. Tenders closed at 10:30am Tuesday 30<sup>th</sup> October 2012.

Tenders were received from the following companies:

<b>Amount Tendered</b>	<b>\$AUD ex GST</b>
Green Planet Grass	\$195,000
ABS Sports Fields Pty Ltd	\$187,304

An assessment panel made up of two officers scored the received tenders. The assessment panel was made up of:

- Chief Executive Officer
- Deputy Chief Executive Officer

Each officer assessed each tender individually and without consultation during the scoring process in accordance with the advertised assessment criteria being:

- Demonstrated Experience
- Project Delivery
- Product
- Local Content
- Pricing

The following final averaged scores were assigned to each supplier:

<b>Assessment Criteria</b>	<b>Max. Points</b>	<b>Green Planet Grass</b>	<b>ABS Sports Surfaces</b>
Averaged weighted score (max 100)	100.0	85.5	77.5

The Assessment Panel considered that the Proposal from Green Planet Grass was deemed to represent best value to the Shire.

The design of the project is a critical component to the success of the synthetic surface long term. As such the recommendation of this report is to accept the proposal from Green Planet Grass and negotiate on the final design to ensure the most advantageous outcome for the community.

## **STATUTORY REQUIREMENTS**

In accordance with Local Government Act 1995 Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1). Tenders are to be publicly invited according to the requirements of this Division before a

local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100,000 unless sub regulation (2) states otherwise.

### **STRATEGIC IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

The adopted budget for this project is \$197,648 which includes Lotterywest's contribution of \$142,648

### **WORKFORCE IMPLICATIONS**

This project has been designed to reduce the workforce requirement and commitment to mowing parks and open space in the town of Jerramungup. There is also a reduction in the workforce requirement for reticulation management. The synthetic surface will still require maintenance considerations including the following:

- 1) Surface and perimeter inspections
- 2) Removal of foreign objects
- 3) Occasional pressure cleaning to remove contaminants and refurbish matted areas.

The successful completion of this project will enable a redeployment of staff resources to other parks and gardens within the townsite.

### **POLICY IMPLICATIONS**

Nil

### **VOTING REQUIREMENTS**

Simple Majority

### **RECOMMENDATION**

**That Council;**

- 1. Accept the Proposal submitted by Green Planet Grass for RFP 01\_12 for the lump sum tender price of up to \$195,000 exclusive of GST in accordance with the tender documentation.**
- 2. Delegate authority to the Chief Executive Officer to negotiate the final design with the company prior to construction.**

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**SUBMISSION TO:** Administration  
**AGENDA REFERENCE:** 10.4.6  
**SUBJECT:** Council Committees  
**LOCATION/ADDRESS:**  
**NAME OF APPLICANT:** Shire of Jerramungup  
**FILE REFERENCE:**  
**AUTHOR:** Charmaine Solomon  
**DISCLOSURE OF ANY INTEREST:** Nil  
**DATE OF REPORT:** 31<sup>st</sup> October 2012

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### **SUMMARY**

This report addresses Council's review of Committee appointments. Included in this report is a current listing of Council Committees.

### **ATTACHMENT**

Nil

### **BACKGROUND**

The current listing of Council committees and Councillor Delegates is listed below.

#### **Council Committees Appointed October 2011**

**That Council resolve to make the following appointments to Council and community committees.**

<b><u>Committee</u></b>	<b><u>Membersh ip</u></b>	<b><u>Term</u></b>	<b><u>Purpose</u></b>	<b><u>Nominated Councillors</u></b>	<b><u>Powers</u></b>
CEO Appointmen t and Review Committee	All Councillors	2 years with terms of office being aligned with Local Government Councillor elections.	To conduct the recruitme nt process and periodic reviews.	All Councillors	Nil, the committee will make recommendatio ns to Council. The Shire President may, at his/her option, engage a consultant to assist in any relevant processes to the extent provided for in the annual budget.
Audit	All	2 years with	To	All	Nil, Makes

Committee	members of Council	terms of office being aligned with Local Government Councillor elections.	receive audit reports and meet annually with Council's auditors.	Councillors	recommendations to Council on the appointment of auditors and matters raised during audits.
Bremer Bay Community Development Committee	Two Councillors and one Proxy. Two member representatives from each community organisation	Two years with terms of office being aligned with Local Government Councillor elections. All non Councillor members of the committee membership is ongoing once Council has accepted their nomination until the organisation they represent advises otherwise or until Council disbands this committee which ever is the sooner.	To advise Council on issues of development within Bremer Bay	Delegate 1) <b>Cr Trevaskis</b>  Delegate 2) <b>Cr Iffla</b>  Proxy) Any other Councillor	Nil, the committee will make recommendations to Council.

