



SHIRE *of* **DANDARAGAN**

AGENDA AND BUSINESS PAPERS

for the

ORDINARY COUNCIL MEETING

to be held

AT THE COUNCIL CHAMBERS, JURIEN BAY

on

THURSDAY 25 OCTOBER 2018

COMMENCING AT 4.00PM

(THIS DOCUMENT IS AVAILABLE IN LARGER PRINT ON REQUEST)



ORDINARY COUNCIL MEETING

THURSDAY 25 OCTOBER 2018

Welcome to the Ordinary Council Meeting of the Shire of Dandaragan.

Please be advised that the Ordinary Meeting of Council will be held on the following dates, times and venues:

DAY	DATE	TIME	MEETING VENUE
Thurs	25 October 2019	4.00pm	Jurien Bay
Thurs	22 November 2018	4.00pm	Cervantes
Thurs	20 December 2018	4.00pm	Jurien Bay
Thurs	24 January 2019	4.00pm 6.00pm	Badgingarra AGM of Electors
Thurs	28 February 2019	4.00pm	Jurien Bay
Thurs	28 March 2019	4.00pm	Jurien Bay
Wed	24 April 2019	4.00pm	Badgingarra
Thurs	23 May 2019	4.00pm	Jurien Bay
Thurs	27 June 2019	4.00pm	Jurien Bay

Public Forums commence immediately following the closure of the Council Meeting which is generally about 5.00pm.

Members of the public are most welcome to attend both the Council Meetings and the Public Forums.

Brent Bailey
CHIEF EXECUTIVE OFFICER



DISCLAIMER

INFORMATION FOR THE PUBLIC ATTENDING A COUNCIL MEETING

Please note:

The recommendations contained in this agenda are Officer's Recommendations only and should not be acted upon until Council has considered the recommendations and resolved accordingly.

The resolutions of Council should be confirmed by perusing the Minutes of the Council Meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

Brent Bailey
CHIEF EXECUTIVE OFFICER



COUNCIL MEETING INFORMATION NOTES

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee, Working Party or Steering group to examine subjects and then report to Council.
3. Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.
4. Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Chairman.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and response is included in the Minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next meeting of Council.

Council has prepared an appropriate form and Public Question Time Guideline to assist.

5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant or in common with a significant number of electors or ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the Chairman of the meeting will advise the Officer if he/she is to leave the meeting.

6. Agendas including an Information Bulletin are delivered to Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by staff. An Agenda item including a recommendation will then be submitted to Council for consideration should it be determined appropriate by the Chief Executive Officer.

The Agenda closes the Monday week prior to the Council Meeting (i.e. ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

7. Agendas for Ordinary Meetings are available in the Shire of Dandaragan Administration Centre and all four libraries as well as on the website www.dandaragan.wa.gov.au seventy-two (72) hours prior to the meeting and the public are invited to secure a copy.
8. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).
9. Public Inspection of Unconfirmed Minutes (Reg 13)

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection in the Shire of Dandaragan Libraries and on the website www.dandaragan.wa.gov.au within ten (10) working days after the Meeting.

NOTE:

10.3 Unopposed Business

- (1) Upon a motion being moved and seconded, the person presiding may ask the meeting if any member opposes it.
- (2) If no member signifies opposition to the motion the person presiding may declare the motion in sub clause (1) carried without debate and without taking a vote on it.
- (3) A motion carried under sub clause (2) is to be recorded in the minutes as a unanimous decision of the Council or committee.
- (4) If a member signifies opposition to a motion the motion is to be dealt with according to this Part.

This clause does not apply to any motion or decision to revoke or change a decision which has been made at a Council or committee meeting.

SHIRE OF DANDARAGAN QUESTIONS FROM THE PUBLIC

The Shire of Dandaragan welcomes community participation during public question time as per the Shire of Dandaragan Standing Orders Local Law.

A member of the public who raises a question during question time is requested to:

- (a) provide a copy of his or her questions at least 15 minutes prior to the commencement of the meeting;
- (b) first state his or her name and address;
- (c) direct the question to the President or the Presiding Member;
- (d) ask the question briefly and concisely;
- (e) limit any preamble to matters directly relevant to the question;
- (f) ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment, except where necessary to explain the question;
- (g) each **member of the public** with a question is **entitled to ask up to 3 questions** before other members of the public will be invited to ask their questions;
- (h) when a member of the public gives written notice of a question, the President or Presiding Member may determine that the question is to be responded to as normal business correspondence.

The following is a summary of procedure and a guide to completion of the required form.

- 1. This is a "question" time only. Orations, explanations or statements of belief will not be accepted or allowed.
- 2. Questions must relate to a matter affecting the Shire of Dandaragan.
- 3. Questions must be appropriate and made in good faith. Those containing defamatory remarks, offensive language or question the competency or personal affairs of council members or employees may be ruled inappropriate by the Mayor or Presiding Member and therefore not considered.
- 4. Frame your question so that it is both precise and yet fully understood. Long questions covering a multitude of subjects are easily misunderstood and can result in poor replies being given.
- 5. Write your question down on the attached form, it helps you to express the question clearly and provides staff with an accurate record of exactly what you want to know.
- 6. When the President or presiding member calls for any questions from the public, stand up and wait until you are acknowledged and invited to speak. Please start by giving your name and address first, then ask the question.
- 7. Questions to be put to the President or presiding member and answered by the Council. No questions can be put to individual Councillors.
- 8. The question time will be very early in the meeting. **There is only 15 minutes available for Question Time.** Questions not asked may still be submitted to the meeting and will be responded to by mail.
- 9. When you have put your question, resume your seat and await the reply. If possible, the President or presiding member will answer directly or invite a staff member with special knowledge to answer in his place. However, it is more likely that the question will have to be researched, in which case the President or presiding member will advise that the question will be received and that an answer will be forwarded in writing. Please note under NO circumstances, will the question be debated or discussed by Council at that meeting.
- 10. To maximise public participation only three questions per person will initially be considered with a time limit of 2 minutes per person. If there is time after all interested persons have put their questions the President or presiding member will allow further questions, again in limits of two per person.
- 11. To fill out the form, just enter your name and address in the appropriate areas together with details of any group you are representing, then write out your question.
- 12. Please ensure your form is submitted to the minutes secretary.

If you have difficulty in or are incapable of writing the question, Shire staff are available on request to assist in this task.

We hope this note assists you in the asking of your question and thank you for your interest and participation in the affairs of our Shire.

SHIRE OF DANDARAGAN

QUESTIONS FROM THE PUBLIC

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so, however, Council requires your name, address and written questions to be provided to the meeting secretary.

Name: _____ Signature: _____

Address: _____

Contact No: _____ Meeting Date: _____

Council Agenda Item No: _____

Name of Organisation Representing:
(if applicable) _____

QUESTION:

Each member of the public is entitled to ask up to 3 questions before other members of the public will be invited to ask their question. 15 Minutes is allotted to Public Question Time at Council Meetings.

Please see notes on Public Question Time overleaf...



SHIRE OF DANDARAGAN

Record of Disclosure

Person making disclosure:

Surname: _____

Given Names: _____

☐ Member of Council ☐ Officer of Council ☐ Committee Member

Date of Meeting: _____

Type of Meeting: ☐ Ordinary Meeting of the Council ☐ Committee Meeting

☐ Special Meeting of the Council ☐ Selection Panel ☐ Other _____

Report Item No: _____

Report Title: _____

Type of Interest: ☐ Financial (section 5.60A) ☐ Proximity (section 5.60B)

☐ Indirect Financial (section 5.61) ☐ Impartiality

Nature of Interest: _____

Extent of Interest: _____

Signed: _____ **Date:** _____

(Office Use Only)

Minute Book Page: _____

Signature of Staff Recording Entry: _____

Local Government Act 1995 - Extract

5.60A. Financial interest

For the purposes of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

5.60B. Proximity interest

- 1) For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns —*
 - a) a proposed change to a planning scheme affecting land that adjoins the person's land; or*
 - b) a proposed change to the zoning or use of land that adjoins the person's land; or*
 - c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.*
- 2) In this section, land (the proposal land) adjoins a person's land if —*
 - a) the proposal land, not being a thoroughfare, has a common boundary with the person's land; or*
 - b) the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or*
 - c) the proposal land is that part of a thoroughfare that has a common boundary with the person's land.*
- 3) In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.*

5.61. Indirect financial interests

A reference in this Subdivision to an indirect financial interest of a person in a matter includes a reference to a financial relationship between that person and another person who requires a local government decision in relation to the matter.

Local Government Operational Guideline 1 – Extract

Impartiality Interest

The existence of an interest affecting impartiality is dependent on –

- the member or employee having an association with a person or organisation that has a matter being discussed at a council or committee meeting;*
- the employee being required to give advice on a matter where they have an association with a person or an organisation related to that matter; and*
- the type of matter being discussed at a council or committee meeting.*

The Department would not expect a disclosure to be made in matters which are solely related to –

- an individual's beliefs, philosophies or attitudes;*
- a member's election pledges; or*
- any other public pledges made by a member.*

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AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 25 OCTOBER 2018

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

1.2 DISCLAIMER READING

"No responsibility whatsoever is implied or accepted by the Shire of Dandaragan for any act, omission, 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 days."

2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

Members

Councillor L Holmes	(President)
Councillor P Scharf	(Deputy President)
Councillor J Clarke	
Councillor A Eyre	
Councillor K McGlew	
Councillor D Richardson	
Councillor R Shanahun	
Councillor D Slys	

Staff

Mr B Bailey	(Chief Executive Officer)
Mr S Clayton	(Executive Manager Corporate & Community Services)
Mr G Yandle	(Executive Manager Infrastructure)
Mr D Chidlow	(Executive Manager Development Services)
Ms R Headland	(Council Secretary & Personal Assistant)
Mr R Mackay	(Planning Officer)

Apologies

Approved Leave of Absence

Councillor W Gibson

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

6 CONFIRMATION OF MINUTES

**6.1 MINUTES OF THE ORDINARY MEETING HELD THURSDAY 27
SEPTEMBER 2018**

**7 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT
DISCUSSION**

8 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 CORPORATE & COMMUNITY SERVICES

9.1.1 ACCOUNTS FOR PAYMENT – SEPTEMBER 2018

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Financial Management / Creditors / Expenditure
Disclosure of Interest:	None
Date:	15 October 2018
Author:	Scott Clayton, Executive Manager Corporate & Community Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

To accept the cheque, EFT and direct debit listing for the month of September 2018.

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 September totalled \$1,025,007.32 for the Municipal Fund.

Should Councillors wish to raise any issues relating to the September 2018 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.

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 25 OCTOBER 2018
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<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 September 2018
(Doc Id: 119485)

(Marked 9.1.1)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the Municipal Fund cheque and EFT listing for the period ending 30 September 2018 totalling \$1,025,007.32 for the Municipal Fund be accepted.

9.1.2 FINANCIAL STATEMENTS - MONTHLY REPORTING FOR THE PERIOD ENDING 30 SEPTEMBER 2018

Location:	Shire of Dandaragan
Applicant:	N/A
Folder	Business Classification Scheme / Financial Management / Financial Reporting / Periodic Reports
Disclosure of Interest:	None
Date:	15 October 2018
Author:	Scott Clayton, Executive Manager Corporate and Community Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

To table and adopt the monthly financial statements for the period ending 30 September 2018.

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 30 September 2018.

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 30 September 2018 was \$7,249,003. 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 11 and reconciled with the Statement of Financial Activity on page 3 of the financial statements.

