

SHIRE OF JERRAMUNGUP



MINUTES

COUNCIL ORDINARY MEETING

21st DECEMBER 2016

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SHIRE OF JERRAMUNGUP

ORDINARY MEETING OF COUNCIL HELD IN THE TOWN HALL, BREMER BAY ON WEDNESDAY 21st DECEMBER 2016, COMMENCING AT 8:37AM.

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 8:37am

2. RECORD OF ATTENDANCE

Cr R Lester	President
Cr J Iffla	Deputy President
Cr B Trevaskis	Member
Cr C Daniel	Member
Cr J Leenhouders	Member
Cr R Parsons	Member
Mr B Bailey	Chief Executive Officer
Mr C Pursey	Planning Officer
Miss E Hyde	Executive Assistant
Miss J Kleszewski	Building Surveyor / EHO Admin
Ms C Choo	LGIS
Ms R Rhodes	LGIS
Ms H Robertson	Public Member
Mr A Simic	Public Member
Mr E Simic Robertson	Public Member
Mrs C Hobbs	Public Member
Mr P Okeefe	Public Member

3. APOLOGIES

Cr W Bailey	Member
Mrs C Solomon	Deputy Chief Executive Officer
Mr M Flett	Manager of Works

4. LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

Ms Choo from LGIS firstly thanked Council for having them and presented to the Shire of Jerramungup their '3 Steps to Safety' award. Ms Choo noted that the Shire had been assessed against Level 2 Councils of much larger size and performed outstandingly well. Particular areas of achievement were consultation and reporting.

Ms Choo, Ms Rohde and Ms Kleszewski left the meeting at 8:49am.

Ms Robertson from Bremer Bay presented her concept and proposal for 'Bremer Bay Glamping'. Ms Robertson owns a 10acre block at Point Henry and has had plans drawn up for short term accommodation in an environmentally friendly, 5 star, camping environment. The plans include three "glamping sites". She stated that a proposal was originally put to the Shire in October 2016, however was not presented formally to Council. She understood that her block is not zoned for tourism, however, believes it would be a positive new concept for the area.

Mr Bailey thanked Ms Robertson for her presentation and noted that it was planning issues which had prevented the proposal from coming to Council to date as tourist accommodation is not permitted in the Point Henry Rural Residential zoning. Mr Pursey, Planning Officer for the Shire of Jerramungup, stated that Ms Robertson's original concept of ancillary accommodation was a different matter to the proposal for three. He recommended that Ms Robertson submit a rezoning application to Council for the three site development to be considered further.

Ms Robertson, Mr A Simic and Mr E Simic Robertson left the meeting at 9:06am.

8. DECLARATIONS OF FINANCIAL INTEREST

Cr Leenhouders declared a proximity interest in item 10.3.1 - Local Planning Strategy Modifications. The nature of the interest is that she is a neighbouring landowner.

Cr Leenhouders declared a proximity interest in item 10.3.4 - Scheme Amendment No 12. The nature of the interest is that she is a neighbouring

landowner.

Cr Parsons declared an impartiality interest in item 10.3.3 - Scheme Amendment No 11. The nature of the interest is that the landowner is his brother.

9. CONFIRMATION OF MINUTES

9.1 Ordinary Council Meeting held 16th November 2016

9.2 Special Meeting of Council held 6th December 2016

OC161201 Moved Cr Daniel / Seconded Cr Leenhouders

- 1. That the Minutes of the Ordinary Meeting of Council held 19th October 2016 be confirmed.**
- 2. That the Minutes of the Special Meeting of Council held 6th December 2016 be confirmed.**

Carried 6-0

WORKS

SUBMISSION TO:	Works
AGENDA REFERENCE:	10.1.1
SUBJECT:	Works Report
LOCATION/ADDRESS:	Shire of Jerramungup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Murray Flett
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	1 st December 2016

ATTACHMENT

Attachment 10.1.1(a) - Jerramungup, Bremer Bay & rural road maintenance report
Attachment 10.1.1(b) - Road construction program schedule

ROAD CONSTRUCTION

The Construction crew have finished gravel sheeting on Lake Magenta Road and the gravel overlay will significantly improve this section of road for the large number of heavy vehicles using it.

The crew have completed hand pruning the vegetation on Brook Road. This method of vegetation pruning will only be successful on those roads that already have an adequate width to accommodate the widening and don't require additional clearing.

The crew has also finished widening the formation of Brook Road and commenced gravel sheeting which is progressing well.

Local contractors are continuing works on local roads that were severely affected by the flood event in January 2016. The remaining flood damage works will be awarded to the successful contractor after the tender process has been finalised.

Focus is still on obtaining appropriate approvals to undertake future works which is time consuming and challenging given the extent of surveys and information gathering required to obtain approvals to current standards.

Please refer to attachment 10.1.1(b) for the completed 2016 / 2017 construction program.

ROAD MAINTENANCE

The roadside spraying program has ceased for now and this will resume next year. Routine Maintenance grading and gravel patching has continued on roads in both the Bremer Bay and Jerramungup areas with emphasis on patching all the blowouts prior to the harvest period. There will be a significant number of pavement failures on most roads this harvest as a result of the wet conditions we have experienced to date. These blowouts will be the priority for the crews going forward. With the number of trucks carting grain this harvest period it is important that road users be mindful of the road conditions and drive accordingly.

The crew are still focused on clearing of back-slopes especially on bends and intersections to improve sight distances for the road user.

TOWN SERVICES

The town services team have completed patching potholes in Jerramungup and Bremer Bay townsites and have been focussing on the sealed roads in the area. The team have been kept busy on weed eradication in both towns which has been a great effort by those involved. They are also undertaking maintenance of the parks and gardens in Jerramungup and Bremer Bay.

STATUTORY REQUIREMENTS

Nil

STRATEGIC IMPLICATIONS

This item relates to the following component from the Shire of Jerramungup Community Plan 2016 - 2026;

Aspiration 3.4: To lobby, advocate for and deliver a first class transport and telecommunications network.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

WORKFORCE IMPLICATIONS

This report provides an overview of the outside workforce operations for the month.

VOTING REQUIREMENTS

Simple Majority

COMMENTS

Nil

RECOMMENDATION

That Council adopt the November works report.

OC161202 Moved Cr Iffla / Seconded Cr Trevaskis

That Council adopt the November works report.

Carried 6-0

FINANCE

SUBMISSION TO:	Finance
AGENDA REFERENCE:	10.2.1
SUBJECT:	Accounts Payable
LOCATION/ADDRESS:	Shire of Jerramungup
NAME OF APPLICANT:	
AUTHOR:	Kiara Leeson
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	2 nd December 2016

ATTACHMENT

Attachment 10.2.1(a) - List of Accounts Paid to 30th November 2016
Attachment 10.2.1(b) - Credit Card Statement October/November

BACKGROUND

FUND	VOUCHERS	AMOUNTS
Municipal Account		
Last Cheque Used	28063	
	EFT 12665 – 12781	\$ 251,610.64
	Cheque 28064	Cancelled
	Cheque 28065 – 28068	\$ 21,089.44
	Direct Deposit	\$ 40,358.61
Municipal Account Total		\$ 313,058.69
Trust Account		
	EFT	\$
Trust Account Total		Nil
<u>Grand Total</u>		<u>\$313,058.69</u>

CERTIFICATE

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

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That the schedule of direct debits and accounts payable, totalling \$313,058.69 submitted to the Full Council on 21st December 2016 be endorsed.

SIGNATURES

Author

Chief Executive Officer

OC161203 Moved Cr Iffla / Seconded Cr Parsons

That the schedule of direct debits and accounts payable, totalling \$313,058.69 submitted to the Full Council on 21st December 2016 be endorsed.

SIGNATURES

Author

Chief Executive Officer

Carried 6-0

TO:	Finance
AGENDA REFERENCE:	10.2.2
SUBJECT:	Monthly Financial Report
LOCATION/ADDRESS:	Shire of Jerramungup
AUTHOR:	Charmaine Solomon
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	8 th December 2016

SUMMARY

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

ATTACHMENT

Attachment 10.2.2 – Monthly Financial Report Period Ending 30th November 2016

BACKGROUND

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

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

CONSULTATION

Council financial records.

COMMENT

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

STATUTORY REQUIREMENTS

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

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

STRATEGIC IMPLICATIONS

This item relates to the following component from the Shire of Jerramungup Community Plan 2016 - 2026;

Aspiration 2.5: To provide strong civic leadership and governance systems that are open and transparent and ethical.

FINANCIAL IMPLICATIONS

As detailed within the Monthly Financial Report

POLICY IMPLICATIONS

Accounting policies as detailed within the Monthly Financial Report

WORKFORCE IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council receive the Monthly Financial Report for the period ending 30th November 2016 in accordance with Section 6.4 of the Local Government Act 1995.

OC161204 Moved Cr Leenhouders / Seconded Cr Daniel

That Council receive the Monthly Financial Report for the period ending 30th November 2016 in accordance with Section 6.4 of the Local Government Act 1995.

Carried 6-0

Cr Leenhouders left the room at 9:25am.

**HEALTH,
BUILDING
& TOWN
PLANNING**

SUBMISSION TO:	Health, Building and Town Planning
AGENDA REFERENCE:	10.3.1
SUBJECT:	Local Planning Strategy Modifications
LOCATION/ADDRESS:	Jerramungup & Bremer Bay
NAME OF APPLICANT:	Council
FILE REFERENCE:	LU.PL.10
AUTHOR:	Planning Consultant, Geoffrey Lush & Planning Officer, Craig Pursey
DISCLOSURE OF ANY INTEREST:	Cr Leenhouwers declared a proximity interest.
DATE OF REPORT:	12 th December 2016

SUMMARY

To consider modifications to the Local Planning Strategy to support the preparation of Amendments in Jerramungup and Bremer Bay for industrial and commercial land as previously initiated by Council.

