

SHIRE OF QUAIRADING
MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY 24TH SEPTEMBER 2015
COMMENCING AT 2.07PM

ITEM 1 ATTENDANCE AND APOLOGIES

Cr D C Richards	Shire President
Cr B K Caporn	Deputy Shire President
Cr R C Hawksley	
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
Mr T J Newick	Manager of Works and Services (2:05pm to 3.12pm)
Mr R M Bleakley	Economic Development Project Officer
Mr P West	Observer
Mr T Russell	Observer
Mr R Mulder	WA Sandalwood Plantation Pty Ltd (2.10pm to 2.42pm)

Apologies

Nil

Approved Leave of Absence

Cr J A Bavin

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 September Ordinary Meeting of Council.

The Meeting was advised that Dinner would be held at the Gullace Roadhouse following the Meeting.

The Shire President made acknowledgment of the recent Passing of Mr Robin Clemens, Husband of Council’s Chief Executive Officer’s Secretary, Mrs Janice Clemens.

ITEM 2.1 PUBLIC QUESTION TIME

No Questions from the Members of the Public Present

ITEM 2.2 DEPUTATIONS

2.10pm

Mr Ron Mulder – WA Sandalwood Plantations Pty Ltd.

Mr Mulder commented on the Scheme Amendment and that he would have liked to have been consulted on the wording of the Scheme Amendment before it was passed by Council.

Mr Mulder spoke of the \$350 million “Seizing the Opportunity” Funding under a State Government Program.

Mr Mulder commented on the opportunities for Enterprises in Regional Areas, and that Council has a reactive Planning Process in response to their Planning Application.

Mr Mulder further commented on the variances of the Application Processes between the Shire of Quairading and the Shire of Jerramungup, explaining that the Sandalwood Proposal is not the same as “Planting for Carbon”.

Mr Mulder sought clarification on the wording of Council’s Current Local Planning Policy which generally supports “Tree Farming/Cropping” and Council’s Town Planning Scheme – Land Use Table which is silent on this Land Use.

Mr Mulder commented that the Deadline for Tree Orders is the 1st October 2015 and pointed out the options available to the Proposal’s Partners if this deadline was not met.

Mr Mulder spoke of the Water Recharge in the locality of the Pink Lake and the Landowner’s interest of working with Council on providing a safe “Visitor’s Layby Area” in the vicinity of the Pink Lake.

The Town Planner Mrs Jacky Jurmann and the Chief Executive Officer commented on the following: -

1. The Proposed Scheme Amendment No 8 will be available for Public Comment and that Council would welcome WA Sandalwood Plantations’ contribution in the Public Submission Period.
2. Provided an outline on the “Due Planning Process” with the Tree Cropping Policy and the provisions of Council’s Town Planning Scheme and that Council would be considering the Officers’ Report later on in the Meeting.
3. Advised that the Public Submission Period would be 21 Days in duration and the Chief Executive Officer further detailed the expected timeframe of having the Planning Application determined by Council at the next Council Meeting being held on the 22nd October 2015.

Mr Mulder noted the Council’s timeframe for inviting Written Submissions and the date for Council to determine the Application.

2.42pm

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 27TH AUGUST 2015

35-15/16 MOVED Cr Cousins seconded Cr McRae that the Minutes of the Ordinary Meeting of Council held on 27th August 2015 be confirmed as a true and correct record.

CARRIED 7/0

The Chief Executive Officer reported that the Central Country Zone had voted to withdraw from the current Wheatbelt Health MOU and further reported that Delegates for the Shire of Corrigin, Pingelly, Quairading and the Town of Narrogin had all voted against the Zone Executive Recommendation.

The Chief Executive Officer reported to the Meeting that two Citizenship Medals had been purchased from the Perth Mint for future Presentation.

ITEM 4.2 MATTERS PENDING / ACTION SHEET

The Chief Executive Officer further commented on the Matter Pending Sheets.

ITEM 5 WORKS

Item 5.1 Works Committee Meeting held on the 15th September 2015

Quairading Airstrip – Pilot Activated Lighting (PAL) (W5-15/16)

36-15/16 MOVED Cr Hawksley seconded Cr Caporn that Council adopt the Works Committee recommendation W5-15/16:-

- 1. That Council proceed to Purchase and Install the Pilot Activated Lighting Controller at an estimated cost of \$7000.**
- 2. Council authorise the Increased Nett Cost of an estimated \$3500 due to lack of External Grant Funding available in the foreseeable future.**

CARRIED 7/0

New Street Bins (W6-15/16)

37-15/16 MOVED Cr Hawksley seconded Cr Cousins that Council adopt the Works Committee recommendation W6-15/16 that Council proceed with the purchase of the six (6) Bin Surrounds with the Wave and Q Logo from Exteria.

CARRIED 7/0

Item 5.2 Other Works Matters

The Manager of Works and Services thanked the five Retiring Councillors for their respective time and efforts on Council.

Cr McRae queried the status of the damaged Culvert on the Corrigin Road.

The Manager of Works and Services advised that the Structure had been inspected to assess its condition which will then determine the recommended remedial action and the timeframe for the work to be undertaken.

Cr McRae queried Tree Pruning which is still to be undertaken on the Quairading – Corrigin Road.

The Manger of Works and Services confirmed that Council’s Works Team will complete this work when resources are available.

