



MINUTES

ORDINARY COUNCIL MEETING

TUESDAY 18 FEBRUARY 2014
(Held at the Shire of Waroona Council Chambers)

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1. DECLARATION OF OPENING/ANNOUNCEMENTS

The Shire President declared the meeting open at 4.00 pm and welcomed Councillors and Staff present.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr Christine Germain	Shire President
Cr Trish Witney	Deputy Shire President
Cr Noel Dew	Councillor
Cr Lina Look	Councillor
Cr John Salerian	Councillor
Cr Larry Scott	Councillor
Cr Craig Wright	Councillor
Cr John Mason	Councillor
Mr Ian Curley	Chief Executive Officer
Mr Laurie Tilbrook	Deputy CEO / Director Corporate Services
Mr Steve Cleaver	Director Community Services
Mr Louis Fouché	Director Planning Services
Mr Jason Robertson	Mgr Environmental Health & Building Services
Mrs Sue Cicolari	Executive Support Officer

APOLOGIES

There were no members of the public present at the commencement of the meeting.

LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil.

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil.

4.1 PUBLIC QUESTION TIME

Nil.

4.2 PUBLIC STATEMENTS

Nil.

5. APPLICATIONS FOR LEAVE OF ABSENCE**COUNCIL RESOLUTION**

MOVED: Cr Witney

SECONDED: Cr Wright

OCM14/02/001

That Cr Look be granted Leave of Absence for the month of March 2014.

CARRIED 8/0



6. DISCLOSURES OF MEMBERS' & OFFICERS' INTERESTS

Cr Witney and Cr Germain declared an interest affecting impartiality in Item 9.3.2 as they are members of the Waroona St John Ambulance Board.

Cr Wright, Cr Mason and Cr Scott declared an interest affecting impartiality in Item 9.2.1 as they are members of the Waroona Football Club and Cr Scott was also a member of the Waroona Vintage Machinery Rally Committee.

7. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

8. CONFIRMATION OF MINUTES

8.1 ORDINARY COUNCIL MEETING – 17 December 2013

COUNCIL RESOLUTION

MOVED: Cr Look

SECONDED: Cr Mason

OCM14/02/002

That the Minutes of the Ordinary Council Meeting held 17 December 2013 be confirmed as being a true and correct record of proceedings.

CARRIED 8/0

9.0 REPORTS OF OFFICERS AND COMMITTEES



9.1 DIRECTOR TECHNICAL SERVICES

Nil.

9.2 DIRECTOR COMMUNITY SERVICES

Cr Wright, Cr Mason and Cr Scott declared an interest affecting impartiality in Item 9.2.1 as they are members of the Waroona Football Club and Cr Scott is also a member of the Waroona Vintage Machinery Rally Committee.

9.2.1 EVENTS BOOKINGS – TOWN OVAL 2014	
Reporting Officer / Officer's Interest:	Steve Cleaver; Director Community Services / Nil
Responsible Officer / Officer's Interest	Ian Curley, Chief Executive Officer / Nil
Proponent:	Waroona Football Club
Landowner:	Shire of Waroona
Date of Report: 10 February 2014	File No.: 111/1 & 126/1
Previous Reference:	Nil
Policy Implications:	Nil
Statutory Implications:	Nil
Strategic Implications:	Nil
Financial Implications:	Nil
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 6 “Active Civic Leadership, Good Governance, & Excellence in Management”	

PROPOSAL SUMMARY

To consider a letter from the Waroona Football Club regarding the booking of the Vintage Machinery Rally.

BACKGROUND/INITIAL COMMENTS

On 17 October 2013 the Shire advised the Waroona Football Club President that a booking request had been made for the Vintage Machinery Rally on 7 September 2014. A reply email was subsequently received that day advising that the date may cause an issue if they were in the finals. The Council, following consultation in December 2013, subsequently confirmed booking for the vintage machinery show. The Vintage Machinery Rally Committee has since undertaken printing of flyers and publication of the date in various publications.

A letter was received by the Shire from the Waroona Football Club lodging a formal complaint regarding the acceptance of a booking for the Vintage Machinery Rally of 4 – 7 September 2014 (***Attachment 9.2.1***).

COMMUNITY CONSULTATION

Waroona Football Club, Vintage Machinery Committee.

OFFICER'S FINAL COMMENTS/CONCLUSIONS

The Waroona Football club seeks priority use of the town oval from March to October for the football season.



The Shire has attempted to accommodate all user groups. The Vintage Machinery Rally was predated by the British Auto Classic and All Australian Car Day which was held at similar times.

Mrs Clancy advises that the Football Club is unable to provide a match schedule of the season until January and if a home final is able to be hosted until closer to September. Council must balance the benefits of hosting a statewide machinery rally against the risks of not being able to host a home final if successful on a day in September.

The machinery rally however may be able to consider alternative dates that are mutually beneficial in 2015.

Appendices Attached:	Yes	Appendices Numbers: 9.2.1
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VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

MOVED: Cr Mason

SECONDED: Cr Wright

OCM14/02/003

That Council advise the Waroona Football Club of the following in relation to hire of the sportsground –

- 1. That the 2014 booking for the Vintage Machinery Rally will remain on 7 September 2014.**
- 2. That, as from 2015, the Waroona Football Club will be provided with exclusive booking rights for the sportsground and other Council facilities on the sportsground reserve during the 3 weekends of their finals season (excluding the grand final weekend). Those weekends generally being the last weekend of August and first two weekends in September.**
- 3. No bookings be taken for the dates referred to in clause 2 unless it is determined that the Waroona Football Club will not require use of the sportsground during the period or that the Waroona Football Club are in agreement to share facilities with another hirer.**
- 4. That clauses 2 and 3 become a Council Policy.**

CARRIED BY ABSOLUTE MAJORITY 8/0



9.2.2 LOCAL GOVERNMENT FENCING LOCAL LAW	
Reporting Officer / Officer's Interest:	Trevor Pitcher, EHO/ Building Surveyor; No Interest
Responsible Officer / Officer's Interest	Steve Cleaver, Director Community Services; No Interest
Proponent:	Not Applicable
Landowner:	Not Applicable
Date of Report: 5 February 2014	File No.: 26/7
Previous Reference:	9.4.4 of 22 October 2013
Policy Implications:	Not Applicable
Statutory Implications:	See detailed note
Strategic Implications:	See detailed note
Financial Implications:	See detailed note
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	

PROPOSAL SUMMARY

This report is provided to Council to consider making the following changes to the Shire of Waroona Local Laws. It is proposed that the necessary steps be taken to repeal to the *Local Laws Relating To Fencing And Tennis Court Floodlighting*, as it is seen as being no longer relevant or applicable and to replace them with the *Shire of Waroona Fencing Local Law 2014*.

The '**Purpose**' of this Local Law is to enable Council, to regulate the fences within the Shire of Waroona.

The '**Effect**' of this Local Law is to control the construction and maintenance of fences. Breaches of the Local Law provisions are considered as offences and Infringement Penalty Notices may be issued.

The majority of the amendments were already considered at a Council meeting of 26 June 2012. The "determinations" have been taken out. Other relevant changes since Council's 2012 consideration of this Local Law involve some new wording clarifications, following discussions with staff at the Councils of Mandurah and Murray.

BACKGROUND/INITIAL COMMENTS

The review of Council's Local Laws was commenced a number of years ago, with some having been re-endorsed/retained without change.

The existing Shire of Waroona "*Local Laws Relating to Fencing and Tennis Court Floodlighting*" was made on 27th day of October 1998. It is now proposed that the old the *Local Laws Relating to Fencing and Tennis Court Floodlighting* be repealed and replaced by the new *Shire of Waroona Fencing Local Law 2014*.

PLANNING – STRATEGIC IMPLICATIONS

The new Local Law will assist strategic planning mechanisms by aligning with updated fencing methods including proposals such as estate fencing.

REFERRALS

- Department of Local Government;
- Waroona community – inviting of public submissions;
- State wide public notification.

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 6 “Active Civic Leadership, Good Governance, & Excellence in Management”.

FINANCIAL ISSUES/IMPLICATIONS

Minor extra expenses will be incurred, due to advertising.

POLICY ISSUES/IMPLICATIONS

There are no policy issues or implications emanating from this report.

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Section 3.5 of the Local Government Act 1995 [as amended] provides the power for Local Governments to make Local Laws to help perform their functions.

There are set Statutory steps applicable before any Local Law takes effect, including any amendment to a Local Law. Such steps are now being followed.

COMMUNITY CONSULTATION

Nil

LEGAL ISSUES/IMPLICATIONS

Local Laws provide local governments with the power to manage and control issues and activities within their own district, for the good governance for the people in their district, as well as the activities of visitors to the district. Local Laws, once adopted and gazetted, become legally enforceable laws.

There are no identified “National Competition Policy’ [NCP] effects/implications to apply by the adoption and enforcement of this Local Law. The new proposal follows that of a ‘model’ Local Law for fencing which is used by many Councils, but with their own additions. Therefore no NCP applies.

Following Council's adoption, with any changes if deemed appropriate, then the proposed new Local Law needs to be published in the Government Gazette. Then final local public notice is given by way of a 14 day advertisement.



