



SHIRE
of
DANDARAGAN

MINUTES
of the
ORDINARY COUNCIL MEETING
held at the
COUNCIL CHAMBERS, JURIEBAY
on
THURSDAY 24 AUGUST 2017
COMMENCING AT 11.06AM

(THIS DOCUMENT IS AVAILABLE IN LARGER PRINT ON REQUEST)

Table of Contents

1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	1
	1.1 DECLARATION OF OPENING.....	1
	1.2 DISCLAIMER READING.....	1
2	RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE	1
3	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	2
4	PUBLIC QUESTION TIME	2
6	CONFIRMATION OF MINUTES	4
	6.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 27 JULY 2017.....	4
7	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	4
8	PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS	5
9	REPORTS OF COMMITTEES AND OFFICERS.....	5
	9.1 CORPORATE & COMMUNITY SERVICES	5
	9.1.1 ACCOUNTS FOR PAYMENT – JULY 2017.....	5
	9.1.2 BADGINGARRA TENNIS CLUB LIGHTING UPGRADE	6
	9.1.3 FINANCIAL STATEMENTS - MONTHLY REPORTING FOR THE PERIOD ENDING 31 JULY 2017.....	9
	9.1.4 REVIEW OF COMMUNITY GRANT APPLICATIONS	11
	9.1.5 REVIEW OF TRONOX GRANT APPLICATIONS 2017 / 18.....	17
	9.2 INFRASTRUCTURE SERVICES	27
	9.3 GOVERNANCE & ADMINISTRATION.....	27
	9.3.1 APPLICATION OF COMMON SEAL.....	27
	9.4 DEVELOPMENT SERVICES.....	29
	9.4.1 HEIDI HOLLAND - APPLICATION TO KEEP MORE THAN TWO DOGS	29
	9.5 COUNCILLOR INFORMATION BULLETIN	31
	9.5.1 SHIRE OF DANDARAGAN – JULY 2017 COUNCIL STATUS REPORT.....	31
	9.5.2 SHIRE OF DANDARAGAN – EXECUTIVE MANAGER INFRASTRUCTURE REPORT – AUGUST 2017.....	31
	9.5.3 SHIRE OF DANDARAGAN – BUILDING STATISTICS – JULY 2017	32
	9.5.4 SHIRE OF DANDARAGAN – PLANNING STATISTICS – JULY 2017	32
	9.5.5 MAIN ROADS WA – VEHICLE LICENCE CONCESSIONS & DIRECT GRANTS	32
	9.5.6 WALGA FINANCIAL REPORT FOR YEAR ENDING 31 MAY 2017	32
	9.5.7 DEPARTMENT OF IMMIGRATION AND BORDER PROTECTION.....	32
10	NEW BUSINESS OF AN URGENT NATURE - INTRODUCED BY RESOLUTION OF THE MEETING	32

10.1 CORPORATE & COMMUNITY SERVICES	32
10.1.1 JURIE BAY SPORT AND RECREATION CENTRE SELF SUPPORTING LOAN – PORTABLE TOILET PURCHASE	33
10.2 INFRASTRUCTURE	37
10.2.1 AMENDMENT TO POLICY 1.15 – SHIRE OF DANDARAGAN PURCHASING POLICY AND TENDER GUIDE.....	37
11 CONFIDENTIAL ITEMS FOR WHICH MEETING IS CLOSED TO THE PUBLIC.....	39
12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	39
13 CLOSURE OF MEETING	39

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

The presiding member declared the meeting open at 11.06am and welcomed those present.

1.2 DISCLAIMER READING

The disclaimer was read aloud as there were 30 members of the public present.

“No responsibility whatsoever is implied or accepted by the Shire of Dandaragan for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard, and should only rely on written confirmation of Council’s decision, which will be provided within fourteen (14) days of this meeting.”

2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

Members

Councillor D Slyns	(Deputy President)
Councillor W Gibson	
Councillor K McGlew	
Councillor J Kulisa	
Councillor M Sheppard	
Councillor P Scharf	
Councillor D Richardson	

Staff

Mr T Nottle	(Chief Executive Officer)
Mr S Clayton	(Executive Manager Corporate & Community Services)
Mr G Yandle	(Executive Manager Infrastructure)
Mr D Chidlow	(Acting Executive Manager Development Services)
Ms R Headland	(Council Secretary & PA)
Mr D Lodwick	(Relief Manager Planning)
Mr T O’Gorman	(Community Services Co-ordinator)

Apologies

Approved Leave of Absence

Councillor L Holmes

Observers

Teachers and students from Cervantes, Dandaragan and Badgingarra Primary Schools.

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Savanah: How often does Council meet in Dandaragan?

The Deputy President responded by saying that Council meets in Dandaragan once a year and that the Annual General Meeting was alternately held in each of the four towns on a rotating basis.

Lani: How far is the Shire Boundary?

The Deputy President responded by saying that the Shire was an area of 6934m²

Matilda: Where does the Shire money come from?

The Deputy President responded by saying that the shire gets money from Rates revenue and different grant sources, and fees and charges.

Max: Do you go to Geraldton?

The Deputy President responded by saying that as a WALGA Zone delegate he represents and attends meetings in several different shires. Sometimes meetings can be in Geraldton.

Abicah: How does the Council decide which town gets a structure before other towns?

The Deputy President responded by saying that Council decide what towns get by way of the Strategic Plan, Community Meetings and depending on if we have enough money.

Lacey: Would you consider adding a nest swing to the playground being replaced at our local town oval? Or allowing the local children to have input when designing it?

The Deputy President responded by saying that consultation with Playground representatives and there would be community input.

Tami: Did the shire pay to build and start Tronox?

The Deputy President responded by saying that no the Shire did not pay to build and start Tronox as it is a private company.

Asta: Does the shire have any plans to stop the erosion at Thirsty Point?

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

The Deputy President responded by saying that studies have been undertaken (CHRMAP). However erosion is a natural process and it is very expensive to build seawalls. The Shire would endeavour through its planning process encourage the construction of new houses not be built in the wrong place.

Seth: When upgrading the Cervantes Recreational Centre's playground, would you consider upgrading or extending the skate park as well?

The Deputy President responded by saying that the funding was only approved for the playground upgrade but no skate park.

Zac: Would you consider allocating a grant for a pontoon in the Cervantes foreshore?

The Deputy President responded by saying that we could consider allocating a grant for a pontoon, however Jurien Bay ratepayers paid for the Jurien Bay Pontoon as part of a levy on their rates.

Emily How do you make the decision to approve grants? Do you use a checklist?

The Deputy President responded by saying that the decision to approve grants was through Council Policy assessed by staff, a Grants Committee and that the final decision is made by Council .

Brianna What are some of the things you have approved for the future in the Shire of Dandaragan?

The Deputy President responded by saying that the final sign off is today however some that are recommended for approval are kitchen equipment for Cervantes Community Recreation Centre, bench seats at Cervantes Bowling Club, Art installation Cervantes Chamber of Commerce, playground shade cover Cervantes Ratepayers & Progress Association, display equipment Cervantes Historical Society, ride on mower for Cervantes Golf Club and security cameras for the Cervantes Community Recreation Centre.

Rhys: What happens with the money?

The Deputy President responded by saying that the money is spent on important things in the community, such as roads, ovals etc.

Georgie: What risks and hazards?

The Deputy President responded by saying that the Shire takes all precautions to minimise risks, occupational health and safety, road signs, warning and hazard signs.

Will: What do we do with left over money?

The Deputy President responded by saying that we do not have any left over money. What we earn is what we spend. Mr Yandle, Executive Manager

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Infrastructure advised that we spend \$1million on maintenance and \$2.3million on renewal and construction.

Cameron: What kind of process is there to get into Politics at this level?

The Deputy President responded by saying that to become a Councillor you need to be elected at the local elections. He also advised that the local elections will be held on 21 October 2017 and if anyone's parents are interested to please nominate.

Scott Clayton left the meeting at 11.25am

Scott Clayton re-entered the meeting at 11.27am

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION OF MINUTES**6.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 27 JULY 2017****COUNCIL DECISION**

Moved Cr Scharf, seconded Cr Gibson

That the minutes of the Ordinary Meeting of Council held 27 July 2017 be confirmed.