On behalf of a Ratepayer, Cr Davies enquired on what was the basis for Council’s decision to undertake work on the Dangin – Mears Road when work is also required on Hayes Road.

The Manager of Works and Services and the Chief Executive Officer explained that Regional Road Project Funding was driven by the Road Traffic Count achieved and the type of Vehicle Classes using the roads. The Officers further commented that the Dangin – Mears Road attracted this funding on the higher traffic counts achieved and that both Hayes Road and Bulyee Road would not score sufficiently high enough to attract this funding.

Cr McRae queried what signage would be put up for the Quairading Show for the Toilets.

The Chief Executive Officer responded that it is intended that improved Signs be erected.

Cr Caporn advised that he had inspected the Pump and Water Tanks in Louden Street and at the Airstrip and strongly recommended a Ball Float Valve be fitted at the Airstrip Tank.

Cr Richards acknowledged Cr Hawksley’s commitment and very good work as Chairperson of the Works Committee for the past 8 years and thanked the Manager of Works and Services, Mr Newick for his outstanding leadership of the Works Team.

3.12pm

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 Chief Executive Officer provided a brief summary of the Itinerary for the Visit to the City of Melville for tomorrow.

Item 6.2 East Avon Regional Cooperation

The Chief Executive Officer reported the Council Staff had assisted the Shire of Cunderdin with its Rate Modelling and Printing of their Rate Notices.

Item 6.3 Chief Executive Officer’s Performance Review

Cr Hawksley thanked the Chief Executive Officer for his efforts and advice while he had been on Council.

Cr Andrews thanked the Chief Executive Officer for his support during his Term on Council and acknowledged the Chief Executive Officer’s sound knowledge of Local Government and the District.

Cr Richards thanked the Chief Executive Officer for everything whilst he has been a Councillor, and commented how lucky the Shire is to have a calm and cool headed Chief Executive Officer.

The Chief Executive Officer thanked all the Retiring Councillors for their kind words and wished them the very best for their respective futures.

3.28pm

38-15/16 MOVED Cr Hawksley seconded Cr Cousins that Council suspend standing orders for Afternoon Tea.

CARRIED 7/0

3.52pm

39-15/16 MOVED Cr Cousins seconded Cr Andrews that standing orders resume.

CARRIED 7/0

ITEM 7.1 BUILDING AND TOWN PLANNING DEVELOPMENT

Council noted there had been no Building and Town Planning Development Meeting held in September 2015.

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: -

- Independent Living Unit Precinct
- Swimming Pool Concept and Designs Upgrade Plans
- Caravan Park Redevelopment Program
- Multi Purpose Precinct
- Footy Club Change Rooms Upgrade
- Industrial/ Commercial Land
- Community Gym
- Audio Visual Upgrade – Shire Hall
- Solar Panels for Administration Centre
- Works Depot Design
- Barracks
- CRC Acoustics
- Gopher Track Network

Cr McRae queried if Transportable Houses were an option for the Caravan Park.

The Economic Development Project Officer advised that there were a number of options/ building layouts that would be investigated but the priority was to complete the Caravan Park Civil and Building Works.

Cr Richards thanked Mr Bleakley for his outstanding work since commencing with Council.

Item 7.3 Other Building Matters

Cr Richards made the following suggestions for Council to consider in the future:-

1. That Solar Power be included in Council's Housing Policy as was Reverse Cycle Air Conditioning approximately 10 years ago.

2. That Council investigate the option of building a Solar Power Station, so that power is not a limiting factor to future as was the case with Ausplow.

The Economic Development Project Officer commented on the Wheatbelt Regional Blue Print and End of Line Grid Options.

ITEM 8 FINANCE

Item 8.1 Finance and Audit Committee Meeting held on the 15th September 2015

40-15/16 MOVED Cr Andrews seconded Cr Cousins that Council adopt the Finance and Audit Committee recommendations F2-15/16 to F7-15/16:-

Accounts for Payment (F2-15/16)

1. That Schedule of Accounts covering Municipal Vouchers 22557 to 22590 & EFT2430 to EFT2510 & DD11587.1 to DD11588.12 totalling \$359,770.10 be received; The balance of all other outstanding Sundry Creditors to the 31/08/2015 total \$203,086.53; and
2. That Schedule of Accounts covering Municipal Vouchers DD11559.1 to DD11560.12 totalling \$19,957.83 be received;
3. That Police Licensing payments for the month of August 2015 totalling \$27,332.40 be received (Attachment 4.1.2) ; and
4. That fund transfers to Corporate Credit Card for August 2015 totalling \$611.00 be received (Attachment 4.1.3); and.
5. That Payroll payments for the month August 2015 totalling \$159,161.00 be received; and
6. That Fund Transfers from Trust account to Municipal account for August 2015 totalling \$400.00 be received; and.
7. That the WestNet payment for the month of August 2015 totalling \$69.95 be received.