The enforcement of the new changes should be delegated to the CEO, who should, in turn, sub-delegate the enforcement to the Council Building Surveyors and/or other staff.

OFFICER'S FINAL COMMENTS/CONCLUSIONS

A Council resolution is needed on the attached proposed Local Law.

Subsequent to the Council adopting the proposed law, it will be sent to the Minister for Local Government, who will, in turn, refer it to a 'Delegated Legislation' Committee for their assessment. This Committee will then ascertain the appropriateness of the proposal, whether any sections/parts should be disallowed, or whether there is any inconsistency with any State Legislation.

Appendices Attached: Yes , 1 item	Appendices Numbers: 9.2.2
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VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION

MOVED: Cr Witney
SECONDED: Cr Dew
OCM14/02/004

1. That the Shire of Waroona Fencing Local Law 2014 be now adopted, in principle;
2. That the proposed Shire of Waroona Fencing Local Law 2014, is advertised and put forward for gazettal;
3. That the proposed Infringement Penalties be adopted under sections 6.16 of the Local Government Act, and that these be advertised as charges applicable from the date that this Local Law amendment becomes effective;
4. That the enforcement actions relating to this Local Law are delegated to the CEO;
5. That the CEO shall maintain an up-to-date list of all Authorised Staff to whom he subsequently delegates Enforcement Powers
6. Such staff shall keep appropriate records of all identified offences as well as details of Infringement Penalty Notices issued, and any related actions taken;
7. The Council shall be provided with details of any prosecutions effected under this Local law

CARRIED BY ABSOLUTE MAJORITY 8/0



9.2.3 LOCAL LAW – REPEAL OF LOCAL LAWS – FENCING AND TENNIS COURT FLOODLIGHTING	
Reporting Officer / Officer's Interest:	Trevor Pitcher, EHO/Building Surveyor; No Interest
Responsible Officer / Officer's Interest	Steve Cleaver, Director Community Services; No Interest
Proponent:	Not Applicable
Landowner:	Not Applicable
Date of Report: 12 December 2013	File No.: 26/4
Previous Reference:	9.4.4 of 22 October 2013
Policy Implications:	See detailed note
Statutory Implications:	See detailed note
Strategic Implications:	See detailed note
Financial Implications:	See detailed note
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	

PROPOSAL SUMMARY

It is now proposed that the necessary steps be taken to repeal one (1) old Local Laws, as it is seen as being out of date with current planning and building methodologies and to prepare a repeal Local Law to effect the repeal of the Local Laws Relating to Fencing And Tennis Court Floodlighting.

BACKGROUND/INITIAL COMMENTS

The review of Council's Local Laws was commenced a number of years ago, with some having been re-endorsed/retained without change, while some have needed to be repealed.

This existing Local Law was made in 1998, and seemed relevant at that time. Since that time there have been significant changes to the built environment including new materials utilised for fencing and changes to legislation in Planning and Building Control. It is considered prudent to effect a new Local Law governing Fencing which is up to date with current industry practises and legislation.

PLANNING – STRATEGIC IMPLICATIONS

None Applicable

REFERRALS

None Applicable

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 6 "Active Civic Leadership, Good Governance, & Excellence in Management".



FINANCIAL ISSUES/IMPLICATIONS

There are to be only minor financial Implications, in respect of advertising.

POLICY ISSUES/IMPLICATIONS

There are no policy issues or implications emanating from this report.

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Section 3.16 of the Local; Government Act 1995 requires that a Council, within a period of 8 years, reviews each local law “to determine whether or not it considers that it should be repealed or amended”.

LEGAL ISSUES/IMPLICATIONS

No legal issues or implications have been identified with regard to these proposed repeals.

COMMUNITY CONSULTATION

Statewide public notice is required that Council intends to repeal old local laws.

OFFICER'S FINAL COMMENTS/CONCLUSIONS

The final steps to repeal these items now need to be effected.

Appendices Attached:	No	Appendices Numbers:
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VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION

MOVED: Cr Mason

SECONDED: Cr Wright

OCM14/02/005

- 1. That Council’s existing Local Law applicable to “Fencing And Tennis Court Floodlighting” be repealed, and that the Local Law effecting such repeal be now adopted.**
- 2. That all the necessary steps be taken to finalise the repeal process relating to this matter.**

CARRIED BY ABSOLUTE MAJORITY 8/0



9.3 DIRECTOR PLANNING SERVICES

9.3.1 PROPOSED RENAMING OF WESTERN SECTION OF OLD BUNBURY ROAD, LAKE CLIFTON	
Reporting Officer / Officer's Interest:	Greg Delahunty, Town Planner / Nil
Responsible Officer / Officer's Interest	Louis Fouché, Director Planning and Development Services / Nil
Proponent:	Shire of Waroona
Landowner:	Crown Land
Date of Report: 4 February 2014	File No.: 132/4
Previous Reference:	N/A
Policy Implications:	Geographic Names Committee - Policies and Standards for Geographical Naming in Western Australia Local Planning Policy 2.0 - Lake Clifton / Heron Structure Plan Local Planning Policy 16.0 Geographic Names
Statutory Implications:	Land Administration Act 1997 AS/NZS 4819:2011 Rural and urban addressing
Strategic Implications:	Shire of Waroona Strategic Community Plan 2012
Financial Implications:	Cost of road signs (Approximately \$500).
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): 6 Achieve Civic Leadership	

PROPOSAL SUMMARY

The Waroona Police Station raised the issue that having two (2) sections of road, named Old Bunbury Road, is confusing for Emergency Services as well as motorists.

Council is requested to propose a new road name(s) for the Western Section of Old Bunbury Road, Lake Clifton.

An information plan is attached at **APPENDIX 9.3.1A**.

BACKGROUND / INITIAL COMMENTS

The Old Bunbury Road, with a length of approximately 25.6km, links the South Western Highway to the Old Coast Road. 7.8km of the road is located within the Shire of Waroona with the remaining 17.8km in the Shire of Murray. The Forrest Highway, which opened in September 2009, dissects the Old Bunbury Road. A 7 km section of the road is located to the Western side of the Highway and a 18.6 km section is located to its Eastern side.

Three notable species of trees are found in the Lake Clifton area:

- Acacia saligna (Orange Wattle)
- Agonis flexuosa (Peppermint Tree); and
- Eucalyptus rudis (River / Swamp Gum).



The Lake Clifton Thrombolite viewing platform is located approximately 8.8km North West of Old Bunbury Road.

There are 15 affected landowners, including the Western Australian Planning Commission, with lots fronting the Old Bunbury Road.

STATUTORY ISSUES / ENVIRONMENT / IMPLICATIONS

Land Administration Act 1997

The GNC's policies and standards are provided for under the Land Administration Act 1997, Part 2 – General administration.

AS/NZS 4819:2011 Rural and urban addressing

Section 4.2.4 of this standard states that a named road shall include only one section navigable by vehicles. Unconnected navigable sections, such as where separated by an unbridged stream, pedestrian segment, railing, etc. shall be assigned separate road names.

Section 4.6.1 states that road names are intended to be enduring, and should only be changed where there are sound reasons.

Section 4.6.2 recognises that a road extent is sometimes broken into two or more segments by road redesign or redevelopment so that it is no longer continuous. In this case some of the resultant segments shall be renamed to comply with Clause 4.2.4

PLANNING – STRATEGIC IMPLICATIONS

Geographic Names Committee - Policies and Standards for Geographical Naming in Western Australia

Section 2.2.3 states that all Western Australian rural and urban addressing, allocated and recorded by Landgate, is undertaken in accordance with AS/NZS 4819:2011: Rural and urban addressing.

Section 3.2.4 states that suffixes for roads, localities and topographic feature names shall not be used, e.g., Babakin North West Road, Dead Horse Hill West Road, Wyening West Road. The use of directional or other similar devices as suffixes, to uniquely define a name, can lead to confusion and unnecessary duplication and therefore will not be approved for use.

Section 3.6 states that preference shall be given to the names with extensive usage on official maps, to names in government records and names which have been proven to be of direct historical and/or local significance. Where long-established forms on maps and in records conflict with extensive, preferred local usage, the matter shall be referred to the GNC for resolution.

Names which have geographical significance or are names of early explorers, discoverers, settlers, naturalists, surveyors etc. are generally acceptable. They will be deemed appropriate, where they are relevant to the history of Western Australia, its discovery and the location in which they are to be applied.



The changing of long established place names shall not be accepted. Consideration may be given where it is necessary to avoid ambiguity or duplication. Such decisions shall be at the GNC's discretion.

Clause 3.16.2 Suggested guidelines for undertaking public consultation.

Section 4 states that the GNC is committed to the promotion, preservation and restoration of Indigenous culture within Western Australia. This is acknowledged by a preference being given to Indigenous names where possible. The use of Indigenous names is encouraged and the collection and compilation of recorded Indigenous topographic names is supported.

Section 8.2.2 - Contiguous navigable roads

A named road shall include only one section navigable by vehicles. If a road has been separated to become two unconnected navigable sections of road, then these shall be assigned separate road names.

Section 8.5 - Road naming amendments

Road names are intended to be enduring. The renaming of any road is discouraged unless there are good reasons for a change of name.

