

SHIRE OF QUAIRADING
MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY 22ND OCTOBER 2015
COMMENCING AT 2.02PM

ITEM 1 ATTENDANCE AND APOLOGIES

Cr B K Caporn	Shire President
Cr WMF Davies	Deputy Shire President (from 2.07pm)
Cr L R Brown	
Cr J N Haythornthwaite	
Cr B McGuinness	
Cr G J McRae	
Cr W E Shenton	
Cr G B Taylor	
Mr G A Fardon	Chief Executive Officer
Mr A J Merillo	Deputy Chief Executive Officer
Mr T J Newick	Manager of Works and Services (2.02pm to 2.56pm)
Mrs J L Clemens	Chief Executive Officer's Secretary
Mrs J Jurmann	Town Planner (2.02pm to 5.15pm)
Mr R M Bleakley	Economic Development Project Officer (from 3.15pm)

ITEM 2 ANNOUNCEMENTS BY THE SHIRE PRESIDENT

Shire President Cr Caporn welcomed Councillors and Staff to the October Ordinary Meeting of Council.

Cr Caporn introduced Town Planner, Mrs Jacky Jurmann, to the newly elected Councillors.

“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”.

Cr Caporn advised that a light meal would be provided in Council's Reception Room following the Council Meeting

ITEM 2.1 PUBLIC QUESTION TIME

There being no members of the public present, the Meeting proceeded to the next item of business.

ITEM 2.2 DEPUTATIONS

Nil

ITEM 3 DECLARATIONS OF INTEREST

The Chief Executive Officer provided information to the new Councillors in regard to the various types of Declarations of Interest that can be made by Councillors before an Item is discussed by Council.

ITEM 4.1 BUSINESS ARISING AND CONFIRMATION OF MINUTES FROM THE ORDINARY MEETING OF COUNCIL HELD ON 24TH SEPTEMBER 2015

Business Arising

Mr Alan Gelmi – Retirement as a Fire Control Officer

Cr Haythornthwaite queried whether correspondence had been forwarded to Mr Gelmi. The Chief Executive Officer advised that the correspondence was yet to be sent, however it would be undertaken as a matter of priority.

Review of the Strategic Community Plan (SCP)

The Chief Executive Officer advised that Councillors would be provided with a hard copy of the Adopted Revised Strategic Community Plan when it was to hand.

City of Fremantle – Mayors for Peace

The Chief Executive Officer reported that he would be meeting with the Chief Executive Officer of Cunderdin and Tammin next week and this item would be discussed to gauge any interest from the two Shires.

WALGA – Policy Discussion Paper on Elected Member Training

The Chief Executive Officer reported that feedback to WALGA was now required by the end of October 2015.

Council was advised that the Shire of Corrigin has shown interest in attending Elected Member Training Sessions in Quairading.

Syrian Refugees

Cr Davies queried whether there had been further information in regard to the Government Programs available for the placement of Syrian Refugee Families in Regional Communities.

The Chief Executive Officer advised that WALGA had committed to providing an updated Information Sheet when further detail to hand.

Shire of Quairading Stand / Tent Display at Quairading Agricultural Show

Cr McRae advised that she had been unable to attend the 2015 Quairading Agricultural Show and apologised for her inability to attend.

Cr Davies and Cr Caporn commented that while the idea of a Shire of Quairading Stand / Tent Display at the Quairading Agricultural Show was good, poor numbers had attended due to the location of the Display.

Cr Davies commented that more advertising may ensure better numbers in the future.

The Chief Executive Officer advised that if Council were agreeable, he would liaise with the Quairading Agricultural Society for a future Stand to be included in a Community Based Section in a better location.

60-15/16 MOVED Cr Davies seconded Cr McRae:

1. That Council conduct a Display at the 2016 Quairading Agricultural Show; and
2. That Council write to the Quairading Agricultural Society Inc requesting Council's Display be included in a Community Based Display in a more prominent location.

CARRIED 8/0

Cr McRae thanked the Chief Executive Officer's Secretary for her assistance with the Display.

Confirmation of Minutes

61-15/16 MOVED Cr McRae seconded Cr Davies that the Minutes of the Ordinary Meeting of Council held on 24th September 2015 be confirmed as a true and correct record of that Meeting.

CARRIED 8/0

ITEM 4.2 MATTERS PENDING / ACTION SHEET

Item 7: "The Groves" – Department of Indigenous Affairs

The Chief Executive Officer reported that correspondence had been received from the South West Aboriginal Land and Sea Council on the 21st October 2015 confirming support for the Nature Reserve Management Plan.

Item 9: Horsing Around Group

The Deputy Chief Executive Officer reported that Mr Lindsay Greenwood had advised that no activities would be held at the Old Drive In Site until Insurance Cover for the Group is in place.

Item 11: Kevill's Lake

Cr Davies provided information on the land containing Kevill's Lake and requested Councillors in contact with the family to enquire on any progress.

Item 16: Industrial Land

Cr McRae queried whether Council's Town Planner had met with Landcorp Officers.

Mrs Jurmann advised that Council was awaiting Main Roads WA Designs for the Intersection and Truck Layby to then ascertain the extent of land available for potential development in the future before any Meeting with Landcorp.

62-15/16 MOVED Cr McRae seconded Cr McGuinness that Item 12: Strategic Community Plan be removed from the Matters Pending / Action Sheet.

CARRIED 8/0

ITEM 5 WORKS

Item 5.1 Works Committee Meeting held 13th October 2015

Council received the Minutes of the Works Committee Meeting held on 13th October 2015 and noted that there were no Recommendations from the Meeting.

Caravan Park

Cr Haythornthwaite queried progress on the Caravan Park Redevelopment.

The Manager of Works and Services reported that levels were being finalised prior to further plumbing and electrical works.

Cr Taylor queried the proposed timing of completion.

The Manager of Works and Services advised that it was planned for the Redevelopment to be completed prior to Christmas.

Cr Davies sought information on the Landscaping of the Caravan Park.

The Manager of Works and Services advised that a Landscaping Plan would be developed including water supply including Scheme Water and alternative sources.

Badjaling Road Reconstruction

Cr McRae sought clarification on the Badjaling Road Reconstruction Project.

The Chief Executive Officer provided information on the locality.

Cr Caporn queried whether a section of the road surface on the closed portion of the Badjaling North Road had been removed to allow water flow.

The Manager of Works and Services advised that this would be undertaken in mid November.

Potholes at CBH Entrance

Cr McRae queried progress on the repair of potholes at the CBH Entrance and near the Railway Line.

The Chief Executive Officer reported that Brookfield Rail had been advised of the pothole near the Railway Line however Council has not been authorised to undertake the repairs.

Cr Caporn queried whether Council could be paid by CBH to undertake the repairs on the Entrance Road. The Manager of Works and Services advised that Council had been contracted in the past for similar works but had not been engaged for this work.