ATTACHMENT

Attachment 10.3.1(a) - Proposed modifications to Figure 15 of the Strategy Report;
Attachment 10.3.1(b) - Proposed modifications to Figure 19 of the Strategy Report;
Attachment 10.3.1(c) - Proposed modifications to Figure 29 of the Strategy Report;
Attachment 10.3.1(d) - Jerramungup Industrial Land Study Summary

BACKGROUND

Council has engaged town planning consultants to assist in the preparation of Amendments to the Planning Scheme to rezone additional land in Jerramungup and Bremer Bay for industrial purposes noting that:

- In Bremer Bay this also includes rationalising the existing Commercial zone; and
- In Jerramungup the project has included a wider examination of industrial land supply.

Each amendment is subject to a separate Council agenda report and recommendations as follows:

- Amendment 10 rezoning Lots 147, 148 Memorial Road and Lot 208 Vassey Street to Industry;
- Amendment 11 rezoning Part Lot 1281 South Coast Highway to a Special Use Zone;
- Amendment 12 rezoning Lot 1208 Borden-Bremer Bay Road, Bremer Bay as a General Industry Investigation zone; and
- Amendment 13 rezoning the existing Bremer Bay commercial and public use area.

Since the initiation of Amendments 10 and 11 there have been significant changes to the preparation and approval of Planning Scheme amendments and modifications to

Planning Strategies. In addition, the Jerramungup Industrial Land Study has recommended a number of changes to the original recommendations as well as other matters now being identified. These include:

- a) The requirement to reference the type of amendment is basic, standard or complex. Complex amendments are those which vary from an approved Local Planning Strategy and these need the consent of the Planning Commission to be advertised;
- b) Kent Location 1281 South Coast Highway is now Lot 501 DP73997 and this is a perpetual crown lease (N089683) to CD and KM Parsons;
- c) The extension of the health centre onto Lot 147 is no longer proceeding in this location;
- d) Recommending that Lot 420 Memorial Road should be reclassified as Parks and Recreation to provide a clear separation between the High School, Caravan Park and the industrial area. This will also off set seeking the reclassification of portions of R30388 (Lot 208) and R26887 (Lot 148) for industrial development;
- e) The need to have stringent development control over any industrial expansion into R30388 (Lot 208) and 26887 (Lot 148) while maintaining appropriate landscape buffers along the main roads and balancing this with bushfire management setbacks and requirements;
- f) The need to introduce the definition of dry industry and associated development provisions;
- g) Confirmation that the southern portion of Lot 208 has high quality vegetation and should not be developed;
- h) The underutilisation of land in the Town Centre zone and the potential to allow more discretion in the zoning table to encourage business development.

As part of this process it is also necessary to modify the Local Planning Strategy to provide the strategic justification for these amendments.

CONSULTATION

Department of Planning

COMMENT

The proposed modifications to the Planning Strategy are:

Bremer Bay Industrial Land

- a) Modify the provisions of Areas 8, 9 and 10 to reflect the proposed Industrial Investigation Area on the south-western corner of Lot 1208 Borden Bremer Bay Road and Don Ende Drive; including removal of references to Amendment No 6 which has been abandoned.
- b) Modify the provisions of Area 14 to remove references to industrial land or industrial buffers.

Bremer Bay Town Centre

- c) Modify the provisions of Areas 1 Bremer Bay Town Centre to reference the consolidation and relocation of the existing commercial and public purpose uses in Mary Street to the new town centre.

Jerramungup Industry

- d) Modify the provisions of Section 8.2.2 Constraints to include issues associated with UCL, lot sizes, vegetation, water supply and separation distances.
- e) Modify the provisions of Area 3: Light Industry to:
 - Qualify the limited potential for further growth and expansion within the existing Light Industry zone;
 - Promote the investigation of additional land within the adjoining reserves;
 - To consider exchanging undeveloped UCL in the Light Industry Zone for adjacent Parks and Recreation land; and
 - Promote the investigation of an additional industrial area suitable for a large occupier such as a farm service centre.
- f) Modify the provisions of Area 4: Town Centre to highlight the underutilised land and the potential to accommodate small scale service industries such as mechanical repairs.
- g) Modify the provisions of Area 5: General Industry to promote the investigation of additional land within the adjoining reserves.
- h) Modify Section 8.2.4 Strategies and Actions for Jerramungup townsite Strategy 2 and 4 to reference a possible farm service centre and the possible development of 'dry industries' and the need to identify alternate solutions for demonstrating

STRATEGIC IMPLICATIONS

This item relates to the following component from the Shire of Jerramungup Community Plan 2016 - 2026;

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

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

STATUTORY REQUIREMENTS

Regulation 17 of the Planning and Development (Local Planning Schemes) Regulations 2015 allows for a Local Planning Strategy to be modified. This includes submitting the modifications to the Planning Commission for consent to be advertised. The advertising of the modifications must be for a minimum period of 21 days.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

1. That Council pursuant to Regulation 17 of the Planning and Development (Local Planning Schemes) Regulations 2015 resolve to amend the Local Planning Strategy as follows:

Bremer Bay Industrial Land

- a) Modify the following sections and Figures 15 and 19 to reflect the proposed Industrial Investigation Area on the south-western corner of Lot 1208 Borden Bremer Bay Road and Don Ende Drive; including removal of references to Amendment No 6 which has been abandoned.
 - 8.1.3.8 Area 8: Long Term Rural Residential;
 - 8.1.3.9 Area 9: Long Term (potential) Residential;
 - 8.1.3.10 Area 10: Long Term Investigation Area; and
 - 8.1.3.14 Area 14: Medium to Long term Farmlet and Rural Residential lots.
- b) Modifying Figures 15 and 19 to reference the above as shown in Attachment 10.3.1(a) and 10.3.1(b)

Bremer Bay Town Centre

- c) Modify Section 8.1.3.1 Area 1: Bremer Bay Town Centre and Figure 19 to reference the consolidation and relocation of the existing commercial and public purpose uses in Mary Street to the new town centre.
- d) Modifying Figure 15 to reference the above as shown in Attachment 10.3.1(a)

Jerramungup Industry

- e) Modify the following sections:
 - 8.2.2 Constraints to include reference and discussion of issues associated with UCL, lot sizes, vegetation, water supply and separation distances.
 - 8.2.3.3 Area 3: Light Industry to:
 - Qualify the limited potential for further growth and expansion within the existing Light Industry zone;

- Promote the investigation of additional land within the adjoining reserves;
 - To consider exchanging undeveloped UCL in the Light Industry Zone for adjacent Parks and Recreation land; and
 - Promote the investigation of an additional industrial area suitable for a large occupier such as a farm service centre.
 - 8.2.3.4 Area 4: Town Centre to highlight the underutilised land and the potential to accommodate small scale service industries such as mechanical repairs.
 - 8.2.3.5 Area 5: General Industry to promote the investigation of additional land within the adjoining reserves.
 - 8.2.4 Strategies and Actions for Jerramungup townsite Strategy 2 to reference a possible farm service center.
 - 8.2.4 Strategies and Actions for Jerramungup townsite Strategy 4 to reference the possible development of 'dry industries' and the need to identify alternate solutions for demonstrating appropriate access to essential services.
- f) Modifying Figure 29 to reference the above as shown in Attachment 10.3.1(c).
2. That the modifications to the Local Planning Strategy be submitted to the WAPC for certification and consent to be advertised pursuant to Regulations 12 and 13.

OC161205 Moved Cr Iffla / Seconded Cr Trevaskis

1. **That Council pursuant to Regulation 17 of the Planning and Development (Local Planning Schemes) Regulations 2015 resolve to amend the Local Planning Strategy as follows:**

Bremer Bay Industrial Land

- a) **Modify the following sections and Figures 15 and 19 to reflect the proposed Industrial Investigation Area on the south-western corner of Lot 1208 Borden Bremer Bay Road and Don Ende Drive; including removal of references to Amendment No 6 which has been abandoned.**
- **8.1.3.8 Area 8: Long Term Rural Residential;**
 - **8.1.3.9 Area 9: Long Term (potential) Residential;**
 - **8.1.3.10 Area 10: Long Term Investigation Area; and**
 - **8.1.3.14 Area 14: Medium to Long term Farmlot and Rural Residential lots.**
- b) **Modifying Figures 15 and 19 to reference the above as shown in Attachment 10.3.1(a) and 10.3.1(b)**

Bremer Bay Town Centre

- c) **Modify Section 8.1.3.1 Area 1: Bremer Bay Town Centre and Figure 19 to reference the consolidation and relocation of the existing**

commercial and public purpose uses in Mary Street to the new town centre.