Renaming shall be necessary when a road is made into a cul-de-sac, resulting in two or more separated sections of road. Such separations can cause difficulties for emergency services and the delivery of other services to the area. The renaming of a portion of separated road may also be used to solve address numbering problems.

Where a change to the name of a road is proposed, the new name selected shall conform to all the necessary naming policies and standards.

For local roads the change of name must have the majority support from the affected land owners and residents.

The requirements of emergency services for clear unambiguous road naming shall also be a consideration.

Proposals normally require the support of local government, but the Minister for Lands is the final authority in all such matters.

Local Planning Policy 2.0 - Lake Clifton / Heron Structure Plan

Old Bunbury Road is identified as a key existing local road in the Structure Plan.

Local Planning Policy 16.0 Geographic Names

The assignment of geographic names is determined by the Geographic Names Committee (GNC), which is a branch of the Department of Lands. In administering this responsibility the GNC has regard to an extensive set of criteria. With regard to road names, these may be summarised as follows-

1. Name duplication within local governments or adjoining local governments shall be avoided. If possible, it should also be avoided within the State.



2. Names of living individuals shall not be used.
3. Names characterised as follows are to be avoided: incongruous; given/first names; given/first and surname combinations; double names; qualified names; corrupted, unduly cumbersome or difficult to pronounce names; obscene, derogatory, racist or discriminatory names; company names; or, commercialised names.
4. Preferred sources of names include: Aboriginal names; Pioneers of the State or area; War Casualty lists; or thematic names e.g. fauna, ships etc.

Whilst ultimate responsibility for the naming of roads rests with the GNC, their officers undertake consultation with Local Authorities as part of the process of assigning names. To assist this process a Local Authority can develop policies to guide their advice to the GNC.

Council's reserved road names list is found at Appendix 2 of LPP16. The names Wonil, Kularda and Coojong appear in this list.

REFERRALS

The proposal was referred to Landgate's Geographic Names Commission (GNC) for preliminary comments. GNC stated that, as the proposed road name change is an issue of public safety/emergency response concerns, it is supportive of the proposed change. GNC however stated that, in line with their Policies and Standards, a directional name, i.e. Old Bunbury Road West or West Old Bunbury Road, would not be approved.

GNC offered the following advice on the three proposed road names:

Wonnil

As the Aboriginal language is not a written language, there is often a variation in spelling. A search on the Noongar word for Peppermint Tree found a few different spellings, these being Wanil, Wannung, Wonil. However, it was noted, that Landgate's Geonoma data set does contain the name Wonnil. There is one example of Wonnil being used within the State

Kularda

Although Kularda appears suitable no reference to Kularda was found on the internet, so more evidence of its accuracy may be required. There are two examples of Kularda being used within the State.

Coojong

This name appears suitable. There are three examples of Coojong being used within the State.

The GNC confirmed that 'Rise' is an appropriate road type for the subject road.



INTERNAL REFERRALS

Upon referral to the Shire's Technical Services Directorate, the consulting Senior Development Engineer stated that he had no concerns with the proposed road renaming. The Manager Works and Services stated that the existing road signs could be replaced for approximately \$500.

STRATEGIC COMMUNITY PLAN ISSUES / IMPLICATIONS

Shire of Waroona Community Strategic Plan 2012

The Shire of Waroona is committed to serving its residents to the highest level of professionalism whilst maintaining an approachable manner reflective of a small community.

FINANCIAL ISSUES/IMPLICATIONS

Council will become responsible for the installation of any new road name signs (excluding those required on the Forrest Highway and the Old Coast Road) associated with the name change. Council will remain responsible for the maintenance of the road and road name signs, in the future.

COMMUNITY CONSULTATION

Community consultation, in accordance with the Policies and Standards of the Geographic Names Committee, will be carried out once Council has proposed a road name(s).

OFFICER'S FINAL COMMENTS / CONCLUSIONS

In line with GNC's policies and procedures it is considered appropriate to propose an indigenous name or one that has a distinct tie to the locality for the road name change.

Three notable species of trees are found in the Lake Clifton area: Kularda, Wonnil and Coojong. Each name appears at least once within the State however, 'Coojong' appears three times. The GNC and LPP 16 prefer to avoid repetition within the State if possible, so for this reason the name 'Coojong' was omitted. Thrombolite is also considered to be an appropriate road name due to the proximity of the road to the Lake Clifton Thrombolites.

'Kularda'

Indigenous name for the river or swamp gum (*Eucalyptus rudis*). (Source: Common Trees of the South West by J. Wheeler).

The *eucalyptus rudis* is a medium sized tree with rough, dark and light grey bark. Leaves are stalked, alternate, ovate to orbicular 12 x 7 cm, slightly discolourous and dull grey-green. White flowers appear in winter to late spring.



The tree is widespread from the Eneabba district southwards in the Darling Range, west central wheatbelt and high rainfall areas of south-west Western Australia commonly on watercourses, swampy ground or very occasionally on granite rock.

Alternative common names for this species include Moitch, Swamp Gum and Flooded Gum.

'Wonnil'

Indigenous name for the peppermint tree (*Agonis flexuosa*). (Source: Common Trees of the South West by J. Wheeler).

Agonis flexuosa occurs mainly as a small and robust tree, usually less than 10 m tall, although it may grow to 15 m. It has fibrous, brown bark, and long, narrow, dull green leaves, with tightly clustered inflorescences of small, white flowers in the axes. It grows in a weeping habit, and looks remarkably like the weeping willow from a distance. Leaves are narrow and reach a length of 150 mm. It is most readily identified by the powerful odour of peppermint emitted when the leaves are crushed or torn.

The adjacent landowners will experience the greatest impact from the proposed road name change. Therefore it is appropriate that their views are incorporated into the selection of the new name. As 'Coojong' has been disregarded, it is recommended that Council propose the names 'Kularda' and 'Wonnil' for advertising purposes. In line with GNC's policies and standards, the majority support is required for the renaming of a local road. It is envisaged that the community consultation will identify the road name with a majority support.

Thrombolite

Honours the rare rock formations on the eastern side of Lake Clifton: the national park was set aside in 1968. (Source: L. Snell Drakesbrook Days and Waroona Years).

At the edge of Lake Clifton, rock-like structures called can be seen, built by tiny micro-organisms believed to resemble the earliest forms of life on Earth. Scientists have suggested their presence here may be due to upwellings of fresh groundwater high in calcium carbonate.

Road Type

As the road terminates at the Forrest Highway, it is identified as a closed road. The GNC's policies and standards list a number of road types that are appropriate for closed roads. When travelling East to West, along Old Bunbury Road, the road rises steeply after the turn off for Southern Estuary Road. Within the GNC's policies and standards, the road type 'Rise' is identified as an appropriate road type for a roadway going to a higher place or position. 'Rise' is also identified as an appropriate road type for both an open and a closed road. The GNC confirmed that 'Rise' is an appropriate road type for the subject road.



Conclusion

In line with AS/NZS 4819:2011 and the GNC's Policies and Standards the proposed road name change is necessary. The proposed renaming will assist in alleviating the confusion of emergency services and motorists, caused by the two sections of road. The proposed road names have a direct link to the locality and comply with the GNC's Policies and Standards and appear in the reserved road names list at Appendix 2 of Council's LPP 16. For these reasons it is recommended that Council resolves to advertise the names 'Wonnil Rise' 'Thrombolite Rise' and 'Kularda Rise' as replacement names for the Western Section of Old Bunbury Road, Lake Clifton.

Appendices Attached:	Yes	Appendices Number/s: 9.3.1A
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VOTING REQUIREMENTS

Simple Majority.

COUNCIL RESOLUTION

MOVED: Cr Mason

SECONDED: Cr Wright

OCM14/02/006

That Council resolves to:

- 1. Publicly advertise, in accordance with the Geographic Names Committee's Policies and Standards, the names 'Wonnil Rise' 'Thrombolite Rise' and 'Kularda Rise' as the alternative names for the Western Section of Old Bunbury Road, Lake Clifton.**
- 2. Consider all submissions received as a result of advertising.**
- 3. Refer a subsequent report to Council, for endorsement of the new road name with the majority support from the community.**

CARRIED 8/0



Cr Witney and Cr Germain declared an interest affecting impartiality in Item 9.3.2 as they are both members of the Waroona St John Ambulance Board. Cr Witney left the meeting, the time being 4.17 pm.

9.3.2 LOT 17 HENNING STREET, WAROONA – PROPOSED TRANSPORTABLE BUILDING/S	
Reporting Officer / Officer's Interest:	Lucy Lyster – Town Planner / Nil Louis Fouché – Director Planning & Development Services / Nil
Responsible Officer / Officer's Interest:	Steve Cleaver – Director Community Services / Nil Louis Fouché – Director Planning & Development Services / Nil
Proponent:	Waroona St John Ambulance
Landowner:	Shire of Waroona
Date of Report: 5 February 2014	File No.: 140/1
Previous Reference:	N/A
Policy Implications:	State Planning Policy 3.1 – Residential Design Codes (R Codes) Local Planning Strategy 2009 Local Planning Policy 9 Relocated Dwellings Shire of Waroona Town Centre Strategy (2003) Shire of Waroona Town Planning Policy 23.0 – Landscaping Policy 1.31 Asset Management Policy Policy 7.1 Control and Management of Council Property Policy 7.2 Development of Council Facilities
Statutory Implications:	Peel Region Scheme 2003 Shire of Waroona Town Planning Scheme No. 7, 1996
Strategic Implications:	Shire of Waroona Community Strategic Plan 2012
Financial Implications:	Negligible income expected. (See report).
LINKED TO STRATEGIC OBJECTIVE NUMBER	
1- Manage the Shire of Waroona's future growth; and 3- Maintain a strong sense of community.	