The amount raised from rates, shown on the Statement of Financial Activity (page 3), reconciles with note 6 (page 12) 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 13 of the attached report details any significant variances. Should Councillors wish to raise any issues relating to the 30 September 2018 financial statements, please do not hesitate to

AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 25 OCTOBER 2018

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

ATTACHMENTS

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

- Financial statements for the period ending 30 September 2018 (Doc Id: 119873)
(Marked 9.1.2)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the monthly financial statements for the period 30 September 2018 be adopted.

9.2 INFRASTRUCTURE SERVICES

9.2.1 TENDER REQUEST FOR TENDER 02/2018 DISPOSAL OF EXISTING SHIRE VEHICLES

Location:	N/A
Applicant:	N/A
Folder Path:	Business Classification / Plant Equipment and Stores / Tendering / Tender Evaluations
Disclosure of Interest:	None
Date:	2 October 2018
Author:	Brad Pepper, Coordinator Infrastructure Services
Senior Officer:	Garrick Yandle, Executive Manager Infrastructure

PROPOSAL

That Council consider awarding the tender for the Request for Tender (RFT) 02/2018 Disposal of existing Shire vehicles.

BACKGROUND

The RFT was advertised locally in electronic format and in The West Australian on 29 August 2018 as required by Section 11 Local Government (Functions & General) Regulations 1996

Tender submissions closed on Monday, 1 October 2018 at 2.30pm.

Various plant items were advertised, with a summary of specifications as described by the tender documents, as follows:

- Item 1 – 2008 Hino 816 Crew Cab Truck - DN008
- Item 2 – Wilson Machinery Tree Pruning Saw Loader Attachment
- Item 3 – GTE Tipping Pig Trailer – Rego No. KBC815W
- Item 4 – 2008 Hino 500 Series FD8JKA Split Tray Truck - Rego No. DN010
- Item 5 – John Deere LA145 Ride On Mower
- Item 6 – Toro 17-44 HXL Ride on Mower
- Item 7 – Kubota M9540 Tractor - 1CHA866
- Item 8 – 2013 Fiat Ducato Panel Van – Rego No. DN025

COMMENT

The following provides a summary of Tenders received and also the Shire staff recommendation.

The following table summarises the tendered prices received exclusive of GST:

Item and Tenderers	Tender Price (ex GST)
Item 1 – 2008, Hino 816 Crew Cab Truck, DN008	
Pickles Auctions	\$12,727.27
WA Machinery Brokers	\$10,000.00
Item 2 - Wilson Machinery Tree Pruning Saw - Loader Attachment	

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Item and Tenderers	Tender Price (ex GST)
Pickles Auctions	\$5454.55
WA Machinery Brokers	\$3,000.00
Item 3 – GTE Tipping Pig Trailer, KBC815W	
WA Machinery Brokers	\$8,000.00
Pickles Auctions	\$4,545.45
Item 4 – 2008 Hino 500 Series FD8JJKA Split Tray Truck, DN.010	
Pickles Auctions	\$21,818.18
WA Machinery Brokers	\$14,000.00
Item 5 – John Deere LA145 Ride On Mower	
WA Machinery Brokers	\$500.00
Pickles Auctions	\$181.82
T.P.Bailey	\$315.00
Item 6 – Toro 17-44 HXL Ride on Mower	
WA Machinery Brokers	\$500.00
Pickles Auctions	\$181.82
Item 7 – Kubota M9540 Tractor, 1CHA866	
WA Machinery Brokers	\$14,000.00
Pickles Auctions	\$13,636.36
Item 8 – 2013 Fiat Ducato Panel Van, DN025	
Pickles Auctions	\$10,909.09
WA Machinery Brokers	\$10,000.00

A procurement process was run concurrently with the Tender process for the changeover of the following Shire vehicles with quotes being sought through the WA Common Use Agreement (CUA) State Supply Panel Members for trade of vehicles, as well as the purchase of an associated replacement vehicle:

- Item 1 – Disposal of **2008 Hino 816 Crew Cab Truck - DN008**
- Indicative trade values \$13,650 - \$18,181 (ex GST)
- Item 4 - Disposal of a **2008 Hino 500 Series FD8JJKA Split Tray Truck - DN010**
- Indicative trade value is \$20,000 (ex GST)
- Item 7 – Disposal of a **Kubota M9540 Tractor - 1CHA866**
- Indicative trade value is \$20,000 (ex GST)
- Item 8 – Disposal of a **2013 Fiat Ducato Panel Van - DN025**
- Indicative trade value is \$11,818 (ex GST)

Trade Quotes exclusive of GST were received as follows:

Based upon the analysis of the above information in relation to disposal price, Shire officers recommend the following with regard to the award of tender RFT 02/18:

Item and Tenderers	Tender Price (ex GST)
Item 1 – 2008, Hino 816 Crew Cab Truck - DN008	
Budget Disposal Estimate	\$22,000.00
Reject all Tenders and dispose of via Trade Quote.	
All Trade Quotes are above Tender Prices but below Budget	\$18,181.81

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Item and Tenderers	Tender Price (ex GST)
Disposal Estimate.	
Item 2 - Wilson Machinery Tree Pruning Saw - Loader Attachment	
Budget Disposal Estimate	\$10,000.00
Award Tender to Pickles Auctions	\$5,454.55
Tendered Price less than Budget Disposal Estimate by \$4,545.45, but total disposal prices across all vehicles exceeds Budget Disposal Estimates.	
Item 3 – GTE Tipping Pig Trailer - KBC815W	
Budget Disposal Estimate	\$10,000.00
Award Tender to WA Machinery Brokers.	\$8,000.00
Tendered Price less than Budget Disposal Estimate by \$2,000, but total changeover prices across all vehicles within budget estimates.	
Item 4 – 2008 Hino 500 Series FD8JKA Split Tray Truck, DN.010	
Budget Disposal Estimate	\$20,000.00
Award Tender to Pickles Auctions	\$21,818.18
Trade Quote below Tender Prices but reached Budget Disposal Estimate.	\$20,000.00
Item 5 – John Deere LA145 Ride On Mower	
Budget Disposal Estimate	\$500.00
Award Tender to WA Machinery Brokers	\$500.00
Tendered Price meets budget estimates and is the highest offer	
Item 6 – Toro 17-44 HXL Ride on Mower	
Budget Disposal Estimate	\$200.00
Award Tender to WA Machinery Brokers.	\$500.00
Tendered Price exceeds budget estimates and is the highest offer	
Item 7 – Kubota M9540 Tractor, 1CHA.866	
Budget Disposal Estimate	\$10,000.00
Reject all Tenders and dispose of via Trade Quote.	
Trade Quote is above Tender Prices and above Budget Disposal Estimate.	\$20,000.00
Item 8 – 2013 Fiat Ducato Panel Van, DN.025	
Budget Disposal Estimate	\$15,000.00
Reject all Tenders and dispose of via Trade Quote.	
Tendered Price less than Budget Disposal Estimate by \$3,181.82, but total changeover prices across all vehicles within budget estimates.	\$11,818.18

CONSULTATION

- Chief Executive Officer

STATUTORY ENVIRONMENT

Section 11 Local Government (Functions & General) Regulations 1996 – When tenders have to be publically invited

Section 3.58 Local Government Act (1995) – Disposing of property

3.58. Disposing of property

- (1) *In this section —*
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) *Except as stated in this section, a local government can only dispose of property to —*
 (a) *the highest bidder at public auction; or*
 (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

POLICY IMPLICATIONS

Shire of Dandaragan Purchasing Policy and Tender Guide 1.15

- Limit of proposed Contract exceeds the limit under Delegated Authority 103 provided to the CEO for disposal of Shire property (\$50,000). The collective amount of disposal is over this amount. Therefore, a Council resolution is required.

FINANCIAL IMPLICATIONS

The following implications for this item have already been outlined in the COMMENT section.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

<i>Goal 5: Proactive and Leading Local Government</i>	
Objectives	How the Shire will contribute
Business as Usual	o) Plant Operations p) Asset Management

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council determine the outcome of the Tender RFT 02/2018 for the Disposal of Existing Shire Vehicles as follows:

- 1. Item 1 – Disposal of 2008, Hino 816 Crew Cab Truck - DN008, Reject all Tenders and dispose of via Trade Quote.**
- 2. Item 2 – Disposal of Wilson Machinery Tree Pruning Saw - Loader Attachment, Award Tender to Pickles Auctions for \$5,454.55 excluding GST.**
- 3. Item 3 – Disposal of GTE Tipping Pig Trailer - KBC815W, Award Tender to WA Machinery Brokers for \$8,000 excluding GST.**

4. Item 4 – Disposal of 2008 Hino 500 Series FD8JJKA Split Tray Truck - DN.010, Award Tender to Pickles Auctions for \$21,818.18 excluding GST.
5. Item 5 – Disposal of John Deere LA145 Ride on Mower, Award Tender to WA Machinery Brokers for \$500 excluding GST.
6. Item 6 – Disposal of a Toro 17-44 HXL Ride on Mower, Award Tender to WA Machinery Brokers for \$500 excluding GST.
7. Item 7 – Disposal of Kubota M9540 Tractor - 1CHA866 Reject all Tenders and dispose of via Trade Quote.
8. Item 8 – Disposal of 2013 Fiat Ducato Panel Van - DN025, Reject all Tenders and dispose of via Trade Quote.

9.2.2 SHIRE OF DANDARAGAN PANEL OF PRE-QUALIFIED SUPPLIERS – ADDITIONAL APPLICANTS FOR CONSIDERATION

Location:	Shire of Dandaragan
Applicant:	Various
Folder Path:	Tenders / Tenders 2017 / Request for Applications / New Applicants for Consideration
Disclosure of Interest:	Nil
Date:	17 September 2018
Author:	Denaye Yandle, Executive Secretary
Senior Officer:	Garrick Yandle, Executive Manager Infrastructure

PROPOSAL

That Council consider additional applicants to join the Shire of Dandaragan's Panel of Pre-Qualified Suppliers.

BACKGROUND

In 2013 the Shire of Dandaragan conducted a tender process to establish a panel for the "Supply of various goods and services and plant hire". This panel contract was for a period of 2 years and allowed Shire officers to procure a range of goods and services from a list of suppliers, predominantly local, without the necessity to undertake an exhaustive procurement process each time regular goods or services were required. This panel expired in 2015.

In September 2015 amendments were made to the Local Government (Functions and General) Regulations 1996, Part 4 - Provision of goods and services, Division 3 - Panels of pre-qualified suppliers. This provided further clarity to local government authorities regarding how to set up pre-qualified supplier panels. Since this amendment was introduced Shire officers have received ongoing advice from both the Department of Local Government, Sport and Cultural Industries (the Department or DLGCI) as well as staff from Western Australian Local Government Association (WALGA) in an effort to ensure the Shire of Dandaragan's procurement process for establishing a new Prequalified Supplier Panel is undertaken in accordance with the requirements of the Local Government (Functions and General) Regulations 1996, Part 4 - Provision of goods and services, Division 3 - Panels of pre-qualified suppliers.

In October 2017 a Request for Application (RFA) was put out for advertising inviting applicants to apply to join a panel for pre-qualified suppliers for various services which included:

- RFA 01/17 Building & Mechanical Services
- RFA 02/17 Civil Works
- RFA 03/17 Technical Services
- RFA 04/17 Town Maintenance

The scope of services required was advertised across 4 x RFA documents for the following categories and scope of services.