- d) **Modifying Figure 15 to reference the above as shown in Attachment 10.3.1(a)**

Jerramungup Industry

- e) **Modify the following sections:**

- **8.2.2 Constraints to include reference and discussion of issues associated with UCL, lot sizes, vegetation, water supply and separation distances.**
- **8.2.3.3 Area 3: Light Industry to:**
 - **Qualify the limited potential for further growth and expansion within the existing Light Industry zone;**
 - **Promote the investigation of additional land within the adjoining reserves;**
 - **To consider exchanging undeveloped UCL in the Light Industry Zone for adjacent Parks and Recreation land; and**
 - **Promote the investigation of an additional industrial area suitable for a large occupier such as a farm service centre.**
- **8.2.3.4 Area 4: Town Centre to highlight the underutilised land and the potential to accommodate small scale service industries such as mechanical repairs.**
- **8.2.3.5 Area 5: General Industry to promote the investigation of additional land within the adjoining reserves.**
- **8.2.4 Strategies and Actions for Jerramungup townsite Strategy 2 to reference a possible farm service center.**
- **8.2.4 Strategies and Actions for Jerramungup townsite Strategy 4 to reference the possible development of 'dry industries' and the need to identify alternate solutions for demonstrating appropriate access to essential services.**

- f) **Modifying Figure 29 to reference the above as shown in Attachment 10.3.1(c).**

2. **That the modifications to the Local Planning Strategy be submitted to the WAPC for certification and consent to be advertised pursuant to Regulations 12 and 13.**

Carried 5-0

Cr Leenhouders returned to the meeting at 9:32am.

SUBMISSION TO:	Health, Building and Town Planning
AGENDA REFERENCE:	10.3.2
SUBJECT:	Scheme Amendment No 10
LOCATION/ADDRESS:	Jerramungup
NAME OF APPLICANT:	Council
FILE REFERENCE:	DB.ST.2
AUTHOR:	Planning Consultant, Geoffrey Lush & Planning Officer, Craig Pursey
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	12 th December 2016

SUMMARY

Council is to consider modifications to Amendment 10 to the Shire of Jerramungup Local Planning Scheme No 2. These modifications have resulted from a detailed review of industrial land within the townsite. Additional changes are also due to changes with the Planning and Development (Local Planning Schemes) Regulations 2015.

The Amendment now principally relates to Lots 148 and 208 Memorial Road which have been identified for future industrial uses. The Amendment also now proposes that the Lot 420 Memorial Road be rezoned as 'Recreation and Open Space' as this is vegetated Unallocated Crown Land which is unsuitable for industrial development.

ATTACHMENT

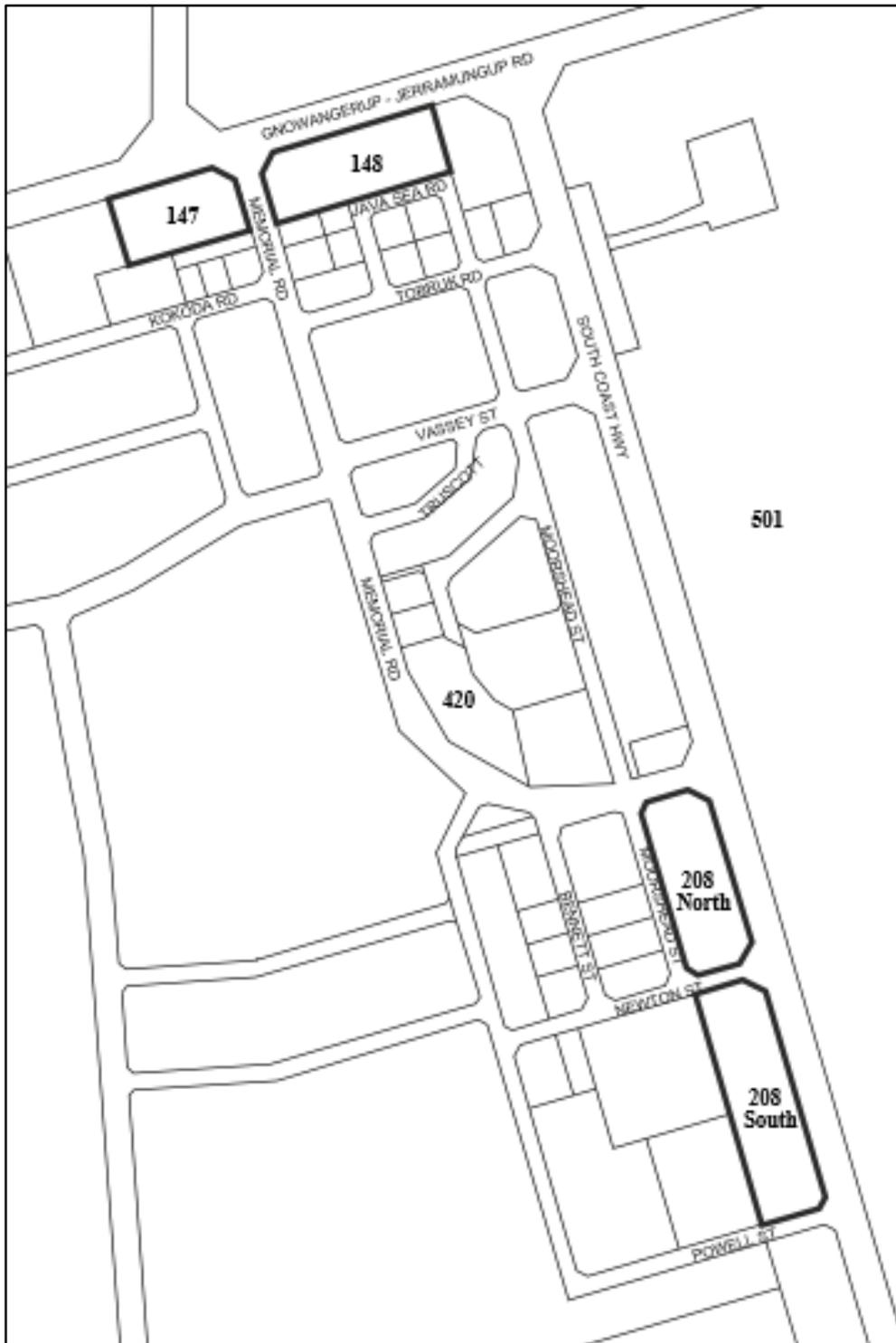
- Attachment 10.3.2(a) - Jerramungup Industrial Land Study summary
- Attachment 10.3.2(b) - Special Use Zone draft provisions
- Attachment 10.3.2(c) - Amendment 10 revised zoning plan

BACKGROUND

Council at its Meeting in July 2015 resolved to initiate Scheme Amendment 10 to the Shire of Jerramungup Local Planning Scheme No 2 to:

1. Rezone Lot 147 Memorial Road, Jerramungup from a 'Local Scheme Reserve - Recreation and Open Space' to a 'Local Scheme Reserve – Public Purposes – Government Requirements';
2. Rezone Part Lot 148 Memorial Road and Part Lot 208 Vasey Street, Jerramungup from a 'Local Scheme Reserve - Recreation and Open Space' to the 'Light Industry' and 'General Industry' zones;
3. Rezone the Moorshead Road road reserve between Memorial Road and Powell Street from a Local Scheme Reserve for 'Roads' to the 'General Industry' zone and amend the Scheme Maps accordingly; and
4. Insert an additional provision requiring all development in the Light and General Industry zones be setback at least 10m from a boundary adjoining a highway and that this area is to be landscaped with local endemic species capable of screening development from the surrounding road network.

The location of the above areas is shown below:



Council has engaged town planning consultants to assist in the preparation of Amendment and to review the supply of industrial land within the Jerramungup townsite.

Since the initiation of Amendments 10 there have been significant changes to the preparation and approval of Planning Scheme amendments. In addition, the extension of the health centre onto Lot 147 is no longer proceeding in this location. The Industrial Land Study is available under separate cover and the summary of the Report is contained as Attachment 10.3.2(a).

CONSULTATION

Department of Planning
Department of State Lands
Water Corporation

COMMENT

The Jerramungup Industrial Land Study has undertaken a detailed examination of the land tenure and lot size while identifying a number of significant issues. This has confirmed that there are 31 lots with a total of 25.2863 hectares of zoned land that is comprised of:

- 8.9581 hectares of land zoned as Light Industry; and
- 16.3282 hectares of land zoned as General Industry.

There is basically no freehold industrial zoned land available within the townsite. The existing lots are generally small in size and not suited to transport associated industries. Nearly all of the vacant land is Unallocated Crown Land or Crown Reserves with remnant vegetation which is difficult to develop.

The Land Study has identified two potential development areas and prepared concept plans for these areas being:

- R26887 (Lot 148) northwards from Java Sea Drive which could provide an additional 1.0ha of developable land; and
- R30388 (Lot 208 North) eastwards from Moorshead Road and north from Newton Street which could provide an additional 0.815ha of developable land.

It has also identified and confirmed that:

- The southern portion of Lot 208 has high quality vegetation and should not be developed;
- Lot 420 Memorial Road should be reclassified as Parks and Recreation to provide a clear separation between the High School, Caravan Park and the industrial area;
- There is need to have stringent development control over any industrial expansion into R30388 (Lot 208) and 26887 (Lot 148) while maintaining appropriate landscape buffers along the main roads and balancing this with bushfire management setbacks and requirements;
- A definition of dry industry should be introduced in to the Scheme; and
- There is an under utilisation of land in the Town Centre zone and potential to allow more discretion in the zoning table to encourage business development.

Re-classifying and developing Crown Reserves can be a sensitive matter especially as R26887 (Lot 148) is an 'A' class reserve. However, this is for 'Parks and Recreation' and not for conservation purposes. While officers have consulted with the Department of Lands this will need to be formalised especially when submitting the amendment to the WAPC and the EPA for assessment.