PROPOSAL SUMMARY

A letter has been received from St John Ambulance, requesting the Council consider 'Donga' style accommodation (a transportable building), on Lot 17 Henning Street, Waroona. See **Appendix 9.3.2A**.

The letter indicates that the proponent is under pressure to have the centre managed 24 hours a day and seven days a week. It also identifies that a number of new volunteers from Lake Clifton and outside the district have shown interest in working shifts at the Waroona Sub Centre on condition that accommodation facilities are available.

The transportable building would provide sleeping and ablution facilities for the Ambulance personnel on shift.



The proposal is not for a permanent addition. St John Ambulance still wishes to relocate in the future to provide a new Sub Centre facility that provides training and accommodation areas. The letter notes that the latter option is currently not financially viable, due to reduced volunteer numbers and a significant drop in turn out rate to ambulance calls.

BACKGROUND / INITIAL COMMENTS

Lot 17 Henning Street is a vacant lot that adjoins the St John Ambulance Sub Centre and is owned by the Shire of Waroona. The lot is 1022 m² in area, relatively flat and is clear of vegetation. No plans have been submitted in support of the proposal.

STATUTORY ISSUES / ENVIRONMENT / IMPLICATIONS

Peel Regional Scheme 2003

Within the Peel Regional Scheme (PRS) the lot is located on land zoned 'Urban'. The purpose of this Urban zoning is to provide for residential development and associated local employment, recreation and open space, shopping, schools and other community facilities.

Town Planning Scheme No. 7 of 1996 (TPS)

The subject lot is located within the 'Urban 2 – Community & Civic' zone under the Shire of Waroona Town Planning Scheme No. 7 (TPS).

No plans submitted with the proposal therefore an accurate determination of the land use is not possible. However, within the TPS the proposal could be classed as;

- Single House;
- Residential Building.

Table 1 of the TPS states that a Single House is an 'P' use, and a Residential Building is an 'AA' use in the Community and Civic' zone.

A Residential Design Code density of R30 is applicable to the subject lot as depicted on the Scheme maps.

It is a policy of Council to adopt land use control and Residential Design Codes which will permit development of a range of accommodation types.

As there is no detailed area plan (DAP), the proposal needs to be assessed using the TPS, the Residential Design Codes and the Local Town Planning Strategy.

Urban 2 – Community & Civic Zone, Clause 4.6.1 – Objective and Policies states:

Council's objective for the zone is to encourage the establishment of civic and community use facilities in this area adjoining the Town Centre, and ensure that the amenity and streetscapes of the zone are satisfactorily enhanced.

Council's policies will therefore be to:



- permit a wide range of uses consistent with the zone objective;
- encourage the establishment of uses which contribute to the welfare and activity of the community;
- permit medium density housing to appropriate Residential Code standards;
- ensure that development attains a high standard of appearance and convenience of use.

Clause 6.12.1 of the TPS states that no building shall exceed 9m in height above natural ground level.

The lot is not located within a Special Design Precinct; however a high level of design will be required in the Urban 2 zone in accordance with Clause 4.6.1 of the TPS stated above.

Strategic / Policy Implications

State Planning Policy 3.1 – Residential Design Codes (R Codes)

The subject lot is located within the Waroona Town Precinct with an R-Code of 30. Within the R 30 coded area the minimum setbacks are as follows:

- 4 m from primary street
- 1.5 m from a secondary street
- * other setbacks

* Setback depending on wall height, wall length and whether the wall contains major openings or not. (Table 2a and 2b of R-Codes).

Deemed to comply provision C2.1 (i) of 5.1.2 states that buildings set back from street boundaries in accordance with table 1 are deemed acceptable.

Deemed to comply provision C3.1 (i) of Clause 5.1.3 states that buildings set back from other boundaries than street boundaries in accordance with tables 2a and 2b are deemed acceptable.

C3.2 (iii) of 5.1.3 states walls may be built up to a lot boundary behind the street setback in areas coded R30 and higher provided that the wall is not higher than 3.5m with an average of 3m for two-thirds the length of the balance of the lot boundary behind the front setback, to one side boundary only.

Deemed to comply provision C4 of Clause 5.1.4 states that open space provided in accordance with Table 1 are deemed acceptable. In accordance with the R30 coding a minimum of 45% of the lot is to be kept as open space, and a minimum of 24m² as outdoor living.

Deemed to comply provision C1.1 of Clause 5.3.1 states an outdoor living area to be provided in accordance with table 1, be behind the street setback area, directly accessible from a habitable room of the dwelling, with a minimum length and width dimension of 4m and to have at least two-thirds of the required area without permanent roof cover.



In regards to surveillance of the street, Design Principle 5.2.3 states that buildings should be designed to provide for surveillance between dwellings and streets.

Deemed to comply provision C5.1 of Clause 5.4.5 utilities and facilities states an enclosed, lockable storage area, constructed in a design and material matching the dwelling where visible from the street, accessible from outside the dwelling, with a minimum dimension of 1.5m with an area of at least 4m², for each grouped or multiple dwelling. If the proponent proposes a single house application this storage provision will not be required.

Deemed to comply provision C2.1 of Clause 5.1.2 Street Setback states Buildings setback from the primary street boundary:

- iii) reduced by up to 50 percent provided that the area of any building, including a carport or garage, intruding into the setback area is compensated for by at least an equal area of open space between the setback line and the line drawn parallel to it at twice the setback distance.

PLANNING – STRATEGIC IMPLICATIONS

Local Planning Policy 9 (LPP9) – Relocated Dwellings

The objective of LPP9 Relocated Dwellings is:

- To provide clear standards as to what constitutes an acceptable type of relocated dwelling;
- To ensure the style, materials, condition, and design of a relocated dwelling is in keeping with the character of the area within which the dwelling is to be sited;
- To provide a process for dealing with relocated dwellings; and
- To ensure that Council does not facilitate an increase in asbestos clad dwellings within the Shire.

All relocated dwellings must comply with the requirements of the Building Code of Australia. This currently cannot be assessed as there are no plans at this preliminary stage.

The policy states that council will not approve ‘relocated dwellings’ within the boundaries of any gazetted townsite.

Local Planning Strategy (LPS)

The subject lot is located within the Town Centre precinct of the LPS. Lot 17 Henning Street is located within the “Public Purposes” sub precinct.

The objective of the Public Purposes zone is to provide land for a variety of community and civic uses.

A ‘Single House’ and a ‘Residential Building’ are listed as discretionary uses in the Residential sub-precinct of the Town precinct.



Primary uses within the Public Purpose zone are for 'Civic Use, Community Purposes and Public Utility'.

The LPS states that new residential uses in this zone are only to be permitted where, ancillary to public purpose or it is determined that the site will not be required for public purpose in the future.

A high standard of landscaping will be expected on new public purpose developments.

Shire of Waroona Town Centre Strategy (2003)

The Strategy indicates that the Lot 17 Henning Street is allocated for the relocation of a Fire and Emergency Services Authority (FESA) complex. Council has subsequently allocated land on Fouracre Street to locate the FESA Complex. The proposed land for the complex is located on Reserve 49080, with the siting of the complex on the Western side of the intersection of Millar and Fouracre Street.

Shire of Waroona Town Planning Policy 23.0 – Landscaping

The Local Planning Strategy states that new development within the Civic Use sub precinct is to be of a high landscaping standard. It is therefore recommended that landscaping is in accordance with the provisions of LPP 23.

Asset Management Policy 1.31

The Shire's Asset Management Policy requires the Council to consider the long term sustainability of service levels to any infrastructure provided. This includes:

- Need for the facility
- Legislative requirements
- Opportunities for rationalisation
- Future liability including ultimate retention/disposal
- Opportunities for multiple use

Council resolved in Policy 1.37 to meet minimum asset sustainability ratio of 90%, which is to fund 90% of the depreciation expenses. Construction of this asset on the Shire property will require the Shire to consider the above points.

Control and Management of Council Property, Policy 7.1 & Development of Council Property, Policy 7.2

The Shire's management and development of Shire property policies requires the Council to give a higher weighting to proposals for multipurpose facilities that cater for the needs of many groups. The policy also allows the administration to negotiate leases where user groups if able pay for additions to Council property as well as repair and equipment etc.

STRATEGIC COMMUNITY PLAN ISSUES / IMPLICATIONS

Strategy 1 – Manage the Shire of Waroona’s future growth.

The Shire of Waroona includes spectacular natural features, fertile agricultural lands, heritage interests and some strong economic partners. Its community is proud of the diversity it provides and wants to ensure that growth occurs, but that it occurs at a pace that ensures the attractions of the Shire of Waroona are safeguarded.

Strategy 3 – Maintain a strong sense of community.

