

**SHIRE OF QUAIRADING**  
**MINUTES OF THE ORDINARY MEETING OF COUNCIL**  
**HELD ON THURSDAY 27<sup>TH</sup> AUGUST 2015**  
**COMMENCING AT 2.02PM**

**ITEM 1 ATTENDANCE AND APOLOGIES**

Cr D C Richards	Shire President
Cr R C Hawksley	
Cr J A Bavin	
Cr T C Andrews	
Cr WMF Davies	
Cr C M Cousins	
Cr G J McRae	
Mr G A Fardon	Chief Executive Officer
Mr A J Merillo	Deputy Chief Executive Officer (4.04pm to 5.52pm)
Mr T J Newick	Manager of Works and Services (2:02pm to 2:58pm)
Mr R M Bleakley	Economic Development Project Officer (3.05pm to 5.52pm)
Mr L Brown	Observer
Mr B McGuinness	Observer
Mr G Taylor	Observer

**Apologies**

Nil

**Approved Leave of Absence**

Cr B K Caporn Deputy Shire President

**ITEM 2 ANNOUNCEMENTS BY THE SHIRE PRESIDENT**

“Before we start our meeting, I would like to acknowledge that we are meeting on Noongar land and we pay respect to the original custodians...past, present and future and welcome you all here today for this meeting”.

The Shire President welcomed Councillors, Staff and Observers to the August Ordinary Meeting of Council.

The Meeting was advised that Dinner would be held at the Golden Grain Cafe following the Meeting.

**ITEM 2.1 PUBLIC QUESTION TIME**

Nil

## **ITEM 2.2 DEPUTATIONS**

**2.07pm**

Mr Ron Mulder – WA Sandalwood Plantations Pty Ltd.

Mr Mulder submitted the Apologies of Mr Noel Stone who was unable to attend today.

Mr Mulder provided a broad Overview on the Structure and Land Ownership/ Equity of WA Sandalwood Plantation Pty Ltd and its Partners. Mr Mulder spoke on the preferred Soil Types for the planting of Indigenous Sandalwood and the Jam “Host” Trees.

Mr Mulder also provided details on the Company’s Policy of Supporting Local Businesses and cited examples from the Corrigin District in recent Years.

Mr Mulder outlined alternative Operations being utilised including Grazing by Sheep from Year 5 and that all Fencing and Water Points at the farm properties are kept in place.

Mr Mulder reported on their Plantings from Wongan Hills to Wagin and the First Harvesting from the early Plantings in the Shire of Goomalling.

Mr Mulder took Questions from the Councillors and Staff.

Mr Mulder was thanked for his detailed Presentation to Council.

**2.35pm**

Mr Mulder left the meeting.

## **ITEM 3 DECLARATIONS OF INTEREST**

Nil

## **ITEM 4.1 BUSINESS ARISING AND CONFIRMATION OF MINUTES FROM THE ORDINARY MEETING OF COUNCIL HELD ON 30<sup>TH</sup> JULY 2015**

### **Business Arising**

#### Item 13-15/16 – Medical Residence – Fortnightly Cleaning Service

Cr McRae queried the Terms of the Doctor’s Contract in relation to the Maintenance/ Cleaning of the “Doctor’s Residence”.

The Chief Executive Officer reported that the Contract was silent on this Issue.

The Chief Executive Officer further confirmed that whilst provided for in the Council Budget, a regular Cleaning Service had not yet been arranged nor commenced.

**18-15/16 MOVED Cr Davies seconded Cr Bavin that the Minutes of the Ordinary Meeting of Council held on 30<sup>th</sup> July 2015 be confirmed as a True and Correct Record.**

**CARRIED 7/0**

## **ITEM 4.2      MATTERS PENDING / ACTION SHEET**

### **Item 12 – Town Clock Information Board**

The Meeting noted the completion of the Town Clock Information Board and resolved to remove this Issue from the Matters Pending List.

### **Item 18 – Industrial Land**

The Manager of Works and Services requested that the previous Main Roads Plan for the Intersection of the Winmar Road and the York- Merredin Road be listed for the next Works Committee Meeting.

## **ITEM 5          WORKS**

### **Item 5.1**

Council noted that there had been no Works Committee Meeting held in August 2015.

### **Item 5.2          Other Works Matters**

#### **The Manager of Works and Services Report**

The Manager of Works and Services provided the following Verbal Update:-

- The Winter Rural Road Grading Program was completed yesterday.
- The Loudon Street Road Reconstruction is scheduled to commence next week

#### **Caravan Park**

Mr Newick reported that the Project was progressing well with the installation of Utilities and Civil Works and that the Sewerage Line was connected to the Mains today.

Two further Trees at the Eastern End of the Caravan Park have been identified for Removal to allow for sufficient turning room for Caravans.

Cr McRae suggested Red Paving/ Asphalt as it was more appealing than Black Asphalt.

Mr Newick commented on the timing of the Asphalt/ Kerbing Works and there was further opportunity for input on this part of the Project.

Cr McRae thanked the Works Staff for the new “Hospital” Signs at the Corner of the Main Road and Ashton Street.

### **2.58pm**

The Manager of Works and Services left the Council Meeting.

## **ITEM 6 INFORMATION SESSION**

### **Item 6.1 Shire of Quairading / City of Melville Partnership**

The Shire President advised that Council is awaiting further information, due in early September 2015, from the City of Melville on the proposed Tour of the City Scheduled for Friday 25<sup>th</sup> September 2015.

**3.05pm**

The Economic Development Project Officer Mr Richard Bleakley entered the meeting.

### **Item 6.2 East Avon Regional Cooperation**

Minutes of the Chief Executive Officer's and Senior Staff's Meeting held on the 23<sup>rd</sup> July 2015 were noted.

### **Item 6.3 Chief Executive Officer's Performance Review**

The Shire President explained the Purpose of this Standing Agenda Item to Council's Observers/ Guests.

Cr Hawksley enquired if the Chief Executive Officer was planning to take some Leave now that the Annual Budget was to be Adopted at this Meeting.

The Chief Executive Officer thanked Cr Hawksley for the question and informed the Meeting that he was planning to take some Leave at an appropriate time but not before the Local Government Elections.

The adequate coverage for recent Administration Staff absences was raised and the Chief Executive Officer provided information/ arrangements that have been put in place.

**3.05pm**

The Economic Development Project Officer entered the Meeting.