Council Discussion

The Manager of Works and Services extended a welcome to the new Councillors and provided information on the Waste and Recycling Facility.

Cr Davies requested that Mrs Smart's concern in regard to Budiselik's Corner be acknowledged in writing by the Chief Executive Officer.

Cr Brown queried progress on the Pink Lake Layby. The Manager of Works and Services advised that Mr Tony Saraullo of RoadsWest would be requested to provide a design for consideration by Council and submission to Main Roads WA.

The Chief Executive Officer highlighted that a Community Tour of the Waste and Recycling Facility would be undertaken on Wednesday 28th October 2015.

The Chief Executive Officer suggested that Council undertake a Town Tour of Projects in the near future.

The Manager of Works and Services reported that a new Pump had been installed at the Oval and a new Shed would be erected to protect the switchboard.

Cr Taylor queried the provision of Works Staff Uniforms as he had noticed that the Waste and Recycling Facility Staff were not in Council Work Uniforms. The Manager of Works and Services advised that an Order had been placed for Staff Uniforms and he was awaiting its arrival.

Cr Taylor queried whether a vehicle was supplied to Staff at the Waste and Recycling Facility. The Manager of Works and Services explained the previous use by the Waste and Recycling Facility Manager of a Utility then surplus to the Works Team and that the Utility had subsequently been disposed of by Council.

Item 5.2 Other Works Matters

Nil

2.56pm

The Manager of Works and Services left the Meeting.

ITEM 6 INFORMATION SESSION / PERFORMANCE REVIEW

Item 6.1 Shire of Quairading / City of Melville Partnership

The Chief Executive Officer reported that a letter of thanks had been forwarded to the City of Melville for Hosting the Shire Delegation on Friday 25th September 2015.

Council was advised that Mayor Russell Aubrey had been re-elected as Mayor of the City of Melville.

Cr Caporn reported that the visit had been excellent and commented on the Playground in Willagee.

Cr McRae reported that the visit had been worthwhile and it had been interesting to discuss the comparisons between the two Councils.

Cr McRae queried the availability of \$10,000 under the “Youth Initiatives Funding” for the development of Playgrounds.

Item 6.2 East Avon Regional Cooperation

The Chief Executive Officer reported that there had been no formal Meetings and that there was a need to re-engage with the Shires of Cunderdin and Tammin now that the Joint Chief Executive Officer Arrangement was in place.

The Chief Executive Officer provided information in regard to Regional Cooperation to the new Councillors.

The Meeting was advised that new Shire Presidents for the Shires of Cunderdin and Tammin would be known in the very near future.

Item 6.3 Chief Executive Officer's Performance Review

The Shire President and Chief Executive Officer provided information to the newly elected Councillors on the Chief Executive Officer's Performance Review process.

Cr McGuinness advised that he had found the Chief Executive Officer very helpful during his relocation to the Quairading District and also during the Local Government Election Period.

Cr McRae congratulated the Chief Executive Officer on the conduct of the Election and the very professional manner in which the Count was conducted.

ITEM 7 BUILDING AND TOWN PLANNING DEVELOPMENT

Item 7.1 Building and Town Planning Development Committee Meeting held 6th October 2015

Council received the Minutes of the Building and Planning Development Committee, noting there were no Recommendations forthcoming.

Solar Panels for Administration Centre

The Chief Executive Officer provided information in regard to the replacement of the ageing Air Conditioner Units to gain energy efficiencies prior to recommending that Council purchase or lease Solar Panels for the Administration Centre.

3.15pm

The Economic Development Project Officer entered the Meeting.

Item 7.2 Economic Development Project Officer Status Report

The Economic Development Project Officer Mr Bleakley provided further information on the following Projects: -

- Swimming Pool Concept and Design Upgrade Plans.
- Caravan Park Redevelopment Project.
- Community Gym.

Item 7.3 Other Building Matters

Nil

3.28pm

63-15/16 MOVED Cr Davies seconded Cr McRae that Council suspend standing orders for afternoon tea.

CARRIED 8/0

3.49pm

64-15/16 MOVED Cr Haythornthwaite seconded Cr Brown that standing orders resume.

CARRIED 8/0

ITEM 8 FINANCE

Item 8.1 Finance and Audit Committee Meeting held 13th October 2015

65-15/16 MOVED Cr McRae seconded Cr McGuinness that Council adopt Finance and Audit Committee Recommendations F11-15/16 to F14-15/16: -

Accounts for Payment – September 2015 (F11-15/16)

1. That Schedule of Accounts covering Municipal Vouchers 22591 to 22644 & EFT2511 to EFT2558 & DD11621.1 to DD11622.11 totalling \$339,297.63 be received; The balance of all other outstanding Sundry Creditors to the 30/09/2015 total \$78,567.62; and
2. That Police Licensing payments for the month of September 2015 totalling \$48,820.30 be received (Attachment 4.1.2) ; and
3. That fund transfers to Corporate Credit Card for September 2015 totalling \$349.00 be received (Attachment 4.1.3); and.
4. That Payroll payments for the month September 2015 totalling \$157,765.88 be received; and
5. That fund transfers from Trust account to Municipal account for September 2015 totalling \$3,142.00 be received; and.
6. That the WestNet payment for the month of September 2015 totalling \$368.95 be received.

Fund Balances Report – September 2015 (F12-15/16)

The Fund Balances for the period ending 30th September 2015, as presented to Council be adopted.

<u>Account</u>	<u>Statement Balance</u>	<u>Reconciliation Balance</u>
Municipal A/c	\$ 84,824.96	\$ 1,758,361.02
At Call - Invest.	\$ 300,000.00	
Childcare Centre	\$ 8,794.15	
Medical A/c	\$ 31,779.62	
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	\$ 1,776,398.73	

At Call - Reserve	\$ 155,967.87	
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	\$ 4,323,953.43	\$ 4,323,953.43
Trust A/c	\$ 11,386.97	
Police Licensing	\$ 1,994.95	
Total Trust	\$ 13,381.92	\$ 13,481.92

Financial Information – Statements of Income and Expenditure for the Period Ending 30th September 2015 (F13-15/16)

The Financial Statements for the period ending 30th September 2015, as presented to Council be adopted.

Financial Statements – Variation to Budget by Percentage or Value – 30th September 2015 (F14-15/16)

The Variation to Budget by Percentage and Value noted on the Financial Statements and reported on for the period ending 30th September 2015, be adopted.

CARRIED 8/0

Extension on Rental Concession on Factory Unit 81 Heal Street – Mr D Atkins (F15-15/16)

Extensive discussion ensued in regard to Recommendation F15-15/16.

66-15/16 MOVED Cr McRae seconded Cr Haythornthwaite that Council adopt Part 1 of Finance and Audit Committee Recommendation F15-15/16 that an extension to the current 6 month Rent Concession to Mr Dave Atkins be declined.