01/17 – Building & Mechanical Services

1. Roofing
2. Demolition Works
3. Registered Builder
4. Carpenter
5. General Handyman
6. Brick Laying and Paving
7. Glazing Works
8. Working at Heights Services
9. Painting
10. Plumber
11. Electrician
12. Mechanical Services
13. Fabrication and Welding

02/17 – Civil Works

1. Engineering Services
2. Road Building and Bulk Earthworks
3. Urban Road Construction
4. Earthmoving Equipment
5. Haulage and Freight
6. Road and Street Maintenance
7. Provision of earthmoving Equipment at a Fire
8. Supply of Bulk Materials

03/17 – Technical Services

1. Strategic Community Development Consultancy Services
2. Engineering Consultancy Services
3. Environmental Consultancy Services
4. Asset Management Services
5. Architectural Services

04/17 – Town Maintenance

1. Vegetation Management
2. Turf Management
3. Irrigation Services
4. Fencing
5. Street Sweeping
6. Drainage Pipe Clearing and Cleaning

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The Qualitative Selection Criteria was advertised as follows:

Description of Qualitative Criteria	Weighting %
<p>A) Capabilities</p> <p>Outline the key services, skills, personnel and equipment that your company can provide the Shire of Dandaragan.</p> <ul style="list-style-type: none"> i. Key services and skills (10%) ii. Key personnel (10%) iii. Relevant equipment (5%) 	25%
<p>B) Relevant experience in providing this service (include referees)</p> <p>Provide details of previous successful delivery of services:</p> <ul style="list-style-type: none"> i. Up to a maximum of 5 projects (20%) ii. 1 paragraph description outlining scope of work (10%), iii. Cost (5%), iv. Timeframe (5%) v. Referee (10%) - Must include referee details. <p>Scaling of Project Clients</p> <ul style="list-style-type: none"> - Shire of Dandaragan (scale 1). - Regional WA local government authorities (scale 0.8). - WA local government authorities (scale 0.6). - State Government agencies (scale 0.4) - Other clients (scale 0.2). 	50%

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Description of Qualitative Criteria	Weighting %
C) Local Supplier Outline the primary location of your business i. Shire of Dandaragan (max 25%) ii. Neighboring local government authority (max 20%) iii. Regional WA (max 15%) iv. Perth (max 10%) v. Other (max 5%)	25%
D) Price Provide unit rates for the following relevant items where applicable i. Service ii. Personnel iii. Equipment iv. Other	For reference purposes only Use to compare Similar Applications.

Applications received were reviewed and put to Council at the Ordinary Meeting held 25 January 2018. Following on from this meeting a panel booklet has been compiled which is nearing completion containing all successful applicants and their details which will be distributed to staff for their reference.

All submissions received were evaluated against the qualitative criteria. Where information within the submissions was unclear or required further clarification, applicants were sent a written query via email for clarification. Each submission was given an overall qualitative ranking score out of 100. Upon review of all submissions with relevance to the number of submissions, quality of submissions and services required it was deemed that the minimum cut off score to be considered for recommendation to the panel was 70.

COMMENT

Following the initial RFA process, it was acknowledged that should additional applicants wish to apply to join the panel they were encouraged to do so and their application would be reviewed as per the original process and put to Council for final decision.

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The following tables provide an assessment overview of the additional submissions received based upon the Qualitative Criteria assessment.

	Brett Berkshire
01/17 – Building & Mechanical Services	
1. Roofing	
2. Demolition Works	
3. Registered Builder	
4. Carpenter	
5. General Handyman	
6. Brick Laying & Paving	
7. Glazing Works	
8. Working at Heights Services	
9. Painting	
10. Plumber	Y
11. Electrician	
12. Mechanical Services	
13. Fabrication and Welding	
WALGA Preferred Supplier	N
CUA Member	N
Qualitative Criteria Ranking	100

	Maia Environmental Consultancy Pty Ltd
03/17 – Technical Services	
1. Strategic Community Development Consultancy Services	
2. Engineering Consultancy Services	
3. Environmental Consultancy Services	Y
4. Asset Management Services	
5. Architectural Services	
WALGA Preferred Supplier	N
CUA Member	N
Qualitative Criteria Ranking	85

CONSULTATION

- Executive Management Team

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STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 1996, Part 4 - Provision of goods and services, Division 3 - Panels of pre-qualified suppliers.

POLICY IMPLICATIONS

Policy 1.15 Shire of Dandaragan Purchasing Policy and Tender Guide.

The selection and engagement of Panel members will be on a project by project basis, at the relevant Shire officer's discretion, utilising the thresholds of Section 6 of Council's Purchasing Policy and Tender Guide to provide the best suitable outcome for the Shire of Dandaragan when procuring each individual service. These thresholds as outlined in the Policy are:

Amount of Purchase	Policy
Up to \$5,000	Direct purchase from a supplier using a Purchase Order or Corporate Credit Card issued by the Shire; or obtain at least one (1) oral or written quotation from a suitable supplier, either from: <ul style="list-style-type: none"> a local supplier listed on an existing panel of pre-qualified suppliers administered by the Shire; or from the open market.
\$5,001 - \$10,000	Direct purchase from a supplier using a Purchase Order or Corporate Credit Card issued by the Shire; obtaining at least one (1) oral or written quotation from a suitable supplier, either from: <ul style="list-style-type: none"> a local supplier listed on an existing panel of pre-qualified suppliers administered by the Shire; or from the open market.
\$10,001 - \$19,999	Obtain at least three verbal or written quotations, from a suitable supplier, either from: <ul style="list-style-type: none"> a local supplier listed on an existing panel of pre-qualified suppliers administered by the Shire; or from the open market.
\$20,000 - \$39,999	Obtain at least three (3) written quotations from suppliers following a brief outlining the specified requirement, either from: <ul style="list-style-type: none"> a local supplier listed on an existing panel of pre-qualified suppliers administered by the Shire; or from the open market.
\$40,000 - above	Obtain at least three (3) written quotations from suppliers by formal invitation under a Request for Quotation, containing price and detailed specification of goods and services required. The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy. Quotations within this threshold may be obtained from: <ul style="list-style-type: none"> an existing panel of pre-qualified suppliers administered by the Shire; or from the open market.

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FINANCIAL IMPLICATIONS

As per the Shire of Dandaragan Purchasing Policy and Tender Price information listed in the Panel submissions, specifically unit rates for various items of equipment and services will provide Shire officers with an indicative pricing schedule for the various items. This has enabled officers to undertake a value for money assessment of comparable services as part of the pre-qualification selection process. It will allow the Shire to engage the relevant contractor at a predetermined rate for specific services where the work required can be on a simple schedule of rates basis.

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

That Council endorse the following suppliers to the Shire of Dandaragan Pre-qualified Supplier Panel based upon the assessment of the Qualitative Criteria of the Request for Applications under the relevant category as follows:

	Brett Berkshire
01/17 – Building & Mechanical Services	
1. Roofing	
2. Demolition Works	
3. Registered Builder	
4. Carpenter	
5. General Handyman	
6. Brick Laying & Paving	
7. Glazing Works	
8. Working at Heights Services	
9. Painting	
10. Plumber	Y
11. Electrician	
12. Mechanical Services	
13. Fabrication and Welding	

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	Maia Environmental Consultancy Pty Ltd
03/17 – Technical Services	
1. Strategic Community Development Consultancy Services	
2. Engineering Consultancy Services	
3. Environmental Consultancy Services	Y
4. Asset Management Services	
5. Architectural Services	

9.2.3 WHEATBELT SECONDARY FREIGHT ROUTE – FINANCIAL CONTRIBUTION

Location:	Main Roads WA Wheatbelt Region
Applicant:	Wheatbelt Secondary Freight Route Network
Folder Path:	Business Classification Scheme / Traffic and Transport / Programs / Road Traffic and Safety
Disclosure of Interest:	Nil
Date:	15 October 2018
Author:	Garrick Yandle, Executive Manager Infrastructure

PROPOSAL

For Council to consider support for the Wheatbelt Secondary Freight Route project.

BACKGROUND

The Wheatbelt Secondary Freight Route (WSFR) network comprises of 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks, safe and cost effective access to supply networks and markets.

The project is being driven by local government authorities with a Working Group established consisting of representatives from the following organisations:

- Wheatbelt North Regional Road Group (WN RRG)
- Wheatbelt South Regional Road Group (WS RRG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA-Wheatbelt Region (MRWA-WR)
- Wheatbelt Development Commission (WDC)

The immediate goal is the inclusion of the WSFR project on the Infrastructure Australia Infrastructure Priority List (IPL). The long term goal is to obtain funding support for a broadly estimated, \$500M capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. The group is working towards submitting an IA Stage 4 Business Case submission for the WSFR. The project development costs associated with the business case submission are estimated to be \$5M, which is in the order of 1% of the estimated capital investment. The project development will entail:

- Detailed Design and Planning
- Scope and Cost Refinement
- Staging and Priorities
- Delivery Method
- Funding Administration
- Detailed Business Case

Over the last 2 years, 42 Local Government authorities across the region have collaborated to identify priority routes and have also

participated in a technical data collection process, preparation of a pre-feasibility business case and a cost benefit analysis of the planning process. The in-kind investment by local government to date is estimated to be in excess of \$750K. The process has been an excellent example of a large number of local governments working together on a common strategic regional priority. The key undertakings of the project so far are:

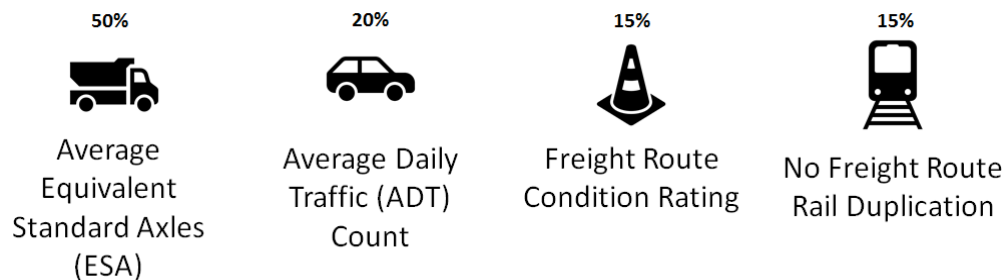
1. Identification of nominated WSFR roads based upon a simple criteria developed by RRG.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local governments is:

	Route Length (km)	Proposed Works (km)	Proposed Length (%)	Indicative Costs (\$)
TOTAL	4,337	2,851	66	\$ 500M

The WSFR engaged economic consultant to develop a pre-feasibility business case for the planning exercise required to upgrade the WSFR. Development of the business case consists of two key components:

1. Estimating the costs and benefits associated with planning.
 - Investigate plausible project benefits and compare to typical costs.
 - Apply assumed benefit cost ratios Benefit Cost Ratios (BCR) to hypothetical 100km works segments (over 5 to 10 years).
 - Conduct comparison of net benefit using scenarios.
 - a) Scenario A: Conduct works without strategic planning – using randomised project sequence.
 - b) Scenario B: Conduct works based on strategic planning - using an optimised project sequence.
2. Demonstrating how routes may be prioritised through the planning exercise.
 - Evaluated on a route-by-route basis to give an early indication of their relative upgrade priorities.
 - Multiple Criteria Analysis (MCA) assessing the following criteria weightings – this may be added to in future:

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This planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, identifying the economically optimal sequence for developing the network and ensuring that roads are designed and constructed to an optimal standard from a 'whole-of-life' asset management perspective. The detailed planning exercise is expected to achieve a benefit in the order of \$20M based solely on the benefits gained from freight route prioritisation.

The WSFR Working Group sees the \$5M sought for the Stage 4 IA submission for this regionally significant project as an ideal candidate for a number of Federal Government funding streams including:

- Major Project Business Case Fund
- Building Better Regions Fund

From an estimated total of \$500M, the project is seeking \$125M over the next 3 years for the delivery of the first stage of capital works.