CARRIED 7 / 0

7 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Deputy President announced that Cr Kaye McGlew and Cr Mike Sheppard had received Merit Awards which recognise Elected Members who have provided distinguished service to the community through their local government. These awards were presented to Cr McGlew and Cr Sheppard at the WALGA AGM held at the Perth Convention Centre on 2 August 2017. Congratulations to you both on this award.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

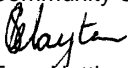

8 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 CORPORATE & COMMUNITY SERVICES

9.1.1 ACCOUNTS FOR PAYMENT – JULY 2017

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Financial Management / Creditors / Expenditure
Disclosure of Interest:	None
Date:	9 August 2017
Author:	Scott Clayton, Executive Manager Corporate & Community Services
Signature of Author:	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To accept the cheque, EFT and direct debit listing for the month of July 2017.

BACKGROUND

As part of the Local Government Act 1995, Financial Management Regulations 1996, a list of expenditure payments is required to be presented to Council.

COMMENT

The cheque, electronic funds transfer (EFT) and direct debit payments for July 2017 totalled \$1,071,528.11 for the Municipal Fund.

Should Councillors wish to raise any issues relating to the July 2017 Accounts for payment, please do not hesitate to contact the Executive Manager Corporate and Community Services prior to the Council Meeting, in order that research can be undertaken and details provided either at the time of the query or at the meeting.

CONSULTATION

- Chief Executive Officer

STATUTORY ENVIRONMENT

- Regulation 13 of the Local Government Financial Management Regulations 1997.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

<i>Goal 5: Proactive and leading local government</i>	
Business as Usual	k) Finance

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Cheque, EFT and direct debit listings for July 2017 (Doc Id: 96546)

(Marked 9.1.1)

VOTING REQUIREMENT

Simple Majority

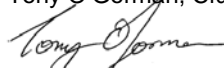
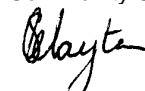
OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr McGlew, seconded Cr Sheppard

That the Municipal Fund cheque and EFT listing for the period ending 31 July 2017 totalling \$1,071,528.11 for the Municipal Fund be accepted.

CARRIED 7 / 0

9.1.2 BADGINGARRA TENNIS CLUB LIGHTING UPGRADE

Location:	Badgingarra Tennis Club
Applicant:	Badgingarra Community Association
Folder Path:	Business Classification Scheme / Grants and Subsidies / Applications / Community Groups
Disclosure of Interest:	N/A
Date:	8 August 2017
Author:	Tony O’Gorman, Club Development Officer
Signature of Author:	
Senior Officer:	Scott Clayton Executive Manager Corporate and Community Services
Signature of Senior Officer:	

PROPOSAL

To replace existing lights and light poles at the Badgingarra Tennis Courts.

BACKGROUND

The Badgingarra Community Association on behalf of the Badgingarra Tennis Club have submitted an application to the Community Sport and Recreation Facilities Fund (CSRFF) and the Shire of Dandaragan Sport and Recreation Capital Works Fund to replace tennis court lighting.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

The current poles and lights were erected in the mid 70's by the local community utilising local labour and donated materials.

The poles have now become unstable and move excessively when there is wind and even worse when a person climbs them to perform required maintenance on the lights.

The poles are of one piece construction which means that the lights can't be lowered to the ground for maintenance. The lights are not up to current light level standards required for competition games.

COMMENT

Modern light poles for tennis courts and other hard-court sports are generally hinged to allow them to be lowered for regular maintenance, the current poles don't allow this.

Replacing the poles and light heads will allow the Badgingarra Tennis Club continue to provide an active sport within the townsite of Badgingarra.

The club has a strong membership of forty members including eight juniors. They participate in both social and pennants competitions and host the Central Coastal Tennis Association finals annually. Without this upgrade this could no longer happen.

The Club has applied to the Department of Sport and Recreation, Community Sport and Recreation Facilities Fund for a one third contribution to this project. A one third contribution of \$25,000 will be required from the Shire and the final third will be provided by the club as per the Shire of Dandaragan Policy 6.6 Sport and Recreation Funding.

The Shire of Dandaragan Sport and Recreation Capital Work Fund provide for a contribution of up to one third of a project cost where funds have been sourced from CSRFF or any other source.

Where no other funds are sourced a contribution up to fifty percent of the total project may be funded from the Shire of Dandaragan Sport and Recreation Facilities Fund.

There is a possibility that due to high demand for CSRFF funding that this project may not be successful in attracting funds. Should this occur the Shire of Dandaragan Sport and Recreation Capital Works fund could contribute up to 50% of the project cost up to a maximum of \$50,000 according to Policy 6.6 Sport and Recreation Funding.

Quoted cost of the project is \$80,296.

CONSULTATION

- Badgingarra Community Association

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

- Badgingarra Tennis Club
- Department for Sport and Recreation (Jennifer Collins)
- Tennis Australia (lighting levels).
- Tennis WA (Graham Hall)

STATUTORY ENVIRONMENT

There are no statutory implications for this item.

POLICY IMPLICATIONS

Policy 6.6 Sport and Recreation Funding - Sporting and Recreational Capital Works Fund (Doc Id: 96583)

FINANCIAL IMPLICATIONS

Council is being asked to authorise expenditure from the Sporting and Recreation Facilities Capital Works fund of up to \$26,765 to a maximum of \$40,148

Option 1

CSRFF funded Budget:

Cost of project	\$80,296
Shire Funding	\$26,765
CSRFF Funding	\$26,765
Badgingarra Tennis Club Funding	\$26,765

Option 2

Budget non CSRFF funded

Cost of Project	\$80,296
Shire funding	\$40,148
Badgingarra Tennis Club	\$40,148

STRATEGIC IMPLICATIONS

2016 - 2026 Strategic Community Plan

<i>Goal 2: Healthy Safe and Active Community</i>	
Objective	What the Shire will contribute
2.4 Provide Recreation and Community Facilities and Activities	d) Plan for future Recreation needs, including feasibility in accordance with the Major Recreation Facilities Fund and review of cycle ways and dual use paths.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Sport and Recreation Capital Works Policy 6.6 (Doc Id: 96583)
- CSRFF grant application (Doc Id: 96364)
- Aerial View (Doc Id: 96973)
- P & L for 2016/2017 (Doc Id: 96534)
- Term Deposit 1 (Doc Id: 96739)
- Term Deposit 2 (Doc Id: 96536)
- Tennis Australia Lighting Standard (Doc Id 96387)
- Quote – WA Webb & Co (Doc Id 96980)

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

- Badgingarra Tennis Metal Halide Option (Doc Id 96979)
(Marked 9.1.2)

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Richardson, seconded Cr Gibson


That Council

- 1. supports the Badgingarra Community Association application to the Community Sport and Recreation Facilities Fund (CSRFF) for the replacement of light poles and light heads.**
- 2. authorise a budget amendment to**
 - a) provide up to \$26,765 one third contribution if the CSRFF grant application is successful or;**
 - b) provide up to \$40,148 fifty per cent contribution to the Badgingarra Community Association for the installation of new light poles and light heads at the Badgingarra Tennis Courts if the CSRFF application is not successful;**

to be sourced from the Sport and Recreation Reserve.

CARRIED BY ABSOLUTE MAJORITY 7 / 0

9.1.3 FINANCIAL STATEMENTS - MONTHLY REPORTING FOR THE PERIOD ENDING 31 JULY 2017

Location:	Shire of Dandaragan
Applicant:	N/A
Folder	Business Classification Scheme / Financial Management / Financial Reporting / Periodic Reports
Disclosure of Interest:	None
Date:	15 August 2017
Author:	Scott Clayton, Executive Manager Corporate and Community Services
Signature of Author:	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To table and adopt the monthly financial statements for the period ending 31 July 2017

BACKGROUND

As part of the Local Government Act 1995 and Financial Management Regulations (1996), monthly financial statements are required to be presented to Council. Circulated are the monthly financial statements for the period ending 31 July 2017.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

COMMENT

Regulation 34 of the Financial Management Regulations (1996) requires the following information to be provided to Council:

1. Net Current Assets

Council's Net Current Assets [i.e. surplus / (deficit)] position as at the 31 July 2017 was \$2,074,790. The composition of this equates to Current Assets minus Current Liabilities less Cash Assets that have restrictions on their use placed on them, in this case Reserves and Restricted Assets. The current position indicates that Council can easily meet its short-term liquidity or solvency.

The Net Current Asset position is reflected on page 8 and reconciled with the Statement of Financial Activity on page 1 of the financial statements.

The amount raised from rates, shown on the Statement of Financial Activity (page 1), reconciles with note 6 (page 9) of the financial statements and provides information to Council on the budget vs actual rates raised.

2. Material Variances

During budget adoption a 10 percent and \$10,000 threshold for these variances to be reported was set.