CARRIED 8/0

Concession on Equipment Hire – Community Resource Centre (F16-15/16)

67-15/16 MOVED Cr McRae seconded Cr Haythornthwaite that Council adopt Finance and Audit Committee Recommendation F16-15/16 that: -

- 1) **Community Resource Centre Management be advised that the Art Centre Room Hire Fee would be waived for the Ladies Day at the Quairading Community Resource Centre.**
- 2) **No Concession be granted on the Equipment Hire Charge.**

CARRIED 8/0

Item 8.2 Other Finance Matters

Rates Collection

The Deputy Chief Executive Officer advised of the following Rates Collection: -

- Friday 16th October 2015 (Final Day of Rates Due) – 74.45%
- Wednesday 21st October 2015 – 77.25%

Cr McRae queried the Rates Payments paid in full compared to Instalments and that the Collection Percentage may be reflective of more Ratepayers taking up the Instalments Option.

The Deputy Chief Executive Officer advised that this information could be extracted but not for this Meeting.

Auditor Visit

Council was advised that the Final Audit Visit had been conducted with the Auditor advising that he was happy with Council's Accounting / Governance Systems.

Technology

The Deputy Chief Executive Officer raised the topic of newly elected Councillors utilising Laptops versus iPads to receive Council Agendas, Minutes and General Information. It was resolved that preferences be discussed by the Deputy Chief Executive Officer with individual Councillors.

ITEM 9 OTHER MEETINGS

Item 9.1 Medical Executive Committee Meeting held 14th October 2015

68-15/16 MOVED Cr McGuinness seconded Cr Shenton that the Minutes of the Medical Executive Committee Meeting held on 14th October 2015 be received.

CARRIED 8/0

The Chief Executive Officer provided a brief Verbal Report on the Purpose and Operation of the Medical Executive Committee.

Item 9.2 Special Meeting of Council held 19th October 2015

69-15/16 MOVED Cr McRae seconded Cr Haythornthwaite that the Minutes of the Special Meeting of Council held on 19th October 2015 be confirmed as a true and correct record of that Meeting.

CARRIED 8/0

Committees and Delegates

70-15/16 MOVED Cr Davies seconded Cr Haythornthwaite that the Committees and Delegates as detailed below be adopted.

Building and Town Planning / Development Committee

- 1 Cr Shenton
- 2 Cr Davies
- 3 Cr McRae
- 4 Cr McGuinness
- 5 Proxy Member – Cr Caporn

Finance and Audit Committee

- 1 Cr Davies
- 2 Cr Haythornthwaite
- 3 Cr McRae
- 4 Cr Taylor

Works Committee

- 1 Cr Caporn
- 2 Cr Shenton
- 3 Cr McGuinness
- 4 Cr Brown

Quairading & District Sport & Recreation Council

- 1 Cr Brown
- 2 Cr Shenton
- 3 Proxy – Cr McGuinness

Sports Clubs/Organisations to update their Representatives Details:-

Doodenanning Sports Club	Val Hayes
Quairading Badminton Club	Kylie Squiers
Quairading Cricket Club	Shaun Simpson
Quairading Football Club	Troy Newick
Quairading Golf Club	Mick Van Elden
Quairading Junior Cricket Club	Brendon Stone
Quairading Junior Football Club	Nikki Egginton
Quairading Junior Golf Club	Janine Anderson
Quairading Ladies Hockey Club	Jen Green
Quairading Bowling Club	Jim Gimbel
Quairading Aquatic Club	Kelsie Squiers
South Caroling Social Club	Bradley Hall
Quairading Tennis Club	Kelli Brown
Quairading Vintage Club	Neil Marrett
Wamenusking Sports Club	Vicki Fulwood
Stud Sheep Breeders	Rohan & Jane Johnston
Quairading PCYC	Barbara Amiss
Quairading Agricultural Society	Geoff Hall
Quairading District High School	Pauline Wray
Quairading Club Inc	Mick Grage
Quairading Netball Club	Kelsie Squiers
Quairading Horsing Around Group	Lindsay Greenwood
QARRAS	John Hards
Quilters of Quairading	Janice Clemens
Quairading Community Development Officer	Cheryl White
Department of Sport and Recreation	Wayde McLean

Note: Club / Organisation Delegates to be reviewed by each of the Organisations.

COUNCIL DELEGATES

Central Country Zone

President and Deputy President to be the voting delegates
Proxy Members – Cr McRae and Chief Executive Officer

Chamber of Commerce / Wheatbelt Business Network

- 1 Cr McRae
- 2 Proxy Member – Cr Haythornthwaite

Childcare Centre Committee

- 1 Cr J Haythornthwaite
- 2 Chief Executive Officer
- 3 Deputy Chief Executive Officer
- 4 Finance Administration Officer

Frail and Aged Lodge Committee

- 1 Cr Taylor
- 2 Chief Executive Officer

Geographic Names Committee

- 1 Cr Shenton
- 2 Cr McRae
- 3 Chief Executive Officer
- 4 Proxy – Cr Taylor
(Current Community Representatives: - Don Brown, Shirley Stacey, Lester Strickland and Jack Wilson) – (To be reconfirmed or reviewed)

Land Conservation District Committee (incorporating Quairading Nature Reserve)

- 1 Cr Davies
- 2 Cr Caporn

Local Emergency Management Committee

- 1 Shire President to be Chair
- 2 Cr Taylor
- 3 Chief Executive Officer

Local Health Advisory Group

- 1 Cr Haythornthwaite
- 2 Proxy Member – Chief Executive Officer

Main Roads (Sub Regional Road Group)

- 1 Chairman of Works
- 2 Proxy Member – Chief Executive Officer

MATTER FOR CONSIDERATION – The purpose of this report is for Council to determine the application for development approval submitted by WA Sandalwoods to establish a Sandalwood plantation as the predominant land use on Lots 1, 50, 8731, 9223, 12054, 17591, 35, 36, 15612, 19699, 20410, 20693, 25225, 20364, 20526, 23058 and 25357 Bruce Rock-Quairading and Badjaling South Roads, Quairading zoned for Farming.

APPLICANT'S SUBMISSION

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.*

Refer to Attachment A for additional information from the Applicant.

BACKGROUND

The Applicant submitted an application to obtain development approval to the Shire of Quairading on the 24th August 2015 to establish sandalwood plantations on 18 lots on the Bruce Rock Quairading Road and the Badjaling South Road. The lots have a total area of 2069.62 hectares and it is proposed to plant 1646.1 hectares with trees. The supporting information indicates that the trees will be planted in 2016 and with harvest beginning in 2032.

Following submission of the application, the Shire Planner undertook a preliminary assessment of the application, which indicated insufficient information had been submitted to enable the application to be progressed. Accordingly, correspondence was sent to the Applicant on 8th September 2015 requesting additional information and advising the application process.