The draft budget and potential funding options are summarised as follows:

Capital Cost	\$500M	Details
Planning Cost	\$5M	~1% of estimated capital cost
Federal Govt	\$3.5M	BBRF - requires co-contribution; or Major Project Business Case Fund
WA State Govt	\$1.25M	DPIRD Leverage Fund DoT – RARF
Local Govt	\$250K	Approx. - \$6K each from 42 LGAs

Feedback from DPIRD regarding the Leverage Fund application of \$1.25M by RDA-Wheatbelt on behalf of WSFR, was that the application was considered better suited for MRWA consideration and to link in with the current Revitalising Agricultural Region Freight (RARF) project work given the significant alignment between the two sets of work. The WSFR Working Group will continue to pursue their relationship with DoT and MRWA to ensure the requirements of the WSFR are adequately included in

the Revitalising Agricultural Regional Freight (RARF) activities. The WSFR Working Group has continued on-going discussions and consultation with RARF via Main Roads WA-WR and WDC as directed by DPIRD.

COMMENT

A request has been received by the Chair of the WN RRG for confirmation of Council's consideration of co-contribution of \$6,000 towards the project to go with a funding application in the next few months with the following preamble.

1. Cash Co-contributions are requested from LGA in 2018/2019 with a contribution of \$6,000 per local government being requested to provide an overall contribution of \$250K across the 42 LGAs.
2. It is still the intention to seek other forms of co-contribution for this project as outlined.
3. The Working Group will continue to work towards the development of a Technical Working Group and Project Delivery Team. It will seek to identify potential resources for these roles through the RRG and nominations via Sub-groups and their respective LGAs. Positions within these groups may be either funded or in-kind depending upon funding available or the ultimate delivery methodology.

The Shire of Dandaragan, through Executive Manager Infrastructure, has so far driven the project management and undertaken the bulk of the project delivery. A project management plan is currently being developed which will investigate and outline key roles and responsibilities for the on-going project delivery in association with all Working Group members.

CONSULTATION

- Councillor Wayne Gibson is a member the Working Group through his involvement as Vice Chairperson of WN RRG and Chairperson of Moora Sub-Group.
- The Working Group has undertaken ongoing consultation with the following agencies:
 - Main Roads WA
 - WALGA
 - RDA Wheatbelt
 - WDC

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this report.

POLICY IMPLICATIONS

There are no policy implications relevant to this report.

FINANCIAL IMPLICATIONS

As stated above, commitment is sought from member Local Governments for a contribution of \$6,000 toward preparation of a business case, including cost benefit analysis for the Secondary Freight Routes Project.

An allocation for this amount can be sourced in the 2018/2019 Budget under the Streets Roads and Bridges Depots Maintenance “consultancy” component which has a total forecast budget of \$50,000.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

<i>Goal 1: Great Place for Residential and Business Development</i>	
Objective	How the Shire will contribute
1.3: Ensure timely provision of essential and strategic infrastructure	a) Provide and manage a network of roads and bridges for and efficient vehicle movement.
Business as usual	1d) Roads and bridges

ATTACHMENTS

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

- Letter from WN RRG Chairperson to found and inserted (Doc Id: 119868)
- Wheatbelt Secondary Freight Route Briefing Note – August 2018 (Doc Id: 119872)

(Marked 9.2.3)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council:

- 1. Acknowledges the Wheatbelt Secondary Freight Routes Project Briefing Note (Doc Id: 119872), presented as an attachment to this report;**
- 2. Supports the strategic intent of the Wheatbelt Secondary Freight Routes Project;**
- 3. Authorises the Chief Executive Officer to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Fund to further develop the Wheatbelt Secondary Freight Routes Project; and**
- 4. Utilises an allocation of \$6,000 in the 2018/19 Streets, Roads and Bridges Depots Maintenance budget to contribute to the Wheatbelt Secondary Freight Routes**

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Project development, subject to a successful Building Better Regions Fund application.

9.3 DEVELOPMENT SERVICES

9.3.1 SANDI SMITH - REQUEST TO KEEP FOUR DOGS

Location:	Lot 88 (90) Bashford Street, Jurien Bay
Applicant:	Sandi Smith
Folder Path:	Business Classification Scheme / Laws & Enforcements / Licensing / Dog and Cat Registrations
Disclosure of Interest:	None
Date:	8 July 2018
Author:	Terry Sims, Senior Ranger
Senior Officer:	David Chidlow, Executive Manager Development Services

PROPOSAL

To consider an application to keep more than two dogs at Lot 88 (90) Bashford Street, Jurien Bay in accordance with the provisions of the Dog Act 1976 and Shire of Dandaragan Local Law relating to dogs.

BACKGROUND

A written application was submitted by the proponent on 29 August 2018 that sought Council approval to keep the following dogs at Lot 88 (90) Bashford Street Jurien Bay.

	Breed	Sex	Name	Age	Registration Details
1	Chihuahua	Female	Kbella	6 years	00321 Lifetime
2	Chihuahua	Female	Keyshe	3 years	00361 Lifetime
3	Chihuahua	Male	Shredher	3 Years	00401 Lifetime
4	Chihuahua	Male	Bengi	3 months	00225 Expires 2018

At the Council meeting held on 26 July 2018 the applicant was approved to keep three dogs at the property as follows:

1. Female Chihuahua (Kbella) Registration 321 (Lifetime)
2. Female Chihuahua (Keyshe) Registration 361 (Lifetime)
3. Male Chihuahua (Shredher) Registration 401 (Lifetime)

Subject to the following conditions:

- a) the approval only applies to the dogs specified;*
- b) that the approved dogs remain registered pursuant to the Dog Act 1976.*
- c) the dogs are not to cause a nuisance to neighbours;*
- d) in the event of one of the dogs dying or being removed from Lot 88 (90) Bashford Street, Jurien Bay the number of dogs permitted to be kept at the property shall revert to two;*
- e) all dogs are effectively confined to the property;*

- f) *in the event of any breach of the Dog Act 1976 or the Shire of Dandaragan Dogs Local Law, this approval will be revoked or varied at any time; and*
- g) *in the event that the applicant relocates to another town site address within the district a new application will be required”.*

COMMENT

Since receiving this application a property inspection has been carried out by staff. The Shire Ranger confirms that the proponent's premises are (1011m²) and does not meet the size requirement of the Local Law to keep (4) four dogs therefore the application is not supported by staff.

CONSULTATION

Adjoining neighbours were consulted with one objection received from the landowner of a nearby property.

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, 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, keep or permit to be kept on those premises more than two (2) dogs over the age of three (3) months.

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, 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.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item as all fees associated with this procedure have been met by the applicant.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

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<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 are the following items relevant to this report:

- Written application from Sandi Smith to keep more than 2 dogs.
(Doc Id: 117971)

(Marked 9.3.1)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council refuse the request to keep four dogs at Lot 88 Bashford Street, Jurien Bay for the following reasons:

- 1. the application does not meet the requirements of the Dog Local Law in that a maximum of two dogs are permitted within the townsite area.**
- 2. the amenity of the residential area is likely to be negatively impacted by noise (barking);**
- 3. the lack of support for the proposal in the neighbourhood.**

Advice Note:

The applicant be advised that “should you be aggrieved by this decision, or any conditions imposed, there is a Right of Review under the Dog Act 1976, within 28 days of the date of this decision to:

**The State Administrative Tribunal
GPO Box U1991
PERTH WA 6845”**

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9.3.2 BRETT HUNT - REQUEST TO KEEP FOUR DOGS

Location:	Lot 735 (28) Hamelin Avenue, Jurien Bay
Applicant:	Brett Hunt
Folder Path:	Business Classification Scheme / Laws & Enforcements / Licensing / Dog and Cat Registrations
Disclosure of Interest:	None
Date:	8 July 2018
Author:	Terry Sims, Senior Ranger
Senior Officer:	David Chidlow, Executive Manager Development Services

PROPOSAL

To consider an application to keep more than two dogs at Lot 735 (90) Hamelin Avenue, Jurien Bay 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 proponent on 13 September 2018 that sought Council approval to keep the following dogs at Lot 735 (90) Hamelin Avenue, Jurien Bay.

	Breed	Sex	Name	Age	Registration Details
1	Staffordshire Terrier	Male	Diesel	6 years	00227 Expires 2018
2	Kelpie X	Male	Chase	5 years	00226 Expires 2018
3	Kelpie X	Female	Sasha	2 Years	00228 Expires 2018
4	Bull Arab	Female	Cleo	7 Years	00229 Expires 2018

COMMENT

Since receiving this application a property inspection has been carried out by staff. The Shire Ranger confirms that the property is not big enough to keep four dogs.

The proponent's premises are (820m²) and does not meet the required size requirement of the Local Law to keep (4) four dogs therefore the application is not supported by staff.

CONSULTATION

Adjoining neighbours were consulted with one objection received from the landowner of a nearby property.

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, unless the premises are licensed as an approved kennel

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establishment, or has been granted an exemption in accordance with Section 26(3) of the Act, keep or permit to be kept on those premises more than two (2) dogs over the age of three (3) months.

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, 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.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item as all fees associated with this procedure have been met by the applicant.

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	Compliance in all legislative requirements and functions

ATTACHMENTS

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

- Written application from Brett Hunt to keep more than 2 dogs.
(Doc Id: 118531)

(Marked 9.3.2)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council refuse the request to keep four dogs at Lot 735 Hamelin Avenue, Jurien Bay for the following reasons:

- 1. the application does not meet the requirements of the Dog Local Law in that a maximum of two dogs are permitted within the townsite area.**
- 2. the amenity of the residential area is likely to be negatively impacted by noise (barking);**
- 3. the lack of support for the proposal in the neighbourhood.**

Advice Note:

The applicant be advised that “should you be aggrieved by this decision, or any conditions imposed, there is a Right of Review under the Dog Act 1976, within 28 days of the date of this decision to:

The State Administrative Tribunal
GPO Box U1991
PERTH WA 6845”.

9.3.3 ENDORSEMENT OF NAME PROPOSAL – RESERVE 30824 – LOT 596 ALVA WAY, CERVANTES

Location:	Lot 596 Alva Way, Cervantes
Applicant:	Cervantes Ratepayers & Progress Association Inc.
Folder Path:	Business Classification Scheme / Parks and Reserves / Naming / Sites
Disclosure of Interest:	Nil
Date:	9 October 2018
Author:	Rory Mackay, Planning Officer
Senior Officer:	David Chidlow, Executive Manager of Development Services

PROPOSAL

To consider endorsement of the park name “Ogden Park” as proposed by the Cervantes Ratepayers and Progress Association for Reserve No.30824 located at Lot 596 Alva Way, Cervantes.

BACKGROUND

This matter was first considered by Council on 23 August 2018, where the following was resolved:

That Council:

- 1. refuse the name “Allan Ogden Park” as it does not meet the recommended criteria of only using surnames when naming parks, and generally Shire parks only consist of surnames;*
- 2. advertise the naming proposal “Ogden Park” to the wider community. The ability to name features, localities and roads is afforded by way of delegated authority from the Minister of Lands to the Geographic Names Committee (GNC) under sections 26 and 26A of the Land Administration Act 1997. The procedure for naming reserves and parks is outlined in the Policies and Standards for Geographical Naming in Western Australia 2017 (PSGN). Cervantes community for a period of 30 days;*
- 3. authorise Shire staff to contact the immediate family of the late Mr Allan Ogden to ensure they have no objection to the proposal; and*
- 4. subject to the name proposal being supported, erect a plaque within the park recognising contributions Mr Allan Ogden made to the community.*

COMMENT

In accordance with Council's August resolution the “Ogden Park” proposal was advertised in the Pinnacles local newspaper and on the Shire's website and Facebook pages for 30 days. In total six submissions were received, all of which objected to the proposal, as shown in the attached Schedule of Submissions (Doc Id: 119392). Objections were based on the statement that although Mr Allan Ogden contributed significantly to the community of Cervantes, including work on the subject park, singling him out through the park name would be disrespectful to others who have also work tirelessly for the betterment of the locality. Submitters have stated to keep a neutral position; the unofficial current name

of Tranquillo Park (which translates to calm, peaceable, quiet) should be retained.