Funds Balance Report – August 2015 (F3-15/16)

The Funds Balances for the Period ending 31st August 2015, as presented to Council be adopted: -

<i>Account</i>	<i>Statement Balance</i>	<i>Reconciliation Balance</i>
Municipal A/c	\$ 72,217.77	\$ 1,666,790.09
At Call - Invest.	\$ 200,000.00	
Childcare Centre	\$ 14,742.62	
Medical A/c	\$ 50,220.30	
T/Deposit 3 Mth	\$ 400,000.00	
T/Deposit 4 Mth	\$ 300,000.00	
T/Deposit 3 Mth	\$ 300,000.00	
T/Deposit 3 Mth	\$ 350,000.00	
Total Municipal	\$ 1,687,180.69	
At Call - Reserve	\$ 155,789.47	
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	

Total Reserves	\$ 4,323,775.03	\$ 4,323,775.03
Trust A/c	\$ 12,571.32	
Police Licensing	\$ 3,749.25	
Total Trust	\$ 16,320.57	\$ 16,320.57

Financial Information – Statements of Income and Expenditure for the Period Ending – 31st July 2015 (F4-15/16)

The Financial Statements for the period ending 31st July 2015, as presented to Council be adopted.

Financial Statements – Variation to Budget by Percentage or Value – 31st July 2015 (F5-15/16)

The Variation to Budget by Percentage and Value noted on the Financial Statements and reported on for the period ending 31st July, be adopted.

Financial Information – Statements of Income and Expenditure for the Period Ending – 31st August 2015 (F6-15/16)

The Financial Statements for the Period ending 31st August 2015, as presented to Council be adopted.

Financial Statements – Variation to Budget by Percentage or Value – 31st August 2015 (F7-15/16)

The Variation to Budget by Percentage and Value noted on the Financial Statements and reported on for the period ending 31st August 2015, be adopted

CARRIED 7/0

Rental Concession on CRC Room Hire – Mr D. Woodcock (F8-15/16)

41-15/16 MOVED Cr Andrews seconded Cr Cousins that Council adopt the Finance and Audit Committee Recommendation F8-15/16 that:-

- 1. Council not support a Rental Concession to Mr Don Woodcock;**
- 2. Council suggest to the Tenant that the Room Hiring should be limited to coincide with his Bookings and therefore take advantage of the Day Rate Available.**

CARRIED 7/0

Setting of Room Hire Charges – Quairading Community Resource Centre Building (F9-15/16)

42-15/16 MOVED Cr Andrews seconded Cr Cousins that Council adopt the Finance and Audit Committee Recommendation F9-15/16 that additional Room Hire Charges for the Quairading Community Resource Centre Building be set at:-

- 1. The Northern Western Side Office/ Room be charged at \$30.00 a Day;**
- 2. The Southern Eastern Office/ Room be charged at \$50.00 a Day.**

CARRIED 7/0

Item 8.2 Other Financial Matters

The Deputy Chief Executive Officer commented on the planned Audit Visit.

Cr Richards thanked Cr Bavin, in her absence and acknowledged her for being Chair of the Finance and Audit Committee for the past 4 years and also recognised the outstanding efforts of the Deputy Chief Executive Officer, Mr Tony Merillo and thanked all the Finance and Audit Committee Members for their excellent work.

ITEM 9 OTHER MEETINGS

Item 9.1 Local Emergency Management Committee Meeting held on the 3rd September 2015

Cr Richards as Chair of the LEMC reported on the Meeting.

Minutes of the Local Emergency Management Committee Meeting held on Thursday 3rd September 2015 were noted by Council.

Item 9.2 Fire Control Officers' Meeting held on the 17th September 2015.

Cr Hawksley provided a brief Report on the Meeting.

43-15/16 MOVED Cr Hawksley seconded Cr Andrews that Council adopt the Fire Control Officers' Recommendations FC02-15/16 to FC06-15/16:-

Chief Bush Fire Control Officer (FC02-15/16)

Mr Alec McRae be appointed as Chief Bush Fire Control Officer for the forthcoming year.

Joint Deputy Chief Bush Fire Control Officer (FC03-15/16)

Mr N Gelmi and Mr J Smart be appointed as Joint Deputy Chief Bush Fire Control Officers for the forthcoming year.

Fire Control Officer (FC04-15/16)

The following persons, subject to their acceptance and with noted changes / additions, be elected as Fire Control Officers for the Shire of Quairading for the forthcoming year:-

**Mr A D McRae
Mr N Gelmi
Mr J Smart
Mr G A Fardon
Mr N Fraser
Mr T Harlow
Mr C Anderson
Mr C Hawksley
Mr L Clemens**

**Mr P Groves
Mr B Wilson
Mr M Whyte
Mr S Hadlow
Mr N Stone
Mr D Birleson
Mr L Johnston
Mr P Hudson**

Fire Weather Advisors (FC05-15/16)

The following persons be appointed as Fire Weather Advisors for the forthcoming year:-

**Town
North West Area
South West Area
South East Area**

**Mr G A Fardon/ Mr A Merillo
Mr J Smart
Mr G Richards
Mr P Groves**

**North East Area
Advisor**

**Mr B Wilson
Mr D Birleson**

Dual Fire Control Officers (FC06-15/16)

The following Fire Control Officers be elected as Dual Fire Control Officers for the Surrounding Shires:-

York	Mr J Smart
Cunderdin	Mr J Smart
Tammin	Mr S Hadlow
Kellerberrin	Mr B Wilson
Bruce Rock	Mr P Groves
Corrigin	Mr N Stone
Brookton	Mr C Anderson
Beverley	Mr L Johnston