<b>Organisation/Committee</b>	<b>Delegate Positions</b>	<b>Nominated Councillors</b>
Regional Road Group	Two Councillors and one Proxy	Delegate 1: <b>Cr Trevaskis</b>  Delegate 2: <b>Cr Lester</b>  Proxy: <b>or any other Councillor</b>
Great Southern Zone of WALGA	Two Councillors and one Proxy	Delegate 1: <b>Cr Lester</b>  Delegate 2: <b>Cr Trevaskis</b>  Proxy: <b>Cr Daniel or any other Councillor</b>
Bush Fire Advisory	One Councillor and one	Delegate: <b>Cr Bailey</b>

Committee	Proxy	Proxy: <b>Cr Parsons or any other Councillor</b>
Jerramungup Community Resource Centre Committee	One Councillor and one Proxy	Delegate: <b>Cr Atkin</b>  Proxy: <b>or any other Councillor</b>
Fitzgerald Biosphere Group	One Councillor and one Proxy	Delegate: <b>Cr Parsons</b>  Proxy: <b>Cr Bailey or any other Councillor</b>
Regional Recreation Advisory Committee	One Councillor and one Proxy	Delegate: <b>Cr Iffla</b>  Proxy: <b>Cr Daniel or any other Councillor</b>
South Coast Management Group	Two Councillors and one Proxy	Delegate 1: <b>Cr Daniel</b>  Delegate 2: <b>Cr Atkin</b>  Proxy: <b>Cr Iffla or any other Councillor</b>
Jerramungup FESA Unit Management Committee	One Councillor and one Proxy	Delegate: <b>Cr Bailey</b>  Proxy: <b>Cr Parsons or any other Councillor</b>
Bremer Bay FESA Unit Management Committee	One Councillor and one Proxy	Delegate: <b>Cr Iffla</b>  Proxy: <b>Cr Lester or any other Councillor</b>
Health Advisory Committee	One Councillor and one Proxy	Delegate: <b>Cr Daniel</b>  Proxy: <b>Cr Trevaskis or any other Councillor</b>
Jerramungup Streetscape Committee	One Councillor and one Proxy	Delegate: <b>Cr Atkin</b>  Proxy: <b>or any other Councillor</b>
Development Assessment Panel	Two Councillor and one Proxy	Delegate 1: <b>Cr Iffla</b>  Delegate 2: <b>Cr Lester</b>  Proxy: <b>Cr Trevaskis</b> Proxy: <b>Cr Atkin</b>

## **CONSULTATION**

Current Committee Delegates Listing

## **COMMENT**

Appointments on Council Committees have been left open in the recommendation for the Council to resolve.

## **STATUTORY REQUIREMENTS**

The following sections of the Local Government Act have application:

### **5.8. Establishment of committees**

A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

*\* Absolute majority required.*

### **5.9. Types of committees**

(1) In this section —

**other person** means a person who is not a council member or an employee.

(2) A committee is to comprise —

- (a) council members only;
- (b) council members and employees;
- (c) council members, employees and other persons;
- (d) council members and other persons;
- (e) employees and other persons; or
- (f) other persons only.

### **5.10. Appointment of committee members**

(1) A committee is to have as its members —

- (a) persons appointed\* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

*\* Absolute majority required.*

- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a



member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.

- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
- (a) to be a member of the committee; or
  - (b) that a representative of the CEO be a member of the committee, the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

#### **5.11. Tenure of committee membership**

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;
  - (b) the person resigns from membership of the committee;
  - (c) the committee is disbanded; or
  - (d) the next ordinary elections day, whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the term of the person's appointment as a committee member expires;
  - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;
  - (c) the committee is disbanded; or
  - (d) the next ordinary elections day, whichever happens first.