Note 14 of the attached report details any significant variances. Should Councillors wish to raise any issues relating to the 31 July 2017 financial statements, please do not hesitate to contact the Executive Manager Corporate and Community Services prior to the Council Meeting in order that research can be undertaken and details provided either at the time of the query or at the meeting.

CONSULTATION

- Chief Executive Officer

STATUTORY ENVIRONMENT

- Regulation 34 of the Local Government Financial Management Regulations (1996)

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

<i>Goal 5: Proactive and leading local government</i>	
Business as Usual	k) Finance

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Financial statements for the period ending 31 July 2017 (96659) **(Marked 9.1.3)**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION


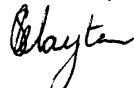
Moved Cr McGlew, seconded Cr Gibson

That the monthly financial statements for the period 31 July 2017 be adopted.

CARRIED 7 / 0

Cr Sheppard declared an impartial interest in Item 9.1.4 being a committee member of the Jurien Bay Sport and Recreation Centre.

9.1.4 REVIEW OF COMMUNITY GRANT APPLICATIONS

Location:	N/A
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Grants and Subsidies / Applications / Shire Community Grants
Disclosure of Interest:	Nil
Date:	15 August 2017
Author:	Michelle Perkins, Community Development Officer
Signature of Author:	
Senior Officer:	Scott Clayton, Executive Manager Corporate and Community Services
Signature of Senior Officer:	

PROPOSAL

The purpose of this report is to authorise the allocation of funds for the Shire of Dandaragan Community Grants for 2017 / 2018.

BACKGROUND

In accordance with the Community Grants Program Policy 1.6, notices were placed in each of the four local community newspapers inviting applications for community groups. The objective of the Community Grants is to provide funds to community-based organisations and individuals, to support the promotion and development of social, economic, recreation, art and cultural benefits for the residents of the Shire of Dandaragan.

COMMENT

This year, the funding pool, including a carryover from the previous financial year, is \$25,279.93. The Grants Program received a total of 19 applications, however one was withdrawn prior to the closing date, therefore there was a total funding request of \$22,860:

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

ORGANISATION	PROJECT DESCRIPTION	GRANT REQUEST
Advance Dandaragan	Quiet Achievers Dinner	\$500
Badgingarra Bowling Club	Replace Shade Sail	\$1500
Badgingarra Community Association	Encouragement Dinner	\$1500
Cervantes Bowling Club	Ladies/Men's Open Days	\$1200
Cervantes Cultural Committee	Youth Mural Workshop	\$1500
Cervantes Playgroup	End of Year Celebration	\$700
Coastal Kids Care	Climbing Fort	WITHDRAWN
Dandaragan Community Resource Centre	Dandaragan Christmas Carols Event	\$800
Dandaragan Playgroup	Child/Infant First Aid Course	\$960
ICAN	Carols in the Park/2 x Art Workshops	\$1500
Jurien Bay Camera Club	Photography Competition Event	\$1500
Jurien Bay Community Resource Centre	3 x Australian Cinema Nights	\$1500
Jurien Bay District High School P & C	Senior Ball	\$1000
Jurien Bay District High School P & C	Nature Playground Materials	\$1500
Jurien Bay Regional Herbarium Group	Native Plant Giveaway Event	\$1500
Jurien Sport and Recreation Centre	Community Arts Network 'Show on the Go' - Barb and Barry's Sweet Sour and Saucy Event	\$1500
Lions Club of Jurien Bay	Migratory Bird Awareness Family Picnic	\$1500
New Holland Consort	Baroque Concert Wheatbelt Tour in Jurien Bay	\$1500
Northern Bowling Zone	2 x Interleague Bowling Days in Jurien Bay	\$1200
	TOTAL	\$22860

This will be the ninth consecutive year of the Shire of Dandaragan Community Grants Program. The assistance provided by the Shire is to support community events and is not intended to be the sole source of funding.

The Community Grants Committee met on 7 August 2017 to consider the applications.

The first item of discussion was to consider the eligibility of the applications. The following applications were considered ineligible:

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Applicant: Badgingarra Bowling Club
 Request: Replace Shade Sail
 Comment: This is a durable item therefore is deemed ineligible.

Applicant: Coastal Kids Care Inc.
 Request: Climbing Fort
 Comment: This is a durable item therefore is deemed ineligible and was withdrawn prior to closing date

Applicant: Jurien Bay District High School P & C
 Request: Nature Playground
 Comment: This is a durable item therefore is deemed ineligible

Applicant: Jurien Sport and Recreation Centre
 Request: Community Arts Network 'Show on the Go' - Barb and Barry's Sweet Sour and Saucy Event
 Comment: Committee deemed the application ineligible due to Application form question 2.5 "*Is this project/activity already underway, or has it been completed?*", the applicant ticked 'yes'. The event date is 26 August 2017.

Applicant: New Holland Consort
 Request: Baroque Concert Wheatbelt Tour in Jurien Bay
 Comment: Applicant is a commercial enterprise and despite the Officer advising that they partner with a local organisation, the applicant submitted the application without a local partner.

Despite being eligible, it was recommended that the following applications not be funded:

Applicant: Northern Bowling League
 Request: Two interleague bowling days in Jurien Bay
 Comment: The applicant was not Shire-based. The event is an exclusive event only available to certain players from around the State and the grant would only fund individual players.

These remaining applications were deemed eligible and the working party recommends Council award the following grants in full:

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

ORGANISATION	PROJECT DESCRIPTION	GRANT REQUEST
Advance Dandaragan	Quiet Achievers Dinner	\$ 500
Badgingarra Community Association	Encouragement Dinner	\$ 1500
Cervantes Bowling Club	Ladies/Men's Open Days	\$ 1200
Cervantes Cultural Committee	Youth Mural Workshop	\$ 1500
Cervantes Playgroup	End of Year Celebration	\$ 700
Dandaragan Community Resource Centre	Dandaragan Christmas Carols Event	\$ 800
Dandaragan Playgroup	Child/Infant First Aid Course	\$ 960
ICAN	Carols in the Park/2 x Art Workshops	\$ 1500
Jurien Bay Camera Club	Photography Competition Event	\$ 1500
Jurien Bay Community Resource Centre	3 x Australian Cinema Nights	\$ 1500
Jurien Bay District High School P & C	Senior Ball	\$ 1000
Jurien Bay Regional Herbarium Group	Native Plant Giveaway Event	\$ 1500
Lions Club of Jurien Bay	Migratory Bird Awareness Family Picnic	\$ 1500
	TOTAL	\$15660

CONSULTATION

- Community Grants Committee (Cr Leslee Holmes, Cr Judy Kulisa, Cr Kaye McGlew, Cr Dahlia Richardson)

STATUTORY ENVIRONMENT

Local Government (Functions and General Regulations) 1996

POLICY IMPLICATIONS

In accordance with Shire of Dandaragan's Policy 1.6 Community Grants Program.

FINANCIAL IMPLICATIONS

A budget of \$25,279.93 is available in 2017 / 2018.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

<i>Goal 3: Strong and Connected Community</i>	
Objective	How the Shire will contribute
3.4 Support community-led initiatives	a) Provide community grant program, set at a percentage of rates and reviewed four yearly in the Corporate Business Plan

ATTACHMENTS

Nil

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

Moved Cr McGlew, seconded Cr Sheppard

That Council:

1. Fully fund the following grant applications:

ORGANISATION	PROJECT DESCRIPTION	GRANT
Advance Dandaragan	Quiet Achievers Dinner	\$500
Badgingarra Community Association	Encouragement Dinner	\$1500
Cervantes Bowling Club	Ladies/Men's Open Days	\$1200
Cervantes Cultural Committee	Youth Mural Workshop	\$1500
Cervantes Playgroup	End of Year Celebration	\$700
Dandaragan Community Resource Centre	Dandaragan Christmas Carols Event	\$800
Dandaragan Playgroup	Child/Infant First Aid Course	\$960
ICAN	Carols in the Park & two Art Workshops	\$1500
Jurien Bay Camera Club	Photography Competition Event	\$1500
Jurien Bay Community Resource Centre	3 x Australian Cinema Nights	\$1500
Jurien Bay District High School P & C	Senior Ball	\$1000
Jurien Bay Regional Herbarium Group	Native Plant Giveaway Event	\$1500
Lions Club of Jurien Bay	Migratory Bird Awareness Family Picnic	\$1500
	TOTAL	\$15660