CARRIED 7/0

Restricted Burning Times (FC07-15/16)

44-15/16 MOVED Cr Hawksley seconded Cr Davies that Council adopt the Fire Control Officers' Recommendation FC07-15/16:-

- 1. The Restricted Burning Period apply to the entire Shire of Quairading District;**
- 2. Council support the Restricted Burning Period commencing at midnight on Wednesday 15th October 2015 and remain in place until midnight 31st October 2015;**
- 3. That subject to Seasonal Conditions, the Prohibited Burning Period be from Midnight on the 31st October 2015 to Midnight 14th February 2016.**

CARRIED 7/0

Smoke Hazard Signs (FC08-15/16)

45-15/16 MOVED Cr Hawksley seconded Cr McRae that Council adopt the Fire Control Officers' Recommendation FC08-15/16 that two "Smoke Hazard – Reduce Speed" (or similar wording) signs be purchased per Brigade for use when there is a smoke hazard across roadways.

CARRIED 7/0

Aerial Firebreak Inspection (FC09-15/16)

46-15/16 MOVED Cr Hawksley seconded Cr Davies that Council adopt the Fire Control Officers' Recommendation FC09-15/16 that an Aerial Firebreak Inspection be carried out this year.

CARRIED 7/0

STATUTORY ENVIRONMENT

Quairading Town Planning Scheme No. 2

The subject properties are zoned for Farming under the provisions of TPS2 and it is proposed to establish a Sandalwood Plantation (also known as a tree crop or tree farm).

TPS2 defines ‘agroforestry’ as meaning *land used commercially for tree production and agriculture where trees are planted in blocks of more than one hectare.*

It is also defines ‘plantation’ as having the same meaning *as in the Code of Practice for Timber Plantations in Western Australia (1997) published by the Department of Conservation and Land Management and the Australian Forest Growers.*

The land uses of ‘agroforestry’ and ‘plantation’ are not listed in the Zoning Table (Table 1) and therefore must be considered in accordance with the provisions of Clause 3.3.

Clause 3.3 sets out the clauses for interpretation of the zoning table as follows:

- 3.3.1 Where a specific use is mentioned in the Zoning Table, it is deemed to be excluded from the general terms used to describe any other use.
- 3.3.2 If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may —
 - (a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;
 - (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 7.4 in considering an application for planning approval; or
 - (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.

Accordingly, the first step in the assessment process is to determine whether the use is, may be or is not consistent with the zone objectives. If it is determined that the use is or may be consistent with the zone objectives, then the application can be progressed. However, if it is determined that the use is not consistent, then the use is not permitted and cannot be approved.

The objectives of the Farming zone are:

- (a) to ensure the continuation of broad-hectare agriculture in the district encouraging where appropriate the retention and expansion of agricultural activities.
- (b) to provide for intensive agricultural use in suitable areas.
- (c) to consider non-rural uses where they can be shown to be of benefit to the district and non-detrimental to the natural resources or the environment.
- (d) to allow for facilities for tourists and travellers, and for recreation uses.
- (e) to have regard to use of adjoining land at the interface of the Farming zone with other zones to avoid adverse effects on local amenities.

The Applicant in their correspondence dated the 17th September 2015 suggests that their proposal is consistent with the objectives of the zone as follows:

- (a) *To ensure the continuation of broad-hectare agriculture in the district encouraging where appropriate the retention and expansion of agricultural activities - WA Sandalwood Plantations establishes native sandalwood plants (the tree crop) on broad-hectare agricultural land with the absolute intention of harvesting the tree crop for*

financial return. It is our company's view that we are actively involved in agricultural activities and that we are expanding agricultural activities within the zone, while also providing diversification.

- (b) *To provide for intensive agricultural use in suitable areas -
As per the land use definition in TPS2 we understand that this is not applicable to our application.*
- (c) *To consider non-rural uses where they can be shown to be of benefit to the district and non-detrimental to the natural resources or the environment -
Please refer to our management plans and the Australian Forestry Standard. We do not believe that our company, or any of its operations are detrimental to natural resources or the environment.*
- (d) *to allow for facilities for tourists and travellers, and for recreation uses -
We understand that this is not applicable to our application.*
- (e) *to have regard to use of adjoining land at the interface of the Farming zone with other zones to avoid adverse effects on local amenities -
WA Sandalwood Plantations is certified under the Australian Forestry Standard AS4708-2013 (Sustainable Forest Management – Economic, social, environmental and cultural criteria and requirements.) WASP is audited annually and currently holds certification under the Standard.*

It is considered that whilst the information provided by the Applicant will require further assessment, it is sufficient at this stage to determine that it may be consistent with the zone objectives, and should therefore be advertised accordingly.

POLICY IMPLICATIONS – The SEAVROC Local Planning Policy (LPP) was adopted by the then SEAVROC Shires in 2010. The LPP aimed to provide a regulatory framework for the consideration of planning applications for tree cropping proposals.

The LPP is the current regulatory framework for the assessment of tree cropping applications and needs to be considered by Council when determining the Application. As in all applications, LPPs form part of the assessment process together with the Scheme requirements and any other relevant legislation and policies.

FINANCIAL IMPLICATIONS – The Applicant has paid the applicable application fee at the time of submission. This fee will cover the assessment and advertising costs associated with the Application.