## **ITEM 7 BUILDING AND TOWN PLANNING DEVELOPMENT**

### **Item 7.1 Building and Town Planning Development Committee Meeting Held on the 13<sup>th</sup> August 2015**

Caravan Park Cottage (B2-15/16)

**19-15/16 MOVED** Cr Cousins seconded Cr McRae that Council adopt the Building and Town Planning Development Committee recommendation B2-15/16: -

- 1. That Council support the Planning and Costing of Stage 2 of the Caravan Park Upgrade incorporating Park Cabins / Cottage Accommodation to replace the current Caravan Park Cottage;**
- 2. Council proceed with the current design of the Entry Area incorporating the existing Caravan Park Cottage; and**
- 3. Timing of the Demolition of the current Caravan Park Cottage to be subject to the Planning and Funding of Stage 2.**

**CARRIED 7/0**

## **Item 7.2 Economic Development Project Officer's Status Report**

The Economic Development Project Officer Mr Richard Bleakley provided a brief Progress Report on the following Projects: -

- Caravan Park Redevelopment.
- Swimming Pool – Meeting with the Architects next week to Finalise Tender Documentation.
- Football Changerooms – Discussions held with the Regional Officer of the Department of Sport and Recreation who recommended that an Application for the Small Grant Funding to be held over until the next Round in February 2016.
- Community Gym – Confirmation that Funding Approval has been received. The Modification to the Security System to be undertaken when Council's Contractor returns from Leave in early September.

### **Guest Comments**

The Shire President invited Council's Guests and Observers to make any comment on the Meeting to date.

Mr Taylor commented on the excellent Presentation by WA Sandalwood Plantations Pty Ltd and whether local employment and training could be explored by the Proponents.

Mr McGuinness commented on the efficient conduct of the Meeting.

Mr Brown also commented on the very good information provided in the Presentation by Mr Mulder from WA Sandalwood Plantation Pty Ltd.

**3.35pm**

**20-15/16 MOVED Cr Hawksley seconded Cr Bavin that Council suspend standing orders for Afternoon Tea.**

**CARRIED 7/0**

**4.03pm**

**21-15/16 MOVED Cr Cousins seconded Cr Davies that standing orders resume.**

**CARRIED 7/0**

**4.04pm**

The Deputy Chief Executive Officer entered the Meeting.

## **Item 7.3 Other Building Matters**

**Nil**

## ITEM 8.1 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT

### 8.1.1 Accounts for Payment – July 2015

#### REPORTING OFFICER

Tony Merillo – Deputy Chief Executive Officer Date – 10<sup>th</sup> August 2015

#### DISCLOSURE OF INTEREST

Nil

#### OWNER/APPLICANT

Nil

#### MATTER FOR CONSIDERATION –

Authorisation of accounts paid during the month.

#### APPLICANT'S SUBMISSION

Nil

#### BACKGROUND –

Accounts paid are required to be submitted each month.

#### STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996 (Reg 13 (1)) requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Payment from Council's Municipal Fund from 2014 / 2015 Budget Expenditure.

#### STRATEGIC IMPLICATIONS

Nil

#### COMMUNITY CONSULTATION

Nil

#### COMMENT

Payments as per the attached schedules 4.1.1

#### STAFF RECOMMENDATION

##### 22-15/16 MOVED Cr Bavin seconded Cr Cousins

1. That Schedule of Accounts covering Municipal Vouchers 22511 to 22556 & EFT2308 to EFT2249 totalling \$481,019.67 be received; The balance of all other outstanding Sundry Creditors to the 31/07/2015 total \$180,415.02; and
2. That Police Licensing payments for the month of July 2015 totalling \$49,503.30 be received (Attachment 4.1.2) ; and
3. That fund transfers to Corporate Credit Card for July 2015 totalling \$287.00 be received (Attachment 4.1.3); and.
4. That Payroll payments for the month July 2015 totalling \$165,742.03 be received; and
5. That fund transfers from Trust account to Municipal account for July 2015 totalling \$4,324.00 be received; and.
6. That the WestNet payment for the month of July 2015 totalling \$168.95 be received.

CARRIED 7/0

<b>8.1.2 Fund Balances Report – July 2015</b>
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## REPORTING OFFICER

Tony Merillo – Deputy Chief Executive Officer      Date – 10<sup>th</sup> August 2015

DISCLOSURE OF INTEREST      Nil

OWNER/APPLICANT      Nil

MATTER FOR CONSIDERATION      Financial Position as at 31<sup>st</sup> July 2015

APPLICANT’S SUBMISSION      Nil

BACKGROUND - The Municipal, Cash Backed Reserves and Trust accounts shown here as at 31<sup>st</sup> July 2015, are provided to inform Council of its Financial Position as at that date.

<i>Account</i>	<i>Statement Balance</i>	<i>Reconciliation Balance</i>
Municipal A/c	\$ 24,643.48	<b>\$ 1,850,097.95</b>
At Call - Invest.	\$ 150,000.00	
Childcare Centre	\$ 5,264.57	
Medical A/c	\$ 67,957.95	
T/Deposit 3 Mth	\$ 400,000.00	
T/Deposit 3 Mth	\$ 300,000.00	
T/Deposit 3 Mth	\$ 250,000.00	
T/Deposit 3 Mth	\$ 300,000.00	
<b>Total Municipal</b>	<b><u>\$ 1,847,866.00</u></b>	
At Call - Reserve	\$ 155,611.06	
T/Deposit-Reserve	\$ 855,469.13	
T/Deposit-Reserve	\$ 1,233,694.75	
T/Deposit-Reserve	\$ 885,859.02	
T/Deposit-Reserve	\$ 1,192,962.66	
<b>Total Reserves</b>	<b><u>\$ 4,323,596.62</u></b>	<b>\$ 4,323,596.62</b>
Trust A/c	\$ 9,038.32	
Police Licensing	\$ 1,637.20	
<b>Total Trust</b>	<b><u>\$ 10,675.52</u></b>	<b>\$ 10,775.52</b>

STATUTORY ENVIRONMENT      Forms part of Financial Management Reg 34(2)(a)

POLICY IMPLICATIONS      Nil

FINANCIAL IMPLICATIONS      Nil

STRATEGIC IMPLICATIONS      Nil

COMMUNITY CONSULTATION      Nil

**23-15/16 MOVED Cr Bavin seconded Cr Andrews that the Fund Balances for the period ending 31<sup>st</sup> July 2015, as presented to Council be adopted.**

**CARRIED 7/0**



**24-15/16 MOVED Cr Bavin seconded Cr McRae that Council adopt the following Reviewed Significant Account Policy relating to Capitalisation Thresholds for the following Fixed Assets Classes:-**

- Land	Nil (All Land Capitalised)
- Building	\$10,000
- Plant & Equipment	\$10,000
- Furniture & Equipment	\$10,000
- Infrastructure	\$10,000

**Threshold to be increased to \$10,000.00 from the Current Limits and that the New Policy be included in the Significant Accounting Policy for the 2015/2016 Annual Budget and the 2015/2016 Financial Report.**

**CARRIED BY AN ABSOLUTE MAJORITY 7/0**

### **8.2.1 Other Financial Matters**

The Deputy Chief Executive Officer provided an Overview and Time Frame for finalisation of Council's Accounts for the Annual Financial Statements and Audit.