2. Reject the following grant applications:

ORGANISATION	PROJECT DESCRIPTION	GRANT
Badgingarra Bowling Club	Replace Shade Sail	\$1500
Jurien Bay District High School P & C	Nature Playground	\$1500
Jurien Sport and Recreation Centre	Community Arts Network 'Show on the Go' - Barb and Barry's Sweet Sour and Saucy Event	\$1500
New Holland Consort	Baroque Concert Wheatbelt Tour in Jurien Bay	\$1500
Northern Bowling Zone	Two Interleague Bowling Days in Jurien Bay	\$1200
	TOTAL	\$7200

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Cr Sheppard proposed the following amendment:

AMENDMENT

**Moved Cr Sheppard, seconded Cr Gibson
That Council:**

1. Fully fund the following grant applications:

ORGANISATION	PROJECT DESCRIPTION	GRANT
Advance Dandaragan	Quiet Achievers Dinner	\$500
Badgingarra Community Association	Encouragement Dinner	\$1500
Cervantes Bowling Club	Ladies/Men's Open Days	\$1200
Cervantes Cultural Committee	Youth Mural Workshop	\$1500
Cervantes Playgroup	End of Year Celebration	\$700
Dandaragan Community Resource Centre	Dandaragan Christmas Carols Event	\$800
Dandaragan Playgroup	Child/Infant First Aid Course	\$960
ICAN	Carols in the Park & two Art Workshops	\$1500
Jurien Bay Camera Club	Photography Competition Event	\$1500
Jurien Bay Community Resource Centre	3 x Australian Cinema Nights	\$1500
Jurien Bay District High School P & C	Senior Ball	\$1000
Jurien Bay Regional Herbarium Group	Native Plant Giveaway Event	\$1500
Lions Club of Jurien Bay	Migratory Bird Awareness Family Picnic	\$1500
Jurien Sport and Recreation Centre	Community Arts Network 'Show on the Go' - Barb and Barry's Sweet Sour and Saucy Event	\$1500
	TOTAL	\$17160

2. Reject the following grant applications:

ORGANISATION	PROJECT DESCRIPTION	GRANT
Badgingarra Bowling Club	Replace Shade Sail	\$1500
Jurien Bay District High School P & C	Nature Playground	\$1500
New Holland Consort	Baroque Concert Wheatbelt Tour in Jurien Bay	\$1500
Northern Bowling Zone	Two Interleague Bowling Days in Jurien Bay	\$1200
	TOTAL	\$5700

CARRIED 7 / 0

THE AMENDMENT BECAME THE MOTION AND WAS CARRIED 7 / 0

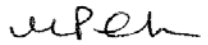
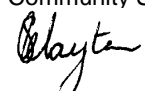
Reason for Change: The Officers recommendation was not adopted as Council opted to approve 'Show on the Go' due to booking requirements for such an event falling outside Council Policy. Council felt it should still be funded.

Cr Slys declared an impartial interest in Item 9.1.5 being the President of Jurien Bay Youth Group (submitted Tronox Grant Application)

Cr Sheppard declared an impartial interest in Item 9.1.5 being a committee member of the Jurien Interpretive Centre.

Cr Kulisa declared verbally an impartial interest in Item 9.1.5 being a committee member of the Jurien Interpretive Centre and Youth Group.

9.1.5 REVIEW OF TRONOX GRANT APPLICATIONS 2017 / 18

Location:	N/A
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Grants and Subsidies / Applications / Tronox Community Grants
Disclosure of Interest:	Nil
Date:	15 August 2017
Author:	Michelle Perkins, Community Development Officer
Signature of Author:	
Senior Officer:	Scott Clayton, Executive Manager Corporate & Community Services
Signature of Senior Officer:	

PROPOSAL

The purpose of this report is to consider the allocation of funds for the Tronox Management Shire of Dandaragan Sporting and Recreation Facilities Fund grant determinations for 2017 / 2018 financial year.

BACKGROUND

The purpose of this budget item is to allocate a sum of money each year for 'assisting local organisations to provide or improve sporting and recreational facilities and to purchase or improve items of durable equipment'. The funds are allocated by a Committee, made up of two (2) representatives from each community within the Shire of Dandaragan, a Tronox Management representative, Shire President, and Community Development Officer.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Council has allocated an amount of \$15,000 in the 2017 / 2018 Budget for the Sporting and Recreation Facilities Fund, and Tronox has once again contributed to match the funding. In addition, there are carry-over funds from last year's unallocated funds and funds foregone due to incomplete projects. The total funds available are \$43,400.97.

COMMENT

As indicated in the minutes of the grant committee meeting held 7 August 2017, this year 26 applications were submitted by sporting clubs and community organisations. The total grant available is \$43,400.97 and the sum of all requests was \$97,470.08. The Committee indicated the process of reviewing and selecting grants would require all to be flexible and understanding, as the pool was again oversubscribed with worthy projects.

There were unspent grants to be carried over from allocations of last year – 2016 / 2017. In past years, when clubs were unable to complete projects, the unspent funding would be brought forward and reallocated. The exclusion of GST has been considered in the total grant process. Five clubs are registered for GST and the grant requested has been factored back accordingly.

The Committee agreed to fund the following list of 17 projects:

Organisation	Project Description	Project Cost (\$)	Grant (\$)
Badgingarra Community Association	Defibrillator	2,000.00	909.09
Badgingarra CWA	Notice Board	545.00	272.00
Cervantes Bowling Club	Bench Seats	3,380.00	1,690.00
Cervantes Chamber of Commerce	Art Installation	3,040.00	1,500.00
Cervantes Community Recreation Centre	Security Cameras	1,980.00	990.00
Cervantes Community Recreation Centre	Kitchen Equipment	9,999.67	4,999.80
Cervantes Golf Club	Ride-on Mower	30,000.00	5,047.97
Cervantes Historical Society	Display Equipment	1,996.79	640.89
Cervantes Ratepayers &	Playground Shade	27,996.48	8,500.00

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Organisation	Project Description	Project Cost (\$)	Grant (\$)
Progress Association	Cover		
Dandaragan Community Recreation Club	Solar Inverters and Panels	8,722.19	3,964.64
ICAN	Banners	552.98	276.49
Jurien Bay Country Golf Club	Refrigerator	1,969.00	895.45
Jurien Bay Tennis Club	Light Fittings	20,205.00	10,102.50
Jurien Bay Volunteer Marine Rescue	Office Equipment	1,049.00	454.55
Jurien Bowling Club	Defibrillator	2,152.90	978.59
Jurien Sport and Recreation Centre	Window Blinds	1,916.00	958.00
Jurien Youth Group	PA System & Lights	2,442.00	1,221.00
Total		\$119,947.01	\$43,400.97

As highlighted in the attached Minutes of the Shire of Dandaragan and Tronox Management Sporting and Recreation Facilities Fund Committee Meeting held on 7 August, the Shire Officer requested that the Committee discuss ways to reduce the number of incomplete and ineligible applications being submitted at the last minute.

Currently, applications open 1 April of each year and close 30 June. In recent years, very few applications have been received until approximately 27 June and then sometimes up to 25 new applications are received in the last three days. This means that by the time the officer has contacted each group acknowledging receipt of a complete application, or requested additional supporting documentation, the grant period is closed and at the time of closing many applications are still incomplete and sometimes ineligible. As a result, the committee agreed that if changes were made to the timeline of the application period, improvements in the quality of application would follow.

It was proposed that applications be submitted from 1 April to 31 May. No new application would be accepted after 31 May. Officers would work with groups from 1-30 June to ensure all supporting documentation is attached and deal with eligibility issues. Only applications submitted between 1 April and 31 May are eligible for a grant. Changing this process would mean

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

officers have a 4 week period to work with groups to ensure all supporting documentation is attached. Making these changes will increase the amount of eligible and complete submissions.

In addition, officers determined that changing applications considered 'large' from "total project of \$10,000 or more", to instead be "total grant request of \$5,000 or more" would streamline the process and minimise unnecessary paperwork for applicants with projects valued at \$10,000 or more, but who were only requesting a small component from this grant program.

CONSULTATION

- Badgingarra Community Association
- Cervantes Ratepayers and Progress Association
- Advance Dandaragan
- Jurien Bay Progress Association

STATUTORY ENVIRONMENT

Local Government (Functions and General Regulations) 1996

POLICY IMPLICATIONS

Shire of Dandaragan Policy 6.6 Sport and Recreation Funding

FINANCIAL IMPLICATIONS

Council has made provision in the budget for \$30,000 expenditure and matching income from Tronox of \$15,000 and general purpose revenue of \$15,000, plus balance brought forward from 2016/2017 of \$13,400.97.