There are no financial implications associated with the proposal for Council. Financial implications for the Shire will be considered during the full assessment of the Application.

STRATEGIC IMPLICATIONS – The goals of the Shire of Quairading's Strategic Community Plan are:

Social

- Grow and build the population base.
- Maintain and strengthen community connectedness and integration.
- Build and strengthen an active and vibrant community.

Environmental

- Aspire to be a 'Green Shire', while maintaining and promoting our rural identity.
- Sustain and promote the natural environment.

Economic

- Support and build local businesses and services.
- Promote and support sustainable and 'green' commercial alternative energy opportunities and potential.

At this stage in the assessment process, it is considered that the proposal may be consistent with the goals of the Strategic Community Plan.

COMMUNITY CONSULTATION – Clause 3.3.2(b) of TPS2 requires applications for Uses that are not listed in the Zoning Table to be advertised in accordance with clause 7.4.

If the Council determines that the application can be progressed, then it is proposed that a notice of the proposed development be served on nearby owners and occupiers who are likely to be affected by the granting of planning approval and notification placed on Council's website and notice boards.

Recipients will be given a minimum of 21 days to make a submission. All submissions received will be considered in the Assessment and Determination of the Application.

In accordance with clause 7.5.1, the local government may consult with any other statutory, public or planning authority it considers appropriate. It is considered that during the notification period, other relevant agencies be consulted.

COMMENT – Council, at its Ordinary Meeting held on the 27th August 2015, resolved to initiate a Scheme Amendment and adopt for advertising a local planning policy to introduce an improved regulatory framework for the consideration of applications for tree farms.

Following Council's Resolution, the proposal has been forwarded to the Environmental Protection Authority to determine if an assessment is required and to the Western Australian Planning Commission for their Notice.

The new provisions will be considered in the assessment of this application, however the weight of consideration will depend on the progress of the proposal through the process. Proposals that have significantly progressed can be considered as 'seriously entertained planning proposals' and carry more weight than a proposal yet to be advertised.

In addition to Council's proposal, the new Planning and Development Regulations 2015 will take effect on the 17th October 2015. The new Regulations will introduce a preferred list of land use definitions, including a definition for 'tree farm' that has been adopted by Council in the new Scheme Amendment. A list of Matters for Consideration will also be introduced that will be used in the assessment of this Application.

It should be noted that Council's Determination at this point as recommended by the Officers does not influence the Final Determination. That is, if Council adopts the Officers' recommendation that the use may be consistent with the zone objectives, Council can still refuse the application if it determines that the development proposal is not appropriate for the Shire of Quairading.

48-15/16 MOVED Cr Davies seconded Cr Caporn that Council:-

- 1. Determine that the proposed Tree Cropping development by WA Sandalwood Plantations Pty Ltd / Saltus Australia Pty Ltd. on the 18 subject lots situated on York – Merredin Road and Badjaling South Road (as indicated on plan attached to the Report) may be consistent with the objectives of the Farming zone in accordance with Clause 3.3.2(b) of the Shire of Quairading Town Planning Scheme No. 2 and thereafter follow the advertising procedures of Clause 7.4 in considering the application for planning consent.**

2. **That Council proceed to the 21 Day Comment Period and that the Officers prepare the Town Planning Development Application Assessment Report for Presentation to the Ordinary Council Meeting to be held on the 22nd October 2015 for Council's Determination of the Application.**

CARRIED 7/0

10.1.2 Review of the Strategic Community Plan (SCP)
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REPORTING OFFICERS

Graeme A Fardon – Chief Executive Officer
Richard Bleakley – Economic Development Project Officer

Date 21st September 2015

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – N/A

MATTER FOR CONSIDERATION – Consideration of Final Draft of the Revised Strategic Community Plan post inclusion of comments arising from the Community Consultation Process.

APPLICANT'S SUBMISSION –Final Revision of Strategic Community Plan included in Agenda with comments provided by Elected Members, Senior Staff and members of the Community.

BACKGROUND – Following Community Consultation (including Workshops), Council adopted its first Strategic Community Plan on the 28th 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.

At the August 2015 Ordinary Meeting of Council, the Revised Draft Strategic Community Plan was endorsed and recommended to proceed to Written Public Comment with a deadline of 17th September 2015.

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 30th June 2016, it was recommended that the Draft be publicised via the Quairading Website, Shire e-newsletter and Hard Copy until 17th September 2015.

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 CEO 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 Strategic Community Plan.

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

The Draft Strategic Community Plan was Submitted for Community Comment following the August 2015 Ordinary Meeting of the Council.

Only one (1) Written Submission was received and was supportive of the revisions made to the original Strategic Community Plan. However, the Respondent expressed concern that the document did not address issues linked to Welfare and the rising levels of poverty within the Community. This has now been captured in a revision to the Vision Statements under Key Area "Economic Development".

49-15/16 MOVED Cr Davies seconded Cr Andrews that Council endorse the "Revised Draft Strategic Community Plan".

CARRIED 7/0

10.1.3 City of Fremantle – Mayors for Peace
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REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer Date 21st September 2015

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – Mayor Pettitt, City of Fremantle

MATTER FOR CONSIDERATION – Council's Involvement, and if so to what extent.

APPLICANT'S SUBMISSION – Copy of Mayor Pettitt's correspondence to the Shire President included in Report.