### **8.2.2 Amendment to Sundry Debtor Policy**

#### REPORTING OFFICER

Tony Merillo – Deputy Chief Executive Officer      Date – 24<sup>th</sup> August 2015

DISCLOSURE OF INTEREST      Nil

OWNER/APPLICANT      Nil

MATTER FOR CONSIDERATION –      Change in Sundry Debtor Policy.

APPLICANT'S SUBMISSION      Nil

#### BACKGROUND –

As part of Council's Policy review it was noted that the current Sundry Debtor Policy provided far too generous Terms of Credit.

This, together with Debtors being able to push the repayment of any Council Sundry Debtor out to 77 days prior to any Summons being sought be.

The proposed amendment would reduce the collection / credit period to 42 days allowing ample time for staff to act within Policy parameters to ensure follow up action is achieved.

The 35 day period now only relates to the ability to charge penalty interest on outstanding amounts.

#### STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996 (Reg 70) Maximum Rate to be imposed is prescribed as 11%.

Local Government Act 1995 6.50 (2) the date determined by the local government under subsection (1) is not to be earlier than 35 days from the Notice Date.

POLICY IMPLICATIONS      Nil

FINANCIAL IMPLICATIONS	This action will improve Council's cash flow as it encourages early payment of Sundry Debtors raised.
STRATEGIC IMPLICATIONS	Nil
COMMUNITY CONSULTATION	Nil
COMMENT	

The change in policy will reduce the Credit Period available and ensure follow up of any Doubtful Debts is undertaken over a month earlier, as well as continuing to provide Council Staff direction on Debt Recovery.

**25-15/16 MOVED Cr Bavin seconded Cr McRae that the Revised Sundry Debtor Policy, as presented be adopted.**

## ADMINISTRATION GENERAL

### POLICY 2.18

Sundry Debtors: -

- a) That Sundry Debtors Invoices be cleared within 14 days of Issue.
- b) Interest at the rate of 11%pa to be applied to all Sundry Debtors accounts not cleared within the 35 days.
- c) 7 Days after the initial 14 day period, a LETTER of DEMAND to be issued requesting payment IN FULL within 14 days.
- d) At the end of the 14 days, the Chief Executive Officer may authorise a Notice of Intent to Summons if Sundry Debtor account is not cleared within 7 Days.
- e) At the end of 7 days the Chief Executive Officer may authorise the issue of a Summons.
- f) The Chief Executive Officer is authorised to negotiate with the Sundry Debtor if unable to clear the outstanding debt an extension of time or a repayment plan. Where conditions of the extension are not complied with, the Chief Executive Officer is authorised to commence legal action and institute recovery proceedings.
- g) Both Letter of Demand and Notice of Intent to Summons are to be issued by Registered Mail.

**CARRIED 7/0**

## ITEM 9 OTHER MEETINGS

### Item 9.1 Special Meeting of Council Held on Wednesday 19<sup>th</sup> August 2015

Minutes of the Special Meeting held on the 19<sup>th</sup> August 2015 were noted.

**26-15/16 MOVED Cr Davies seconded Cr Cousins that the Minutes of the Special Meeting held on the 19<sup>th</sup> August 2015 be Confirmed as a True and Correct Record of the Meeting.**

**CARRIED 7/0**

## 10.1 CHIEF EXECUTIVE OFFICER'S REPORT – AUGUST 2015

### 10.1.1 Adoption of Council Budget 2015/2016 Year

#### REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer                      Date 21<sup>st</sup> August 2015

MATTER FOR CONSIDERATION – Council to formally adopt the Budgets for Municipal, Trust and Reserve Funds for the 2015/2016 Year.

BACKGROUND – Council considered the “Draft Budget” on the 19<sup>th</sup> August 2015 and supported the Statutory Budget being prepared on a 6.0% increase in Gross Rates levied. The Final Statutory Budget is attached to this Report.

Council’s Executive Staff and Accounting Contractor have now prepared the Statutory Budget for Adoption in line with Council’s stated intentions from the Special Budget Meeting.

I confirm that all Budget calculations have been checked and Council’s requested variances have been included and subsequently verified to adhere to Council’s desired outcome.

It is highlighted that only one Cost Neutral Variation has been made subsequent to the Draft Budget Meeting as follows: -

#### Operating Expenditure

Incorrect Labour and Plant Component – Cemeteries	-\$6,605
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#### Transfer to Reserve Funds

Building Reserve Fund	+\$6,605
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The 2014/2015 Budgeted Rates Levied figure was \$1,836,662. A 6.0% increase represents an additional \$110,194 to be raised in the 2015/2016 Year achieving total Rates Levied of \$1,946,856.

STATUTORY ENVIRONMENT – Section 6.2 of the Local Government Act requires Council to prepare and adopt, in the form and manner prescribed, a Budget for the Municipal Fund by no later than the 31<sup>st</sup> August 2015.

In regard to the setting of Council Rates, Section 6.32 state: -

**“6.32 Rates and Service charges**

- (1) When adopted the annual budget, a local government –
- (a) in order to make up the budget deficiency, is to impose\* a general rate on rateable land within its district, which rate may be imposed either –
    - (i) uniformly; or
    - (ii) differentially;
  - (b) may impose\* on rateable land within its district –
    - (i) a specified area rate; or
    - (ii) a minimum payment;
- and
- (c) may impose\* a service charge on land within its district.

*\* Absolute majority required.*

- (2) When a local government resolves to impose a rate it is required to –
- (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value;
  - (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable within its district to be rated on unimproved value.

COMMENT – The proposed Rates in the Dollars will raise \$1,557,485 on UV Valued properties and \$389,371 on GRV valued properties.

The split of UV/GRV is UV 80% / GRV 20% based on Gross Rates Levied has been maintained.