The officer's position in regards to these objections (as detailed in the attachment) is an official name is required for the park / reserve to be consistent throughout the Shire. Further to this, Tranquillo Park is unregistered with the Geographic Names Committee (GNC) and highly unlikely of gaining approval as it does not meet the *Policies and Standards for Geographical Naming in Western Australia* (PSGN). Reasons for this is as the PSGN states, the use of a unique name may only be considered when the name is derived from a historical reference indicating that the name has been in use in the same area for some extended period of time and meets one of the following criteria:

- names from Aboriginal languages formerly identified within the general area;
- names of pioneers who were relevant to the area;
- names of persons who died during war service; or
- names associated with historical events connected with the immediate area.

Weight is also given to the fact the name proposal was submitted to the Shire from the Cervantes Ratepayers and Progress association, who provide representation for the Cervantes community, although it is acknowledged that not all residents are members or hold the same views. Additionally, true to Council's August resolution, correspondence has also been received (as attached, Doc Id: 118381) from the widow of the late Mr Allan Ogden, Joy Ogden which provides immediate family endorsement of the name proposal. On the above grounds, the officer recommends Council endorse the park name and submit the proposal to the GNC for final determination.

Nonetheless, local park or recreational reserve naming or renaming proposals will not be approved by the GNC if:

- petitions presented in support only represent one point-of-view;
- the proposal is not supported by local government; and
- the renaming proposal does not have strong local community support.

For these reasons, as follows, an alternative officer recommendation is provided for Council to consider:

Alternative Officer Recommendation:

That Council:

1. inform the Cervantes Ratepayers and Progress Association that the "Ogden Park" name proposal for Reserve No.30824 - Lot 596 Alva Way, Cervantes is refused due to the lack of strong local community support;
2. erect a plaque within Reserve No.30824 - Lot 596 Alva Way,

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Cervantes recognising the contributions Mr Allan Ogden made to the Cervantes community; and

3. authorise Shire staff to undertake a naming contest for Reserve No.30824 - Lot 596 Alva Way, Cervantes in accordance with the *Policies and Standards for Geographical Naming in Western Australia*.

CONSULTATION

A public notice was placed in the Pinnacles local paper and on the Shire's Website and Facebook pages inviting submissions for period of 30 days.

In total, six submissions were received which are detailed with the officer's response to each in the attached Schedule of Submissions.

STATUTORY ENVIRONMENT

- Land Administration Act 1997

POLICY IMPLICATIONS

- Policies and Standards for Geographical Naming in Western Australia 2017

FINANCIAL IMPLICATIONS

The Cervantes Ratepayers Progress Association have agreed to reimburse all cost involved in the installation of the park signage if the naming application is successful.

The Shire will be responsible for the erection of a plaque within the park recognising contributions Mr Allan Ogden made to the Cervantes community.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan:

<i>Goal 2: Healthy, Safe and Active Community</i>	
Objectives	How the Shire will contribute
2.4 Provide recreation and community facilities and activities	g) Promote local ownership of projects and facilities for community groups
<i>Goal 3: Strong and Connected Community</i>	
3.4 Support community-led initiatives	b) Support community self-management of resources where appropriate
<i>Goal 5: Proactive and Leading Local Government</i>	
5.3 Ensure the community is well informed and facilitate community engagement in visioning, strategic planning and other significant decisions that affect the community	a) Consult and engage with the community on issues, projects and decision that affect them.

ATTACHMENTS

- Schedule of Submissions (Doc Id: 119392)
 - Correspondence from Joy Ogden (Doc Id: 118381)
- (Marked 9.3.3)**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

- 1. endorse the “Ogden Park” name proposal for Reserve No.30824 - Lot 596 Alva Way, Cervantes;**
- 2. authorise Shire staff to forward the documentation to the Geographic Names Committee for final determination.**

9.3.4 FINAL ADOPTION – LOCAL PLANNING POLICY 8.13 HOLIDAY HOMES

Location:	Residential, Regional Centre and Special Development Area 1 (Beachridge Estate) zoned properties of Cervantes and Jurien Bay
Folder Path:	Business Classification Scheme / Land Use and Planning / Planning / Planning Policies
Disclosure of Interest:	Nil
Date:	10 October 2018
Author:	Rory Mackay, Planning Officer
Senior Officer:	David Chidlow, Executive Manager of Development Services

PROPOSAL

To consider the final adoption of Local Planning Policy 8.13 Holiday Homes (the LPP). The LPP has been modified from its revised draft version based on consultation with key accommodation industry stakeholders and submissions received during the completed advertising period.

BACKGROUND

The drafting of the LPP was discussed at the 8 February 2018 Council forum. Following on from this discussion, Council resolved the following on the 22 February 2018:

That Council pursuant to the Shire of Dandaragan Local Planning Scheme No.7 adopt for the purpose of advertising draft Local Planning Policy 8.13 – Holiday Homes as provided as an attachment to this report, and proceed to publish a notice twice in the local newspapers seeking public comment for a minimum period of 35 days.

Subsequently, the draft LPP was advertised from 22 February 2018 to 16 April 2018. Submissions received during this period were the basis for the modification of the LPP, presented to Council as revised draft at the 24 May 2018 Council meeting; where Council resolved:

That Council pursuant to clause 4 of the Deemed Provisions of the Shire of Dandaragan Local Planning Scheme No.7 adopt for the purpose of advertising Modified Draft Local Planning Policy 8.13: Holiday Homes as provided as an attachment (Doc Id: 109720) to this report, and proceed to publish a notice twice in the local newspapers seeking public comment for a minimum period of 28 days.

COMMENT

The revised draft policy was advertised from 25 May 2018 to 29 June 2018. In total 10 submissions were received on the revised draft policy, down from the 23 submissions on the initial draft policy. Council are requested to consider submissions made (see

attached Schedule of Submissions, Doc Id: 114049) and modifications proposed on the LPP based on said submissions.

Following the submissions period Shire staff undertook a number of individual meetings and one major round table discussion with local accommodation industry stakeholders to the facilitate collective conversation of key issues, finalisation of the policy and its subsequent implementation.

One of the key recommendations undertaken from the industry round table discussion was the creation of an associated Holiday Home Factsheet and Checklist (as attached, Doc Id: 118188) to outline the approval process of holiday homes in layman's terms. This has reduced the size of the LPP from 11 pages to 6 pages in total. A template property management plan, code of conduct and fire and emergency plan is included in the factsheet and checklist, but as another recommendation of industry stakeholders, applicants can submit their own version of these documents as part of a development application.

Major modifications of the LPP itself are as follow:

The policy has been reworded throughout to capture holiday homes in the new Regional Centre zone within Jurien Bay, where such a land use is also discretionary following the 10 August 2018 Government Gazettal of Scheme Amendment No.35 to *Local Planning Scheme No.7* (the Scheme).

Clause 7.5 has removed any reference to the Shire's register of holiday homes being made available for tourism purposes, limiting access to emergency services only.

The cancellation period stated in clause 8.1 has been decreased from 12 months to 3 months (the maximum time one guest can stay) for a local industry viewed fairer and less extreme penalty of enforcement.

Industry stakeholders were also informed during consultation that only hardwired smoke alarms, emergency exits and a fire evacuation route leading to the nearest main road denoted on a site plan are compulsory. Other fire safety instruments are recommended, but not compulsory for holiday homes. This is compliant with building and health legislation and in turn reduces costs of holiday home management which was a strong topic of objection by submitters and industry stakeholders.

Given the above, Council is requested to grant final adoption of Local Planning Policy 8.13: Holiday Homes.

If final adoption is granted by Council, Shire staff will begin contacting known non-compliant holiday home landowners with properties listed on peer to peer websites to inform them of the application process and invite lodgement of a development application for their premise. In conjunction, consulted industry stakeholders will facilitate with the Shire the development approval of their current managed holiday homes.

CONSULTATION

The revised draft LPP was advertised from 25 May 2018 to 29 June 2018 via the Shire's website/Facebook page. Letters were also sent to submitters on the initial draft LPP (as attached Doc Id: 112192).

The Chief Executive Officer, Executive Manager of Development Services, Planning Officer and Principal Environmental Health Officer meet with key industry stakeholders following the submission period to discuss concerns and finalise the policy provisions. Further changes to the LPP as discussed resulted from these meetings.

STATUTORY ENVIRONMENT

The ability to prepare a Local Planning Policy is afforded to the Council under clause 3 of the Deemed Provisions of the Scheme. The Scheme allows the Shire to prepare policies in respect to any matter related to the planning and development of the Shire. Policies may apply to a particular class or matter and relate to one or more parts of the Scheme area. Clauses 5 and 6 of the Deemed Provisions of the Scheme allow Council to amend or rescind its planning policies.

Local Planning Policies are guidelines used to assist the local government in making decisions under the Scheme. Although Local Planning Policies are not part of the Scheme they must be consistent with, and cannot vary, the intent of the Scheme provisions, including the Residential Design Codes. In considering an application for planning approval, the local government must have due regard to relevant Local Planning Policies as required under the Scheme.

POLICY IMPLICATIONS

As outlined above.

FINANCIAL IMPLICATIONS

There will be a cost involved in publishing a notice of adoption of the policy; however, this is covered in the adopted budget.

STRATEGIC IMPLICATIONS

- 2012 Local Tourism Planning Strategy:

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The LPP will assist in the procedural and governance aspects of the Shire's development control responsibilities. Generally and for the most part local planning policies are formulated within the legal framework prescribed by legislation and aligned with the strategic direction as set by the Council. In this case the policy has been aligned with the recommendations of the Local Tourism Planning Strategy.

Local planning policies aim at prescribing minimum standards acceptable to the Council in consideration of community sentiment for various types of development and land use. Additionally, these policies also aid in providing a foundation for delegation to be set in order to assist in streamlining the approval processes and establishing relative levels of compliance.

2016 – 2026 Strategic Community Plan

<i>Goal 1: Great Place for Residential and Business Development</i>	
Objectives	How the Shire will contribute
1.2 Ensure effective and efficient development and building services	a) Process development applications and undertake building regulation functions and services
<i>Goal 5: Proactive and Leading Local Government</i>	
5.3 Ensure community is well informed and facilitate community engagement in visioning, strategic planning and other significant decisions that affect the community	a) Consult and engage with the community on issues, projects and decisions that affect them

ATTACHMENTS

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

- Letter to previous submitters (Doc Id: 112192)
 - Schedule of Submissions (Doc Id: 114049)
 - Holiday Home Factsheet & Checklist (Doc Id: 118188)
 - Local Planning Policy 8.13: Holiday Homes (Doc Id: 119630)
- (Marked 9.3.4)**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council pursuant to Clause 4 of the Deemed Provisions of the Shire of Dandaragan Local Planning Scheme No.7, adopts Local Planning Policy 8.13 Holiday Homes as provided as an attachment to this report, and proceeds to publish a notice of the adopted policy in local newspapers circulating the Scheme area and on the Shire website.

9.4 GOVERNANCE & ADMINISTRATION

9.4.1 ADOPTION AND AMENDMENT OF LOCAL LAWS

Location:	Shire of Dandaragan
Applicant:	Not Applicable
Folder Path:	Business Classification Scheme / Laws and Enforcements / Local Laws / Reviews of Local Laws
Disclosure of Interest:	Nil
Date:	12 October 2018
Author:	Brent Bailey, Chief Executive Officer and Mr Philip Swain, Consultant
Senior Officer:	Not Applicable

PROPOSAL

The purpose of this report is for Council to progress, in accordance with the Local Government Act 1995 and other relevant Acts, adoption of new and amendment local laws for the Shire of Dandaragan.