BACKGROUND – The Shire President, Cr Richards, has requested the inclusion of this Item in the Council Agenda for Consideration.

The City of Fremantle has invited all Councils to become Members of "Mayors for Peace."

Several levels of Participation for Council are suggested by Mayor Pettitt.

STATUTORY ENVIRONMENT – N/A

POLICY IMPLICATIONS – N/A

FINANCIAL IMPLICATIONS – Subject to Council’s Consideration, there may be Budget Implications.

STRATEGIC IMPLICATIONS – N/A

COMMUNITY CONSULTATION – N/A

COMMENT – I have also sourced some general information on the World Wide Movement of “Mayors for Peace” for Members’ Information (attached to the Agenda).

The Chief Executive Officer understands that there are a small number of WA Councils who are Current Members of the Movement and who are planning to meet in March 2016.

50-15/16 MOVED Cr Davies seconded Cr Caporn that Council refer this matter to the East Avon Voluntary Group of Councils for further discussion and to ascertain the Group’s consensus on future actions.

CARRIED 6/1

10.1.4 Local Government Election

REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer Date 22nd September 2015

DISCLOSURE OF INTEREST - Nil

OWNER/APPLICANT – Chief Executive Officer/ Returning Officer

MATTER FOR CONSIDERATION – Election Information for Noting

APPLICANT’S SUBMISSION – Nil

BACKGROUND – I report to Council that at the Close of Nominations at 4.00pm on the 10th September 2015, eight (8) Nominations had been accepted by the Returning Officer for five (5) Offices of Councillor.

I further report that pursuant to the Local Government Act a Draw was conducted to determine the Candidates Position on the Ballot Paper.

The Order of the Ballot Paper is as follows:-

**WEST PETER
MCGUINNESS BRETT
HAYTHORNTHWAITE JO
SHENTON BILL
BURNETT FRANK
BROWN LYALL RICHARD
GOM ESTELLE
TAYLOR GARRY**

STATUTORY ENVIRONMENT – Local Government Act and the Local Government Election Regulations.

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – Council has budgeted the amount of \$5,500 to fund the Conduct of the Election.

STRATEGIC IMPLICATIONS – Nil

COMMUNITY CONSULTATION – Statutory Advertising and Publicity in the Community has been undertaken and will continue until Election Day.

COMMENT – I report to Council that the “Election Notice” was in the “West Australian” Newspaper on Wednesday 16th September 2015 and all Arrangements were in hand to commence Early, Postal and Absent Voting from Thursday 17th September 2015.

I advise that there are 752 Electors eligible to Vote for the Election, there were 769 Electors on the 2013 Electoral Roll.

The Chief and only Polling Place is the Shire Administration Centre during Office Hours and also on Election Day between the hours of 8am and 6pm.

The Election Count will be held in the Council Chambers on Saturday 17th October 2015 following the Closure of the Polling Place.

Councillors, Candidates and Members of the Public are welcome to attend the Election Count.

51-15/16 MOVED Cr Andrews seconded Cr Cousins that Council note the Election Report prepared by the Chief Executive Officer as Returning Officer.

CARRIED 7/0

10.1.5 WALGA – Policy Discussion Paper on Elected Member Training

REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer Date 22nd September 2015

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – Mr Tim Lane, Manager Strategy and Reform, WA Local Government Association

MATTER FOR CONSIDERATION – Council is invited to provide feedback to WALGA on future Association Policy on Elected Member Training

APPLICANT’S SUBMISSION – Copy of Discussion Paper attached to this Report

BACKGROUND – WALGA has prepared and circulated a Discussion Paper entitled “Policy Options to Increase Elected Member Training Participation”.

WALGA invites Member Councils to provide Comment back on the six (6) Policy Options offered in the Discussion Paper.

STATUTORY ENVIRONMENT – Local Government Act

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – Nil – At this time

STRATEGIC IMPLICATIONS – N/A

COMMUNITY CONSULTATION – N/A

COMMENT – The six (6) Policy Options aimed at increasing the participation rate of Elected Members in Training include:-

- 1) Enhance the desirability of training offered
- 2) Deliver the Best Practice Council Induction programs
- 3) Require Councils to adopt a Training Policy
- 4) Require Candidates to attend Training prior to Nomination for Election to Council
- 5) Incentivise Training through the remuneration framework
- 6) Mandate Training for Newly Elected Councillors

Specific Feedback is sought on the Questions noted on Pages 30 and 31 of the Discussion Paper.

The deadline for Comments from Member Councils is Friday 13th November 2015.

Committee Discussion

Cr McRae commented that she supported Elected Member Training, subject to it being offered at a more affordable cost, and strongly supported the continuation for Royalties for Regions Funding for Regional Training.

Further discussion ensued to formulate Council's feedback to WALGA.