The potential loss of Crown Reserves as Parks and Recreation is 1.815 hectares and this could be offset by reclassifying Lot 420 which has an area of 1.126ha. That would result in a net loss of 0.6890 hectares Crown Reserves as Parks and Recreation.

Attachment 10.3.2(a) also includes an issues plan which highlights the potential conflict between the industrial land, caravan park and school. As there is a need to provide a separation between these uses it is recommended that Lot 420 be re-classified as Parks and Recreation. This will also off set seeking the reclassification of portions of R30388 (Lot 208) and R26887 (Lot 148) for industrial development.

There is a need to have stringent development control over any industrial expansion into R30388 (Lot 208) and 26887 (Lot 148) while maintaining appropriate landscape buffers along the main roads and balancing this with bushfire management setbacks and requirements. Consequently, it has been recommended that both sites should be Special Use zones rather than the normal industry zone. The draft provisions for the Special Use zone are contained in Attachment 10.3.2(b) and require an overall development plan to be approved by Council.

STRATEGIC IMPLICATIONS

This item relates to the following component from the Shire of Jerramungup Community Plan 2016 - 2026;

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

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

STATUTORY REQUIREMENTS

Section 75 of the Act provides for amending a Local planning scheme.

Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 relates to the preparation or adoption of an amendment to local planning scheme. A resolution must now:

- a) specify whether, in the opinion of the local government, the amendment is a complex amendment, a standard amendment or a basic amendment; and
- b) include an explanation of the reason for the local government forming that opinion.

A basic amendment is a largely administrative process and will not require advertising prior to a final decision by the Minister. A standard amendment is the default amendment process for scheme amendments and includes a 42 day advertising period.

A complex amendment requires the approval of the Planning Commission before it can be advertised and this is normally where the amendment is not consistent with the adopted Local Planning Strategy. A complex amendment has a 60 day advertising period.

The revised Regulations do not clearly reference the referral of the Amendment to the EPA pursuant to Section 81 of the Act. However, Regulation 37 relates to the resolution to proceed with an amendment and states that upon completion of the amendment preparation the Local Government must resolve to proceed with the amendment with or without modification.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

1. That the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend Local Planning Scheme No 2 (Amendment No 10) by:
 - a) Rezoning Part Lot 148 Plan 209774 and Part Lot 208 Plan 31439 Memorial Road, Jerramungup from a 'Local Scheme Reserve - Recreation and Open Space' to 'Special Use Zone No.9' and amending the Scheme Maps accordingly (as shown in Attachment 10.3.2(c))
 - b) Rezone Lot 420 Plan 72917 Memorial Road from 'Light Industry' zone to 'Local Scheme Reserve - Recreation and Open Space' and amending the Scheme Maps accordingly (Attachment 10.3.2(c));
 - c) Modifying Table 1 Zoning Table item 27 motor vehicle repair under the Town Centre Zone by replacing 'X' with 'A'
 - d) Modifying Schedule 4 Special Use Zones to include provisions for Special Use Zone No 9 as provided for in Attachment 10.3.2(b)

2. That Amendment 10 be classified as a Complex amendment pursuant to Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):
 - a) The amendment proposal is inconsistent with the endorsed Planning Strategy; and
 - b) The amendment proposal relates to a development that has potential for impacts that are significant relative to development in the locality.
3. That the draft Amendment be referred to the Environmental Protection Authority for examination and assessment pursuant to Section 81 of the Planning and Development Act 2005, the Amendment.
4. That the draft Amendment and Industrial Land Report be referred to the Department of Lands as it relates to Crown Reserves.
5. Upon receipt of the advice from the EPA and the Department of Lands Council will consider pursuant to Regulation 37 whether to adopt the Amendment for advertising and referral to the WAPC with or without modification.

OC161206 Moved Cr Daniel / Seconded Cr Iffla

1. That the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend Local Planning Scheme No 2 (Amendment No 10) by:
 - a) Rezoning Part Lot 148 Plan 209774 and Part Lot 208 Plan 31439 Memorial Road, Jerramungup from a 'Local Scheme Reserve - Recreation and Open Space' to 'Special Use Zone No.9' and amending the Scheme Maps accordingly (as shown in Attachment 10.3.2(c))
 - b) Rezone Lot 420 Plan 72917 Memorial Road from 'Light Industry' zone to 'Local Scheme Reserve - Recreation and Open Space' and amending the Scheme Maps accordingly (Attachment 10.3.2(c));
 - c) Modifying Table 1 Zoning Table item 27 motor vehicle repair under the Town Centre Zone by replacing 'X' with 'A'
 - d) Modifying Schedule 4 Special Use Zones to include provisions for Special Use Zone No 9 as provided for in Attachment 10.3.2(b)
2. That Amendment 10 be classified as a Complex amendment pursuant to Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):
 - a) The amendment proposal is inconsistent with the endorsed Planning Strategy; and
 - b) The amendment proposal relates to a development that has potential for impacts that are significant relative to development in the locality.
3. That the draft Amendment be referred to the Environmental Protection Authority for examination and assessment pursuant to Section 81 of the Planning and Development Act 2005, the Amendment.

4. That the draft Amendment and Industrial Land Report be referred to the Department of Lands as it relates to Crown Reserves.
5. Upon receipt of the advice from the EPA and the Department of Lands Council will consider pursuant to Regulation 37 whether to adopt the Amendment for advertising and referral to the WAPC with or without modification.

Carried 6-0

Cr Parsons left the meeting at 9:35am.

SUBMISSION TO:	Health, Building and Town Planning
AGENDA REFERENCE:	10.3.3
SUBJECT:	Scheme Amendment No 11
LOCATION/ADDRESS:	Jerramungup
NAME OF APPLICANT:	Council
FILE REFERENCE:	DB.ST.3
AUTHOR:	Planning Consultant, Geoffrey Lush Planning Officer, Craig Pursey
DISCLOSURE OF ANY INTEREST:	Cr Parsons declared an impartiality interest
DATE OF REPORT:	12 th December 2016

SUMMARY

Council is to consider modifications to Amendment 11 to the Shire of Jerramungup Local Planning Scheme No 2. These modifications have resulted from a detailed review of industrial land within the townsite. Additional changes are also due to changes with the Planning and Development (Local Planning Schemes) Regulations 2015.

The Amendment identifies that Lot 1281 is now correctly referenced as Lot 501 South Coast Highway, Jerramungup and proposes to include the land in a Special Use zone to provide for industrial developments which have large land requirements, and are not generally appropriate to be accommodated within the 'Town Centre' zone or the existing industrial area.

ATTACHMENT

Attachment 10.3.3(a) - Special Use Zone draft provisions
Attachment 10.3.3(b) - Amendment 10 revised zoning plan

BACKGROUND

Council at its Meeting in December 2015 resolved to initiate Scheme Amendment 10 to the Shire of Jerramungup Local Planning Scheme No 2 to:

1. Initiate Scheme Amendment No 11 to the Shire of Jerramungup Local Planning Scheme No 2 pursuant to Section 75 of the Planning and Development Act 2005 by;
 - a) Rezoning Part Lot 1281 South Coast Highway, Jerramungup from the 'Rural' zone to Special Use Zone No.9;
 - b) Modifying Schedule 4 Special Use Zones in accordance with Attachment A;
 - c) Amending the Scheme Maps accordingly.
2. That Council adopts Scheme Amendment No 11 for the purpose of advertising and referral to the Environmental Protection Authority.

Council has engaged town planning consultants to assist in the preparation of Amendment and to review the supply industrial land within Jerramungup townsite.

Since the initiation of Amendment 11 there have been significant changes to the preparation and approval of Planning Scheme amendments.

In addition, the Industrial Land Study has also identified that Lot 1281 South Coast Highway is now correctly referenced as now Lot 501 DP73997 South Coast Highway. This is a perpetual crown lease (N089683) to CD and KM Parsons.

CONSULTATION

Department of Planning
Department of State Lands
Water Corporation

COMMENT

The Jerramungup Industrial Land Study has examined the proposed location of the amendment area and refined this

- To provide a total site area of 8.8 hectares;
- The site extends from opposite the intersection with Vasey Street south by 440m to the intersection of Memorial Road;
- The site is 200m wide but a 30m ride widening along the South Coast Highway should be provided; and
- The net developable land is then 8.38 hectares.

The road widening would then mean that the existing overhead powerlines would be included in the road reserve and not the private property. This is consistent with the road widening for the truck bay further north at the entrance to the septic waste disposal reserve.

The draft development provisions have been revised as shown in Attachment 10.3.3(a). These have been updated to reference 'dry industry', waste water management and bushfire management.

STRATEGIC IMPLICATIONS

This item relates to the following component from the Shire of Jerramungup Community Plan 2016 - 2026;

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

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

STATUTORY REQUIREMENTS

Section 75 of the Act provides for amending a Local planning scheme. Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 relates to the preparation or adoption of an amendment to local planning scheme. A resolution must now:

1. specify whether, in the opinion of the local government, the amendment is a complex amendment, a standard amendment or a basic amendment; and
2. include an explanation of the reason for the local government forming that opinion.

A basic amendment is a largely administrative process and will not require advertising prior to a final decision by the Minister. A standard amendment is the default amendment process for scheme amendments and includes a 42 day advertising period.

A complex amendment requires the approval of the Planning Commission before it can be advertised and this is normally where the amendment is not consistent with the adopted Local Planning Strategy. A complex amendment has a 60 day advertising period.