The Shire of Waroona residents share strength of community support and care. The strategy specifically identifies the Shire’s desire to represent and support the diverse community to improve connectivity throughout the Shire.

INTERNAL REFERRALS

The Shire’s Senior Engineering Technical Officer, stated that the standard drainage conditions would apply and advised that a crossover application may be required.

The Building Surveyor stated that a Building Permit will be required to construct and place a transportable building on the lot, and that the building must comply with the BCA 2013 requirements for a class 1b dwelling.

The Environmental Health Officer stated that the lot is serviced by Watercorp reticulated sewer.

The Director Community Services noted that the current lease with St John Ambulance will have to be reviewed. Servicing of the lot (water, sewer, electricity etc.) will have to be addressed by the proponents as currently lot 17 is not serviced however services run past the lot. Costs associated with the connections are likely to be high as the lot is considered to be of a commercial nature by Western Power and Water Corporation. One connection of each essential service per lot is required under current legislation.

FINANCIAL ISSUES / IMPLICATIONS

Potential lease implications will have to be addressed. The cost of administering a lease with St John Ambulance will be included in budgeted staff costs. Should the proposal proceed, a lease amount is to be determined. This amount is generally negligible (a peppercorn lease).

COMMUNITY CONSULTATION

N/A

OFFICER'S FINAL COMMENTS / CONCLUSIONS

Prior to the proposal reaching the planning stage, the applicants require the land owners (in this case the Shire of Waroona's) consent. This is to be decided upon by Council. Should the landowners consent be granted the proposal can move forward to the planning stages.

From a landowner perspective, particular note needs to be taken of Council's Asset Management Policy. The need for the facility is not in question, although alternative accommodation options may be available in Waroona to St John Ambulance. Likewise, legislative Town Planning, Building and Environmental Health requirements can be met. The proposal is however less likely to meet policy requirements in terms of opportunities to rationalise the facility, liability to retain / dispose and the opportunity for multiple use.

As proposal is at the preliminary stages, with just a broad 'idea' and no supporting plans or details it is difficult to assess. The following comments outline the likely planning outcomes dependent upon the future submitted plans. For example:

- Should the applicants apply for planning permission for a second hand relocated dwelling, the proposal would not comply with the Local Planning Policy 9 – that states '*Council will not approve relocated dwellings within the boundaries of any gazetted town*'.
- Should the applicants apply for a new relocatable dwelling, the application may be assessed as a Single Dwelling against the Town Planning Scheme (TPS), the Residential Design Codes and the Local Planning Strategy. A Single Dwelling is a Permitted use in the TPS zoning table. If the dwelling complies with all the above then it will not require a planning approval, but just a Building Permit.

Depending on the number of occupants, the application could also be assessed as a Residential Building against the Town Planning Scheme (TPS), the Residential Design Codes and the Local Planning Strategy. A Residential Dwelling is an 'AA' use in the TPS zoning table. If the building complies with all the above, it will still require a planning consent that will be determined at the Council's discretion.

The Shire of Waroona's Community Strategic Plan, Strategy 1 aim is to plan to manage moderate growth in the Shire of Waroona to protect the community's lifestyle. The Shire has the opportunity to assist St John Ambulance by providing land to improve ambulance facilities and services within the Shire.

The Shire of Waroona's Community Strategic Plan, Strategy 3 seeks the opportunity for the Shire to represent the community to improve connectivity within the locality. The Shire's opportunity to negotiate the land use on their land and to comment on the proposal, demonstrates the Shire representing the community on a proposal/service that relates to everyone within the Shire.

An important consideration the Shire needs to take into consideration with an application of this nature is the zoning and precinct it is proposed to be located. The Shire offices, Community Resource Centre and other associated buildings within the Urban 2 – Community and Civic and the Public Purpose precinct are all generally



built to a high level of design. It is very important not to adversely impact on the amenity, streetscape and the existing standard of buildings within this Civic precinct.

The Shire would seek to receive an application for a building that is of a high level of design and enhances the zone and precinct. The relocated Dwellings Policy and Town Planning Scheme also require a high standard of appearance and condition of buildings. To allow a building of a lesser standard could set an undesirable precedent in the Community and Civic precinct.

Conclusion

From the limited information available at this stage, the current proposal to locate a relocatable building on Lot 17 Henning Street, Waroona, is not supported due to asset management, amenity and precedent concerns.

Appendices Attached:	Yes	Appendices Number/s: 9.3.2A
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VOTING REQUIREMENTS

Simple Majority.

COUNCIL RESOLUTION

MOVED: Cr Scott

SECONDED: Cr Wright

OCM14/02/007

That in relation to the proposal by Waroona St John Ambulance Committee, requesting Council to consider a transportable building on Lot 17 Henning Street, Waroona, Council resolves that:

- 1. The proposal in its current form is not supported for the following reasons:**
 - 1.1 The proposal is not consistent with Council's Asset Management Policy 1.31.**
 - 1.2 The proposed "donga style" transportable building raises amenity concerns in the Community and Civic Precinct, where a high standard of design and finish is expected.**
 - 1.3 Allowing the proposed development could create an undesirable precedent in the precinct.**
- 2. Council wishes to advise the Committee that it is receptive to considering approval of an accommodation building, of an appropriate standard, on the lot.**

CARRIED 7/0

Cr Witney returned to the meeting, the time being 4.32 pm.



9.4 DEPUTY CEO/DIRECTOR CORPORATE SERVICES

9.4.1 ACCOUNTS FOR PAYMENT	
Reporting Officer / Officer's Interest:	Joe Dineley, Senior Finance Officer / Nil
Responsible Officer / Officer's Interest	Laurie Tilbrook – Deputy CEO/Director Corporate Services / Nil
Proponent:	N/A
Landowner:	N/A
Date of Report: 5/2/2014	File No.: 1/3
Previous Reference:	N/A
Policy Implications:	N/A
Statutory Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	N/A
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	
Voting Requirements	Simple Majority

Appendices Attached:	Yes	Appendices Numbers:	9.4.1
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<u>COUNCIL RESOLUTION</u>		
MOVED: Cr Look		
SECONDED: Cr Mason		
OCM14/02/008		
That Vouchers numbered:		
<u>ACCOUNT</u>	<u>CHEQUE NOS.</u>	<u>TOTAL \$</u>
Municipal	Cheques 7579 - 7632	\$57,420.69
Trust (Cheque/EFTs)	EFT 17511, 17681-17815	\$7,579.40
Electronic Transfers Municipal Fund	EFT 17510 - 17857	\$919,049.06
Direct Wages	01/12/2013 – 31/1/2014 inclusive	\$340,389.00
GRAND TOTAL:		<u>\$1,324,438.15</u>
and attached at Appendix 9.4.1 be endorsed.		
CARRIED 8/0		

9.4.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 JULY 2013 TO 31 DECEMBER 2013 & 1 JULY 2013 TO 31 JANUARY 2014	
Reporting Officer / Officer's Interest:	Ashleigh Nuttall – Manager Financial Services / Nil
Responsible Officer / Officer's Interest	Laurie Tilbrook - Deputy CEO/Director Corporate Services / Nil
Proponent:	N/A
Landowner:	N/A
Date of Report: 10/2/2014	File No.: 1/1
Previous Reference:	N/A
Policy Implications:	N/A
Statutory Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	N/A
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	
Voting Requirements	Simple Majority

Appendices Attached: Yes	Appendices Numbers: 9.4.2
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COUNCIL RESOLUTION

MOVED: Cr Witney

SECONDED: Cr Dew

OCM14/02/009

That the Monthly Statements of Financial Activity for the period 1 July 2013 to 31 December 2013 and 1 July 2013 to 31 January 2014 at Appendix 9.4.2 be received and noted.

CARRIED 8/0

9.4.3 MEMORIAL HALL APPLICATION FOR ENTREPRENEURIAL USE	
Reporting Officer / Officer's Interest:	Laurie Tilbrook, Deputy Chief Executive Officer / Director Corporate Services; No Interest
Responsible Officer / Officer's Interest	Laurie Tilbrook, Deputy Chief Executive Officer / Director Corporate Services; No Interest
Proponent:	Durafurn Pty Ltd T/A Harvey Norman Mandurah
Landowner:	Shire of Waroona
Date of Report: 11 February 2014	File No.: 44/5
Previous Reference:	Nil
Policy Implications:	See heading below
Statutory Implications:	N/A
Strategic Implications:	See heading below
Financial Implications:	See heading below
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): E, No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	

PROPOSAL SUMMARY

The Council has received an application from Durafurn Pty Ltd trading as Harvey Norman Mandurah for use of the Waroona Memorial Hall to conduct a "pop up store" from 20 March to 24 March inclusive.

BACKGROUND/INITIAL COMMENTS

The concept is to market to Waroona residents over a period of 4 days selling electrical, computers, furniture and bedding with the advantage of not having to travel and/or pick up etc.

The applicant intends to create a community atmosphere by having a local community group conduct a sausage sizzle (as a fundraiser for the group) and to also provide children's entertainment.

PLANNING – STRATEGIC IMPLICATIONS

Nil.

REFERRALS

Nil.

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 6 "Active Civic Leadership, Good Governance, & Excellence in Management".