BACKGROUND

The Shire of Dandaragan's current Local Laws were gazetted on various dates since 2001. A review of the Shire of Dandaragan Local Laws was commenced, following a resolution of Council, on 26 May 2016. Following that review at its full meeting of 18 December 2016, it was resolved that Council:

1. Consider the outcomes of the review of local laws and directs Administration to prepare the necessary amendments for the following Local Laws, pursuant to the requirements of the Local Government Act 1995 and the principles of National Competition Policy;

Local Government Act 1995:

Local Government Property Local Law;
Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law;
Extractive Industries Local Law;
Local Laws Relating to Fencing;
Parking and Parking Facilities Local Law 2010;

Cemeteries Act 1986

Cemeteries Local Law 2001;

Bush Fires Act 1954

Bush Fire Brigades Local Law;

Health Act 1911

Health Local Laws 2005.

2. Request the CEO draft the necessary documentation to repeal the following local laws subject to the preparation of suitable draft replacement local laws, pursuant to the requirements of

the Local Government Act 1995 and the principles of National Competition Policy;

Local Government Act 1995

Standing Orders Local Law 2001;

Sand Drift Prevention and Abatement Local Law 2009;

Agriculture and Related Resources Protection Act 1976

Local Law Relating to Pest Plants;

Dog Act 1976

Dogs Local Law;

3. request the CEO draft the necessary documentation to repeal the Local Law Relating to Beekeeping subject to confirmation that the locations of beekeeping within the Shire can be adequately controlled through the Local Planning Scheme and that an amendment of the Scheme can be progressed;
4. request the CEO draft the necessary documentation to adopt the following local law, pursuant to the requirements of the Local Government Act 1995 and the principles of National Competition Policy;

Waste Avoidance and Resource Recovery Act Waste Local Law 2017

All the Shire's local laws were included in the review in 2016. It is important to note that local laws made under Acts other than the Local Government Act 1995 are also subject to review, including the procedures outlined in the Local Government Act 1995 for making, repeal or amendment.

COMMENT

All local laws are required to be consistent with National Competition Policy and unless justified, under the Public Benefit Test, should not contain provisions that restrict competition. Generally new local laws are adopted following models, developed by the Western Australian Local Government Association (WALGA), to minimise legal costs and the complications of the benefit tests. Most of the Shire's existing and the proposed local laws, are based on various WALGA models.

The current drafts have been improved, following various circulars and comments from the Department of Local Government and Communities (DLGC) and the Joint Standing Committee on Delegated Legislation (JSCDL) in recent years. The local laws as proposed in draft form for advertising, (Doc Id: 119686), and the relevant Acts they will be made pursuant to, are as follows;

Waste Avoidance and Resource Recovery Act 2007

1. Shire of Dandaragan Waste Local Law 2018

Local Government Act 1995

2. Shire of Dandaragan Local Government (Council Meetings) Local Law 2018;
3. Shire of Dandaragan Site Erosion and Sand Drift Prevention Local Law 2018;
4. Shire of Dandaragan General Amendment Local Law 2018;

Biosecurity and Agriculture Management Act 2007

5. Shire of Dandaragan Local Law Relating to Pest Plants 2018;

Dog Act 1976

6. Shire of Dandaragan Dogs Local Law 2018;

A summary of each draft local law is outlined below:

1. Shire of Dandaragan Waste Local Law 2018

The draft Shire of Dandaragan Waste Local Law 2018 is based on a model that has been developed over a number years, including input and draft approval from the JSCDL. The local law provides for the statutory aspects of the Shire's refuse service, including the establishing of fees and charges, the collection services provided including the type and nature of receptacles and the requirements for the operation of a waste facility.

Much of Part 4 of the existing Health Local Laws 2005 is now effectively made pursuant to the Waste Avoidance and Resource Recovery Act 2007, due to the transitional provisions within that Act. Accordingly, the draft waste local law includes a repeal provision to delete the majority of Part 4 of the Health Local Laws 2005.

2. Shire of Dandaragan Local Government (Council Meetings) Local Law 2018:

The continued development of the WALGA model local law in line with the various accountability requirements of the Act and community expectations, means that the "model" document with minor amendments will better serve the Shire in the management and control of meetings.

The draft Shire of Dandaragan Local Government (Council Meetings) Local Law 2018 is based on the WALGA model with minor amendments.

3. Shire of Dandaragan Site Erosion and Sand Drift Prevention Local Law 2018

The current law contains clauses that have been disallowed by the JSCDL. Clause 3.4 of the current local law grants the power to the Shire to place a charge on land on which the local government had undertaken work pursuant to a notice served on the owner/occupier of the property. The Committee has determined that this type of clause is ultra vires to the Local Government Act 1995. There is no power in the Act to specify that an amount expended by the local government, in carrying out work required in a notice, can be a charge on the land on which the work was carried out. The power to seek recompense can only be utilised where it is specifically empowered under the Act.

The Shire's existing local law also refers to powers of entry, which have also been questioned by the JSCDL, as the powers of entry are generally defined in the Act for Council Officers. These clauses unnecessarily complicate the local law and add potential for challenge to its validity in any situation of appeal. The draft Shire of Dandaragan Site Erosion and Sand Drift Prevention Local Law 2018 is based on more recent adoptions by other local governments, most specifically a 2016 City of Wanneroo Local Law.

4. Shire of Dandaragan General Amendment Local Law 2018

The draft Shire of Dandaragan General Amendment local Law 2018 has been prepared to make minor amendments to the various local laws the retention of which was resolved following the 2016 review of all local laws. The details of the various amendments are outlined in more detail below.

5. Shire of Dandaragan Local Law Relating to Pest Plants 2018

The draft local law is based on a WALGA Model with minor variations. The law enables the Shire to issue notices on owners and occupiers to control pest plants on their properties and creates offence provisions for failure to do so. The local law was made pursuant to the Agriculture and Related Resources Act 1976 which has now been partially repealed and the head of power for the creating of local laws is now under the Biosecurity and Agriculture Management Act 2007. The nature of transitional provisions with respect to the Act changes are unclear in the legislation, and consequently, it was resolved that Council repeal the existing local law and adopt a new local law.

During the 2016 review this local law generated several comments from the community and government, including recommendations about other pest plants that should be

included. The draft includes the various plants recommended for inclusion, and will be subject to further community consultation once the draft is adopted for the same.

While the list of species that has currently been identified based on public consultation, consideration must be given to the resources required to implement such controls on this number of plants, including their prevalence on crown and local government managed land. Further investigation will continue into this concern during the public consultation phase to ensure the final adopted local law is manageable within the Shire's current resources.

6. Shire of Dandaragan Dogs Local Law 2018;

There have been substantial changes to Dog Act legislation in recent years and the Shire's existing local law is fairly rudimentary, in comparison to contemporary laws in use in Western Australia. Many issues relating to dog control are now provided for within the Act and Regulations and local laws developed by WALGA are utilised to manage impounding, the numbers of dogs kept on a property, kennel establishments, dog exercise areas and implementing enforcement provisions.

The draft local law is based on the WALGA model with minor amendments.

The General Amendment Local Law includes proposed amendments to the following local laws;

Local Government Act 1995

1. Local Government Property Local Law (Gazetted 9 May 2001);
2. Activities On Thoroughfares and Trading in Thoroughfares and Public Places Local Law (Gazetted 9 May 2001);
3. Extractive Industries Local Law (Gazetted 9 May 2001);
4. Local Laws Relating to Fencing (Gazetted 9 May 2001);
5. Parking and Parking Facilities Local Law 2010 (Gazetted 21 December 2010);

Bush Fires Act 1954

6. Bush Fire Brigades Local Law (Gazetted 9 May 2001); and

Cemeteries Act 1986

7. Cemeteries Local Law 2001 (9 May 2001).

Health Local Laws 2005

8. The Health Local Laws 2005 (Gazetted 13 September 2005 & subsequently amended 19 September 2006 & 22 May 2007) have been proposed for amendment, however with the adoption of the Public Health Act 2016, and the substantial amendment of the former Health Act 1911, (now the Health

(Miscellaneous Provisions) Act 1911), there are many changes proposed for all health local laws over the next couple of years. Whilst the mechanism for replacement of the various provisions contained in the Health Local Laws 2005 is generally unclear, it is understood that the various nuisance provisions will be adopted pursuant to the Local Government Act as a Model Local Law.

The Health Local Laws 2005 require a number of legislative, terminology and code changes. However, in their current form, the Health Local Laws 2005 will only remain in use for another 1-3 years, as the implementation of the Public Health Act 2016 will see the gradual removal of many of the existing provisions. It is recommended that the Shire monitor this situation as it progresses. The substantial changes will see many of the existing provisions, adopted as Regulations under the new Public Health Act 2016. As many of the provisions that require substantial amendment will be regulated, in this way, it is proposed that the Health Local Laws not be amended at this time.

The rationales for the various amendments of local laws are described below:

1. Local Government Property Local Law (Gazetted 9 May 2001);

The local law was adopted by reference (Shire of Exmouth) and is based on the then WALGA Model Local Law. The local law enables various activities to be permitted or prevented on land;

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the Land Administration Act 1997; or
- (c) which is an 'otherwise unvested facility' within section 3.53 of the Local Government Act.

The local law requires minor amendment due to legislative changes. The Local Government Act penalties for conviction under a local law have remained unchanged since 1995. The maximum penalty is \$5000 and the maximum daily penalty for an ongoing offence is \$500. As a consequence modified penalties have also remained at a maximum of \$500 for 23 years. It is proposed with this, and most of the local laws, that modified penalties be increased to the upper end of the permissible range (\$300-500) to reflect the deterrent effect which has been diminished over time. Consequently, the adjustment of modified penalties contained within the Schedule is recommended.

A minor amendment is needed in relation to Part 7 of the local law relating to objections and appeals due to a regulatory

amendment undertaken in 2004 with the establishment of the State Administrative Tribunal. Changes include minor definition and other changes to align with legislation changes over time.

2. Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law (Gazetted 9 May 2001);

The local law was adopted by reference (Shire of Kojonup) but is based on the then WALGA Model Local Law. The Local Law is still in common usage. The local law requires minor amendment due to legislative changes and the adjustment of modified penalties contained within the local law schedule is recommended.

3. Extractive Industries Local Law (Gazetted 9 May 2001);

The Extractive Industries Local Law is based on a WALGA Model which has been in common usage for many years and is still routinely used by a number of local governments to control the extraction of raw materials within their locality. The current local law has served the Shire well however, local governments are often at pains to obtain reasonable recompense from such operations, for the ongoing management and control of the operations as well as the potential damage to road infrastructure caused by road haulage.

The local law requires minor amendment due to a code change and the adjustment of modified penalties contained within the local law schedule is recommended. The draft amendments also remove references to penalties within the local law as these are, in most instances as per the maximum provisions outlined within the Act. Where they have been included within the local law at a lesser amount they do not clearly describe the maximum and daily penalties. As there has been no increase in Local Government Act penalties since 1995 it is reasonable that any court action with respect to the local law should seek the maximum penalties, especially as the costs to the Shire are likely to well exceed any fine and costs. Minor infractions can be addressed using the modified penalties.

4. Local Laws Relating to Fencing (Gazetted 9 May 2001);

Following the review, and as to the extent to which the local law has been called upon, for the control of fencing within the Shire, and the absence of major issues with the existing local law, it was resolved that the local law be retained with minor amendments.

The local law requires various minor amendment due to legislative changes and definitions.