On the 16th September 2015, the Applicant responded to the additional information request, which is partially reproduced in the Applicant's Submission section of this Report. Refer to Attachment 1 for additional information.

Council at its Ordinary Meeting held on the 24th September 2015 consider an initial Report regarding this application and resolved as follows:

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

- 1. Determine that the proposed tree cropping development on the 18 subject lots situated on Bruce Rock Quairading Road and Badjaling South Road (as indicated on plan attached to this Report) may be consistent with the objectives of the Farming zone in accordance with 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 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.”*

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. Council at its Ordinary Meeting held on 24 September 2015 resolved that the proposal may be consistent with the zone objectives in accordance with Clause 3.3.2(b) as recommended by the Shire Planner. Refer to the Minutes of the Meeting for further information relating to this resolution and in particular, Report 10.1.1.2.

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 zone objectives primarily aim to ensure the continuation of broad-hectare agriculture and 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. The Applicant has advised that “they do not believe that our company, or any of its operations are detrimental to natural resources or the environment”. However, the information submitted with the application does not provide sufficient information to carry out a thorough assessment.

The general development requirements in the Farming zone set out in Clause 4.14.2 must be considered when determining a planning application and are as follows:

- (a) any sensitive or incompatible uses which may require buffer separation from the proposed use. *Comment* – there are no sensitive or incompatible uses identified.
- (b) evidence of a sustainable water supply that does not rely on catchment outside the lot, or damming of a stream that will impact on the water availability for another lot or lots. *Comment* – there are no details of water supply in the application. It is recommended that prior to commencement of the use that details are provided.
- (c) soil conditions, slope, soil type, rock, potential for water logging, foundation stability, and how the application has address these site characteristics. *Comment* – the soil capability report provided in support of the application provides details on the suitability of the soils for the proposed use.
- (d) proposals for treatment and disposal of waste products. *Comment* – there are no details provided with the application. It is recommended that prior to commencement of the use that details are provided.

Regulation 66 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (formerly Clause 7.5.1 of TPS2) enables the local government in determining an application to consult with any authority which it thinks appropriate. Refer to the Consultation section of this Report for details of the consultation.

Clause 7.5.2 of TPS2 requires the local government to:

- have regard to any matter which it is required by the Scheme to consider. *Comment* – the objectives of the zone and Clause 4.14.2 of TPS2 have been considered in the assessment of this application.
- the purpose for which the land is reserved, zoned or approved for the use under the Scheme. *Comment* – the land is zoned for Farming and the objectives and provisions of the zone have been considered in the assessment of this application.
- the purpose for which land in the locality is used. *Comment* – the land in the locality is generally used for broad-hectare farming activities, such as cropping and grazing.
- the orderly and proper planning of the locality – *Comment* – the zoning of the land for Farming is consistent with the relevant State Policies for the use of rural land.
- the preservation of the amenities of the locality. *Comment* – it is unlikely that the proposal will impact on the amenity of the locality. Although there has been no information provided on access or vehicle movements, which could have short-term impacts on the amenity.

Planning & Development (Local Planning Schemes) Regulations 2015

The new Planning and Development Regulations 2015 took effect on the 19th October 2015. The new Regulations will introduce a new Model Scheme Text, deemed provisions for planning schemes, and new processes for scheme amendments and structure plans.

The new Model Scheme Text will provide standardised land use definitions, zones and zone objectives. A definition for ‘tree farm’ is included in the MST and has been adopted by Council in the new scheme amendment.

Regulation 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires the local government, in considering an application for development approval, to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;

Shire of Quairading Town Planning Scheme No. 2

The objectives of the Scheme are:

- (a) to zone the Scheme Area for the purposes described in the Scheme;
- (b) to secure the amenity health and convenience of the Scheme Area and the residents thereof;
- (c) to provide for the concentration of development in the District, and particularly residential development, to be in the Quairading townsite;
- (d) to provide for very limited development in, and in the environs of, small townsites in the District outside the Quairading townsite;
- (e) to make provisions as to the nature and location of buildings and the size of lots when used for certain purposes;
- (f) the preservation of places of natural beauty, of historic buildings and objects of historical and scientific interest; and
- (g) to make provision for other matters necessary or incidental to Town Planning and housing.

The proposal is not inconsistent with these objectives and the applicable provisions have been considered as outlined earlier in this Report.

- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving;

Scheme Amendment No. 8 & Local Planning Policy (2015) – Tree Farms

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 was forwarded to the Environmental Protection Authority who determined that an environmental assessment was not required. The amendment was also forwarded to the Western Australian Planning Commission for their notice.

Amendment No. 8 and the accompanying LPP are currently on public exhibition for comment with the exhibition period at the time of writing this report.

The new provisions can be summarised as follows and must be considered in the assessment of this application, particularly as it represents the strategic direction of the local government in regards to tree farming in the Shire:

- The amendment will introduce the land use definition 'tree farm' and will delete the definitions of 'agroforestry' and 'plantation'. The subject application is considered a 'tree farm' under the new definition, which is the standard definition for this type of development in the new Model Scheme Text.
- The amendment will introduce the land use 'tree farm' into the Zoning Table as a 'A' use in the Farming zone and an 'X' use in all other zones, which means that tree farms will be a discretionary use in the zone.
- The LPP will provide a regulatory framework for the local government to determine planning applications for tree farms.
- The LPP encourages tree farms as ancillary activities to agricultural uses on farming land as part of farm diversification proposals.

- The LPP permits variation to policy provisions where it can be shown there is environmental benefit to an increase in the area used for tree farming.
- The LPP requires submission of detailed management plans and assessment of environmental and economic benefits.

This application would be permissible under the provisions of the proposed scheme amendment, but is inconsistent with the provisions of the new LPP. The inconsistencies particularly relate to the percentage of the lots proposed to be planted and the level of information submitted with the application.

(c) any approved State planning policy;

State Planning Policy 2.5 – Land Use Planning in Rural Areas & Rural Planning Guidelines (2014)

Section 5.4 of the SPP sets out the policy provisions for tree farming in rural areas. The SPP acknowledges that tree farming is a generic term used to describe land uses that centre on the planting of trees to generate economic return and/or environmental benefits.

The WAPC policy position regarding tree farming is:

- a) tree farming is supported and encouraged on rural land as a means of diversifying rural economies and providing economic and environmental benefit;
- b) tree farming should be an acceptable use on rural land generally, except where development of a tree farm would create an extreme or unacceptable bushfire risk or when responding to local circumstances as identified in a strategy or scheme;
- c) tree farming should generally not occur on priority agricultural land;
- d) local governments should manage the location, extent and application requirements for tree farming in their communities through local planning strategies, schemes and/or local planning policies;
- e) in planning for tree farming, local government considerations should include but are not limited to, the potential bushfire risk, environmental and economic benefit, visual landscape and transport impacts of tree farming (where harvesting is proposed), planting thresholds, appropriate buffers and location relative to conservation estates and sensitive land uses;
- f) where tree farm proposals are integrated with farm management for the purpose of natural resource management and occupy no more than 10 per cent of the farm, the proposal should not be subject to local government planning approval; and
- g) the establishment of tree farms does not warrant the creation of new or smaller rural lots.