FINANCIAL ISSUES/IMPLICATIONS

The Council does not have a set fee or charge for use of the town hall for commercial purposes.

Staff have investigated similar rates at other Councils and together with the current hourly rate for community group hire have recommended a fee of \$240 per day for



the 4 day sale. No charge is proposed for set up. Note that the rate is daily regardless of the number of hours that the hall is actually used.

In addition the applicants are to be advised that they are to be responsible for their own security.

POLICY ISSUES/IMPLICATIONS

Council's Policy 7.9 "Halls and Buildings Entrepreneurial Bookings" states:

"That all applications to hire Council Halls that are of an entrepreneurial nature be referred to Council prior to acceptance of such bookings.

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Nil.

LEGAL ISSUES/IMPLICATIONS

Nil.

COMMUNITY CONSULTATION

Not required from the Council, however the applicant has advised that an extensive promotion will be conducted including television.

OFFICER'S FINAL COMMENTS/CONCLUSIONS

The application is recommended for approval. Staff have recorded a tentative booking.

Appendices Attached:	No	Appendices Numbers:
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VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

MOVED: Cr Scott

SECONDED: Cr Salerian

OCM14/02/010

1. That the Council approves use of the Waroona Memorial Hall by Durafurn Pty Ltd) trading as Harvey Norman Mandurah) for the purpose of a "pop up sale" from 20-24 March 2014 inclusive.
2. That a rate of \$240 per day for the sale event be levied with no additional set up costs. Normal deposit rate to apply.
3. That the applicant be responsible for all security associated with the promotion.

CARRIED 8/0



9.4.4 BUDGET REVIEW FOR THE PERIOD 1ST JULY 2013 TO 31ST JANUARY 2014	
Reporting Officer / Officer's Interest:	Laurie Tilbrook – Deputy CEO/Director Corporate Services/Nil
Responsible Officer / Officer's Interest	Laurie Tilbrook – Deputy CEO/Director Corporate Services/Nil
Proponent:	Not Applicable
Landowner:	Not Applicable
Date of Report:	File No.: 1/7
Previous Reference:	2013/14 Adopted Budget
Policy Implications:	<i>See heading below</i>
Statutory Implications:	<i>See heading below</i>
Strategic Implications:	<i>See heading below</i>
Financial Implications:	<i>See heading below</i>
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): E, No. 6 “Active Civic Leadership, Good Governance, & Excellence in Management”	

PROPOSAL SUMMARY

Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year. The review is to be submitted to Council within 30 days of determination.

The review of an annual budget for a financial year must –

1. Consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
2. Consider the local government's financial position as at the date of the review and
3. Review the outcomes for the end of that financial year that are forecast in the budget.

Within 30 days after a council has made a determination, a copy of the review and council's determination is to be submitted to the Department.

Included with the agenda at **APPENDIX 9.4.4(1)** is a detailed financial report (including predicted financial position as at 30th June 2014) pertaining to the 2013/14 budget. The report covers the 7 months period to 31st January 2014 by which this review is based.

FINANCIAL ISSUES/IMPLICATIONS

N/A

POLICY ISSUES/IMPLICATIONS

This report considers the Council Policy in relation to material variances which states that “The materiality factor of highlighting variances (budget to actual) shall be 10% with a minimum of \$20,000.

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS



LEGAL ISSUES/IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Not applicable for a budget review

OFFICER'S COMMENTS

1. Operating Income

General Purpose Funding

Interim rating income of \$4,337 has been received to period end.

The amount however is offset by \$5,200 associated with a loss of income from State Planning Commission owned properties which are now classified "rate exempt".

Royalties for Regions – Funding of \$466,475 associated with the Hesse Street Redevelopment has been received and placed in a Reserve Account in accordance with the 13/14 budget.

Reserve Account Interest – This income is likely to exceed budget predictions due to funds associated with 2 major projects (Coronation Road Bridge and Hesse Street redevelopment) remaining unspent.

Law, Order, Public Safety

Capital income in the form of a \$25,000 grant to refurbish the depot dog pound is not expected to be received due to the change of Federal Government.

Community Amenities

Income from tipping fees is well below budget predictions at period end.

A budget amendment is not proposed with this report due to the possibility of additional income in the 2nd half of the financial year together with bulk rubbish disposal from the Shire of Murray.

Town Planning income is below budget however the bulk of these funds are associated with recouped expenditure from the Preston Beach Townsite Strategy (A/c: 2192, 2333).

Recreation and Culture

Government funds of \$50,000 associated with redevelopment of the Lake Preston Trail are yet to be received. Tree planting associated with this project has been carried out by volunteers.

No expenditure on this project has been committed to date and is subject to confirmation of lotteries funding for the construction of a bird watching platform.

Recreation Centre accounts are consistent with budget estimates following the review of these accounts at the conclusion of the last financial year.

It is recommended that the Recreation Advisory Committee carefully monitors Recreation Centre accounts for the remainder of the financial year, taking into account the forecast operational deficit of the facility.

It is expected that the State Government annual operational grant of \$3,000 has been withdrawn, however this is yet to be confirmed.

The Council is unable to claim remaining grant funds associated with the gymnasium construction until the project is 50% completed.

Economic Services

Building Licence income is likely to exceed budget estimates at year end due to a large building application associated with the installation of NBN satellite infrastructure. Overall however, building licence income is at the lowest level since 2004/05.

Sundry Debtor Control

No doubtful debts likely to impact the end of year position have been identified.

84.3% of Rates were collected to 6th February 2014 compared to 85% for the same period last year.

2. Operating Expenditure

General Purpose Funding

A budget error has occurred in relation to expenses associated with the raising of rate notices (A/c 4892.710). This will require a budget amendment – additional expenditure of \$7,700.

Governance

Strategic Planning Consultant – (A/c 0092) this expenditure will exceed budget however is expected to be offset by a reduction in expenditure of salaries (A/c 0052). This is due to the services of Mr John Crothers being engaged on a “contractual” basis in lieu of full employment. No budget amendment is necessary as the expenditure is reflected in the same sub program.

Election Expenses – Budget reduction of \$7,650 (A/c 0132) has occurred as a result of no election at the October 2013 ordinary election.

Long Service Leave – A payment of \$2,690 to the City of Stirling for a former employee has become liable since adoption of the budget. The Council has a “Reserve Account” for such expenditure which may be the subject of a further report at year end.

Law, Order, Public Safety

Gifted Asset – A journal entry for \$364,000 has been made to recognise the fair value of the recently acquired Preston Beach 3.4 Fire Tender.

Health

Relocation expenses of \$1,920 associated with an employee contract (relocation expenses) were unbudgeted.



Education and Welfare

Proposed allocation of Governance expenses to Community Development (A/c 5222) have not eventuated due to the engaging of the Co-ordinator Corporate Planning on a contractual basis.

Salary expenses are likely to exceed budget due to the recent termination of the Community Development Officer.

Community Amenities

Household Refuse – Operations at the Buller Road Refuse Site have been impacted by unbudgeted expenditure associated with work orders resulting from external investigations.

As a result the Refuse maintenance account (A/c 1772) will exceed budget by the amount of this expenditure totalling approximately \$28,000.

Street/Bulk Rubbish – Bulk rubbish collection costs in 2013 totalled \$53,585 which exceeded budget by \$6,885.

Town Planning – The proposed review of the Councils Heritage Inventory has been placed on hold pending further assessment (\$15,000).

Expenditure to period end on development of the Preston Beach Townsite Strategy is well below budget estimates but is fully offset by recouped income and therefore has no impact on overall budget.

Recreation and Culture

Library – A budget error has occurred in relation to building maintenance contracts at the Library (A/c 2922.711). This will require a budget amendment – additional expenditure of \$2,000.

Recreation and Aquatic Centre – Building maintenance (A/c 7162) is forecast to exceed budget due to repairs associated with the failed pool roof and plant room urgent repairs.

It also appears that gas and electricity expenses (in particular gas) are likely to exceed budget at year end and should be subject to further review at the March 2014 monthly reporting period.

Expenses associated with garden maintenance (\$9,270 at 31/1/14) are to be transferred from the works ledger by journal.

Transport

Operating works accounts associated with town and rural maintenance, Ovals and Parks are expected to be within budget estimate at year end.

Tourism and Area Promotion – Reproduction of the local visitor guide brochure is unlikely to be finalised within the forecast period and may be subject to a reallocation to the 2014/15 financial year.

Town Centre – Due to the Council decision to suspend the enhancement grants program approximately \$12,000 of the original \$16,000 budget remains unspent and will be subject to review at year end.



Other Property and Services

Public Works Overheads – Unallocated public works overheads (PWO) have been reviewed and adjusted accordingly. This will ensure accurate representation of the works cost ledger. Further reviews will be carried out prior to year end.

A budget error has occurred in relation to PWO and the allocation of office expenses (A/c 4382.710). This will require a budget amendment – additional expenditure of \$3,000.

Plant Operation Costs – Unallocated plant operation costs (POC) have been reviewed and adjusted due to major repair works carried out on the Cat 12 grader.

3. Capital

Land and Buildings

Administration Centre – Redesign of the front reception area at the admin centre has been placed on hold pending re-assessment of the project.