52-15/16 MOVED Cr McRae seconded Cr Davies that Council:-

- 1) Support the development of a Council Elected Member Training Policy which would include the following identified Core Units/ Topics to be covered:-**
 - a. Roles and Responsibilities of a Councillor**
 - b. Financial Management**
 - c. Strategic Planning**
 - d. Introduction to Local Government Law**
 - e. Meeting Procedure**
- 2) Advise WALGA on the need to ensure Training Costs are affordable and that training is delivered in Regional areas.**
- 3) Online Member Webinars are supported as a Training option**
- 4) Candidate Training prior to a Person's Nomination for a Local Government Election is strongly supported.**

CARRIED 7/0

10.1.6 Proposed Local Planning Policy – Outbuildings

REPORTING OFFICER

Jacky Jurmann – Contract Planner

Date 25 August 2015

SENIOR OFFICER

Graeme A Fardon – Chief Executive Officer

Date 22 September 2015

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – N/A

MATTER FOR CONSIDERATION – It is proposed to resolve to adopt for the purposes of advertising the Draft Local Planning Policy (as attached to this Report) to improve regulation and simplify approval processes relating to the construction of outbuildings.

APPLICANT’S SUBMISSION – N/A

BACKGROUND – Residents of the Shire of Quairading have different needs to those in Metropolitan Perth, therefore this Policy recognises the need to vary the usual Residential Design Code recommendations by increasing outbuilding space (areas and heights) for garaging of vehicles, storage of boats, caravans and other items, domestic workshops, games rooms, studios, stables, etc. As a general rule people expect to be able to have larger outbuildings on larger lots. Many local residents are downsizing and/or moving from farms and require larger and higher storage needs, as long as there are no adverse impacts on neighbours, the streetscape or amenity of the area, it is acceptable for Council to vary the provisions of the R-Codes that is a one-size fits all State-wide policy.

The current Policy, Quairading Policy 10.3 – Outbuildings in the Quairading Townsite Residential Zone, is as follows:

- (i) “Fowl houses, aviaries and shade houses are allowed in accordance with the Uniform Building Bylaws.
- (ii) For the guidance of landowners, in the Residential zone Council will generally support the construction of outbuildings subject to:
 - a) Maximum area of the garage 50m²
Maximum area of store / home workshop 37m²
Maximum area of garden sheds 9m²
Only two such outbuildings to be approved in addition to fowl houses, aviaries and shade houses.
 - b) The use of second hand materials will generally not be accepted by Council.
 - c) Outbuildings in excess of 9m² in that part of Quairading south of Suburban Road should be constructed of brick or colourbond.
 - d) A minimum requirement for outbuildings in excess of 37m² in that part of Quairading north of Suburban Road is that the building should be constructed in colourbond.”

The current policy is inconsistent with the Residential Design Codes, a State Policy, and is therefore has been varied numerous times, which consequently decreases significantly the Policy’s weight when considering applications for planning approval.

STATUTORY ENVIRONMENT – State Planning Policy 3.1 – Residential Design Codes

Clause 7.3 enables the Shire to adopt a local planning policy, if it is consistent with the provisions of the R-Codes, to provide local objectives for housing design and development to guide the consideration of the decision-maker to judge proposals.

Shire of Quairading Town Planning Scheme No. 2

Section 8.8 of the Quairading Town Planning Scheme No. 2 sets out the provisions for making, amending and rescinding local planning policies.

Local planning policies are not binding and should be used by Council to make informed decisions when considering applications for planning consent.

POLICY IMPLICATIONS – The adoption of a local planning policy will provide Council a basis in which to make informed and consistent decisions for the construction of outbuildings within the Shire.

FINANCIAL IMPLICATIONS – There are minor costs associated with the advertising of the Draft and Final Local Planning Policy.

STRATEGIC IMPLICATIONS – The adoption of policies to provide a basis for consistent decision making will assist Council in achieving the community's objectives for the Shire.

COMMUNITY CONSULTATION – Clause 8.8.2 of the Quairading Town Planning Scheme No. 2 sets out the requirements for Community consultation for adopting, amending and rescinding local planning policies.

COMMENT – This is the first step in the process for the adoption of a new policy to improve the regulation of outbuildings in the Shire of Quairading.

The new policy will reduce the application requirements for landowners, enabling most applications to avoid the additional time and costs associated with the planning application process.

Currently the delegations to the Chief Executive Officer enable variation of policy where it is considered appropriate and where no objections have been received. It is intended to use as a guide a 10% variation of the proposed Policy's Floor Area and Height Provisions as appropriate, in most circumstances. Any greater variations will be referred to Council for Determination.

This approach will enable greater efficiency in determining applications for Applicants than the previous delegated approach that only permitted applications for outbuildings less than 54m² in area and less than 3.6m in height to be determined under Delegation.

53-15/16 MOVED Cr Andrews seconded Cr Cousins that Council:

- 1. Adopt the Local Planning Policy – Outbuildings (as attached to this Report) for the purposes of advertising.**
- 2. Advertise the Local Planning Policy – Outbuildings in accordance with the provisions of Clause 8.8.2 of the Quairading Town Planning Scheme No. 2.**
- 3. Receive a further report following the Community Consultation Period to consider adoption of the Local Planning Policy – Outbuildings.**

CARRIED 7/0

Item 10.2 Health and Building Report**5.24 pm**

54-15/16 MOVED Cr Caporn seconded Cr Cousins that the Council Meeting be closed to the Members of the Public pursuant to Section 5.23 of the Local Government Act.

CARRIED 7/0

The Observers to the Meeting left the Council Chambers.

5:38 pm

55-15/16 MOVED Cr Caporn seconded Cr Davies that the Council Meeting be re-opened to the Members of the Public.

CARRIED 7/0

The Observers to the Meeting re-entered the Council Chambers.