This policy position is unchanged in the draft SPP currently on exhibition.

The Rural Planning Guidelines identify the approval regime; fire management; environmental benefit; harvesting; visual impact; and integrated tree farming as the main issues for consideration.

Scheme Amendment No. 8 and the LPP have been developed using the policy position in the SPP and the Guidelines. As can be seen in the above points tree farming is considered an acceptable use on rural land, particularly where it is a means of diversifying and where it provides an economic and environmental benefit. As mentioned earlier in this Report, the subject proposal may provide an economic and environmental benefit, but due to the high percentage of the proposed planting cannot be considered diversification of the agricultural activities on the subject lots.

- (d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d) – Nil;
- (e) any policy of the Commission – Nil;

- (f) any policy of the State – Nil;
- (g) any local planning policy for the Scheme area;

SEAVROC Local Planning Policy – Tree Cropping

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

The LPP is the current regulatory framework for assessment 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.

Section 5 of the LPP sets out the application and approval requirements for tree crops. Specifically in the Shire of Quairading, the policy provisions require a development application for tree crop proposals that have an aggregate area exceeding 10 hectares or greater. The LPP enables an application to be submitted over multiple lots, such as proposed.

The application requirements of the LPP have been met by the Applicant, including details of the land and ownership; management plan; and mapping. Although the mapping has been provided at a scale of 1:30,000 that does not provide details of the actual location of the crops or the access roads. The applicant was requested to provide mapping at a more assessable scale, but has not responded to this request to date. It is recommended that prior to the commencement of any work, the improved mapping is provided to the local government for each lot.

Additional policy measures are set out in Section 6 of the LPP and relate to issues that must be addressed in the Management Plan, including tree crop management; access and roading; and fire management. The submitted Management Plan provides details in accordance with the provisions of the LPP.

- (h) any structure plan, activity centre plan or local development plan that relates to the development – Nil;
- (i) any report of the review of the local planning scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015* – Nil;
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve – Not applicable;
- (k) the built heritage conservation of any place that is of cultural significance;

Quairading Pink Lake.

- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;

The Quairading Pink Lake can be considered of cultural significance to the area and accordingly, it is recommended further investigations and information be provided. Refer to the conditions recommended at this end of this Report.

- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;

The establishment of a tree plantation will be visually different when compared to surrounding farms used for traditional farming activities. There is no infrastructure proposed as part of this application.

- (n) the amenity of the locality including the following —
 - (i) environmental impacts of the development;
 - (ii) the character of the locality;
 - (iii) social impacts of the development;

The development proposal should not impact the amenity of the locality if managed as indicated in the application. The rural character of the landscape will be changed from that of grazing and cropping to that of a tree plantation. There are no social impacts associated with the development.

- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;

Refer to the Department of Water's comments in the Schedule of Submissions.

- (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;

A Fire Management Plan was submitted in support of the development application, which has been prepared in accordance with the SEAVROC LPP and Code of Practice for Timber Plantations. It is recommended that the Department of Fire and Emergency Services review the document. Refer to the conditions recommended at the end of this Report.

- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;

The Land Capability Assessment provided by the Applicant with the application indicates that the land is suitable for the proposed development. It is unlikely that there will be any possible risk to human health or safety if the development is managed as indicated in the application.

- (s) the adequacy of —
 - (i) the proposed means of access to and egress from the site; and
 - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;

No details have been provided. Refer to the conditions recommended at the end of the Report to address this matter.

- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;

No details have been provided. Refer to the conditions recommended at the end of the Report to address this matter.

- (u) the availability and adequacy for the development of the following —
 - (i) public transport services;
 - (ii) public utility services;
 - (iii) storage, management and collection of waste;
 - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
 - (v) access by older people and people with disability;

No details have been provided in regards to waste management. Refer to the conditions recommended at the end of the Report to address this matter.

- (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses – Not applicable;
- (w) the history of the site where the development is to be located;

The site has been historically used for traditional agricultural purposes, including cropping and grazing.

- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;

Unable to assess from the information provided. It is unlikely that the proposal will have a significant positive or negative impact on the community.

- (y) any submissions received on the application – Nil;
- (za) the comments or submissions received from any authority consulted under clause 66;

Refer to the Schedule of Submissions.

- (zb) any other planning consideration the local government considers appropriate – Nil.

The provisions of Clause 7.5.2 and in accordance with Regulation 68(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the local government may refuse to approve any application for development approval or may grant its approval unconditionally or subject to such conditions as it thinks fit.

POLICY IMPLICATIONS – The development proposal is consistent with existing policy.

FINANCIAL IMPLICATIONS – The Applicant has paid the applicable Application Fee at the time of the 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.

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.

The proposal is not inconsistent with the goals of the SCP and may have positive social, environmental and economic results for the Shire.

COMMUNITY CONSULTATION – Regulation 64(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (formerly 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 Regulation 64(3) (formerly clause 7.4 of TPS2).

The application was advertised by serving a Notice of the proposed development on nearby owners and occupiers who are likely to be affected by the granting of planning approval and placing a copy of the Notice on Council’s website and notice boards. Recipients were given a minimum of 21 days to make a submission.

In accordance with Regulation 66 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (formerly clause 7.5.1 of TPS2), the following agencies were consulted during the notification period: Main Roads, Department of Food and Agriculture, Department of Parks and Wildlife and Department of Water.

Refer to the Schedule of Submissions attached to this Report for details and assessment of the comments received.

COMMENT – State policies and draft local policies encourage tree farming as an integrated land use, as a means of diversifying farming activities, and for environmental benefit. However, this development proposal is to plant 79.5% of the lots. (NB – 20% of the land has been indicated by the Applicant as “unplantable”).

The Applicant at the Ordinary Meeting of Council held on the 24th September 2015 indicated that it is proposed to graze sheep once the plantation is established and that traditional cropping and grazing activities will continue on the land not suitable for planting. However, there is minimal information in the application that provides details and the mapping indicates that the majority of the land will be planted with trees.

The Development Application Form completed by the Applicant describes the proposed development and/or use as: “Establishment of mixed farming enterprise that includes production of native sandalwood nuts, wood, cropping and livestock”. However, the information submitted with the application, including the mapping, provides details primarily on the establishment and management of the sandalwood plantation and minimal information on other activities.

In conclusion, it is considered from the assessment of the application and supporting documentation that the application could be approved subject to a restriction of the percentage of planting and the submission of additional information prior to commencement of any works.