**27-15/16 MOVED Cr Bavin seconded Cr Hawksley:**

**1) Council adopt the following Rates, Fees and Concessions: -**

**Minimum Rates**

**That the Minimum Rate of \$530 apply in respect of all properties throughout the Shire of Quairading for the 2015/2016 year.**

*Options for Payment*

**That Council offers the following options for the payment of rates S6.45 (1)(b);**

**Option 1. Payment in Full on or before Friday 16<sup>th</sup> October 2015 before 5.00pm.**

**Option 2. Four Equal Instalments at intervals of two calendar months. Instalment due dates to be: -**

**Friday 16<sup>th</sup> October 2015**

**Wednesday 16<sup>th</sup> December 2015**

**Tuesday 16<sup>th</sup> February 2016**

**Monday 18<sup>th</sup> April 2016**

**Option 3. Alternative payment arrangements as agreed to by the Chief Executive Officer and Ratepayer.**

Instalment Interest Charges

That a 5.5% interest rate be imposed on instalments to apply to the second, third and fourth instalments S6.45(3).

Rate Instalment Administration Fee

That an Administration fee of \$5.00 be charged for Instalment numbers 2, 3 and 4 under Payment Option No. 2.

Alternative Payment Option Administration Fee

Where Option 3 is selected and agreed to, an Administration Fee of \$25.00 be applied to that assessment to recover Administration and management costs.

Interest Charges

That a penalty interest rate of 11% be imposed on Overdue Rates, Sundry Debtors and Legal Fees (excluding Rubbish Charges), where instalment Option 2 (Rates only) has not been taken up.

Rubbish Charges

The following Waste and Recycling Charges apply for the 2015/2016 year:

- a) \$227.00 per annum per Rubbish Service which incorporates a weekly removal of one 240 litre Mobile Garbage Bin and fortnightly removal of one 240 litre Recycling Bin.
  - b) \$227.00 per annum Waste and Recycling Charge for Commercial Properties not serviced with a Mobile Garbage Bin.
2. Council adopt the Schedule of Fees and Charges as attached.
  3. That Council adopt the Annual Budget for the Shire of Quairading for the year ending 30<sup>th</sup> June 2016 incorporating all Rates, Fees, Charges and Penalties be adopted with the raising of the following rates in the Dollar: -
    - \$1,946,856 to be raised from Gross Rates Levied in the 2015/2016 Year, being a 6.0% Increase in the Gross Rates Levied in the 2014/2015 Year.
    - Gross Rental Values: 14.0692 cents in the dollar.
    - Unimproved Values: 1.338 cents in the dollar.
  4. That only Variations to Council's 2015 / 2016 Budget by 10% or greater and \$10,000 or more as noted in the Monthly Financial Statements be reported.

**CARRIED BY AN ABSOLUTE MAJORITY 7/0**

**10.1.2 Review of the Strategic Community Plan (SCP)**

REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer                      Date    21<sup>st</sup> August 2015  
 Richard Bleakley – Economic Development Project Officer

DISCLOSURE OF INTEREST - Nil

OWNER/APPLICANT

Name – N/A

MATTER FOR CONSIDERATION – Consideration of Final Draft of the Revised Strategic Community Plan prior to submitting the Plan out for Community Consultation.

APPLICANT’S SUBMISSION –Final Draft of Revised Strategic Community Plan included in Agenda with comments provided by Elected Members and Senior Staff.

BACKGROUND – Following Community Consultation (including Workshops), Council adopted its first Strategic Community Plan on the 28<sup>th</sup> June 2012.

The State Government’s Local Government Regulations prescribe that Primary Strategic Documents be reviewed on a regular basis and in the case of the Strategic Community Plan, it should be strategically reviewed every two (2) years and a Full Review every 4 years from when it is adopted. The Planning Advisory Standards do not specify the extent or process of a “Strategic Review”.

Following discussion by Council, it was determined that external Consultant Helen Hardcastle of Learning Horizons be engaged to assist this Council and Senior Staff with the Strategic Review.

At the July 2015 Ordinary Meeting of Council, it was resolved that Councillors and Senior Staff liaise with the Economic Development Project Officer on feedback on the Draft Strategic Community Plan prior to its finalisation and submission out for the Community Consultation Period.

STATUTORY ENVIRONMENT – Local Government Act, LG Regulations and the Department of Local Government’s “Integrated Planning and Reporting Advisory Standard”

POLICY IMPLICATIONS – N/A

FINANCIAL IMPLICATIONS – Budget Provision made for minimal External Assistance with the Review Process.

STRATEGIC IMPLICATIONS – The Strategic Community Plan is a Key Document in the Integrated Planning Framework

COMMUNITY CONSULTATION – Reviewed Strategic Community Plan is to be submitted to a Community Consultation Process. Given the timing of this Review and a Full Review due by 30<sup>th</sup> June 2016, it is recommended that the Draft be publicised via the Quairading Website, Shire e-newsletter and Hard Copy for a minimum of one (1) Month.

It is believed a fuller Process can be adopted for the Formal 4 Year Review of the Plan.

COMMENT – Council Staff, in particular the Economic Development Project Officer and the Writer have liaised with External Consultants Mrs Helen Hardcastle and her Associate Ms Rebecca Rees of Learning Horizons to fine tune the Processes required to review the current SCP.

A number of other Councils’ Plans were researched and assessed to determine a “reasonable” Benchmark Plan for a Smaller Councils that is Achievable and importantly Measurable.

## OFFICER RECOMMENDATION

1. That Council endorse the “Reviewed Draft Strategic Community Plan” as attached to this Report; and
2. Subject to number 1, Council proceed to invite written Public Comment for a minimum of one (1) month after the distribution of the Draft Plan.

Further discussion ensued on the timing of Public Comment Period and for Council’s preference to consider Public Comments received at the September 2015 Ordinary Council Meeting.

**28-15/16 MOVED Cr Cousins seconded Cr Davies:-**

**(1) That Council endorse the “Reviewed Draft Strategic Community Plan”**

**(2) Subject to No 1, Council proceed to invite Written Public Comment until Wednesday 17<sup>th</sup> September 2015.**

**CARRIED 7/0**

### Reason for Variation From the Officer’s Recommendation

Alterations to the Timeline for Public Comment Period, so that Public Comments can be considered at the next Council Meeting.

<b>10.1.3 Tree Farms – Scheme Amendment No. 8 &amp; Local Planning Policy</b>
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#### REPORTING OFFICER

Jacky Jurmann – Contract Planner

Date: 11<sup>th</sup> August 2015

#### SENIOR OFFICER

Graeme A Fardon – Chief Executive Officer

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – N/A

MATTER FOR CONSIDERATION – It is proposed to amend Quairading’s Town Planning Scheme No.2 and adopt a Local Planning Policy to provide a framework for the regulation of tree farms as an ancillary use on Rural zoned land in the Shire of Quairading.