STRATEGIC IMPLICATIONS

2016 - 2026 Strategic Community Plan

<i>Goal 3: Strong and Connected Community</i>	
Objectives	How the Shire will contribute
3.4 Support community-led initiatives	b) Support community self-management of resources where appropriate

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Minutes of the Tronox Shire of Dandaragan Grant Committee meeting on 7 August 2017 (Doc Id: 96260)
- Tronox & Shire of Dandaragan Sporting and Recreation Facilities Fund Assessment Criteria (Doc ID:49345)

(Marked 9.1.5)

VOTING REQUIREMENT

Simple Majority

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

OFFICER RECOMMENDATION

Moved Cr Scharf, seconded Cr Kulisa

That Council:

1. Receive the Minutes of the Shire of Dandaragan and Tronox Management Sporting and Recreation Facilities Fund Committee 7 August 2017 (Doc Id 96260);
2. Approve the following grant applications for the Sporting and Recreation Facilities Fund for the 2017 / 2018 financial year, as recommended at the committee meeting on 7 August 2017;

Organisation	Project Description	Project Cost (\$)	Grant (\$)
Badgingarra Community Association	Defibrillator	2,000.00	909.09
Badgingarra CWA	Notice Board	545.00	272.00
Cervantes Bowling Club	Bench Seats	3,380.00	1,690.00
Cervantes Chamber of Commerce	Art Installation	3,040.00	1,500.00
Cervantes Community Recreation Centre	Security Cameras	1,980.00	990.00
Cervantes Community Recreation Centre	Kitchen Equipment	9,999.67	4,999.80
Cervantes Golf Club	Ride-on Mower	30,000.00	5,047.97
Cervantes Historical Society	Display Equipment	1,996.79	640.89
Cervantes Ratepayers & Progress Association	Playground Shade Cover	27,996.48	8,500.00
Dandaragan Community Recreation Club	Solar Inverters and Panels	8,722.19	3,964.64
ICAN	Banners	552.98	276.49
Jurien Bay Country Golf Club	Refrigerator	1,969.00	895.45
Jurien Bay Volunteer Marine Rescue	Office Equipment	1,049.00	454.55
Jurien Bowling Club	Defibrillator	2,152.90	978.59
Jurien Bay Tennis Club	Light Fittings	20,205.00	10,102.50
Jurien Sport and Recreation Centre	Window Blinds	1,916.00	958.00
Jurien Youth Group	PA System & Lights	2,442.00	1,221.00
TOTAL		\$119,947.01	\$43,400.97

3. Reject the following grant applications for the Sporting and Recreation Facilities Fund for the 2017 / 2018 financial year, as recommended at the committee meeting on 7 August 2017;

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Organisation	Project Description	Project Cost (\$)	Grant Request (\$)
Badgingarra Primary School P & C	Reticulation of school oval	28,837.28	6,568
Badgingarra Tennis Club	Replace Light Poles	43,500	10,000
Badgingarra Volunteer Bush Fire Brigade	Furniture for meeting room	5,015	2,500
Cervantes Volunteer Fire Brigade	Refrigerator	1,350	675
Dandaragan Playgroup	Toy Cars	179.80	89.90
Jurien Bay Country Golf Club	Water Tank and Installation	17,728	8,058.18
Jurien District High School P & C	Multi-purpose Area Gabled Roof	52,588	15,000
Jurien Sport and Recreation Centre	Kitchen Equipment	10,095	5,000
Lions Club of Jurien Bay	Hot Water Equipment for Mobile Van	1,939	969.50
	TOTAL	161,232.08	48,860.58

4. adopt amendments to the Tronox & Shire of Dandaragan Sporting and Recreation Facilities Fund Assessment Criteria with section 4, 23 and 30 to read as follows:

“4. Applications will open in April of each year. Groups have until 31 May to submit an application. Only applicants who have submitted an application before close of business 31 May are eligible to apply for a grant. A Shire of Dandaragan officer will work with applicants during June each year to ensure that applications are eligible and complete. Supporting documentation or changes to applications will not be accepted after 30 June. Late applications (for any of these dates) will be deemed ineligible for funding.”

“23. Large applications, (total grant request of \$5,000 or more) must provide written evidence that at least one application to other funding bodies has been made at the time of submitting an application to this grant program (a letter of confirmation will suffice, as the project may not yet be funded). The committee may request the status of the other application at time of assessing these grants.”

“30. To reduce the amount of irrelevant information received through the grant process, a maximum of one (1) quote for each item relevant to project grant requests under \$5,000, plus one financial document to demonstrate the applicant’s ability to meet their financial commitment to the project is required. For project grant requests \$5,000 and over, three (3) quotes for each item are required plus the organisation’s financial position with reconciliation and most current bank statement.”

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Cr Sheppard proposed the following amendment:

AMENDMENT

Moved Cr Sheppard, seconded Cr Gibson

That Council:

1. That the Jurien Bay Tennis Club be refused to encourage co-location facilities.
2. Receive the Minutes of the Shire of Dandaragan and Tronox Management Sporting and Recreation Facilities Fund Committee 7 August 2017 (Doc Id 96260);
3. Approve the following grant applications for the Sporting and Recreation Facilities Fund for the 2017 / 2018 financial year, as recommended at the committee meeting on 7 August 2017;

Organisation	Project Description	Project Cost (\$)	Grant (\$)
Badgingarra Community Association	Defibrillator	2,000.00	909.09
Badgingarra CWA	Notice Board	545.00	272.00
Cervantes Bowling Club	Bench Seats	3,380.00	1,690.00
Cervantes Chamber of Commerce	Art Installation	3,040.00	1,500.00
Cervantes Community Recreation Centre	Security Cameras	1,980.00	990.00
Cervantes Community Recreation Centre	Kitchen Equipment	9,999.67	4,999.80
Cervantes Golf Club	Ride-on Mower	30,000.00	5,047.97
Cervantes Historical Society	Display Equipment	1,996.79	640.89
Cervantes Ratepayers & Progress Association	Playground Shade Cover	27,996.48	8,500.00
Dandaragan Community Recreation Club	Solar Inverters and Panels	8,722.19	3,964.64
ICAN	Banners	552.98	276.49
Jurien Bay Country Golf Club	Refrigerator	1,969.00	895.45
Jurien Bay Volunteer Marine Rescue	Office Equipment	1,049.00	454.55
Jurien Bowling Club	Defibrillator	2,152.90	978.59
Jurien Sport and Recreation Centre	Window Blinds	1,916.00	958.00
Jurien Youth Group	PA System & Lights	2,442.00	1,221.00
TOTAL		\$99,742.01	\$33,298.47

4. Reject the following grant applications for the Sporting and Recreation Facilities Fund for the 2017 / 2018 financial year, as

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

recommended at the committee meeting on 7 August 2017;

Organisation	Project Description	Project Cost (\$)	Grant Request (\$)
Badgingarra Primary School P & C	Reticulation of school oval	28,837.28	6,568
Badgingarra Tennis Club	Replace Light Poles	43,500	10,000
Badgingarra Volunteer Bush Fire Brigade	Furniture for meeting room	5,015	2,500
Cervantes Volunteer Fire Brigade	Refrigerator	1,350	675
Dandaragan Playgroup	Toy Cars	179.80	89.90
Jurien Bay Country Golf Club	Water Tank and Installation	17,728	8,058.18
Jurien District High School P & C	Multi-purpose Area Gabled Roof	52,588	15,000
Jurien Sport and Recreation Centre	Kitchen Equipment	10,095	5,000
Lions Club of Jurien Bay	Hot Water Equipment for Mobile Van	1,939	969.50
Jurien Bay Tennis Club	Light Fittings	20,205.00	10,102.50
TOTAL		181,437.08	58,963.08

5. adopt amendments to the Tronox & Shire of Dandaragan Sporting and Recreation Facilities Fund Assessment Criteria with section 4, 23 and 30 to read as follows:

“4. Applications will open in April of each year. Groups have until 31 May to submit an application. Only applicants who have submitted an application before close of business 31 May are eligible to apply for a grant. A Shire of Dandaragan officer will work with applicants during June each year to ensure that applications are eligible and complete. Supporting documentation or changes to applications will not be accepted after 30 June. Late applications (for any of these dates) will be deemed ineligible for funding.”