OFFICER RECOMMENDATION

71-15/16 MOVED Cr McGuinness: -

That Council in accordance with Regulation 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* APPROVE the application for development approval to establish a Sandalwood plantation on Lots 1, 50, 8731, 9223, 12054, 17591, 35, 36, 15612, 19699, 20410, 20693, 25225, 20364, 20526, 23058 and 25357 Bruce Rock-Quairading and Badjaling South Roads, Quairading, subject to the following conditions:

- 1. Development must be substantially commenced within two (2) years from the date of determination.**
- 2. Development must be in accordance with the stamped approved plans.**
- 3. Planting of sandalwood trees shall not exceed 50% of the combined lot area. (Refer to Advice Note 5.)**
- 4. Prior to the commencement of any works, site plans shall be submitted for approval to the local government at an appropriate scale for each lot indicating but not limited to the extent of planting demonstrating compliance with condition 3, extent of continuation of existing agricultural pursuits, native vegetation protection areas, ingress and egress, internal access roads, contours, watercourses and any other infrastructure, including dams.**
- 5. Prior to the commencement of any works, evidence of a sustainable water supply that does not rely on catchment outside the lot, or damming of a stream that will impact on the water availability for another lot or lots shall be provided to the local government.**
- 6. Prior to the commencement of any works, a strategic fire management plan be prepared and implemented to the specifications of the local government and the Fire and Emergency Services Authority.**
- 7. Prior to the commencement of any works, details of the measures to be taken to ensure the identification and protection of any vegetation on the site worthy of retention shall be submitted to the local government.**
- 8. Prior to the commencement of any planting activities in proximity to the Quairading Pink Lake, further investigations shall be carried out by a suitably qualified person to determine and manage any detrimental impacts.**
- 9. A Harvest Management Plan shall be submitted to the local government for approval a minimum of 90 days prior to the commencement of any harvesting.**
- 10. Details of the proposed disposal method of any waste products shall be provided to the local government prior to the commencement of any works.**
- 11. At least seven (7) days prior to conducting any planting or harvesting activities, the local government and nearby landowners shall be notified providing details of the areas of planting and vehicular movements/access.**
- 12. Suitable arrangements being made with the local government and/or Main Roads WA for the provision of vehicular crossover(s) to service the lot(s) shown on the approved plan of subdivision.**

Advice Notes:

- Note 1:** If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the decision, the approval shall lapse and be of no further effect.
- Note 2:** Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- Note 3:** If an applicant is aggrieved by this decision there is a right of appeal pursuant to the provisions of Part 14 of the *Planning and Development Act 2005*. An application for review must be lodged within 28 days from the date of determination.
- Note 4:** Prior to the commencement of the development hereby permitted, a Building Permit and/or Demolition Permit may be required under the provisions of the *Building Act 2011*.
- Note 5:** With reference to condition 2, the percentage area of planting may be increased upon receipt of a Land Capability Report prepared by a suitably qualified person demonstrating why the land is preferred for plantation as opposed to ongoing agricultural uses. This should be accompanied by soil analysis / mapping.
- Note 6:** An application for a crossover or any works on the footpath/verge will be required prior to carrying out any works. The applicant is advised to liaise with Shire's Works Manager.
- Note 7:** The Applicant is advised to contact the Swan Avon Region of the Department of Water to discuss water management options and any licensing requirements.

MOTION LAPSED FOR WANT OF A SECONDER

COUNCIL RECOMMENDATION

72-15/16 MOVED Cr Davies seconded Cr Shenton: -

That Council in accordance with Regulation 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* APPROVE the application for development approval to establish a Sandalwood plantation on Lots 1, 50, 8731, 9223, 12054, 17591, 35, 36, 15612, 19699, 20410, 20693, 25225, 20364, 20526, 23058 and 25357 Bruce Rock-Quairading and Badjalung South Roads, Quairading, subject to the following conditions:

- 1. Development must be substantially commenced within two (2) years from the date of determination.**
- 2. Development must be in accordance with the stamped approved plans.**
- 3. Prior to the commencement of any works, a strategic fire management plan be prepared and implemented to the specifications of the local government and the Fire and Emergency Services Authority.**
- 4. Prior to the commencement of any works, details of the measures to be taken to ensure the identification and protection of any vegetation on the site worthy of retention shall be submitted to the local government.**
- 5. Prior to the commencement of any planting activities in proximity to the Quairading Pink Lake, further investigations shall be carried out by a suitably qualified person to determine and manage any detrimental impacts.**
- 6. A Harvest Management Plan shall be submitted to the local government for approval a minimum of 90 days prior to the commencement of any harvesting.**

- 7. Details of the proposed disposal method of any waste products shall be provided to the local government prior to the commencement of any works.**

Advice Notes:

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the decision, the approval shall lapse and be of no further effect.**
- Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.**
- Note 3: If an applicant is aggrieved by this decision there is a right of appeal pursuant to the provisions of Part 14 of the *Planning and Development Act 2005*. An application for review must be lodged within 28 days from the date of determination.**
- Note 4: Prior to the commencement of the development hereby permitted, a Building Permit and/or Demolition Permit may be required under the provisions of the *Building Act 2011*.**
- Note 5: The Applicant is advised to contact the Swan Avon Region of the Department of Water to discuss water management options and any licensing requirements.**