APPLICANT’S SUBMISSION – N/A

BACKGROUND – The Shire's Town Planning Scheme No. 2 currently only has a broad reference to tree farms, agroforestry and plantations in the land use definitions in Schedule 1. However, these land uses are not listed in Table 1 – Zoning Table and therefore if an application was received under the current provisions, it may need to be considered as a ‘use not listed’ and the applicant would need to demonstrate to Council that their proposal is consistent with the zone objectives.

A number of enquiries have been received by the Shire regarding the establishment of large tree farm enterprises on productive agricultural land. The lack of specific measures to manage a potentially major land use will cause uncertainty in the community and the plantation industry and raise unnecessary legal issues in relation to the operation of the Shire's Scheme.

The proposed amendments to the Scheme will provide the Shire and applicants a regulatory framework that clearly conveys the Shire's position on the use of rural land for tree farms, agroforestry and tree plantations.

**STATUTORY ENVIRONMENT** – Amendments to the Shire of Quairading's Town Planning Scheme No. 2 must be carried out in accordance with the provisions of the *Town Planning Regulations 1967* and must be consistent with the draft *Planning and Development (Local Planning Schemes) Regulations 2014* that are expected to come into force in October 2015.

The new land use definitions proposed are the definitions from the draft Regulations and the amendment process will be in accordance with the current Regulations.

With regards to the local planning policy, the process for advertising and adoption will be in accordance with Section 8.8 of the Shire of Quairading's Town Planning Scheme No. 2.

As stated in this Report, the proposed regulatory framework will provide Council a much improved statutory environment to consider applications for tree farms in the Shire.

**POLICY IMPLICATIONS** – The introduction of a supporting Local Planning Policy to the proposed Scheme provisions will provide a comprehensive and clear planning framework for the regulation of tree farms in the Shire of Quairading.

**FINANCIAL IMPLICATIONS** – There are advertising costs associated with the proposal that will be borne by the Shire.

**STRATEGIC IMPLICATIONS** – Strategic documents in WA are consistent in their objectives to protect agricultural land for its use for food production. In the Scheme Amendment document the planning context is outlined and demonstrates the consistency of this approach with applicable strategic land use documents.

**COMMUNITY CONSULTATION** – Community consultation will be undertaken for both proposals concurrently in accordance with the requirements of the *Planning and Development Act 2005* and Clause 8.8 of the Quairading Town Planning Scheme No. 2. By conducting the consultation concurrently it is hoped that the community will be given an understanding of the thorough approach the Shire is adopting on this issue.

**COMMENT** – In the preparation of this amendment and the accompanying local planning policy, the Shire of Quairading have examined the Shire of Jerramungup's approach and others to develop a comprehensive local planning framework that is consistent and complementary to the State planning framework to address this issue.

Initial consultation has been conducted with the Western Australian Planning Commission, particularly in light of the imminent introduction of the new Planning and Development (Local Planning Schemes) Regulations on 15 October 2015. The new deemed provisions are considered extensive and sufficient to negate the need for supplementary provisions in the Scheme, and accordingly, these provisions have been included in the Local Planning Policy to provide Applicants a comprehensive understanding of the Shire's position and requirements.

**29-15/16 MOVED Cr Bavin seconded Cr McRae that Council:-**

1. Pursuant to Section 75 of the Planning and Development Act 2005 to initiate Amendment No. 8 (attached at Appendix A) to the Shire of Quairading's Town Planning Scheme No. 2 to amend the Scheme Text as follows:
  - 1.1 Deleting the current definition of 'agroforestry' and 'plantation' and inserting the following definition of 'tree farm':
 

**'tree farm' means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the *Carbon Rights Act 2003* section 5.**
  - 1.2 Amend the Land Use Zoning Table (Table 1) to insert 'tree farms' as an 'A' use in the Farming zone and an 'X' use in all other zones.
  - 1.3 Renumber the Land Use Zoning Table as follows: 35. Tree Farms; 36. Veterinary Centre; 37. Warehouse; and 38. Workers Accommodation.
2. Refer Amendment No. 8 to the Shire of Quairading's Town Planning Scheme No. 2 to the Environmental Protection Authority in accordance with the provisions of the *Town Planning Regulations 1967*.
3. Advise the Western Australian Planning Commission of Council's decision to initiate Amendment No. 8 to the Shire of Quairading's Town Planning Scheme No. 2.
4. Advertise Amendment No. 8 to the Shire of Quairading's Town Planning Scheme No. 2 in accordance with the provisions of the *Town Planning Regulations 1967*.
5. Pursuant to Section 8.8 of the Shire of Quairading's Town Planning Scheme No. 2 to adopt for advertising purposes and advertise, concurrently with Amendment No. 8, the Local Planning Policy – Tree Farms (attached at Appendix B).

**CARRIED BY AN ABSOLUTE MAJORITY 7/0**

<b>10.1.4 Financial Assistance Grants to Councils</b>
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REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer

Date 24/08/2015

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT

Name: Cr Lynne Craigie, President of WA Local Government Association.

MATTER FOR CONSIDERATION – Seeking Council support of the acknowledgment of the importance of the Commonwealth's Financial Assistance Grants.

APPLICANT'S SUBMISSION – A copy of the WALGA President's Correspondence to Shire President Cr Richards is attached.

BACKGROUND – As previously presented to Council, the Commonwealth Government has “Frozen” the indexation of the Federal Assistance Grants (FAG’s) at its current level for the next 3 years.

This effectively results in a permanent reduction in the FAG’s Base Funding available to Local Governments by 13%.

This Item invites Councils across Australia to join the Advocacy (lobbying) effort to call upon the Government to reverse its “Indexation Freeze” decision.

A part of the Advocacy is for Council to formally Acknowledge where ever possibly the Significant of this Funding.

STATUTORY ENVIRONMENT – Commonwealth Local Government (Financial Assistance) Act 1995 and the State Local Government Grants Act 1978

POLICY IMPLICATIONS – N/A

FINANCIAL IMPLICATIONS – Council attracted \$1,651,539 in Financial Assistance Grants in 2014/2015, Council’s Allocated Grant into the 2015/2016 year (including Advance Payment) is \$1,657,651.

The Governments “Freeze” means that there is no “Growth” on the Overall Funding Pool to Local Government.

STRATEGIC IMPLICATIONS – Financial Viability and Level of one of Council’s Main Income Streams impacts on the Level and Range of Services able to be delivered and the extent of Asset Maintenance and Asset Renewal that can be undertaken by Council.