5. Local Law Relating to Beekeeping (Gazetted 9 May 2001);

The Local Law Relating to Beekeeping was made by the Shire on 12 April 2001 and Gazetted, in conjunction with a number of other local laws, on 9 May 2001. The local law has remained unchanged since that time. The local law was not based on a WALGA model, is concerned predominantly with bee keepers seeking written consent and restricting the keeping of bees in other than rural areas. The local law creates modified penalties, which have also remained unchanged since the adoption of the law. The local law refers to the Beekeepers Act 1963 which has since been repealed and consequently at best the local law requires amendment.

There are substantial controls now in place for the bee keeping industry pursuant to the Biosecurity and Agriculture Management Regulations 2013. All bee keepers must be registered with the Department of Primary Industries & Regional Development (DPIRD) in Western Australia and all hives must be marked with the licensing details of the bee keeper. Consequently, as the only controls needed are restrictions on where hives may be located it is proposed that the local law be repealed and that the Shire of Dandaragan Local Planning Scheme No.7 be amended to include “apiary activities” and that the same be restricted to appropriate areas, (i.e. Rural and possibly Rural Residential areas with Council approval). If this activity is to be restricted to Rural areas effective control could be implemented by defining the term and including “apiary activities” within the definition of “agriculture intensive” in the Scheme. Council previously received one submission in relation to the Local Law Relating to Beekeeping during the 2016 local law review.

6. Parking and Parking Facilities Local Law 2010 (Gazetted 21 December 2010);

The local law is based on the WALGA Model with minor variations. The local law generally aligns with current versions of the model and can be retained with minor amendments. Amendments are limited to changes in legislation with respect to definitions and increases in modified penalties are recommended.

7. Bush Fire Brigades Local Law (Gazetted 9 May 2001) – (Bush Fires Act 1954);

The Bush Fire Brigades Local Law was made pursuant to the Bush Fires Act 1954 and was adopted by reference from the Bush Fire Brigades Local Law of the Shire of Bridgetown – Greenbushes. The local law is based on the WALGA model of the time and enables the establishment by the Shire of Bush Fire Brigades and rules regarding their management and control. The local law has served the Shire well and no major

amendments are required. Proposed amendments are limited and include clarifying definitions due to structural changes in the State Public Service.

8. Cemeteries Local Law 2001(9 May 2001) - Cemeteries Act 1986

The Cemeteries Local Law 2001 was adopted by reference to the Model Local Law (Cemeteries) 1998 with various minor amendments. The local law relates to the Badgingarra, Dandaragan and Jurien Bay Public Cemeteries and this was the intended title of the original adoption. However, the local law was actually adopted as the Cemeteries Local Law 2001, with reference to the alternate title at the commencement of the gazetted version. There were a number of other errors and omissions associated with the adoption of the model local law that need to be rectified. The draft amendments include rectification of the minor errors identified during the review.

Council is requested to resolve that the draft amendments, various replacement local laws and a new waste local law be approved for public consultation, in accordance with the requirements of the Act. It is necessary that the Shire give state wide public and local notice of the proposed local laws and amendments and copies of the report of the review and the draft amendment and local laws are to be made available upon request.

CONSULTATION

The adoption of new Shire of Dandaragan Local Laws is both a legislative and consultative process. The public notice through advertisement is the first step in the adoption and making of new local laws and amendments.

Advertising needs to consist of state wide public notice in the West Australian newspaper and local public notice in the Shire Administration Centre and all four (4) libraries. The Shire will also advertise through local papers and electronic media.

Once Council has resolved the drafts for consultation Administration will seek comments from relevant government agencies and Ministers officers, on the legislative changes.

STATUTORY ENVIRONMENT

It is a requirement of the Local Government Act 1995 that at a Council meeting the person presiding is to give notice to the meeting of the purpose and effect of any proposed local law including any amendment.

The Local Government (Functions and General) Regulations 1996 Part 1A-Local Laws, prescribe the following:

Notice of purpose and effect of proposed local law - s. 3.12(2)

For the purpose of section 3.12, the person presiding at a Council meeting is to give notice of the purpose and effect of a local law by ensuring that -

- (a) the purpose and effect of the proposed local law is included in the agenda for that meeting; and
- (b) the minutes of the meeting of the Council include the purpose and effect of the proposed local law.

Accordingly, the following statements will be read by the person presiding during the Council meeting prior to Council's decision being made:

1. The intended Purpose and Effect of the Shire of Dandaragan Waste Local Law 2018 are:

Purpose: The purpose of the local law is to provide for the regulation, control and management of activities and issues relating to waste collection, recycling, reuse and disposal within the district of the Shire of Dandaragan.

Effect: The effect of the local law is to control activities and manage influences on waste collection, recycling, reuse and disposal within the district of the Shire of Dandaragan.

2. The intended Purpose and Effect of the Shire of Dandaragan Local Government (Council Meetings) Local Law 2018 are:

Purpose: The purpose of the local law is to provide for rules and guidelines which apply to the conduct of meetings of the Council and its Committees and to the meetings of electors within the district of the Shire of Dandaragan.

Effect: The effect of the local law is to establish requirements for better decision making by the Council and Committees, the orderly conduct of meetings, better understanding of the processes of conducting meetings and the more efficient and effective use of time at meetings, within the district of the Shire of Dandaragan.

3. The intended Purpose and Effect of the Shire of Dandaragan Site Erosion and Sand Drift Prevention Local Law 2018 are;

Purpose: The purpose of this local law is to provide for the regulation, control and management of site erosion, sand and dust on land within the district.

Effect: The effect of the local law is to establish controls on site erosion, sand and dust, with which owners and occupiers of land

within the district of the Shire of Dandaragan must comply, if directed.

4. The intended Purpose and Effect of the Shire of Dandaragan General Amendment Local Law 2018 are:

Purpose: The purpose of the local law is to provide for the repeal and amendment of the Shire of Dandaragan Local Laws to provide for the good governance of the district of the Shire of Dandaragan.

Effect: The effect of the local law is to repeal and amend existing local laws within the district of the Shire of Dandaragan to provide for the good governance of the municipality.

5. The intended Purpose and Effect of the Shire of Dandaragan Local Law Relating to Pest Plants 2018 are;

Purpose: The purpose of the local law is to provide for the regulation, control and management of pest plants on land within the district.

Effect: The effect of the local law is to establish controls on specified pest plants, with which owners and occupiers of land within the district of the Shire of Dandaragan must comply, if directed.

6. The intended Purpose and Effect of the Shire of Dandaragan Dogs Local Law 2018 are:

Purpose: The purpose of the local law is to provide for the regulation, control and management of the keeping of dogs within the district of the Shire of Dandaragan.

Effect: The effect of the local law is to establish the requirements with which owners and occupiers of land within the district of the Shire of Dandaragan must comply in order to keep dogs and provides the means of enforcing the local law.

Where Council has determined that a local law should be adopted or amended, a local government is required give state-wide notice of the proposed local law. Submissions must be accepted for a period of six (6) weeks. The Council must consider any submissions made before making or amending a local law.

The adoption and amendment of the Shire of Dandaragan Local Laws is both a legislative and consultative process.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Direct costs associated with this report will be limited to consultancy and advertisement fees to give state wide public notice of the draft laws. All costs, including the preparation of the final local law report, letters to Ministers and Departments, the preparation of Explanatory Memos, and final gazettal will be undertaken via budgeted expenditure.

Following the discussion period for the draft local laws, and depending upon any submissions, further amendment review and legal advice may be incurred.

STRATEGIC IMPLICATIONS

2016 - 2026 Strategic Community Plan

<i>Goal 5: Proactive and Leading Local Government</i>	
Objectives	How the Shire will contribute
5.3 Ensure community is well informed and facilitate community engagement in visioning, strategic planning and other significant decisions that affect the community	a) Consult and engage with the community on issues, projects and decisions that affect them b) Provide relevant and timely information through the Council website, newsletters, and local media

ATTACHMENTS

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

- Shire of Dandaragan Draft Local Laws (Doc Id: 119686)

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council approves the draft local laws, as outlined in Attachment A, for consultation and authorises the CEO to give Statewide and Local Public Notice of the Shire's intention to make the following local laws;

- 1. Shire of Dandaragan Waste Local Law 2018**
- 2. Shire of Dandaragan Local Government (Council Meetings) Local Law 2018;**
- 3. Shire of Dandaragan Site Erosion and Sand Drift Prevention Local Law 2018;**
- 4. Shire of Dandaragan General Amendment Local Law 2018;**
- 5. Shire of Dandaragan Local Law Relating to Pest Plants 2018; and**
- 6. Shire of Dandaragan Dogs Local Law 2018.**

9.5 COUNCILLOR INFORMATION BULLETIN**9.5.1 SHIRE OF DANDARAGAN – SEPTEMBER 2018 COUNCIL STATUS REPORT**

Document ID: 120235

Attached to the agenda is a copy of the Shire's status report from the Council Meeting held 27 September 2018. **(Marked 9.5.1)**

9.5.2 SHIRE OF DANDARAGAN – EXECUTIVE MANAGER INFRASTRUCTURE REPORT – OCTOBER 2018

Document ID: 120358

Attached to the agenda is a copy of the Shire of Dandaragan's Executive Manager Infrastructure Report for October 2018. **(Marked 9.5.2)**

9.5.3 SHIRE OF DANDARAGAN – BUILDING STATISTICS – SEPTEMBER 2018

Document ID: 119835

Attached to the agenda is a copy of the Shire of Dandaragan Building Statistics for September 2018. **(Marked 9.5.3)**

9.5.4 SHIRE OF DANDARAGAN – PLANNING STATISTICS – SEPTEMBER 2018

Document ID: 119827

Attached to the agenda is a copy of the Shire of Dandaragan Planning Statistics for September 2018. **(Marked 9.5.4)**

9.5.5 SHIRE OF DANDARAGAN TOURISM / LIBRARY REPORT FOR AUGUST 2018

Document ID: 118312

Attached to the agenda is monthly report for Tourism / Library for August 2018. **(Marked 9.5.5)**

9.5.6 DEPARTMENT OF TREASURY – HORTICULTURE 90-DAY REGULATORY MAPPING AND REFORM PROJECT

Document ID: 119421

Attached to the agenda is the Horticulture 90-Day Regulatory Mapping and reform project for viewing or by following link:

https://www.treasury.wa.gov.au/uploadedFiles/Site-content/Economic_Reform/90_Day_Projects/Horticulture-90-Day-Project-Findings-from-Business-Consultations.pdf

(Marked 9.5.6)

9.5.7 MINUTES OF THE LEMC MEETING HELD 22 AUGUST 2018

Document ID: 117433

Attached to the agenda are the unconfirmed Minutes of the LEMC Meeting held 22 August 2018 **(Marked 9.5.7)**

9.5.8 WALGA – INVITATION TO ATTEND CIVIC SERVICE

Document ID: 119794

Attached to the agenda is an invitation extended to Elected Members and Executive Staff from The Dean of Perth in

conjunction with WALGA to attend Civic Service on Sunday 25 November 2018 **(Marked 9.5.8)**

9.5.9 DEPARTMENT OF FIRE & EMERGENCY SERVICE – INTRODUCTION OF \$1000 TOTAL FIRE BAN INFRINGEMENT

Document ID: 119502

Attached to the agenda is correspondence from DFES advising that local governments can now issue a \$1000 infringement notice as an option to prosecution for a TFB breach **(Marked 9.5.9)**

9.5.10 SHIRE OF DANDARAGAN TOURISM / LIBRARY REPORT FOR SEPTEMBER 2018

Document ID: 120247

Attached to the agenda is monthly report for Tourism / Library for September 2018. **(Marked 9.5.10)**

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

11 CONFIDENTIAL ITEMS FOR WHICH MEETING IS CLOSED TO THE PUBLIC

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13 CLOSURE OF MEETING



ATTACHMENTS

FOR ORDINARY COUNCIL MEETING 25 OCTOBER 2018

SHIRE OF DANDARAGAN

ACCOUNTS FOR PAYMENT

FOR THE PERIOD ENDING

30 September 2018

SUMMARY OF SCHEDULE OF ACCOUNTS SEPTEMBER 2018

<u>FUND</u>						<u>AMOUNT</u>
<u>MUNICIPAL FUND</u>						
CHEQUES	33536	-	33553			\$116,811.94
EFT'S	EFT	273	-	EFT	279	\$839,568.74
DIRECT DEBITS	GJBDEB-	3325		GJBDEB-	3366	\$68,626.64
TOTAL MUNICIPAL FUND						\$1,025,007.32

<u>TRUST FUND</u>	
CHEQUES	-
	NIL

This schedule of accounts to be passed for payment, covering vouchers as detailed above, which was submitted to each member of Council has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings and the amounts shown the amounts show are due for payment.