CARRIED 7/1

REASONS FOR VARIATION FROM OFFICER'S RECOMMENDATION

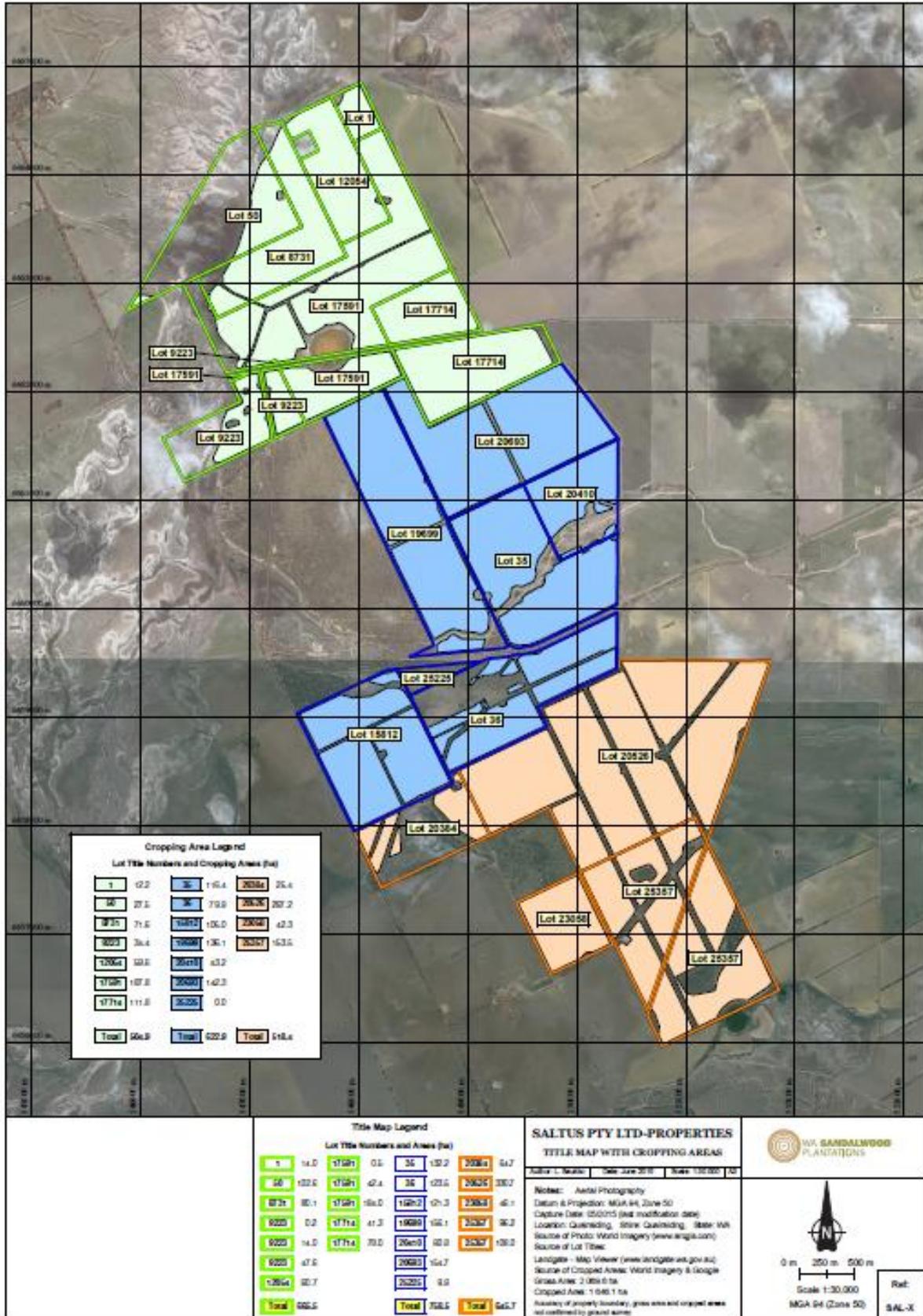
1. Council considered that the Mapping and Supporting Documents provided by the Applicant provided sufficient detail to enable the Proposal to fully proceed rather than initially being limited to 50% Planting Area with any further increase subject to further details.
2. Deletion of Condition No 5 and details of sustainable water supply to be incorporated into the Fire Management Plan.
3. Recommended Condition No 11 and No 12 be deleted as considered too onerous by Council.

Cr Taylor commented on his desire that the Applicants employ and train local community members in the Sandalwood Industry.

ATTACHMENTS

- (a) Site Plan
- (b) Schedule of Submissions

ATTACHMENT A – SITE PLAN



ATTACHMENT B – SCHEDULE OF SUBMISSIONS

Schedule of Submissions

No.	Name Address	Description of affected property	Summary of submission	Council's recommendation
1.	Department of Water Swan Avon Region 7 Ellam St, Victoria Park	Whole of property.	<ul style="list-style-type: none"> • Proposal located within the Avon River Surface Water Area; proclaimed under the <i>Rights in Water and Irrigation Act (1914)</i>. • May be a requirement to obtain a permit to interfere with the bed and banks of a water course. • Issue of a permit is not guaranteed but if issued will contain conditions. • Proponent to contact the Department to discuss water management options. 	An advisory note is recommended to ensure the proponent is aware of the Department of Water's advice.

10.1.2 Local Development Assessment Panel Nominations

REPORTING OFFICER

Jacky Jurmann – Contract Planner

Date: 16th October 2015

CHIEF EXECUTIVE OFFICER

Graeme A Fardon – Chief Executive Officer

Date 19th October 2015

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – DAP Secretariat / Minister for Planning

MATTER FOR CONSIDERATION – Review and nomination of the Shire's local Development Assessment Panel members.

APPLICANT'S SUBMISSION – Attached to Agenda Report at Attachment 1.

BACKGROUND – Council at its Ordinary Meeting held on 26th February 2015, nominated Cr Caporn (Member No 1) and Cr Davies (Member No 2) and Cr Cousins (Alternative Member No 1) and Cr McRae (Alternative Member No 2) to sit on the Wheatbelt Joint Development Assessment Panel.

Council's nominations were duly appointed by the Minister with the current term expiring on 26th April 2017. However, it should be noted that the current members are yet to receive training.

A recent review of the DAP legislation has resulted in the rationalisation of the number of DAPs and the Shire is now part of the Midwest/Wheatbelt (Central) Joint Development Assessment Panel (JDAP).

Due to the local government elections the DAP Secretariat has written to all local government requesting that by the 30th October 2015 following the local government elections, Council advise of any changes to the local DAP members.

STATUTORY ENVIRONMENT

Planning & Development (Development Assessment Panels) Regulations 2011.

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – There will be costs associated with elected members attending training sessions which will be reimbursed by the Minister for Planning in accordance with Members – Training allocations.

DAP application fees are in addition to any normal local government planning fees.

STRATEGIC IMPLICATIONS – It is important that Quairading has local representation on the Development Assessment Panel should a development application be submitted that meets the thresholds of the DAP Regulations.

COMMUNITY CONSULTATION – Not applicable

COMMENT – It is a mandatory requirement, pursuant to the DAP Regulations, that all DAP members attend training before they can sit on a DAP and determine applications. Local government representatives who have previously been appointed to a DAP and have received training are not required to attend further training.

Nominations to the DAP are to be received by Friday the 30th October 2015 on the approved nomination form attached to this Report accompanied by each nominated Councillors CV. If a Councillor has been nominated and accepted previously and their CV is unchanged, then the CV is not required to be re-submitted.

Nominated Elected Members will only attend a JDAP meeting if the Council receives an application for the DAP.

If no nominations are received from the Shire, Regulation 26 of the Planning and Development (Development Assessment Panels) Regulations 2011, enables the Minister to include on the local government register a person who is an eligible voter of the Shire of Quairading and who has relevant knowledge or experience that will enable that person to represent the interest of the local community.

OFFICER RECOMMENDATION

73-15/16 MOVED Cr Davies seconded Cr Brown that Council:

- 1. Nominates Cr McGuinness and Cr Haythornthwaite to be the Shire of Quairading Local Members to sit on the local Development Assessment Panel.**
- 2. Nominates Cr McRae and Cr Shenton to be the Shire of Quairading Alternate Local Members to sit on the local Development Assessment Panel.**

3. Request the DAP Secretariat to organise training for the nominated members at their earliest opportunity.

CARRIED 8/0

10.1.3 Local Government Election

REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer
Returning Officer

Date 19th October 2015

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – N/A

MATTER FOR CONSIDERATION – Election Report for Noting

APPLICANT'S SUBMISSION – Nil

BACKGROUND – Council's Election was held on Saturday the 17th October 2015 and as Returning Officer, I submit the following Report for Council's Noting: -

I report that there was a high level of Community Interest in this year's Election with again strong support for the Early Voting Option.