COMMUNITY CONSULTATION – Nil to date.

COMMENT – Rationale for the Australia wide campaign by Local Governments clearly outlined in the information provided by WALGA.

At the recent WA Local Government Conference the new ALGA President Mayor Troy Pickard encouraged all Councils to consider supporting the Advocacy effort by passing the following Council Resolution Motion or similar wording.

“That Council

- 1) Acknowledges the importance of Federal funding through the Financial Assistance Grants program for the continued delivery of Council’s Services and Infrastructure;
- 2) Acknowledge the receipt of \$1,651,539 in Financial Assistant Grants in 2014/2015 (excluding the advance payment for 2015/2016) and
- 3) Will ensure that this Federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in Council publications, including Annual Reports.”

**30-15/16 MOVED Cr Hawksley seconded Cr McRae:-**

- 1) That Council acknowledges the importance of Federal funding through the Financial Assistance Grants program for the continued delivery of Council's Services and Infrastructure;**
- 2) Council acknowledge the receipt of \$1,651,539 in the 2014/2015 Year in Financial Assistance Grant (excluding the Advance Payment for 2015/2016) and;**
- 3) Council will ensure that this Federal Funding, and other funding provided by the Federal Government under relevant Grant Programs, is appropriately identified as Commonwealth Grant Funding in Council publications, including its Annual Report.**

**CARRIED 7/0****10.1.5 Central Country Zone Meeting 28<sup>th</sup> August 2015****REPORTING OFFICER**

Graeme A Fardon – Chief Executive Officer

Date 24<sup>th</sup> August 2015

**DISCLOSURE OF INTEREST** – The Chief Executive Officer is in one of the Central Country Zone Delegates to the Wheatbelt Health MOU Group.

In the absence of the Deputy Shire President, Cr Caporn, the Chief Executive Officer becomes Council's second Voting Delegate with the Shire President Cr Richards.

**OWNER/APPLICANT**

Executive Officer, Central Country Zone Mr Bruce Wittber.

**MATTER FOR CONSIDERATION** – Council direction is sought on any Matters that are being considered by Member Councils at the Central Country Zone Meeting.

**APPLICANT'S SUBMISSION** – A copy of the Main Agenda Papers are attached. Not all the Agenda Pages/ Attachments are included due to their length, but are available electronically upon request by Elected Members.

A copy of the Wheatbelt Health MOU Group Unconfirmed Minutes from the 4<sup>th</sup> August 2015 are also attached for Member's Reference.

**BACKGROUND** – The next Central Country Zone Meeting will be held this Friday 28<sup>th</sup> August 2015 to be hosted by the Shire of Beverley.

Councillors are requested to review the contents of the Main Agenda and to provide Direction on any matters to Council's two (2) Voting Delegates.

**STATUTORY ENVIRONMENT** – N/A**POLICY IMPLICATIONS** – N/A**FINANCIAL IMPLICATIONS** – Nil

STRATEGIC IMPLICATIONS – Current Strategic Community Plan Governance – Strengthen Stakeholders Partnerships and lobby for improved services within Health and Education.

COMMUNITY CONSULTATION – N/A

COMMENT – Specific attention is drawn to the following Items in the Central Country Zone Agenda:-

### **5.2.1 Local Government Grain Freight Group**

#### **7.1 CBH Update to the Meeting**

The Chief Executive Officer has been in contact with Ms Brianna Peake and CBH Representatives will be visiting Quairading and briefing Councillors and Senior Staff in September (possibly on the Ordinary Council Meeting Day on the 24<sup>th</sup> September 2015).

### **9.3 Wheatbelt MOU Group, last Meeting 4<sup>th</sup> August 2015.**

#### **10.1 Review of the Wheatbelt MOU Group.**

The Chief Executive Officer highlights that the Joint Executives of the three (3) WALGA Wheatbelt Country Zones met during Local Government Week in Perth and have recommended the dissolution of the Current Wheatbelt Health MOU Group and to form a new MOU Group comprising of only the three Wheatbelt WALGA Zones and the WA Country Health Service.

Council is advised that the Current Parties to the MOU are the three (3) Zones, Wheatbelt Development Commission, WA Country Health Services, Wheatbelt GP Network and until recently Wheatbelt Regional Development Australia (RDA).

Council at its Ordinary Meeting on the 28<sup>th</sup> May 2015 resolved as follows :-

**“Motion 216-14/15 – That Council endorse the Actions to date and support continuation of Council’s and the Central Zone’s involvement in the Wheatbelt MOU Group”**

Council’s position was forwarded in writing to the Central Country Zone’s Executive for their Consideration.

The Chief Executive Officer and Shire President provided further information on this issue direct to the Council Meeting.

#### **OFFICER RECOMMENDATION**

**Council to provide Direction on Central Country Zone Issues to Council’s two Voting Delegates.**

**31-15/16 MOVED Cr Davies seconded Cr McRae that Council direct Council’s Central Country Zone Voting Delegates to Vote against the Zone Executive Recommendation of Item 10.1 – Review of the Wheatbelt Health MOU.**

**CARRIED 7/0**

<b>10.1.6 WALGA State Council Visit to the Central Country Zone (Narrogin)</b>
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**REPORTING OFFICER**

Graeme A Fardon – Chief Executive Officer

Date 25<sup>th</sup> August 2015

DISCLOSURE OF INTEREST – Nil

**OWNER/APPLICANT**

Mr Bruce Wittber, Executive Officer, Central Country Zone

**MATTER FOR CONSIDERATION** – Invitation for Council to attend a Meeting in Narrogin on the 3<sup>rd</sup> September 2015 to coincide with the WALGA State Council’s visit to the Zone.

**APPLICANT’S SUBMISSION** – A copy of the Preliminary Program for the day is attached for Member’s Information.

**BACKGROUND** – The State Council of the WA Local Government Association has a Policy of visiting the various Zones on a rotational basis.

The Central Country Zone will be hosting the State Council and WALGA Officers in Narrogin over the 2<sup>nd</sup> to 4<sup>th</sup> September 2015. A Forum has been arranged for Thursday 3<sup>rd</sup> September 2015 for Member Council Elected Members and Chief Executive Officers to attend.

STATUTORY ENVIRONMENT – N/A

POLICY IMPLICATIONS – N/A

FINANCIAL IMPLICATIONS – Nil

STRATEGIC IMPLICATIONS – N/A

COMMUNITY CONSULTATION – N/A

**COMMENT** – I advise Council that the “Forum” occurs on the first day of “Election Candidate Nomination Period” and as such it is the Writer’s intention to remain at the Shire Administration Centre in my Role as Returning Officer for the Election.