“23. Large applications, (total grant request of \$5,000 or more) must provide written evidence that at least one application to other funding bodies has been made at the time of submitting an application to this grant program (a letter of confirmation will suffice, as the project may not yet be funded). The committee may request the status of the other application at time of assessing these grants.”

“30. To reduce the amount of irrelevant information received through the grant process, a maximum of one (1) quote for each item relevant to project grant requests under \$5,000, plus one financial document to demonstrate the applicant's ability to meet their financial commitment to the project is required. For project grant requests \$5,000 and over, three (3) quotes for each item are required plus the organisation's

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

financial position with reconciliation and most current bank statement.”

LOST 3 / 4

Due to the amendment being lost the original Officer Recommendation was voted on as follows:

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Scharf, seconded Cr Kulisa

That Council:

- 1. Receive the Minutes of the Shire of Dandaragan and Tronox Management Sporting and Recreation Facilities Fund Committee 7 August 2017 (Doc Id 96260);**
- 2. Approve the following grant applications for the Sporting and Recreation Facilities Fund for the 2017 / 2018 financial year, as recommended at the committee meeting on 7 August 2017;**

Organisation	Project Description	Project Cost (\$)	Grant (\$)
Badgingarra Community Association	Defibrillator	2,000.00	909.09
Badgingarra CWA	Notice Board	545.00	272.00
Cervantes Bowling Club	Bench Seats	3,380.00	1,690.00
Cervantes Chamber of Commerce	Art Installation	3,040.00	1,500.00
Cervantes Community Recreation Centre	Security Cameras	1,980.00	990.00
Cervantes Community Recreation Centre	Kitchen Equipment	9,999.67	4,999.80
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Cervantes Historical Society	Display Equipment	1,996.79	640.89
Cervantes Ratepayers & Progress Association	Playground Shade Cover	27,996.48	8,500.00
Dandaragan Community Recreation Club	Solar Inverters and Panels	8,722.19	3,964.64
ICAN	Banners	552.98	276.49
Jurien Bay Country Golf Club	Refrigerator	1,969.00	895.45
Jurien Bay Volunteer Marine Rescue	Office Equipment	1,049.00	454.55
Jurien Bowling Club	Defibrillator	2,152.90	978.59
Jurien Bay Tennis Club	Light Fittings	20,205.00	10,102.50
Jurien Sport and	Window Blinds	1,916.00	958.00

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Organisation	Project Description	Project Cost (\$)	Grant (\$)
Recreation Centre			
Jurien Youth Group	PA System & Lights	2,442.00	1,221.00
TOTAL		\$119,947.01	\$43,400.97

3. Reject the following grant applications for the Sporting and Recreation Facilities Fund for the 2017 / 2018 financial year, as recommended at the committee meeting on 7 August 2017;

Organisation	Project Description	Project Cost (\$)	Grant Request (\$)
Badgingarra Primary School P & C	Reticulation of school oval	28,837.28	6,568
Badgingarra Tennis Club	Replace Light Poles	43,500	10,000
Badgingarra Volunteer Bush Fire Brigade	Furniture for meeting room	5,015	2,500
Cervantes Volunteer Fire Brigade	Refrigerator	1,350	675
Dandaragan Playgroup	Toy Cars	179.80	89.90
Jurien Bay Country Golf Club	Water Tank and Installation	17,728	8,058.18
Jurien District High School P & C	Multi-purpose Area Gabled Roof	52,588	15,000
Jurien Sport and Recreation Centre	Kitchen Equipment	10,095	5,000
Lions Club of Jurien Bay	Hot Water Equipment for Mobile Van	1,939	969.50
TOTAL		161,232.08	48,860.58

4. adopt amendments to the Tronox & Shire of Dandaragan Sporting and Recreation Facilities Fund Assessment Criteria with section 4, 23 and 30 to read as follows:

“4. Applications will open in April of each year. Groups have until 31 May to submit an application. Only applicants who have submitted an application before close of business 31 May are eligible to apply for a grant. A Shire of Dandaragan officer will work with applicants during June each year to ensure that applications are eligible and complete. Supporting documentation or changes to applications will not be accepted after 30 June. Late applications (for any of these dates) will be deemed ineligible for funding.”

“23. Large applications, (total grant request of \$5,000 or more) must provide written evidence that at least one application to other funding bodies has been made at the time of submitting an application to this grant

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

program (a letter of confirmation will suffice, as the project may not yet be funded). The committee may request the status of the other application at time of assessing these grants.”


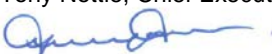
“30. To reduce the amount of irrelevant information received through the grant process, a maximum of one (1) quote for each item relevant to project grant requests under \$5,000, plus one financial document to demonstrate the applicant’s ability to meet their financial commitment to the project is required. For project grant requests \$5,000 and over, three (3) quotes for each item are required plus the organisation’s financial position with reconciliation and most current bank statement.”

CARRIED 7 / 0

9.2 INFRASTRUCTURE SERVICES

9.3 GOVERNANCE & ADMINISTRATION

9.3.1 APPLICATION OF COMMON SEAL

Location:	N/A
Applicant:	Shire of Dandaragan
Folder Path:	Business Classification Scheme / Governance / Authorisations / Council Seal
Disclosure of Interest:	None
Date:	14 August 2017
Author:	Denaye Yandle, Executive Secretary
Signature of Author	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To seek Council’s endorsement for the application of the Shire of Dandaragan’s Common Seal to:

- Lease between the Dandaragan Community Resource Centre and the Shire of Dandaragan; and
- Agreement for Provision of Services between the Dandaragan Community Resource Centre and the Shire of Dandaragan.

BACKGROUND

The Shire of Dandaragan’s common seal is applied in circumstances where the Shire enters into a legal agreement, lease or undertakes the disposal or acquisition of land.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Application of the seal is accompanied by the signatures of the President and Chief Executive Officer.

A register is maintained to record all occasions on which the seal is applied.

Generally, the common seal is only applied in circumstances where the Council has specifically resolved to enter into an agreement, lease or dispose of or acquire land. There are however, occasions where the seal is required to be applied urgently and Council's endorsement is sought retrospectively.

CONSULTATION

Not applicable

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

<i>Goal 5: Proactive and Leading Local Government</i>	
Objectives	How the Shire will contribute
5.2 High performing Administration	c) Compliance in all legislative requirements and functions

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Kulisa, seconded Cr Gibson

That Council authorise the President and Chief Executive Officer to execute the relevant documentation and endorse the affixing of the Shire of Dandaragan's Common Seal to:

- **Lease between the Dandaragan Community Resource Centre and the Shire of Dandaragan; and**
- **Agreement for Provision of Services between the Dandaragan Community Resource Centre and the Shire of Dandaragan.**

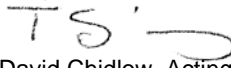

CARRIED 7 / 0

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

9.4 DEVELOPMENT SERVICES

Scott Clayton declared an impartial interest in Item 9.4.1 due to his mother being a property owner opposite the property.

9.4.1 HEIDI HOLLAND - APPLICATION TO KEEP MORE THAN TWO DOGS

Location: 3478 Dandaragan Road, Dandaragan
 Applicant: Heidi Holland
 Folder Path: Business Classification Scheme / Laws & Enforcements / Policy / Dogs
 Disclosure of Interest: None
 Date: 3 August 2017
 Author: Terry Sims, Senior Ranger
 Signature of Author: 
 Senior Officer: David Chidlow, Acting Executive Manager
 Development Services
 Signature of Senior Officer: 

PROPOSAL

To consider an application to keep more than two (2) dogs at 3478 Dandaragan Rd, Dandaragan in accordance with the provisions of the Dog Act 1976 and Shire of Dandaragan Local Laws relating to Dogs .

BACKGROUND

A written application was submitted by the proponents on July 7 2017 that sought Council approval to keep the following dogs at 3478 Dandaragan Rd Dandaragan

	Breed	Sex	Name	Age	Registration Details
1	Chihuahua	Male	Bruza	11.6 Years	17/199
2	Chihuahua	Male	Mack	5 Months	
3	Mastiff	Female	Arrie	1.7 Years	17/198

COMMENT

Since receiving this application a property inspection was carried out by staff on the 31 July 2017. The Shire Ranger confirms that suitable means exist at the property to effectively confine the dogs.

The proponent's premises are (1009m²) and meet the size requirement of the Local Law to keep (3) three dogs therefore the application is supported by staff.