Ballot Papers Issued

Early	211
Postal	29
Election Day	92
	332

332 Ballot Papers were deemed Valid and Included in the Count held at 6.00pm on Saturday the 17th October 2015.

STATUTORY ENVIRONMENT – Local Government Act 1995 and Local Government (Elections) Regulations

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – Council has allocated a Budget of \$5,500 to conduct the Election

STRATEGIC IMPLICATIONS – N/A

COMMUNITY CONSULTATION – Extensive Publicity and Promotion in the lead up to the Election

COMMENT – I report that the Conduct of the Election went smoothly and without incident.

There were 752 Electors included in the Combined Electoral Roll.

The 332 Ballot Papers Counted represents a 44.15% Voter Turnout (43.95% in 2013).

I report the following Votes Cast (in order of Ballot Paper):

Candidate	Number of votes
WEST Peter	181
McGUINNESS Brett	205
HAYTHORNTHWAITE Jo	199
SHENTON Bill	245
BURNETT Frank	188
BROWN Lyall Richard	271
GOM Estelle	21
TAYLOR Garry	190

Pursuant to Section 4.77 of the Local Government Action, the Returning Officer Declared the following Candidates elected for the following Terms.

Name	Expiry of term
BROWN Lyall Richard	October 2019
SHENTON Bill	October 2019
McGUINNESS Brett	October 2019
HAYTHORNTHWAITE Jo	October 2019
TAYLOR Garry	October 2017

I report that the Formal Election Report to the Minister (Form 20) will be completed online by the Returning Officer.

Further, the Public Notice of the Election Result will be in the "West Australian" newspaper on Thursday 22nd October 2015.

OFFICER RECOMMENDATION

74-15/16 MOVED Cr McRae seconded Cr Haythornthwaite that Council note the Election Report and Election Result prepared by the Returning Officer.

CARRIED 8/0

5.15pm

The Town Planner left the Council Meeting.

Item 10.2 Health and Building Report

Nil

Item 10.3 Environment Officer's Report

Council noted the Environment Officer's Report for September 2015.

Item 10.4 Community Emergency Services Manager's Report

Council noted the Report prepared by the Community Emergency Services Manager.

ITEM 11 INWARD CORRESPONDENCE

Nil

ITEM 12 LATE ITEMSCommittee Meetings

Council discussed the need to have Committee Meetings in November for the benefit of the newly elected Councillors.

75-15/16 MOVED Cr Haythornthwaite seconded Cr McGuinness that the following Committee Meetings be scheduled for November 2015: -

- **Building and Town Planning Development – Tuesday 10th November 2015;**
- **Finance and Audit – Monday 16th November 2015; and**
- **Works – Tuesday 17th November 2015.**

CARRIED 8/0

ITEM 13 TABLED ITEMS

- 13.1** Department of Local Government and Communities – Review of Caravan Parks and Camping Grounds Legislation: Release of Second Consultation Paper
- 13.2** Wheatbelt Natural Resource Management – Annual Report 2014/15
- 13.3** Department of Fire & Emergency Services – Capability Framework
- 13.4** Department of Infrastructure and Regional Development – State of Regional Australia 2015

ITEM 14 COUNCILLORS' REPORTS / BUSINESS**Cr McGuinness**

Cr McGuinness requested that a Councillors Contact List be circulated.

Cr McRae

Cr McRae reported on a Waiting List for Aged Care Units in Wagin.

Cr McRae raised the issue of a Website advertising Caravan Sites on Farms.

Council was advised that approximately 30 Caravans had camped at Wamenusking recently.

Cr McGuinness advised that a new Caravan Park Act is to be introduced and is currently out for Public Consultation.

Cr McRae reported on the dumping of cars at the Badjaling Community. The Chief Executive Officer advised that he would request the Manager of Health and Building Services to inspect the locality.

Cr McRae welcomed the new Councillors to their first Meeting.

Cr Taylor

Cr Taylor thanked Cr McRae and Cr Caporn for contact made during and after the Local Government Election process.

Cr Taylor advised that he would be away on the 18th and 19th November.

Cr Shenton

Nil

Cr Davies

Cr Davies apologised for his lateness at the commencement of the Meeting.

Cr Davies reported on the Doodenanning – Balkuling Fire Brigade Annual General Meeting where the subject of Absentee Landholders had been discussed.

Cr Davies queried whether a Concession on the Hire of the Railway Barracks could be considered for the Sandalwood Planting Company. The Chief Executive Officer commented that the Sandalwood Plantation Operators utilising local Accommodation and Services should be a part of future discussions with the Company.

Cr McRae

Cr McRae suggested that Council meet with local Businesses in the New Year to provide an overview of Council's Vision and to assess avenues for Council to work closer with the Businesses.

Cr Davies

Cr Davies thanked the new Councillors for their participation during the Meeting and foreshadowed exciting times ahead.

Cr Haythornthwaite

Cr Haythornthwaite queried the timing of the publication of the next Shire Newsletter. The Chief Executive Officer advised that a Newsletter would be prepared in the near future when Staff resources allow.

Cr Brown

Nil

Cr Caporn

Cr Caporn welcomed the new Councillors and provided information in regard to making contact with Staff after hours through the Shire After Hours Telephone Number.

Chief Executive Officer

The Chief Executive Officer provided information in regard to the following topics: -

- Works Requests System
- Primary Returns
- Induction and Training
- Strategic Community Plan and Organisational Chart
- Meetings
- Elected Members' Income Statement – Letter provided at end of the Financial Year
- Media Statements – Delegation to Chief Executive Officer from the Shire President
- Inward Mail File / Filing Cabinet for Councillors
- Confidentiality and the Code of Conduct

Deputy Chief Executive Officer

The Deputy Chief Executive Officer welcomed the new Councillors.

Economic Development Project Officer

The Economic Development Project Officer advised that he was looking forward to a successful relationship with the new Council.

Chief Executive Officer's Secretary

The Chief Executive Officer's Secretary thanked Councillors and Staff for their compassion shown in recent months.

Cr Caporn

Cr Caporn commented that whilst Travel Expenses to Meetings may be claimed by Councillors in the past these Expenses had not been claimed and further commented on networking opportunities between Councillors after Meetings.

ITEM 15 NEXT ORDINARY MEETING

Thursday 26th November 2015 commencing at 2.00pm.

ITEM 16 CLOSURE

There being no further business to discuss, the Chairman declared the Meeting closed at 6.33pm.

I certify the Minutes of the Ordinary Meeting of Council held on 22nd October 2015 were confirmed on 26th November 2015 as recorded on resolution no _____

Confirmed.....26/11/15