In addition, I advise that the Quairading Local Emergency Management Committee have a Meeting scheduled for 4.30pm on that day. The Shire President (Chair of LEMC) and the Deputy Shire President attend the LEMC Meetings.

Subject to availability of Councillors it is recommend that Council is represented at the WALGA Zone Forum.

**OFFICER RECOMMENDATION**

**Nil – Submitted for Council’s considerations of Representatives able to attend the WALGA Forum in Narrogin on Thursday 3<sup>rd</sup> September 2015.**

The Meeting noted that there were no Elected Members able to attend the WALGA Forum in Narrogin on the 3<sup>rd</sup> September 2015.

<b>10.1.7 WALGA Governance Review</b>
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**REPORTING OFFICER**

Graeme A Fardon – Chief Executive Officer

Date 25<sup>th</sup> August 2015

**DISCLOSURE OF INTEREST – Nil****OWNER/APPLICANT**

Mr Tony Brown, Executive Manager, WALGA

**MATTER FOR CONSIDERATION –** Seeking Member Council and Zone comments on the Discussion Paper.

**APPLICANT’S SUBMISSION –** A copy of the WALGA Discussion Paper attached to the Agenda.

**BACKGROUND –** WA’s Peak Local Government Organisation, the WA Local Government Association are undertaking a Review of its Governance Structures and Processes.

Member Councils and the Various Zones are invited to make Submissions on any aspect raised in the Discussion Paper.

Feedback on the Discussion Paper or any other Relevant Matters are being sought by WALGA by the 16<sup>th</sup> September 2015.

**STATUTORY ENVIRONMENT –** N/A

**POLICY IMPLICATIONS –** N/A

**FINANCIAL IMPLICATIONS –** Nil at this time, Discussion Paper only.

**STRATEGIC IMPLICATIONS –** Effective and Robust Review of the Industry’s Peak Body’s Governance Structure is paramount for the LG Industry’s ability to effectively lobby State and Federal Governments.

**COMMUNITY CONSULTATION –** N/A

**COMMENT –** It is highlighted that the Discussion Paper will also be considered by the Central Country Zone at its Meeting in Beverley on the 28<sup>th</sup> August 2015 (Item 10.5 in the Central Country Zone Agenda Papers).

Any comments/ feedback to Council’s Delegates to the Central Country Zone would be appreciated.

Council’s views can be inputted into the Zone’s Collective Response to WALGA State Office.

Some Areas may wish to be commented on are:-

**Constitution**

- 1) Should the Lord Mayor of the City of Perth be an Ex Officio Member (as of Right) of the WALGA State Council?
- 2) 2.1.4 Limit on the Terms of Presidents and Deputy Presidents of WALGA.

## **Corporate Governance Charter**

- 1) 2.2.2 Role of State Councillors at Zone Meetings
- 2) Operations and Agendas of State Council Meetings
- 3) Inclusions of the Local Government Self Insurance Scheme Board and the Local Government House Trust and State Councillor Representative Election to these Boards.
- 4) WALGA's Relationship and Timeliness of Seeking Feedback from Member Councils and the Various Zones
- 5) Review of the State Council and Zone Effectiveness

## **OFFICER RECOMMENDATION**

Submitted for any Comment/ Feedback by Council.

No further comments made by the Meeting.

<h3><b>10.1.8 Toapin Weir – Extension of Licence</b></h3>
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#### **REPORTING OFFICER**

Graeme A Fardon – Chief Executive Officer                      Date 25<sup>th</sup> August 2015

**DISCLOSURE OF INTEREST** – Nil

#### **OWNER/APPLICANT**

Property Officer, Procurement and Property Branch – Water Corporation

**MATTER FOR CONSIDERATION** – Endorsement of Chief Executive Officer's Actions to accept one (1) year extension on the Licence for Toapin Weir.

**APPLICANT'S SUBMISSION** – Copy of Correspondence from the Water Corporation attached for Member's Reference.

**BACKGROUND** – As previously reported to Council, the Licence between Council and the Water Corporation for Council's Use of Reserves No 17433 and 22358 (known as Toapin Weir Reserve) expired on the 30<sup>th</sup> April 2015.

Following numerous discussions by the Chief Executive Officer with Water Corporation Officers it has been agreed that to enable the Water Corporation to explore all future Land Tenure options that a one (1) year Extension of the expired Licence be exercised.

**STATUTORY ENVIRONMENT** – Water Corporation Act 1995

**POLICY IMPLICATIONS** – Nil

**FINANCIAL IMPLICATIONS** – The \$500.00 Base Rental Licence Agreement to remain in place for the one (1) year period and is included in Council's Budget.

**STRATEGIC IMPLICATIONS** – N/A

**COMMUNITY CONSULTATION** – Nil

COMMENT – Council is advised that aside from the Period Extension, all other Terms and Conditions of the Licence remain unaltered.

The Expiry Date of the Extension will be 30<sup>th</sup> April 2016.

I report having responded on behalf of Council to the Water Corporation’s Extension Offer prior to the Ordinary Council Meeting to progress the Matter as there is no Current Licence in place.

I further confirm that the Water Corporation are still assessing the merits and implications of the Reserves (Water Body and Weir Wall etc) being vested to Council.

**32-15/16 MOVED Cr Cousins seconded Cr Davies that Council endorse the Actions of the Chief Executive Officer in accepting the Water Corporation’s Offer of a one (1) year extension to the Licence for Council to occupy and use the “Toapin Weir Reserve”**

**CARRIED 7/0**

**Item 10.2 Health and Building Report**

Council noted the Report from the Manager of Health and Building Services.

**Item 10.3 Environment Officer’s Report**

Council received the Report from the Environment Officer.

**Item 10.4 Community Emergency Services Manager’s Report**

Council noted the Report from the Community Emergency Services Manager.

**Item 10.5 Community Development Officers’ Report**

Council received the Report from the Community Development Officers. Cr Richards commented on how well the Shire Community Development Officer’s Position was developing with both Officers having different Skill Sets and Strengths.

**ITEM 11 INWARD CORRESPONDENCE**

**11.1** WALGA Minutes of Annual General Meeting held on 5<sup>th</sup> August 2015.

**ITEM 12 LATE ITEMS**

Nil

**ITEM 13 TABLED ITEMS**

Nil

**ITEM 14 COUNCILLORS’ REPORTS / BUSINESS**

**Cr Hawksley**

Cr Hawksley acknowledged the Significant Contribution made by Cr Bavin over the past 12.5 years on Council.