The revised Regulations do not clearly reference the referral of the Amendment to the EPA pursuant to Section 81 of the Act. However, Regulation 37 relates to the resolution to proceed with an amendment and states that upon completion of the amendment preparation the Local Government must resolve to proceed with the amendment with or without modification.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

1. That the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend Local Planning Scheme No 2 (Amendment No 11) by:
 - a) Rezoning Part Lot 501 Plan 73997 South Coast Jerramungup from a 'Rural' zone to 'Special Use Zone No.10' and amend the Scheme Maps accordingly (as shown in Attachment 10.3.3(b).
 - b) Modifying Schedule 4 Special Use Zones to include provisions for Special Use Zone No 10 as provided for in Attachment 10.3.3(a).

2. That Amendment 11 be classified as a Complex amendment pursuant to Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):
 - a) The amendment proposal is not consistent with the endorsed Planning Strategy; and
 - b) The amendment proposal relates to a development that has potential for impacts that are significant relative to development in the locality.
3. That the draft Amendment be referred to the Environmental Protection Authority for examination and assessment pursuant to Section 81 of the Planning and Development Act 2005, the Amendment.
4. Upon receipt of the advice from the EPA Council will consider pursuant to Regulation 37 whether to adopt the Amendment for advertising and referral to the WAPC with or without modification.

OC161207 Moved Cr Trevaskis / Seconded Cr Leenhouwers

1. That the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend Local Planning Scheme No 2 (Amendment No 11) by:
 - a) Rezoning Part Lot 501 Plan 73997 South Coast Jerramungup from a 'Rural' zone to 'Special Use Zone No.10' and amend the Scheme Maps accordingly (as shown in Attachment 10.3.3(b).
 - b) Modifying Schedule 4 Special Use Zones to include provisions for Special Use Zone No 10 as provided for in Attachment 10.3.3(a).
2. That Amendment 11 be classified as a Complex amendment pursuant to Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):
 - a) The amendment proposal is not consistent with the endorsed Planning Strategy; and
 - b) The amendment proposal relates to a development that has potential for impacts that are significant relative to development in the locality.
3. That the draft Amendment be referred to the Environmental Protection Authority for examination and assessment pursuant to Section 81 of the Planning and Development Act 2005, the Amendment.
4. Upon receipt of the advice from the EPA Council will consider pursuant to Regulation 37 whether to adopt the Amendment for advertising and referral to the WAPC with or without modification.

Carried 5-0

Cr Parsons returned to the meeting at 9:36am.
Cr Leenhouwers left the meeting at 9:36am.

SUBMISSION TO:	Health, Building and Town Planning
AGENDA REFERENCE:	10.3.4
SUBJECT:	Scheme Amendment no 12
LOCATION/ADDRESS:	Lot 1208 Borden Bremer Bay Road, Bremer Bay
NAME OF APPLICANT:	Shire of Jerramungup
FILE REFERENCE:	DB.ST.4
AUTHOR:	Planning Consultant, Steve Thompson Planning Officer, Craig Pursey
DISCLOSURE OF ANY INTEREST:	Cr Leenhouders declared a proximity interest.
DATE OF REPORT:	12 th December 2016

SUMMARY

Council is to consider amending Local Planning Scheme No.2 (the Scheme) to rezone a portion of Lot 1208 Borden Bremer Bay Road, Bremer Bay to the 'General Industry' zone.

ATTACHMENT

Attachment 10.3.4(a) - Zone draft provisions
Attachment 10.3.4(b) - Amendment 12 zoning plan

BACKGROUND

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

Council considered potential locations for an industrial area to service Bremer Bay at their meeting in December 2013. This report examined three locations;

- a) Part Lot 117 Borden Bremer Bay Road,
- b) Part Lot 1213 Borden Bremer Bay Road,
- c) Part Lot 311 Borden Bremer Bay Road,

and concluded that a portion of Lot 311 on the corner of Borden Bremer Bay Road and Don Ende Drive should be purposed.

Subsequent discussions with landowners in this area has resulted in the owner of Lot 1208 being willing to have a portion of this land rezoned for the future industrial area.

CONSULTATION

Landowners on Borden- Bremer Bay Road

COMMENT

The intent of the Amendment is to facilitate the development of the Bremer Bay Industrial Estate, which will accommodate light and general industry development and associated uses, through rezoning the site from 'Rural' to 'General Industry'. It consists of 18.64ha of land on the corner of Borden-Bremer Bay Road and Don Ende Drive.

The Amendment also introduces some textual provisions into LPS2 including adding Schedule 14 – General Industry Zone. This will provide statutory backing to prepare a Structure Plan. The Structure Plan will need to gain WAPC approval. The proposed statutory provisions provide the local government flexibility as to whether to require the associated preparation of a Local Development Plan. Combined with existing provisions in LPS2, the provisions will ensure that future subdivision/development appropriately addresses relevant planning considerations.

Suitability of the Site for General Industry and Special Use Zoning

The Amendment is considered suitable for industrial subdivision/development for reasons including:

- suitable buffers can be provided to off-site development;
- the site is already cleared and key environmental assets, including water resources, can be suitably addressed;
- the site is gently sloping to facilitate industrial development;
- it will be appropriately serviced in accordance with Shire and State Government guidelines;
- the site has good access to the State road network;
- its proximity to the Bremer Bay Airfield; and
- it provides an area of approximately 18.6 hectares which builds on the land demand estimate of 15 hectares set out in the Bremer Bay Industrial Demand Study (2007).

STRATEGIC IMPLICATIONS

This item relates to the following component from the Shire of Jerramungup Community Plan 2016 - 2026;

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

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

STATUTORY REQUIREMENTS

Section 75 of the Act provides for amending a Local planning scheme.

Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 relates to the preparation or adoption of an amendment to local planning scheme. A resolution must now:

- a) specify whether, in the opinion of the local government, the amendment is a complex amendment, a standard amendment or a basic amendment; and
- b) include an explanation of the reason for the local government forming that opinion.

A basic amendment is a largely administrative process and will not require advertising prior to a final decision by the Minister. A standard amendment is the default amendment process for scheme amendments and includes a 42 day advertising period.

A complex amendment requires the approval of the Planning Commission before it can be advertised and this is normally where the amendment is not consistent with the adopted Local Planning Strategy. A complex amendment has a 60 day advertising period.

The revised Regulations do not clearly reference the referral of the Amendment to the EPA pursuant to Section 81 of the Act. However, Regulation 37 relates to the resolution to proceed with an amendment and states that upon completion of the amendment preparation the Local Government must resolve to proceed with the amendment with or without modification.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

1. That the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend Local Planning Scheme No 2 (Amendment No 12) by:
 - a) Inserting sub-clause 5.23.4 as follows:
‘Special Provisions
In addition to other requirements of the Scheme that apply to land within the General Industry zone, Schedule 14 sets out the specific provisions that apply to individual General Industry areas to assist in achieving the objectives of the zone.’
 - b) Adding a new Schedule 14 – ‘General Industry Zone’
 - c) Rezoning a portion of Lot 1208 on Plan 256322 Borden-Bremer Bay Road, Bremer Bay from ‘Rural’ zone to ‘General Industry’ zone as per the Scheme Amendment Map provided at Attachment 10.3.4(b).
 - d) Inserting General Industry (IA1) zone provisions in Schedule 14 – ‘General Industry Zone’ as provided for in Attachment 10.3.3(a).
2. That Amendment 12 be classified as a Complex amendment pursuant to Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):
 - a) The amendment proposal is not consistent with the endorsed Planning Strategy; and
 - b) The amendment proposal relates to a development that has potential for impacts that are significant relative to development in the locality.
3. That the draft Amendment be referred to the Environmental Protection Authority for examination and assessment pursuant to Section 81 of the Planning and Development Act 2005, the Amendment.
4. Upon receipt of the advice from the EPA Council will consider pursuant to Regulation 37 whether to adopt the Amendment for advertising and referral to the WAPC with or without modification.

OC161208 Moved Cr Daniel / Seconded Cr Trevaskis

1. That the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend Local Planning Scheme No 2 (Amendment No 12) by:
 - a) Inserting sub-clause 5.23.4 as follows:
‘Special Provisions
In addition to other requirements of the Scheme that apply to land within the General Industry zone, Schedule 14 sets out the specific provisions that apply to individual General Industry areas to assist in achieving the objectives of the zone.’
 - b) Adding a new Schedule 14 – ‘General Industry Zone’
 - c) Rezoning a portion of Lot 1208 on Plan 256322 Borden-Bremer Bay Road, Bremer Bay from ‘Rural’ zone to ‘General Industry’ zone as per the Scheme Amendment Map provided at Attachment 10.3.4(b).
 - d) Inserting General Industry (IA1) zone provisions in Schedule 14 – ‘General Industry Zone’ as provided for in Attachment 10.3.3(a).

2. That Amendment 12 be classified as a Complex amendment pursuant to Regulation 35 of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):
 - a) The amendment proposal is not consistent with the endorsed Planning Strategy; and
 - b) The amendment proposal relates to a development that has potential for impacts that are significant relative to development in the locality.
3. That the draft Amendment be referred to the Environmental Protection Authority for examination and assessment pursuant to Section 81 of the Planning and Development Act 2005, the Amendment.
4. Upon receipt of the advice from the EPA Council will consider pursuant to Regulation 37 whether to adopt the Amendment for advertising and referral to the WAPC with or without modification.

Carried 5-0

Cr Leenhouders returned to the meeting at 9:40am.