### **STRATEGIC IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **VOTING REQUIREMENTS**

Absolute Majority

## **RECOMMENDATION**

That Council resolve to make the following appointments to Council and community committees.

<b><u>Committee</u></b>	<b><u>Membersh ip</u></b>	<b><u>Term</u></b>	<b><u>Purpose</u></b>	<b><u>Nominated Councillors</u></b>	<b><u>Powers</u></b>
CEO Appointmen t and Review Committee	All Councillors	2 years with terms of office being aligned with Local Government Councillor elections.	To conduct the recruitme nt process and periodic reviews.	All Councillors	Nil, the committee will make recommendatio ns to Council. The Shire President may, at his/her option, engage a consultant to assist in any relevant processes to the extent provided for in the annual budget.
Audit Committee	All members of Council	2 years with terms of office being aligned with Local Government Councillor elections.	To receive audit reports and meet annually with Council's auditors.	All Councillors	Nil, Makes recommendatio ns to Council on the appointment of auditors and matters raised during audits.

Bremer Bay Community Development Committee	Two Councillors and one Proxy. Two member representatives from each community organisation	Two years with terms of office being aligned with Local Government Councillor elections. All non Councillor members of the committee membership is ongoing once Council has accepted their nomination until the organisation they represent advises otherwise or until Council disbands this committee which ever is the sooner.	To advise Council on issues of development within Bremer Bay	Delegate 1) <b>Vacant</b> Delegate 2) <b>Vacant</b> Proxy) Any other Councillor	Nil, the committee will make recommendations to Council.
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<b><u>Organisation/Committee</u></b>	<b><u>Delegate Positions</u></b>	<b><u>Nominated Councillors</u></b>
Regional Road Group	Two Councillors and one Proxy	<b>Delegate 1:</b>  <b>Delegate 2:</b>  Proxy: <b>or any other Councillor</b>
Great Southern Zone of WALGA	Two Councillors and one Proxy	<b>Delegate 1:</b>  <b>Delegate 2:</b>  <b>Proxy:</b> <b>or any other Councillor</b>
Bush Fire Advisory Committee	One Councillor and one Proxy	<b>Delegate:</b>  <b>Proxy:</b> <b>or any other Councillor</b>
Jerramungup Community Resource Centre Committee	One Councillor and one Proxy	<b>Delegate:</b>  <b>Proxy:</b> <b>or any other Councillor</b>

Fitzgerald Biosphere Group	One Councillor and one Proxy	<b>Delegate:</b>  <b>Proxy:</b> <b>or any other Councillor</b>
Regional Recreation Advisory Committee	One Councillor and one Proxy	<b>Delegate:</b>  <b>Proxy:</b> <b>or any other Councillor</b>
South Coast Management Group	Two Councillors and one Proxy	<b>Delegate 1:</b>  <b>Delegate 2:</b>  <b>Proxy:</b> <b>or any other Councillor</b>
Jerramungup FESA Unit Management Committee	One Councillor and one Proxy	<b>Delegate:</b>  <b>Proxy:</b> <b>or any other Councillor</b>
Bremer Bay FESA Unit Management Committee	One Councillor and one Proxy	<b>Delegate:</b>  <b>Proxy:</b> <b>or any other Councillor</b>
Health Advisory Committee	One Councillor and one Proxy	<b>Delegate:</b>  <b>Proxy:</b> <b>or any other Councillor</b>
Jerramungup Streetscape Committee	One Councillor and one Proxy	<b>Delegate:</b>  <b>Proxy: or any other Councillor</b>
Development Assessment Panel	Two Councillor and one Proxy	<b>Delegate 1:</b>  <b>Delegate 2:</b>  <b>Proxy:</b> <b>Proxy:</b>

# **COUNCILLOR REPORTS**

**11. COUNCILLOR REPORTS**

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

**12.1 From Officers**

**12.2 From Elected Members**

**13. NEXT MEETING/S**

13.1 Ordinary Meeting – to be held Wednesday 19<sup>th</sup> December 2012 commencing 8.30am at the Council Chambers, Jerramungup.

**14. CLOSURE**