56-15/16 MOVED Cr McRae seconded Cr Cousins that Council note and accept the Status Report prepared by the Manager of Health and Building Services.

CARRIED 7/0**Item 10.3 Environment Officer's Report**

Council noted 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 Officer's Report

Council noted the Report from the Community Development Officers.

ITEM 11 INWARD CORRESPONDENCE

11.1 Australian Local Government Association – Invitation to the National and Local Roads and Transport Congress

11.2 WALGA – Invitation to a Civic Service

ITEM 12 LATE ITEMS

Nil

ITEM 13 TABLED ITEMS

Nil

ITEM 14 COUNCILLORS' REPORTS / BUSINESS

Cr McRae

Cr McRae thanked the Retiring Councillors for their efforts on Council and said she was looking forward to the Election of the new Council.

Cr Cousins

Cr Cousins thanked the Chief Executive Officer and the Shire President for their guidance during her time on Council and commented that she had thoroughly enjoyed the opportunity and believes she has become a better Citizen for having been on Council.

Cr Davies

Cr Davies commented on a proposal for Council to have a Stand/ Tent Display at the Quairading Agricultural Show publicising the following items:-

- 1) A Board displaying the Caravan Park and Swimming Pool Upgrade Projects
- 2) "Clothes Line" for Suggestions/ Community Engagement
- 3) Candidate Profiles and Election Information

Cr Davies, Cr Caporn and Cr McRae all agreed to arrange and manage the Display.

57-15-16 MOVED Cr Davies seconded Cr McRae that:-

- 1) Council support having a Display at the 2015 Quairading Agricultural Show;**
- 2) Council noted that the 3 Continuing Councillors will arrange and supervise the Display Stand.**

CARRIED 7/0

On behalf of a Ratepayer, Cr Davies raised the issue of Syrian Refugees relocating to Quairading.

58-15/16 MOVED Cr Davies seconded Cr Caporn that Council investigate Government Programs available for the placement of Syrian Refugee Families in Regional Communities.

CARRIED 7/0

Cr Davies thanked the five Retiring Councillors for their collective efforts on the Committees and Council and commented that he is excited for the 5 new Councillors to be elected and for the future of Council.

Cr Andrews

Cr Andrews thanked all Councillors and all Staff, especially the Chief Executive Officer's Secretary for their efforts over the past four years that he has been on Council.

Cr Andrews commented that he had enjoyed his time on Council and when his Work/ Lifestyle permitted, he would consider Standing again for Council.

Cr Richards also commended Cr Andrews on his efforts as the Chair of the Sport and Recreation Council.

Cr Caporn

Cr Caporn thanked the five Retiring Councillors, particularly Cr Hawksley, Cr Bavin and Cr Richards for their long service to Council and the Community.

Cr Caporn made further comment on Cr Richards' time away from his Farm to attend the many Council duties as Shire President.

Cr Hawksley

Cr Hawksley thanked all current and past Councillors for the past 12 ½ years that he has been on Council.

Cr Hawksley thanked everyone who helped and also attended the Sundowner held on the 15th September 2015 at the Hawksley's Residence.

Cr Richards thanked Cr Hawksley for hosting the "Sundowners" over the past 9 years and commented on what a fantastic job both Cr Hawksley and Mrs Anne Hawksley had done. Cr Richards again thanked Cr Hawksley for his efforts in the role of Chairperson of the Works Committee.

Cr Hawksley suggested that a "Informal Sundowner" be conducted on the Evening of the last Committee Meetings on the 13th October 2015. This was supported by the Meeting.

Deputy Chief Executive Officer

The Deputy Chief Executive Officer thanked the Retiring Councillors for all their efforts over the years and dedication towards Council.

Economic Development Project Officer

The Economic Development Project Officer thanked the Retiring Councillors for their engagement in the many Projects on which he was involved in and that it was greatly appreciated by himself.

The Economic Development Project Officer commented on the recent successful visit to Quairading from the Heartlands Cycling Tour and of a recent Guest to Quairading being a "Mea Khum" from Bantheay Sray in Cambodia.

Chief Executive Officer

The Chief Executive Officer thanked everyone for their wonderful efforts as Councillors during the life of this Council.

Mr Peter West

Mr West commented that his opinion of Council has mainly been good over the years and looked forward to the future.

Mr Trevor Russell

Mr Russell thanked Council for the opportunity to attend the Council Meeting.

Cr Richards

Cr Richards commented that a Town Bus Tour for the New Council would be beneficial.

Cr Richards thanked the Retiring Councillors and wished the best to the remaining 3 Councillors.

Cr Richards thanked Cr Caporn for his 10 ½ years on Council and in particular in his role as Deputy Shire President for the last 2 years.

Cr Richards thanked everyone and commented that he has had a terrific time on Council, and further commented that it is important for Council to support its Staff, and then wished the very best for the new Council.

ITEM 15 NEXT ORDINARY MEETING

Thursday 22nd October 2015 commencing at 2.00pm.

ITEM 16 CLOSURE

There being no further business to discuss, the Chairman declared the Meeting closed at 6.21pm.

I certify the Minutes of the Ordinary Meeting of Council held on 24th September 2015 were confirmed on 22nd October 2015 as recorded on resolution no _____

Confirmed.....22/10/15