A D M I N

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.1
SUBJECT:	Annual Report 2015/2016
NAME OF APPLICANT:	Shire of Jerramungup
FILE REFERENCE:	
AUTHOR:	Charmaine Solomon / Tamara Pike
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	9 th December 2016

SUMMARY

This item addresses Council's Annual Report and Annual Financial Report for 2015/2016. The recommendation is to receive the reports for presentation at the annual electors meeting.

ATTACHMENT

Annual Report - Provided separately
Annual Financial Report - Provided separately
Audit Reports - Provided separately

BACKGROUND

The Annual Report contains statements from the Shire President, CEO, senior staff and the Annual Financial Statements for the 2015/2016 financial year.

The Annual Financial Statements have been prepared in accordance with the Local Government Act 1995 and Local Government Financial Management Regulations 1996. The audit this year was carried out by Lincolns Accountants and Business Advisors.

Adoption of the Annual Report for 2015/2016 is required, as per section 5.53 of the Local Government Act 1995.

CONSULTATION

Senior Staff
Lincolns Accountants and Business Advisors

COMMENT

Council is required by the Local Government Act 1995 to hold an annual electors meeting once the annual report is accepted. The latest date for the electors meeting is Wednesday 15th February 2017, being 56 days after the Council acceptance of the annual report.

Contained in the annual financial report is the audit letter from Council's auditors. There are no qualifications or material matters raised in the audit letter.

The Annual Report for 2015/2016 is presented for Council's consideration and adoption.

STATUTORY REQUIREMENTS

5.27. Electors' general meetings

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

5.29. Convening electors' meetings

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

5.53. Annual reports

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

- (i) the number of complaints recorded in the register of complaints; and
 - (ii) how the recorded complaints were dealt with; and
 - (iii) any other details that the regulations may require;
- and
- (i) such other information as may be prescribed.

[Section 5.53 amended by No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6.]

5.54. Acceptance of annual reports

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

** Absolute majority required.*

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

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

5.55. Notice of annual reports

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

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Annual Report contains the Annual Financial Statements on Council's financial position at June 30, 2016 and reflects the year's financial performance.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

RECOMMENDATION

That Council:

1. Accept the Shire of Jerramungup's Annual Report and Auditors Reports for the 2015-2016 financial year.
2. Set the date for the Annual Electors Meeting for 2:00pm on Wednesday 15th February 2017 at the Jerramungup Council Chambers.

OC161209 Moved Cr Leenhouders / Seconded Cr Iffla

That Council:

1. **Accept the Shire of Jerramungup's Annual Report and Auditors Reports for the 2015-2016 financial year.**
2. **Set the date for the Annual Electors Meeting for 1:30pm on Wednesday 15th February 2017 at the Jerramungup Council Chambers.**

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.2
SUBJECT:	Review of Dog Exercise and Prohibited Areas
LOCATION/ADDRESS:	Shire of Jerramungup
NAME OF APPLICANT:	n/a
AUTHOR:	Brent Bailey
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	1 st December 2016

SUMMARY

This item seeks to undertake a review of the Dog Exercise Areas within the townsites of Bremer Bay and Jerramungup. The recommendation is to advertise a listing of proposed Dog Exercise Areas and Dog Prohibited Areas for public consultation.

ATTACHMENT

Attachment 10.4.2(a) - Maps of existing Dog Exercise Areas and Dog Prohibited Areas

Attachment 10.4.2(b) - Proposed survey, poster and Facebook cover image

BACKGROUND

Following a recent letter from the Bremer Bay Sports Club requesting a change to the gazetted Dog Exercise Area on the Bremer Bay Golf Course a wider review of exercise and prohibited areas is recommended to address some existing issues and assist the Shire Rangers in undertaking their roles and responsibilities.

In a dog exercise area owners may let their dog run free off a leash.

In general public areas which are not listed as a prohibited area owners must keep their dog on a leash at all times.

There are 238 dogs registered in the Shire of Jerramungup.

CONSULTATION

A 28 day public advertising period is required to make any changes to dog exercise and prohibited areas.

Shire Ranger

COMMENT

Each of the Shire's dog exercise areas are discussed below with a view to consider the appropriateness of their current status. It is recommended that Council undertake a period of community consultation to gather feedback on the suitability of the existing exercise areas and other potential areas which could be proclaimed.

Current Dog Exercise Areas

Jerramungup Golf Course Part of Reserve 28169

Current Utilisation	Regularly used by local residents during months when the Golf Course is maintained.
Registered Complaints	Nil
Known Issues	Golf Course is only maintained / mowed from approximately March – September by the Golf Club. Weeds and grasses can grow long during other months of the year which impacts the usability of the Exercise Area.
Proximity to Town Centre	Approximately 1.6km
Site Access	Users will walk on the shared path or drive down Derrick Street to access the exercise area. Alternative access is gained via informal tracks from Chitowurup Road.
Existing Dog Exercise Infrastructure	Nil
Existing Signage	Nil
Parking Availability	Parking is available at the Jerramungup Sports Club.
Vegetation / Landscape Type	Varying tree and scrub lined Golf Course fairways.
Existing Maintenance Activities	Fairways are mowed and maintained by the Golf Club from approximately March to September.
Proximity to traffic	The nearest traffic is in the Jerramungup Sports Club carpark.
Conflicting uses	Golf Club activities are generally undertaken on Wednesdays and Sundays with some ad-hoc use at other times during the week. Most fairways have good visibility however some holes do have blind tee shots which could affect people walking dogs on the course.

Bremer Bay Golf Course Part of Reserve 511

Current Utilisation	Used by both local residents and visitors. Use can be affected by accessibility to other preferred dog exercise areas on beaches – particularly when the estuary is open to the ocean.
Registered Complaints	Complaints / Correspondence has been

	received by the Bremer Bay Golf / Sports Club.
Known Issues	Bremer Bay Golf Course is open year round and utilised by visitors who may be unaware the site is a dog exercise area. Undulating terrain and blind tee shots can increase risks to people walking dogs on the site. Golfers have advised of a few near misses.
Proximity to Town Centre	Approximately 2.2km
Site Access	Users will walk on the shared path or drive down Frantom Way to access the exercise area.
Existing Dog Exercise Infrastructure	Nil
Existing Signage	Nil
Parking Availability	Parking is available at the Bremer Bay Sports Club.
Vegetation / Landscape Type	Varying Peppermint tree and coastal heath lined Golf Course fairways.
Existing Maintenance Activities	Fairways are mowed and maintained by the Golf Club year round.
Proximity to traffic	The nearest traffic is in the Bremer Bay Sport Club Carpark and Frantom Way for utilisation on holes 7 & 8.
Conflicting uses	Golf Club activities are generally undertaken on Wednesdays and Sunday. The course is popular with visitors to Bremer Bay particularly in the peak holiday season.

Back Beach Bremer Bay

Current Utilisation	Used by both local residents and visitors. Use can be affected by accessibility to other preferred dog exercise areas on beaches – particularly when the estuary is open to the ocean.
Registered Complaints	Complaints / Correspondence has been received by the Abalone Farm due to dogs wandering onto their facility.
Known Issues	Dogs beyond the control of their owners have wandered on to the Abalone Facility. While this is a dog ownership responsibility the past instances warrant consideration when reviewing the dog exercise area.
Proximity to Town Centre	Approximately 4.3km
Site Access	Vehicle access and parking is located via White Trail Road. Alternate pedestrian

	access is available to the northern end of the beach via Cuneo Drive. (2.7km from Town Centre)
Existing Dog Exercise Infrastructure	Nil
Existing Signage	Nil
Parking Availability	Parking is available at the end of white trail road.
Vegetation / Landscape Type	Sandy Beach
Existing Maintenance Activities	Nil
Proximity to traffic	Some vehicle traffic occurs on the beach. The nearest road based traffic is White Trail Road.
Conflicting uses	Back Beach is also used by the community for fishing and four wheel driving. The abalone farm mentioned above is outside of actual dog exercise area.

Bremer Beach North of Wellstead Estuary Bremer Bay

Current Utilisation	Used by both local residents and visitors. This is the most popular dog exercise location in Bremer Bay.
Registered Complaints	Complaints relate to poor understanding of the start of the exercise area and issues of dog ownership responsibility.
Known Issues	The area has been affected by lack of signage at times due to vandalism. Bremer Beach is also highly trafficked by vehicles and is a known location for the rare Hooded Plover.
Proximity to Town Centre	Approximately 2.5km
Site Access	Users will walk on the shared path or drive down Bremer Bay Road onto the sandbar to access the exercise area.
Existing Dog Exercise Infrastructure	Bins and Dog Poo Bags available
Existing Signage	Signage marks the commencement of the Exercise Area.
Parking Availability	Parking is available in the carparks near Paperbarks Park and access is generally available to most vehicles across the sandbar when the estuary is closed.
Vegetation / Landscape Type	Sandy to Hard Beach
Existing Maintenance Activities	Nil
Proximity to traffic	A moderate to high level of vehicle traffic occurs on the beach. The nearest road based traffic is Bremer Bay Road.
Conflicting uses	Bremer Beach is also used by the community for fishing, beach walking and

	four wheel driving. Families will also set shelters and picnics on some sections of Bremer Beach. The abalone farm mentioned above is outside of actual dog exercise area.
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Proposed Alternative / Additional Dog Exercise Areas