CONSULTATION

- Consultation with neighbour

STATUTORY ENVIRONMENT

Clause 3.2 of the Local Law relating to Dogs states, in summary that the owner or occupier of premises within the district shall not,

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

unless the premises are licensed as an approved kennel establishment, or has been granted an exemption in accordance with Section 26(3) of the Act and the First Schedule of the local law, keep or permit to be kept on those premises more than two (2) dogs over the age of three (3) months. The following table details the First Schedules requirements –

Premises having a Land Area of:	Maximum Number of Dogs Permitted
Less than 800 square metres	2
800 square metres but less than 2,000 square metres	3
2,000 square metres but less than 10,000 square metres	4
10,000 square metres or greater	6

An exemption may be made subject to any conditions or requirements deemed necessary, including the conditions that –

- The premises comply with the provisions of the Act and the local law;
- All dogs are registered in accordance with the Act; and,
- That the exemption may be revoked or varied at any time.

Council may, at its discretion vary the number of dogs that may be kept in accordance with clause 3.2 and, as described in the First Schedule, but in any case the variation shall not permit more than six (6) dogs to be kept on a premises, unless a kennel establishment license is approved under the Act and 3.2 of the Shire of Dandaragan Local Law relating to Dogs.

Dog Act 1976 Part V (The keeping of dogs S26 (5)) any person who is aggrieved -

- (a) by the conditions imposed in relation to any exemption from the provisions of a local law placing a limitation on the number of dogs that may be kept on any premises; or
- (b) by the refusal of a local government to grant such an exemption, or by the revocation of an exemption, may apply to the State Administrative Tribunal for a review of the decision.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

The proponent will be required to register the dogs kept in accordance with the provisions of the Dog Act 1976.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

<i>Goal 5 – Proactive and Leading Local Government</i>	
Objectives	How the Shire will contribute
5.2 High Performing Administration	c) Compliance in all legislative requirements and functions

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Written application from Heidi Holland (Doc Id: 96158)
- Correspondence to adjoining property owner (Doc Id: 94442)
- Location Map (Doc Id: 96159)

(Marked 9.4.1)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Sheppard, seconded Cr Richardson

That Council approve the application for an exemption under Section 26 (3) of the Dog Act 1976, for Heidi Holland to keep the following (3) three dogs at 3478 Dandaragan Rd, Dandaragan

- 1. Male Chihuahua (Bruza) - Registration 17/199**
- 2. Female Mastiff (Arrie) - Registration 17/198**
- 3. Male Chihuahua (Mack) – Registration - to be confirmed**

and

subject to the following conditions–

- a) the approval only applies to the dogs specified;**
- b) that the approval may be varied or revoked at any time;**
- c) that the unregistered dog be registered within 7 days of the date of this approval; and**
- d) that the approved dogs remain registered pursuant to the Dog Act 1976.**

CARRIED 7 / 0

9.5 COUNCILLOR INFORMATION BULLETIN

9.5.1 SHIRE OF DANDARAGAN – JULY 2017 COUNCIL STATUS REPORT

Document ID: 96057

Attached to the agenda is a copy of the Shire's status report from the Council Meeting held 27 July 2017. **(Marked 9.5.1)**

9.5.2 SHIRE OF DANDARAGAN – EXECUTIVE MANAGER INFRASTRUCTURE REPORT – AUGUST 2017

Document ID: 96685

Attached to the agenda is a copy of the Shire of Dandaragan's Executive Manager Infrastructure Report for August 2017. **(Marked 9.5.2)**

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

9.5.3 SHIRE OF DANDARAGAN – BUILDING STATISTICS – JULY 2017

Document ID: 96278

Attached to the agenda is a copy of the Shire of Dandaragan Building Statistics for July 2017. **(Marked 9.5.3)**

9.5.4 SHIRE OF DANDARAGAN – PLANNING STATISTICS – JULY 2017

Document ID: 96099

Attached to the agenda is a copy of the Shire of Dandaragan Planning Statistics for July 2017. **(Marked 9.5.4)**

9.5.5 MAIN ROADS WA – VEHICLE LICENCE CONCESSIONS & DIRECT GRANTS

Document ID: 96213

Attached to the agenda is correspondence in relation to Vehicle Licence Concessions and Direct Grants. **(Marked 9.5.5)**

9.5.6 WALGA FINANCIAL REPORT FOR YEAR ENDING 31 MAY 2017

Document ID: 95871

Attached to the agenda is a copy of the WALGA Financial Report for the year ending 31 May 2017. **(Marked 9.5.6)**

9.5.7 DEPARTMENT OF IMMIGRATION AND BORDER PROTECTION

Document ID: 96523

Attached to the agenda is correspondence from Department of Immigration and Border Protection thanking Council for its ongoing hosting of Australian Citizenship Ceremonies and to reiterate the legal requirements of the presiding officer. **(Marked 9.5.7)**

Tony O’Gorman, children and teachers left the meeting at 12.30pm.

Tony O’Gorman re-entered the meeting at 12.42pm.

10 NEW BUSINESS OF AN URGENT NATURE - INTRODUCED BY RESOLUTION OF THE MEETING

10.1 CORPORATE & COMMUNITY SERVICES

Any new business of an urgent nature requires a resolution of Council in order to be considered.

That the following new business of an urgent nature be considered by Council:

- Item 10.1.1 - Jurien Bay Sport and Recreation Centre – Self-supporting Loan

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

- Item 10.2.1 - Amendment to Shire of Dandaragan Purchasing Policy and Tender Guide.

OFFICER RECOMMENDATION / COUNCIL DECISION


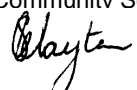
Moved Cr Gibson, seconded Cr Richardson

That the following new business of an urgent nature be considered by Council:

- **Item 10.1.1 - Jurien Bay Sport and Recreation Centre – Self-supporting Loan**
- **Item 10.2.1 - Amendment to Shire of Dandaragan Purchasing Policy and Tender Guide.**

CARRIED 7 / 0

10.1.1 JURIEN BAY SPORT AND RECREATION CENTRE SELF SUPPORTING LOAN – PORTABLE TOILET PURCHASE

Location:	Jurien Bay
Applicant:	Jurien Bay Sport and Recreation Centre
Folder Path:	Business Classification Scheme / Grants and Subsidies / Applications / Community Groups
Disclosure of Interest:	None
Date:	22 August, 2017
Author:	Tony O’Gorman Club Development Officer
Signature of Author:	
Senior Officer:	Scott Clayton, Executive Manager Corporate and Community Services
Signature of Senior Officer:	

PROPOSAL

To consider providing the Jurien Bay Sport and Recreation Centre with a self-supporting loan of \$21,000 to allow the Centre to purchase two trailer mounted portable toilets for use at the overflow camping and to hire to other Shire of Dandaragan groups for events.

Cost of project	\$21,000
Self-Supporting Loan	\$21,000

BACKGROUND

The Jurien Bay Sport and Recreation Centre provides overflow camping during the busy tourist periods across the year. The overflow camping is opened once the Jurien Bay Caravan Park is fully booked, the Ranger is notified who then notifies the Coordinator of the JSRC.

Over the period 24 December to 28 January there were 213 caravans and tents accommodated in the overflow area. The busiest time for overflow camping is over the Easter school holidays where there can be up to 400 people accommodated over each of the four nights of the Easter weekend and

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

approximately 25% of that number over the period of the school holidays. This puts a lot of pressure on the toilet facilities across these periods. Feedback to the JSRC committee when they collect overflow camping fees is that ideally there should be additional toilet facilities at the main camping areas on those weekends.

The JSRC have been discussing on how best to address this feedback and also how best to relieve the pressure on the current facilities. Options explored have been to hire portable ablution blocks from Perth but this is cost prohibitive. Another option was to purchase an ablution block to be installed at the centre, also cost prohibitive.

The option that the JSRC committee has explored more recently is to purchase trailer mounted portable toilets to be located on the reserve during overflow camping periods. The cost of these units is \$10,486 (appendix 1) for a two toilet trailer. The committee have agreed in principle to purchase two of the trailer mounted units to facilitate the overflow camping.

These units could then be hired for a reasonable fee to other organisations when they are running events. They have prepared a budget estimate for operational and replacement costs of these units (appendix 2). They have been seeking grant funding to purchase the units but because they intend hiring them to other organisations, funders are reluctant to provide grant funding.

There are ongoing costs associated with providing the toilets to other organisations and also with replacing them at the end of their life. Therefore it is not feasible to use grant funding then provide free access to the other organisations.

The JSRC committee at its February meeting considered an option of a low interest loan to purchase the two units and to recoup the costs through a nominal hire fee. The hire fee also ensures that hirers respect the facility and provide proper care and attention to the units.