**Cr Bavin**

Cr Bavin Submitted a Written Request for a Leave of Absence for the Ordinary Council Meeting in September 2015.

**33-15/16 MOVED Cr Cousins seconded Cr McRae that Council Grant a Leave of Absence to Councillor Bavin for the September 2015 Ordinary Council Meeting.**

**CARRIED 6/0**

Cr Bavin commented on her 12.5 Years on Council and that she had thoroughly enjoyed her experience as a Councillor. In particular, Cr Bavin thanked Cr Hawksley for his friendship as the adjoining Councillor in the Council Chamber for the full period of time on Council.

Cr Bavin also thanked Councillors (Past and Present) for their friendship and close working relationship with her during her Term on Council.

Cr Bavin acknowledged the efforts and support of Council's Staff and in particular, thanked CEO Mr Graeme Fardon and Deputy CEO, Mr Tony Merillo for their professional advice and friendship during her Term.

Cr Bavin wished Council the very best for the future.

**Cr Andrews**

Cr Andrews thanked Cr Bavin for her time and efforts on Council.

Cr Andrews advised that he would be away until Sunday 6<sup>th</sup> September 2015.

**Cr Davies**

Cr Davies also made acknowledgement of Cr Bavin's service to Council and the Community.

Cr Davies commented on an approach from Mr David Chandler in regards to the Protracted Sale of the Quairading Tyre and Battery Business.

Cr Davies gave a Report on his attendance and experiences at the Local Government Week Conference and thanked Council for the opportunity to attend this excellent Event.

Cr Davies commented on Social Media used by some Councils.

Cr Davies thanked the Guests for attending this Meeting and hoped that those present would consider Nominating for Council. Cr Davies commented on the desire to see a contested Election.

**Cr Cousins**

Cr Cousins also acknowledged the outstanding Service of Cr Bavin whilst on Council.

Cr Cousins raised the issue encountered with the Audio/ Visual Equipment at the Town Hall during a recent Funeral.

Cr Cousins commented on the excellent Presentation by Mr Mulder from WA Sandalwood Plantations Pty Ltd.

## **Cr McRae**

Cr McRae thanked Cr Bavin for her Services to Council over the past 12.5 years.

Cr McRae thanked Council for the opportunity to attend the Local Government Week Conference and strongly encouraged Council to consider sending Councillors on a rotational basis to experience the larger Local Government perspective. Particularly, comment was made on the Top Quality Speakers, Networking Opportunities and the Trade Displays.

Cr McRae reported having prepared a Report on behalf of Council's Delegates for Publication in this month's Banksia Bulletin.

Cr McRae also thanked the Guests for attending today's Meeting.

Cr McRae proposed that Council make a small Presentation of a "Citizenship Medallion" at each Australian Citizenship Ceremony conducted by Council. Cr McRae advised that the Medallions are available through the Perth Mint at a cost of \$14.00 each.

Cr Richards spoke on the formal part of the Citizenship Ceremony which was required by Law.

**34-15/16 MOVED Cr McRae seconded Cr Davies that Council present a "Citizenship Medallion" to each Citizenship Candidate in the future.**

**CARRIED 7/0**

## **Economic Development Project Officer**

The Economic Development Project Officer thanked Cr Bavin for her services to Council since his employment with Council.

## **The Chief Executive Officer**

Mr Fardon also acknowledged the outstanding efforts of Cr Bavin in her 12.5 year Term on Council and wished her well for the future.

The Chief Executive Officer provided a brief report on this year's Local Government Week Conference, agreeing with the two Councillors on the good quality of the Conference Speakers.

Mr Fardon reported on the Feature Artist Exhibition and the very successful "Official Opening" held on Saturday 22<sup>nd</sup> August 2015 and which Council was Officially represented by the Acting Shire President Cr Bavin and the Chief Executive Officer.

The Chief Executive Officer provided the Meeting with an Overview of the forthcoming Election Process and Timetable.

## **Cr Richards**

The Shire President thanked Cr Bavin for standing in as the Acting Shire President during the past four weeks whilst both himself and Cr Caporn were Overseas.

Cr Richards also paid tribute to Cr Bavin's outstanding level of service to Council during the past 12.5 years and also her many years of Volunteer Community Service.

Cr Richards also thanked Cr and Mrs Hawksley for again generously offering to host the “Council Sundowner” to be held on Tuesday 15<sup>th</sup> September 2015.

Cr Richards reported that the Chief Executive Officer and himself had met this morning with Owner of Ausplow, Mr John Ryan and his Partner and that further discussions and contact will be made by the Chief Executive Officer with the Company’s General Manager, Mr Chris Farmer in the near future.

Cr Richards commented on Mr Mulder from WA Sandalwood Plantation Pty Ltd and commended the Content and Manner of the Presentation.

Cr Richards commented that now the Annual Budget had been adopted with the provisions of Solar Panels at the Administration Centre, that to further the Community’s “Green Theme”, he would recommend that Council Budget for Solar Panels at the Town Hall and Community Building in coming Budgets.

Cr Richards urged that the Terms and Conditions of a MOU be settled at an early date for the Community Gym in the Shared Arts Centre.

### **Deputy Chief Executive Officer**

Mr Merillo thanked Cr Bavin for her outstanding contribution as a Councillor and in particular for her efforts as the Chair Person of the Finance and Audit Committee since October 2011.

The Shire President proceeded to invite Council’s Guests to provide any Comments at this time.

### **Mr Lyall Brown**

Mr Brown thanked Council for the opportunity of attending today’s Meeting and secondly, commented on how he gained a lot of information from the WA Sandalwood Presentation.

### **Mr Brett McGuinness**

Mr McGuinness commented that he enjoyed attending today’s Meeting and noted the diversity of Topics that Council deals with.

Mr McGuinness further commented on how effectively the Meeting was conducted.

### **Mr Garry Taylor**

Mr Taylor commented that he found the Meeting very interesting.

Mr Taylor declared that he would be Nominating for the Council Election.

## **ITEM 15      NEXT ORDINARY MEETING**

Thursday 24<sup>th</sup> September 2015 commencing at 2.00pm.

**ITEM 16 CLOSURE**

There being no further business to discuss, the Chairman declared the Meeting closed at 5.52pm.

I certify the Minutes of the Ordinary Meeting of Council held on 27<sup>th</sup> August 2015 were confirmed on 24<sup>th</sup> September 2015 as recorded on resolution no \_\_\_\_\_

Confirmed.....24/9/15