Old Jerramungup Oval – Monash Avenue

Current Utilisation	Little to no use of this area is currently undertaken other than people who use the walk track around the Water Catchment.
Registered Complaints	Complaints have been made regarding unlicensed motorcycle use of this area.
Known Issues	Unlicensed motorcycle use.
Proximity to Town Centre	Approximately 400m
Site Access	Vehicle access and pedestrian access via Monash Avenue.
Existing Dog Exercise Infrastructure	Nil
Existing Signage	Nil
Parking Availability	Parking is available within the old oval.
Vegetation / Landscape Type	Occasionally slashed natural grasses and weeds.
Existing Maintenance Activities	The old oval is slashed approximately twice each year to minimise fire risk.
Proximity to traffic	The nearest vehicle traffic is Monash Avenue and Gnowangerup – Jerramungup Road. There is an existing vegetation buffer to each road.
Conflicting uses	Nil

Bremer Bay Sports Oval – Frantom Way Bremer Bay

Current Utilisation	Currently there is limited use of the Sports Oval due to Cricket being in recess and other winter sports being played in Boxwood.
Registered Complaints	This area has been proposed as an alternative to the Golf Course by the Bremer Bay Sports Club.
Known Issues	Nil
Proximity to Town Centre	Approximately 2km
Site Access	Users will walk on the shared path or drive down Frantom Way to access the site
Existing Dog Exercise Infrastructure	Nil
Existing Signage	Nil

Parking Availability	Parking is available within the oval and at the Sports Club.
Vegetation / Landscape Type	Occasionally mowed grass surrounded by Peppermint Trees and coastal heath.
Existing Maintenance Activities	The oval is currently maintained and mowed as required by the Bremer Bay Sports Club / Cricket Club.
Proximity to traffic	The nearest vehicle traffic is on Frantom Way.
Conflicting uses	Some conflicting use may be experienced if people choose to utilise the oval for other sports such as cricket or football.

Lot 8001 – Freeman / Barnes Drive Bremer Bay

Current Utilisation	Little to no use of this area is currently undertaken.
Registered Complaints	Nil
Known Issues	This site is in the middle of the town's new residential development area. Some neighbouring landholders may object to dogs wandering off leash in this area.
Proximity to Town Centre	Approximately 1km
Site Access	Vehicle access and pedestrian access via Freeman Drive or Barnes Drive.
Existing Dog Exercise Infrastructure	Nil
Existing Signage	Nil
Parking Availability	Parking is available within the site however a formal crossover would benefit the site if utilised as a dog exercise area.
Vegetation / Landscape Type	Occasionally slashed natural grasses and weeds with some mid-size trees in the centre of the reserve.
Existing Maintenance Activities	The reserve is slashed up to twice each year to minimise fire risk.
Proximity to traffic	The nearest vehicle traffic is on Barnes Drive and Freeman Drive.
Conflicting uses	Nil

Dog Prohibition Areas

Within the Shire of Jerramungup Dogs Local Law there are a number of areas which are dog prohibition areas. These are as follows:

1. a public building, unless permitted by a sign;
2. a theatre or picture gardens;

3. all premises or vehicles classified as food premises or food vehicles under the Health (Food Hygiene) Regulations 1993;
4. a public swimming pool; and
5. the following reserves and freehold land –
 - a) John Cove, south of the Wellstead Estuary;
 - b) All parks within the Bremer Bay townsite, unless listed under clause 5.2 (1);
 - c) Little Boat Harbour Beach;
 - d) Sports grounds located at Bremer Bay, Boxwood Hill, Gairdner and Jerramungup; and
 - e) All parks within the Jerramungup townsite, unless listed under clause 5.2 (1). (*Roe Park, Lions Park*)

As the name suggests dogs are prohibited from being in these areas regardless if they are leashed and under the control of the owner. It is recommended that Council advertise the prohibited areas for public comment as there may be some support from the public to remove some of the prohibited areas (e.g. Sports Grounds & Parks) changing their status to dogs permitted on leash only. The proposal of the Bremer Bay Sports Club to utilise the cricket oval as a dog exercise area if supported will also require a change to the prohibited areas.

Alternatively is Council is satisfied with the existing dog exercise areas and prohibition areas it can endorse the existing arrangements by absolute majority to formalise these as required by the Dog Amendment Bill 2013 which has provided a more streamlined approach to designating these areas rather than requiring gazettal in a local law.

STATUTORY REQUIREMENTS

This item relates to the Shire of Jerramungup Dogs Local Law and the Dog Act 1976, Dog Amendment Bill 2013 and associated regulations.

STRATEGIC IMPLICATIONS

This item relates to the following component from the Shire of Jerramungup Community Plan 2016 - 2026;

Objective 2.2.2 – Expand investment in passive and non-sporting recreation infrastructure - parks, gardens, walk trails, community gym.

FINANCIAL IMPLICATIONS

Some minor expenditure will be incurred in relation to signage and information brochures.

WORKFORCE IMPLICATIONS

Changes to Dog Prohibition Areas may reduce the workload on the Shire Ranger managing complaints in relation to people walking their dogs on leash across ovals and parks. Alternatively if responsible dog ownership is not demonstrated in these areas additional workload may result in the area of parks and gardens.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

A Simple Majority is required to advertise the proposed dog exercise areas for public comment.

An Absolute Majority will be required to adopt any revisions to the listed dog exercise areas.

RECOMMENDATION

That Council call for public submissions to review the existing dog exercise areas and dog prohibition areas.

OC161210 Moved Cr Daniel / Seconded Cr Leenhouders

That Council call for public submissions to review the existing dog exercise areas and dog prohibition areas.

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.3
SUBJECT:	Change of Method of Valuation
LOCATION/ADDRESS:	Lot 9500 Borden Bremer Bay Road
NAME OF APPLICANT:	Shire of Jerramungup
FILE REFERENCE:	A1602259
AUTHOR:	Sandra Lyall, Rates Officer Craig Pursey, Planning Officer
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	13 th December 2016

SUMMARY

This agenda item addresses the need to seek ministerial approval for a change in valuation method for a portion of Lot 9500 which is currently rated utilising the unimproved value method (UV) but is completely surrounded by Gross Rental Value (GRV) Properties.

It is recommended that Council seek approval of the Minister for Local Government that the basis for rating the land noted in this report be changed from unimproved value to gross rental value.

ATTACHMENT

Nil

BACKGROUND

There is a requirement that Council must seek Ministerial approval to change the basis of rating when moving from unimproved values to gross rental values.

The land under consideration in this item is a 4309m² portion of Lot 9500 Borden Bremer Bay Road, Bremer Bay immediately adjacent to Goorie Way (the subject site). The subject site was previously a separate property; Lot 9000 Goorie Way.

Lot 9000 Goorie Way was amalgamated with the neighbouring land parcel in April 2015 and to form Lot 9500 Borden Bremer Bay Road.

Council resolved to change the rating method for this general area to GRV in 2010. However, this small sliver of land was missed at the time, so the subject site is rated as UV land and the surrounding land is rated at GRV.

This portion of land now attracts a separate Rates Notice resulting in Lot 9500 Borden Bremer Bay Road being charged rates twice.



The subject site, a 4309m² portion of Lot 9500 that is currently rated UV.

CONSULTATION

Local Government Operational Guidelines – Number 2. *Changing Methods of Valuation of Land.*

No additional consultation is required. The only affected party is the landowner and they will benefit directly from this adjustment.

COMMENT

This land was previously a separate land parcel that has been amalgamated into the adjoining Lot 9500. It is UV rated but is completely surrounded by land rated GRV. This sliver of land should have been picked up in 2010 when the remainder of the immediate area was changed to GRV.

As the subject site is now amalgamated into Lot 9500 it should be rated at GRV as part of Lot 9500 Borden Bremer Bay Road.

Under Section 6.28 of the Local Government Act 1995 the Minister for Local Government is to determine the method of valuation of land. The Minister's approval is required before the method of valuation of a property can be changed. Upon

receiving advice from a local government, the Minister is required to make a determination and advise the Valuer General accordingly.

STATUTORY REQUIREMENTS

Local Government Act 1995

Section 6.28 of the Local Government Act 1995 requires the Minister for Local Government to determine the method of valuation of land to be used by a local government and publish a notice of the determination in the Government Gazette.

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

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

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council will need to acknowledge that rates were raised incorrectly for a non-current property. Council will be required to write-off rates for the non-current property for the 16/17 financial year of \$861.98 for the portion of Lot 9500 that is currently rated UV.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council resolve to:

1. Note that former Lot 9000 Goorie Way, Bremer Bay (DP52330, C/T 2635-771) has been amalgamated with the adjoining land to form Lot 9500 Borden Bremer Bay Road and that this property:
 - a) should have the same rating methodology applied to the whole property; and
 - b) be rated as a single property.
2. Request the Minister for Local Government to change the method of valuation of the land area referred to in this report (formerly Lot 9000 Goorie Way, DP52330, C/T 2635-771) from unimproved value to gross rental value, in accordance with Section 6.28 of the Local Government Act 1995.
3. Write off the outstanding debt associated with rates raised for a non-current property in the 2016/17 financial year for assessment A1602259.

OC161211 Moved Cr Leenhouders / Seconded Cr Trevaskis

1. **Note that former Lot 9000 Goorie Way, Bremer Bay (DP52330, C/T 2635-771) has been amalgamated with the adjoining land to form Lot 9500 Borden Bremer Bay Road and that this property:**
 - a) **should have the same rating methodology applied to the whole property; and**
 - b) **be rated as a single property.**
2. **Request the Minister for Local Government to change the method of valuation of the land area referred to in this report (formerly Lot 9000 Goorie Way, DP52330, C/T 2635-771) from unimproved value to gross rental value, in accordance with Section 6.28 of the Local Government Act 1995.**
3. **Write off the outstanding debt associated with rates raised for a non-current property in the 2016/17 financial year for assessment A1602259.**

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.4
SUBJECT:	Council Meeting Dates 2017
LOCATION/ADDRESS:	
NAME OF APPLICANT:	
FILE REFERENCE:	
AUTHOR:	Elizabeth Hyde
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	1 st December 2016

SUMMARY

The purpose of this report is to put before Council proposed meeting times and dates for the Ordinary Council meetings for the 2017 year.