The budget has been worked out on the premise of the units lasting fifteen years includes a component for cleaning, maintenance, licensing and replacement at the end of the fifteen years. The cost per hire has been set at \$100 which is affordable to many of the organisations across the Shire that could hire them but does not cover the cost of emptying and disposal of the waste after each use.

The Shire of Dandaragan has the necessary equipment to pump out and dispose of the waste which could be undertaken during normal working hours. Currently the only portable toilets for hire are generally builder's toilets that are very expensive to hire for one off events, they quite often are not up to the standard that the public expects from an event toilet.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

Examples of organisations that could use the portable toilets are the Golf Club when they have golf events the toilets could be placed around the course. Lions Club of Jurien Bay could use the toilets at their markets. Aggies Cottage could use them at their events at the Cottage. Indian Ocean Festival could source toilets locally rather than transporting toilets from Perth. All users would be responsible for picking up and returning the trailers.

COMMENT

The Shire of Dandaragan has in the past supported Community Organisations with self-supporting loans to purchase capital equipment for their organisations use. Supporting this application will not be just providing equipment for the JSRC use it will also be providing equipment for the use of a number of organisations across the Shire.

Pump out costs to the Shire have been calculated using twenty four pump outs per year during normal operational hours any additional pump outs will have to be charged to the JSRC as per the rates and fees schedule of the Shire of Dandaragan.

An alternate method of emptying the portable toilets is to have the units piped to an external valve on the trailer to facilitate dumping at one of the Shire of Dandaragan dump points. The capacity of the dump points is 4000 litres. The capacity of the four portable toilets is 1600 litres.

CONSULTATION

- Jurien Bay Sport and Recreation Centre Committee
- Jurien Bay Lions Club
- Jurien Bay Country Golf Club
- Chief Executive Officer
- Executive Manager Corporate and Community Services
- Executive Manager Infrastructure

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item

POLICY IMPLICATIONS

SELF SUPPORTING LOANS

OBJECTIVE: To provide a fair, equitable and balanced process to consider the provision of self-supporting loans to groups within the community, for the purpose of capital projects only.

FINANCIAL IMPLICATIONS

There are no financial implications in regard to the self-supporting loan the cost is down to the pumping out of the units.

Based on twenty four pump outs per year during normal hours of operation the anticipated cost is \$5500

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

STRATEGIC IMPLICATIONS

2016 - 2026 Strategic Community Plan

<i>Goal 2: Healthy, Safe and Active Community</i>	
Objective	How the Shire will contribute
2.4 Provide recreation and community facilities and activities	d) Plan for future recreation needs, including feasibility assessments in accordance with the Major Recreation Facilities Fund, and review of cycleway and dual use pathway plans

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Purchase Cost (Doc Id: 87483)
- Budget (Doc Id: 87480)
- Brochure (Doc Id: 87481)
- Photo of off road trailer (Doc Id: 87522)
- 2015/2016 Audit Report (Doc Id: 78151)
- Treasury Corp Indicative costs 3 year loan (Doc Id: 88676)
- Treasury Corp Indicative Costs 5 year loan (Doc Id: 88677)
- Certificate of Incorporation (Doc Id: 75512)

(Marked 10.1.1)

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

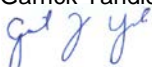

Moved Cr Gibson, seconded Cr Richardson

That Council authorise a budget amendment to include a self-supporting loan of \$21,000 to the Jurien Bay Sport and Recreation Centre.

CARRIED BY ABSOLUTE MAJORITY 7 / 0

10.2 INFRASTRUCTURE

10.2.1 AMENDMENT TO POLICY 1.15 – SHIRE OF DANDARAGAN PURCHASING POLICY AND TENDER GUIDE

Location:	N/A
Applicant:	N/A
Folder Path:	Business Classification Scheme / Corporate Management / Policy / Policy Register
Disclosure of Interest:	None
Date:	21 August 2017
Author:	Garrick Yandle, Executive Manager Infrastructure
Signature of Author:	
Senior Officer:	Tony Nottle, Chief Executive Officer
Signature of Senior Officer:	

PROPOSAL

To amend the Shire of Dandaragan Purchasing Policy and Tender Guide to enable the Shire to develop Shire of Dandaragan Pre-qualified Supplier Panels in accordance with Division 3 Part 4 of the Local Government (Functions and General) Regulations 1996.

BACKGROUND

If a local government has intent to establish and manage panels of pre-qualified suppliers, it must do so in accordance with Division 3 Part 4 of the Local Government (Functions and General) Regulations 1996, through the creation of a written policy permitting the local government to do so.

The local government may create a separate policy with respect to panels of pre-qualified suppliers, or define the policy within its existing Purchasing Policy.

COMMENT

The Shire of Dandaragan has recently advertised a series of Request for Tenders inviting suppliers to provide submissions to become a Shire of Dandaragan Pre-qualified Supplier. During this process it was brought to Shire officers' attention that the Shire's Purchasing Policy and Tender Guide did not meet the requirements for the establishment of a Pre-qualified Supplier Panel and needed to be amended accordingly.

The Shire has since sought advice from Western Australian Local Government Association (WALGA) on this issue and the proposed amendments to the policy outline how the Shire of Dandaragan will develop and operate the Shire of Dandaragan Pre-qualified Preferred Supplier Panel (the Panel).

This purpose of amending and adopting the latest version of this policy will enable the processes regarding the development of the Panel to be undertaken in accordance with the relevant regulation. Shire officers will continue to seek further advice from the Department of Local Government, Sport and Cultural Industries, as well as WALGA. Should the policy require further amendment

upon advice, officers will update and present it to Council as required.

A delay in adopting the amended policy will further delay the process of establishing a Shire of Dandaragan Pre-qualified Supplier Panel, which will inhibit the ability of Shire officers to undertake procurement in a manner that represents best value for the Shire and also reduce the ability for officers to engage local suppliers in a flexible manner that meets the requirements of Division 3 Part 4 of the Local Government (Functions and General) Regulations 1996.

CONSULTATION

- Chief Executive Officer
- Executive Management Team
- Western Australian Local Government Association

STATUTORY ENVIRONMENT

Regulation 24AC of the Local Government (Functions and General) Regulations 1996 Purchasing policies for local governments applies as per the below:

24AC . Purchasing policies for local governments

- (1) *A local government must not establish a panel of pre-qualified suppliers unless –*
 - (a) *It has a written policy that makes provision in respect of the matters set out in subregulation (2); and*
 - (b) *the local government is satisfied that there is, or will be, a continuing need for the particular goods or services to be supplied by pre-qualified suppliers.*
- (2) *The matters referred to in subregulation (1)(a) are —*
 - (a) *how the local government will procure goods or services from pre-qualified suppliers, including any process for obtaining quotations from them; and*
 - (b) *how the local government will ensure that each pre-qualified supplier on a panel of pre-qualified suppliers will be invited to quote for the supply of the goods or services that the pre-qualified suppliers will be expected to supply; and*
 - (c) *how the local government will ensure clear, consistent and regular communication between the local government and pre-qualified suppliers; and*
 - (d) *any factors that the local government will take into account when distributing work among pre-qualified suppliers; and*
 - (e) *the recording and retention of written information, or documents, in respect of —*
 - (i) *all quotations received from pre-qualified suppliers; and*
 - (ii) *all purchases made from pre-qualified suppliers.*

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

POLICY IMPLICATIONS

Policy 1.15 Shire of Dandaragan Purchasing Policy and Tender Guide

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

<i>Goal 5: Proactive and Leading Local Government</i>	
Objectives	How the Shire will contribute
5.2 High performing Administration	c) Compliance in all legislative requirements and functions

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Revised Policy 1.15 Shire of Dandaragan Purchasing Policy and Tender Guide (Doc Id: 97141)
(Marked 10.2.1)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr McGlew seconded Cr Scharf

That Council amend policy 1.15 Shire of Dandaragan Purchasing Policy and Tender Guide, to provide a clear and acceptable process for establishing and using a Shire of Dandaragan Pre-qualified Supplier Panel, as outlined in the revised document (Doc Id: 97141).

CARRIED 7 / 0

11 CONFIDENTIAL ITEMS FOR WHICH MEETING IS CLOSED TO THE PUBLIC

Nil

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 CLOSURE OF MEETING

The presiding member declared the meeting closed at 12.46pm.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 24 AUGUST 2017

These minutes were confirmed at a meeting on

Signed

Presiding person at the meeting at which the minutes were confirmed

Date