Pound Upgrade – No longer proceeding due to loss of grant funds associated with change of Federal Government.

Memorial Hall – Kitchen and ceiling upgrade no longer proceeding due to loss of grant funds associated with change of Federal Government.

Gymnasium Extensions – Director Community Services has advised that this project is expected to be completed by financial year end.

Plant and Equipment

Expenditure on the Council's Plant Replacement Program is a timing issue and is not expected to exceed budget estimates at year end.

Furniture and Equipment

Expenditure on Furniture and Equipment Assets is a timing issue in relation to budget processes and is expected to be within budget at year end.

The Council has resolved (OCM 13/12/134) to amend the 13/14 budget to reflect urgent works associated with boiler and air conditioner replacement at the Recreation and Aquatic Centre.

Infrastructure Assets – Roads

Expenditure on the 2013/14 Road Construction Program is expected to be completed on time and within budget estimates, however the following information should be noted:

- Coronation Road Project – This significant Royalties for Regions project is on hold due to the structural integrity of the bridge being in question. Further information will be provided by the Councils Director Technical Services.
- Deferment of Job RC15 (Parnell Street reseal) pending further assessment.

Infrastructure Assets – Other

The following projects have been placed on hold and are subject to further assessment:

- Showgrounds Carpark reseal (OV93) \$34,000
- Depot Grounds sealing (DG10) \$15,000



The following table indicates the status of capital projects as at 31st January 2014 together with the effect of Council budget amendment resolutions on capital expenditure for the financial year to 31st January 2014

CAPITAL PROJECTS AS AT 31 JANUARY 2014					
COA	PROJECT	ASSET TYPE	BUDGET	ACTUAL TO 31/1/14	COMMENTS
0524	Install patios to Admin & Chambers building	Buildings	4,116	4,127	Complete
0524	Fit out meeting room to Admin building	Buildings	25,000	11,223	In Progress
0544	Redesign Admin front counter	Buildings	25,000		Project on hold for possible deferment
0554	Purchase folding machine, binder & laptop	Furniture & Equipment	8,000		Due Feb 14
0554	Install Cicso router for Rec Centre wireless connection, backup hardware and software	Furniture & Equipment	6,820	8,465	Complete
0554	Synergysoft modules	Furniture & Equipment	4,500		Subject to review
0574	Changeover CEO Vehicle	Plant & Equipment	44,300	43,371	Complete
0574	Changeover DCEO Vehicle	Plant & Equipment	38,000	36,639	Complete
0574	Changeover MFS Vehicle	Plant & Equipment	26,000		Due Feb 14
0904	Purchase cat software	Furniture & Equipment	2,000	3,120	Complete
0924	Purchase additional Ranger vehicle	Plant & Equipment	20,000	17,785	Complete
0924	Light bar & signage for existing Ranger vehicle	Plant & Equipment	3,000		Not Commenced
0914	Changeover Ranger Vehicle (gross)	Plant & Equipment	27,000	36,309	Complete
0934	Upgrade CCTV	Furniture & Equipment	25,500	25,312	Complete
0944	Upgrade and extend pound facilities	Buildings	25,000		No longer proceeding - grant funds unavailable
2014	Hawksley Drive drainage	Infrastructure - Other	50,000		Not Commenced
2014	Alexander Drive/Green Street drainage	Infrastructure - Other	40,000		Not commenced
2014	South Preston Beach drainage	Infrastructure - Other	30,000	3,060	Incomplete
2254	Changeover DPS Vehicle	Plant & Equipment	34,000	33,642	Complete
2274	Install GIS system	Furniture & Equipment	17,000	19,693	Complete
2384	New Niche Wall - Drakesbrook Cemetery	Infrastructure - Other	43,664	32,140	Incomplete
2394	Upgrade showground ablution facilities	Buildings	14,549	6,243	Complete
2394	Preston Beach toilets & change rooms upgrade	Buildings	6,364		Incomplete
2474	Upgrade kitchen & replace hall ceiling - Memorial Hall	Buildings	71,591		No longer proceeding - grant funds unavailable
2474	Install new cisterns & plumbing - Town Oval toilets	Buildings	7,874	7,158	Complete
3024	Install air conditioning system - Library	Buildings	40,000	30,621	Complete
3044	Display shelving & slot wall ends plus accessories- Library	Furniture & Equipment	4,180		Incomplete
3044	Install security system - Library	Furniture & Equipment	2,840	2,972	Complete
3114	Lake Preston Trail (HE02)	Infrastructure - Other	88,000		Not Commenced
7104	Gym extensions	Buildings	361,980	117,014	In Progress
7114	Replace poolside chairs	Furniture & Equipment	2,000		Not Commenced
7154	Hoist lift chair for disabled patrons	Plant & Equipment	2,000		Not Commenced
7154	Replace pool cover and pool vacuum cleaner	Plant & Equipment	9,600		Not Commenced
7154	Replace main pool pump in plant room - Rec Centre	Plant & Equipment	4,000	3,912	Complete
3184	Roads to Recovery	Infrastructure - Roads	144,000	58,276	In Progress

3274	Hill Street footpath	Infrastructure - Other	5,000		Not Commenced
3284	Coronation Road Bridge	Infrastructure - Roads	557,000	30,154	MRD require further info - possible defer to 14/15
3724	Showgrounds carpark/driveways	Infrastructure - Other	34,000		Deferred pending further assessment
3724	Completion of oval lighting	Infrastructure - Other	10,000	9,190	Complete
3204	Road Work Total Construction (Full Pgm \$1,580,000)	Infrastructure - Roads	879,000	503,525	In Progress Job RC15 (Parnell St Reseal) deferred pending further assessment
3514	Seal Depot Entrance	Infrastructure - Other	15,000		Deferred pending further assessment
3524	Replace traffic counter	Plant & Equipment	3,000	4,093	Complete
3524	Replace mower trailer	Plant & Equipment	5,000		Incomplete
3524	Replace primary pump retic system	Plant & Equipment	12,000		Incomplete
3524	Various minor plant	Plant & Equipment	4,000	1,836	Incomplete
3554	Changeover MWS Vehicle, Purchase mobile sign trailer, Isuzu Tip Truck 7T (WR7245), Toyota Hilux Ute (WR552)	Plant & Equipment	191,000	59,760	MWS Vehicle & Sign Trailer Complete
3594	Lake Clifton entry sign	Infrastructure - Other	10,000		Delayed pending confirmation Lake Clifton Progress
4164	Changeover DCS Vehicle	Plant & Equipment	34,000	34,321	Complete
4164	Changeover MEHBS Vehicle	Plant & Equipment	24,000	22,940	Complete
		Sub Total	3,040,878	930,198	
CAPITAL ACCOUNTS - ADOPTED BUDGET AMENDMENTS					
COA	PROJECT	ASSET TYPE	BUDGET AMENDMENT	ACTUAL 31/1/14	COMMENTS
7104	Gymnasium Upgrade	Buildings	106,395		OCM 13/10/114
7104	Aquatic Centre Roof Replacement	Buildings	76,800		OCM 13/12/134
7154	Aquatic Centre Boiler & Air conditioner Replacement	Furniture & Equipment	16,830	3,912	OCM 13/12/134
3594	Relocation Lake Clifton Community Centre	Infrastructure Other	-3,000		OCM 13/12/145
		Sub Total	197,025	3,912	
		TOTAL	\$3,237,903	\$934,110	

Cash Position

Cash position as at 31st January 2014
Municipal Funds \$ 2,190,762
of which \$1,300,000 is invested
Reserve Accounts (Restricted Cash) \$2,662,000

Note that the interest on Reserve Accounts is yet to be brought to account.

4. Summary

Attached at Appendix 9.4.4(2) is a summary of proposed amendments to the 2013/14 Adopted Budget.

Also attached in appendix 9.4.4(3) is a progress summary statement in relation to major capital project Recreation Centre Extensions (Gymnasium).

Proposed amendments to the 2013/14 adopted budget will not result in a change to the overall surplus/deficit.



5. Budget Amendments 2013/14

The following amendments to the 2013/14 adopted budget have been approved by the Council to date:

- Authorise replacement of Community Centre air-conditioner \$6,280 (A/c 1052)
Transfer from Building Asset Maintenance Reserve \$6,280 (A/c 1055)
OCM 13/9/086
- Accept tender for construction of Gymnasium.
Increase capital expenditure from \$361,390 to \$468,375 (A/c 7104)
Authorise income from loan funds \$110,000 (A/c 7115)
SCM 13/10/114
- Acceptance of Kidsport grant
Expenditure on DSR program \$9,000 (A/c 2662)
Income from grant \$9,000 (A/c 2733)
OCM 13/11/118
- Authorise carpet Lake Clifton Community Centre
Reduce budget from \$10,000 to \$7,000 (A/c 3594)
Increase expenditure \$3,000 (A/c 2472)
OCM 13/12/145
- Replacement of Aquatic Centre roof and boiler
Increase in budget allocation – pool roof \$76,000 (A/c 7104)
Increase in budget allocation – pool boiler \$16,830 (A/c 7154)
Increase proposed loan borrowings (\$110,000 - \$203,630) \$93,630 (A/c 7115)
OCM 13/12/134

Appendices Attached:	Yes	Appendices Numbers:9.4.4(1, 2 & 3)
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VOTING REQUIREMENTS

Absolute Majority

FINANCE AND AUDIT COMMITTEE RECOMMENDATION

That it be a recommendation to the Council that:

1. The statement of budget review as appended at Appendix 1 be adopted and amendments to the 2013/14 adopted budget be made accordingly
2. The 2013/14 adopted budget review for the period 1 July 2013 to 31 January 2014 be received.