ATTACHMENT

Nil

BACKGROUND

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

CONSULTATION

Nil

COMMENT

Nil

STATUTORY REQUIREMENTS

The following sections of the Local Government Act have relevance:

5.3. Ordinary and special council meetings

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

5.4. Calling council meetings

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

(a) if called for by either -

(i) the mayor or president; or

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

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

(b) if so decided by the council

5.5. Convening council meetings

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

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

The Local Government (Administration) Regulations provide:

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

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

(a) the ordinary council meetings; and

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

are to be held in the next 12 months.

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

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

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

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

1.7. Local public notice

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

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

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

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

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

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

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

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

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

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the following meeting dates and times apply for the 2017 year:

Council Meeting Dates 2017

15th February, 2017	2:00pm	Council Chambers, Jerramungup
15th March, 2017	2:00pm	Council Chambers, Jerramungup
19th April, 2017	2:00pm	Town Hall, Bremer Bay
17th May, 2017	2:00pm	Council Chambers, Jerramungup
21st June, 2017	2:00pm	Council Chambers, Jerramungup
19th July, 2017	2:00pm	Town Hall, Bremer Bay
16th August, 2017	2:00pm	Council Chambers, Jerramungup
20th September, 2017	2:00pm	Council Chambers, Jerramungup
18th October, 2017	8:30am	Town Hall, Bremer Bay
15th November, 2017	8:30am	Council Chambers, Jerramungup
20th December, 2017	8:30am	Council Chambers, Jerramungup

Council briefing sessions will commence at 1.00pm.

OC161212 Moved Cr Daniel / Seconded Cr Trevaskis

That the following meeting dates and times apply for the 2017 year:

Council Meeting Dates 2017

15th February, 2017	2:00pm	Council Chambers, Jerramungup
15th March, 2017	2:00pm	Council Chambers, Jerramungup
19th April, 2017	2:00pm	Town Hall, Bremer Bay
17th May, 2017	2:00pm	Council Chambers, Jerramungup
21st June, 2017	2:00pm	Council Chambers, Jerramungup
19th July, 2017	2:00pm	Town Hall, Bremer Bay
16th August, 2017	2:00pm	Council Chambers, Jerramungup
20th September, 2017	2:00pm	Council Chambers, Jerramungup
18th October, 2017	8:30am	Town Hall, Bremer Bay
15th November, 2017	8:30am	Council Chambers, Jerramungup
20th December, 2017	8:30am	Council Chambers, Jerramungup

Carried 6-0

SUBMISSION TO:	Administration
AGENDA REFERENCE:	10.4.5
SUBJECT:	Supply of Plant, Equipment and Labour Hire for Storm Damage Related Restoration
LOCATION/ADDRESS:	Shire of Jerramungup
AUTHOR:	Murray Flett, Brent Bailey
DISCLOSURE OF ANY INTEREST:	Nil
DATE OF REPORT:	16 th December 2016

SUMMARY

This item seeks to award tenders for Request for Tender 02/16 and 03/16 - Supply of Plant, Equipment and Labour Hire for Storm Damage Related Restoration

ATTACHMENT

CONFIDENTIAL Attachment 10.4.5(a) - Tender Submissions 02/16
CONFIDENTIAL Attachment 10.4.5(b) - Tender Submissions 03/16
CONFIDENTIAL Attachment 10.4.5(c) - Evaluation Report 02/16
CONFIDENTIAL Attachment 10.4.5(d) - Evaluation Report 03/16

BACKGROUND

The Shire incurred considerable damage to the road network infrastructure as a result of a severe storm on the 18th - 21st January 2016. The Department of Premier and Cabinet (DPC) have proclaimed the event to be an *eligible disaster* stating that both opening up and reinstatement costs for the works are claimable under their West Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA). One condition of the funding assistance is that for works undertaken to be eligible for payment they have to be contracted out, and not carried out by Shire owned resources.

Hewer Consulting Services were engaged to carry out an initial assessment and provide cost estimates for the restoration of the roads to the Main Roads (MRWA) and establish administration procedures including the tender assessment.

CONSULTATION

Main Roads WA have inspected the damaged roads and given approval to carry out these works.

COMMENT

The project to reinstate the roads damaged by the storm includes the cleaning of existing culverts, repairs to drainage infrastructure, road shoulder restoration and resheeting of gravel roads along with some bitumen repairs.

Tenders were called for contractors with suitable plant, equipment and labour to provide teams that would carry out the work as described. It was preferable that each operation is carried out by one contractor and would include all plant, equipment and labour. Materials such as gravel and drainage components are to be supplied by the Shire and claimed under the WANDRRA process in conjunction with the contractor invoices.

The project was divided into two tenders;

- RFT No: 02/16 for roadworks, and
- RFT No: 03/16 for drainage reinstatement.

Thirteen (13) tenders were received for the RFT 02/16 tender and thirteen (13) tenders were received for RFT 03/16. One was rejected as it was non-conforming as the tenderer was unable to commence work till May.

The contractors were evaluated and ranked according to criteria that would determine the most effective and efficient teams that would benefit the Shire. Apart from assessing technical specification and experience the contractors were assessed on total cost of providing hourly hire rates for resources that comprise a full team for an 8-10 week period.

The evaluation criterion, was weighted in the following manner;

Price and price structure	50%
Experience and physical capacity	25%
Previous Experience/past performance	25%

The tenders were assessed by the project Manager and Shire staff according to the above criterion and given a score out of 100.

For RFT 02/16 roadworks tender, the three (3) with the highest ranking score were;

- Riverhill Contracting 86.96
- Gaia Civil 85.00
- AA Contractors 77.62

For RFT 03/16 drainage tender, the three (3) with the highest ranking score were;

- Gaia Civil 87.04
- Riverhill Contracting 85.00
- AA Contractors 81.61

All three tenderers are situated in the Great Southern Region, have carried out previous works of this nature for other shires and are prepared to commence work in the New Year.

STATUTORY REQUIREMENTS

Nil

STRATEGIC IMPLICATIONS

This item relates to the following component from the Shire of Jerramungup Community Plan 2016 - 2026;

Aspiration 3.4: To lobby, advocate for and deliver a first class transport and telecommunications network.

FINANCIAL IMPLICATIONS

There are no Financial Implications. The funding for the 25% contribution to a threshold of \$155,700 to be reallocated from the roads budget. The Shire has already funded approximately \$60,000 of this contribution through opening up and initial reinstatement works. The remaining contribution will be allocated in next financial year.

POLICY IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Shire of Jerramungup Council accept the tenders RFT 02/16 and RFT 03/16 for the Supply of Plant, Equipment and Labour Hire for Storm Damage Related Restoration and award the tenders in order of ranking to the highest scoring tenderer providing they can commence work immediately in 2017 after the Christmas break.

OC161213 Moved Cr Trevaskis / Seconded Cr Iffla

That the Shire of Jerramungup Council accept the tenders RFT 02/16 and RFT 03/16 for the Supply of Plant, Equipment and Labour Hire for Storm Damage Related Restoration and award the tenders in order of ranking to the highest scoring tenderer providing they can commence work immediately in 2017 after the Christmas break.

Carried 6-0

**C O U N C I L L O R
R E P O R T S**

11. COUNCILLOR REPORTS

Cr Parsons

Attended the Shire Christmas Party
Attended a lunch with the Minister for Agriculture Mark Lewis
Attended the Jerramungup District High School Presentation Night

Cr Daniel

Attended the Gairdner Primary School Presentation Night
Attended a Coastal Management Review meeting

Cr Iffla

Attended a presentation by the Busy Blue Bus
Attended Coastal Management Review meeting
Attended the Shire Christmas Party
Attended a lunch with the Minister for Agriculture Mark Lewis
Attended a lunch with the Transport Minister Bill Marmion and Liberal
Candidate for Albany Mr Greg Stocks in Albany
Attended a GSDC Sundowner
Attended a seniors lunch in Bremer Bay

Cr Leenhouders

Attended the Shire Christmas Party
Attended a lunch with the Minister for Agriculture Mark Lewis
Attended the Bremer Bay Primary School Presentation Night

Cr Lester

Attended a LEMC meeting
Attended the Jerramungup District High School Presentation Night
Attended the Shire Christmas Party
Attended a lunch with the Minister for Agriculture Mark Lewis
Attended an onsite meeting on South Coast Highway with Transport Minister
Bill Marmion, Main Roads Regional Manager Mr Andrew Duffield and Liberal
Candidate for Albany Mr Greg Stocks
Attended a lunch with the Transport Minister Bill Marmion and Liberal
Candidate for Albany Mr Greg Stocks

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

12.1 From Officers

Nil

12.2 From Elected Members

Nil

13. NEXT MEETING/S

Ordinary Meeting – to be held Wednesday 15th February 2017 commencing 2:00pm at the Council Chambers, Jerramungup.

14. CLOSURE

The President declared the meeting closed at 10:08am.

I confirm these Minutes to be a true and accurate record of the proceedings of the Council.

Signed: Dated:
(Shire President)