9.4.5 LOCAL GOVERNMENT COMPLIANCE AUDIT RETURN – JANUARY 1, 2013 TO DECEMBER 31, 2013	
Reporting Officer / Officer's Interest:	Laurie Tilbrook – DCEO/Director Corporate Services/Nil
Responsible Officer / Officer's Interest	Laurie Tilbrook – DCEO/Director Corporate Services/Nil
Proponent:	Not Applicable
Landowner:	Not Applicable
Date of Report:	File No.: 193/1
Previous Reference:	N/A
Policy Implications:	<i>See heading below</i>
Statutory Implications:	<i>See heading below</i>
Strategic Implications:	<i>See heading below</i>
Financial Implications:	<i>See heading below</i>
LINKED TO STRATEGIC OBJECTIVE NUMBER (Strategic Community Plan-SCP): E, No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	

PROPOSAL SUMMARY

The Council is requested to adopt the Compliance Audit Return for the 12 month period 1 January 2013 to 31 December 2013.

BACKGROUND/INITIAL COMMENTS

The Compliance Audit is a self assessment tool that allows the Council to monitor how the organisation is functioning in relation to meeting a range of its statutory obligations under the Local Government Act 1995 and its regulations.

PLANNING – STRATEGIC IMPLICATIONS

Nil

REFERRALS

Nil

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 6 "Active Civic Leadership, Good Governance, & Excellence in Management".

FINANCIAL ISSUES/IMPLICATIONS

Nil

POLICY ISSUES/IMPLICATIONS

Nil

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Local Government Audit Regulations 1996 (s14 & s15)



LEGAL ISSUES/IMPLICATIONS

Nil

COMMUNITY CONSULTATION

N/A

OFFICER'S FINAL COMMENTS/CONCLUSIONS

No issues of non-compliance were observed during preparation of the return.

Appendices Attached:	Yes	Appendices Numbers: 9.4.5
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VOTING REQUIREMENTS

Simple Majority

FINANCE AND AUDIT COMMITTEE RECOMMENDATION

That the Compliance Audit Return for the Shire of Waroona for the period January 1, 2013 to December 31, 2013 be adopted.

9.4.6 RISK MANAGEMENT	
Reporting Officer / Officer's Interest:	John Crothers, CCP; No Interest
Responsible Officer / Officer's Interest	Laurie Tilbrook, DCEO; No Interest
Proponent:	Not Applicable
Landowner:	Not Applicable
Date of Report: 11 February 2014	File No.: 153; 38; & 15.1
Previous Reference:	None applicable
Policy Implications:	See detailed note
Statutory Implications:	See detailed note
Planning Implications	Nil
Strategic Implications:	See detailed note
Financial Implications:	See detailed note
LINKED TO STRATEGIC OBJECTIVE NUMBER: No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	

PROPOSAL SUMMARY

To provide a report on review initiatives carried out with regard to Risk Management.

BACKGROUND/INITIAL COMMENTS

A new requirement has been introduced into the Audit Regulations, which requires a review to be undertaken with respect to 3 areas, one of which being Risk Management.

Council's staff have operated a number of Risk Management strategies in a number of potential risk areas. These have been included in a new summary document, and a copy of that data has been circulated to all elected councillors.

PLANNING IMPLICATIONS

None Applicable

REFERRALS

None Applicable.

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 6 "Active Civic Leadership, Good Governance, & Excellence in Management", with the latter 2 parts being the most relevant. Within the new draft Strategic Plan will be an item which specifically deals with Risk Management matters.

FINANCIAL ISSUES/IMPLICATIONS

Some extra operating expenses may be incurred, with “Insurance Expenses” [EG: Buildings] expected to be the largest affected. This is expected to occur in the next financial year.

POLICY ISSUES/IMPLICATIONS

No Policy changes are proposed, at this time. Assessments of Council’s Policies will be part of the next review process.

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

In early 2013 a variation to the ‘Local Government (Audit) Regulations 1996 was made by the addition of a new clause, as follows:-

17. *CEO to review certain systems and procedures*

- (1) The CEO is to review the appropriateness and effectiveness of a local government’s systems and procedures in relation to —
 - (a) risk management; and
 - (b) internal control; and
 - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in sub regulation (1) (a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- (3) **The CEO is to report to the audit committee the results of that review.**

Staff have carried out reviews, and changes have been made to a number of internal systems and documents so as to better manage certain risk situations.

An “Overview” document has been compiled, and has now been supplied to members of Council’s Audit Committee, as well as other elected Councillors.

Contact will be made with other Councils of a comparable size so as to ascertain what actions they have taken in relation to these matters. If necessary, further changes will be made over the next 12 months, and no later than in 2 years time.

LEGAL ISSUES/IMPLICATIONS

No new legal issues are expected to arise from this Risk Management review.

COMMUNITY CONSULTATION

No Community consultation has been seen as being needed, at this time, on the various Risk Issues.

OFFICER'S FINAL COMMENTS/CONCLUSIONS

In mid February 2014 all of Council’s Buildings will be re-valued, and matters of Risk and Insurances will also be examined.



Appendices Attached:	Yes	Appendices Numbers: 9.4.6
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VOTING REQUIREMENTS

Simple Majority

FINANCE AND AUDIT COMMITTEE RECOMMENDATION

That the report concerning Risk Management dated 14 February 2014 be endorsed by the Council.

9.4.7 ELECTION OF COMMITTEE MEMBER	
Reporting Officer / Officer's Interest:	Laurie Tilbrook – DCEO/Director Corporate Services/Nil
Responsible Officer / Officer's Interest	Laurie Tilbrook – DCEO/Director Corporate Services/Nil
Proponent:	Not Applicable
Landowner:	Not Applicable
Date of Report: 14/2/14	File No.: 35/1
Previous Reference:	N/A
Policy Implications:	N/A
Statutory Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	N/A
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): E, No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	

As Councillors would be aware, the Finance and Audit Committee membership is short one Councillor as a result of the October 2013 nomination process.

It is recommended that consideration be given to the nomination of a Councillor to be placed before the February Ordinary Council meeting for endorsement.

FINANCE AND AUDIT COMMITTEE RECOMMENDATION

That Cr Dew be nominated to Finance and Audit Committee for a two (2) year term expiring in October 2015.

COUNCIL RESOLUTION

MOVED: Cr Witney

SECONDED: Cr Mason

OCM14/02/011

That Council adopts, en bloc, the recommendations for Items 9.4.4 to Item 9.4.7.

CARRIED BY ABSOLUTE MAJORITY EN BLOC 8/0

9.5 CHIEF EXECUTIVE OFFICER

Nil.

10. CONFIDENTIAL REPORTS**COUNCIL RESOLUTION****MOVED: Cr Witney****SECONDED: Cr Look****OCM14/02/012**

That the meeting be closed to members of the public in accordance with Section 5.23(2)(d) of the Local Government Act 1995, the time being 4.50 pm.

CARRIED 8/0**10.1 CONFIDENTIAL REPORT DEPUTY CHIEF EXECUTIVE OFFICER – VEHICLE USAGE**

Reporting Officer / Officer's Interest:	Ian Curley, Chief Executive Officer; No Interest
Responsible Officer / Officer's Interest	Ian Curley, Chief Executive Officer; No Interest
Proponent:	Not Applicable
Landowner:	Not Applicable
Date of Report: 11 February 2014	File No.: P102
Previous Reference:	OCM06/072 & OCM12/2/020
Policy Implications:	See heading below
Statutory Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	See heading below
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): E, No. 6 “Active Civic Leadership, Good Governance, & Excellence in Management”	

COUNCIL RESOLUTION**MOVED: Cr Witney****SECONDED: Cr Wright****OCM14/02/013**

That the Council approve the Deputy Chief Executive Officer (DCEO) use of the Council vehicle 101WR outside the State of Western Australia for the period 23 March 2014 to 30 April 2014 with all fuel costs for that period being the responsibility of the Officer.

CARRIED 8/0

COUNCIL RESOLUTION

MOVED: Cr Scott

SECONDED: Cr Wright

OCM14/02/014

That the meeting resume in public, the time being 4.52 pm.

CARRIED 8/0

11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN, OR FOR CONSIDERATION AT NEXT MEETING

Nil.

12. NEW BUSINESS OF AN URGENT NATURE/REPORTS & INFORMATION

Nil.

12.1 ELECTED MEMBERS

Nil.

12.2 OFFICERS

Nil.

13. CLOSURE OF MEETING

There being no further business the Chairperson closed the meeting the time being 5.19 pm.

I CERTIFY THAT THESE MINUTES WERE CONFIRMED AT THE ORDINARY COUNCIL MEETING HELD 25 MARCH 2014 AS BEING A TRUE AND CORRECT RECORD OF PROCEEDINGS.

.....
PRESIDING MEMBER

.....
DATE