CHIEF EXECUTIVE OFFICER



EXECUTIVE MANAGER CORPORATE &
COMMUNITY SERVICES

MUNICIPAL ACCOUNT				
DATE	CHEQUE	PAYEE	INVOICE DETAILS	AMOUNT
6/09/2018	33536	Synergy	Various Electricity Usage	\$1,221.50
6/09/2018	33537	Telstra Corporation	Various Telephone Usage	\$10,450.83
6/09/2018	33538	BCITF	BCIFT Levy Payment Aug 18	\$5,782.58
6/09/2018	33539	Shire Of Dandaragan	BSL/BCITF/BookEasy Comm. Aug/Sept 18	\$258.00
12/09/2018	33540	Synergy	Various Electricity Usage	\$18,016.25
12/09/2018	33541	Telstra Corporation	Various Telephone Usage	\$1,482.83
12/09/2018	33542	Shire Of Dandaragan	BookEasy Commission Sept 18	\$24.75
12/09/2018	33543	Cervantes Ratepayers/Progress Ass.	Australia Day 2019 Event Donation	\$1,000.00
12/09/2018	33544	Jurien Bay Volunteer Fire Brigade	Hire of crew & appliances-prescribed burn	\$3,094.94
21/09/2018	33545	Jurien Bay IGA	Jurien Admin Consumables Aug 18	\$766.79
21/09/2018	33547	Synergy	Various Electricity Usage	\$3,661.30
21/09/2018	33548	Commissioner Of Police	Firearm Licence Renewal 2018	\$126.00
21/09/2018	33549	Telstra Corporation	Various Telephone Usage	\$5,374.58
21/09/2018	33551	Water Corporation	Various Water Usage	\$59,798.34
21/09/2018	33552	Shire Of Gingin	Contribution Northern Growth Alliance 18/19	\$5,500.00
21/09/2018	33553	Please Pay Cash	Jurien Admin Petty Cash Recoup Sept 18	\$253.25
				\$116,811.94

DIRECT DEBITS				
DATE		JOURNAL NUMBER	DESCRIPTION	AMOUNT
3/09/2018		GJBDEB-3327	ANZ Merchant Statement - Aug 2018	\$218.15
3/09/2018		GJBDEB-3328	BWA Merchant Fees - Aug 2018	\$164.44
3/09/2018		GJBDEB-3329	BWA - VC Merchant Fees - Aug 2018	\$57.33
3/09/2018		GJBDEB-3330	BWA Paper Transaction Fee August 2018	\$56.40
3/09/2018		GJBDEB-3331	BPay Maintenance Fee August 2018	\$15.00
3/09/2018		GJBDEB-3332	BWA Over The Counter Fee August 2018	\$54.00
3/09/2018		GJBDEB-3333	BPay Transaction Fee August 2018	\$188.80
3/09/2018		GJBDEB-3334	BWA Maintenance Fee Ex 117-005816-7 Augu	\$20.00
3/09/2018		GJBDEB-3335	BWA OBB Record Fee August 2018	\$12.60
5/09/2018		GJBDEB-3336	M/C - Fuel - PLV254	\$67.54
5/09/2018		GJBDEB-3337	M/C - Dining - RRG Meeting - Perth	\$43.00
5/09/2018		GJBDEB-3338	M/C - Parking - RRG Meeting - Perth	\$5.60
5/09/2018		GJBDEB-3339	M/C - Parking - RRG Meeting - Perth	\$4.70
5/09/2018		GJBDEB-3340	M/C - Dining - RRG Meeting - Northam	\$23.00
5/09/2018		GJBDEB-3341	M/C - Dining - RRG Meeting - Wickiepin	\$12.90
5/09/2018		GJBDEB-3342	M/C - Refreshments - WSFR Meeting - Perth	\$8.80
5/09/2018		GJBDEB-3343	M/C - Dining - WSFR Meeting - Perth	\$31.40
5/09/2018		GJBDEB-3344	M/C - InterShire network lunch	\$115.50
5/09/2018		GJBDEB-3345	M/C - Accommodation Denmark	\$270.00
5/09/2018		GJBDEB-3346	M/C - Conference Cam for Chambers	\$533.87
5/09/2018		GJBDEB-3347	M/C - Better Beginnings Plush Toy	\$43.99
5/09/2018		GJBDEB-3348	M/C - AIBS Membership - MBS	\$550.00
5/09/2018		GJBDEB-3349	M/C - Accommodation - Waste seminar	\$92.23
5/09/2018		GJBDEB-3350	M/C - Train Travel to WAPL meeting	\$4.80
5/09/2018		GJBDEB-3351	M/C - Train Travel to WAPL meeting	\$4.80
5/09/2018		GJBDEB-3352	M/C - Accom. LG Week - Cr Slys	\$1,530.65
5/09/2018		GJBDEB-3353	M/C - Safety Boots	\$198.35
5/09/2018		GJBDEB-3354	M/C - QGIS Fundamentals Training	\$787.05
5/09/2018		GJBDEB-3355	M/C - Parking LG Week	\$4.50
5/09/2018		GJBDEB-3356	M/C - Dinner - LG Week	\$241.33
5/09/2018		GJBDEB-3357	M/C - Meals - LG Week	\$20.10
5/09/2018		GJBDEB-3358	M/C - Waste Conference Registration	\$1,040.38
6/09/2018		GJBDEB-3325	Salary Packaging	\$2,327.91
6/09/2018		GJBDEB-3326	SuperChoice	\$19,616.29
17/09/2018		GJBDEB-3359	SecurePay Trans Fee - August 2018	\$9.64
20/09/2018		GJBDEB-3360	Salary Packaging	\$2,327.91
20/09/2018		GJBDEB-3361	SuperChoice	\$19,367.58
21/09/2018		GJBDEB-3362	JB Bowling Club - S/S Loan 131	\$3,225.51
24/09/2018		GJBDEB-3363	Australia Post Transaction Fees August 2018	\$137.66
25/09/2018		GJBDEB-3364	JB Bowling S/S Loan 130 - Interest	\$12,793.10
25/09/2018		GJBDEB-3365	ERV Lease & Fuel - Sept 2018	\$1,349.83
28/09/2018		GJBDEB-3366	Line of Credit Fee	\$1,050.00
				\$68,626.64

5 TRANSFER				
6/09/2018	273	Payroll	Payroll	\$102,444.96
6/09/2018	273			\$102,444.96
6/09/2018	274/916	A.P. Keeble and J.M. Keeble	Field Guide to Hi Vallee Farm	\$460.00
6/09/2018	274/916	Abco Products	Slimline towel-toilet tissue-bin liners	\$438.34
6/09/2018	274/916	Advance Dandaragan Committee (Inc)	SOD donation Australia Day 2019 event	\$750.00
6/09/2018	274/916	Advance Dandaragan Committee (Inc)	SOD Comm Grant Quiet Achievers Dinner	\$500.00
6/09/2018	274/916	AN & A Whybrow	Hire D9N dozer-gravel stockpile-SCR010	\$11,748.00
6/09/2018	274/916	Badgingarra Community Assn	SOD donation Australia Day 2019 Event	\$750.00
6/09/2018	274/916	Badgingarra Community Assn	SOD Comm Grant Inspirational Dinner	\$1,500.00
6/09/2018	274/916	Badgingarra Community Assn	2018/19 Contribution to Operations	\$10,300.00
6/09/2018	274/916	Badgingarra Community Assn	September 18 - Partial town maint - Badgy	\$3,300.00
6/09/2018	274/916	Barnes Hydraulic Services	Directional control valve PTH014	\$1,115.97
6/09/2018	274/916	Barnes Hydraulic Services	BSPT nipples	\$37.14
6/09/2018	274/916	Building Commission	BSL remittance for Aug 2018	\$4,208.49
6/09/2018	274/916	Building Commission	BSL Occupancy for Aug 2018	\$61.65
6/09/2018	274/916	Canover 24 VBFB	Prescribed burn PW0802	\$3,094.94
6/09/2018	274/916	Canover 24 VBFB	Catering for DFES structural FF course	\$49.95
6/09/2018	274/916	Carroll & Richardson Flagworld	Australian National Flag	\$222.60
6/09/2018	274/916	Cerv, Community Recreation Centre	2018/19 Contribution to operations	\$10,300.00
6/09/2018	274/916	Cervantes Family Fest	SOD don towards Cerv Fam Fest 2018/19	\$1,500.00
6/09/2018	274/916	Cervantes Hardware and Marine	PVC elbows-poly red nipple-valve box-connect	\$29.43
6/09/2018	274/916	Cervantes Hardware and Marine	Ext cord, solenoid	\$90.75
6/09/2018	274/916	Cervantes Hardware and Marine	PVC pipe-union-elbows-solvent-PVC Ts-valve	\$97.57
6/09/2018	274/916	Cervantes Hardware and Marine	ICT rust converter	\$37.40
6/09/2018	274/916	Cervantes Hardware and Marine	ICT rust converter	\$37.40
6/09/2018	274/916	Cervantes Hardware and Marine	Plumbers tape, clear silicone	\$26.95
6/09/2018	274/916	Cervantes Hardware and Marine	Maccsim treated pine screws	\$8.80
6/09/2018	274/916	Cervantes Hardware and Marine	PVC union-elbow-PVC T-reducing bush	\$57.10
6/09/2018	274/916	Coastal Kids Care Inc.	SOD Comm Grant Christ. Party & Open Day	\$1,500.00
6/09/2018	274/916	Courier Australia	Freight - Jurien Admin	\$28.88
6/09/2018	274/916	Courier Australia	Freight - Jurien Depot	\$36.14
6/09/2018	274/916	Courier Australia	Freight - Dandy Depot	\$10.78
6/09/2018	274/916	Covs Parts Pty Ltd	Fuel filters-air fresheners-fitted hose twin-rags	\$571.05
6/09/2018	274/916	Covs Parts Pty Ltd	Paper Atork-brake&parts cleaners	\$329.01
6/09/2018	274/916	Dandy Com. Centre Management	2018/19 Contribution to operations	\$10,300.00
6/09/2018	274/916	Dandaragan CRC	SOD Comm Grant Dandy Christmas Carols	\$800.00
6/09/2018	274/916	Dandaragan Golf Club	SOD Comm Grant Open Days	\$1,000.00
6/09/2018	274/916	Dandaragan Mechanical Services	Magnatec diesel oil	-\$66.95
6/09/2018	274/916	Dandaragan Mechanical Services	Magnatec diesel oil	\$133.85
6/09/2018	274/916	Dandaragan Playgroup	SOD Comm Grant Tiny Hearts First Aid	\$1,020.00
6/09/2018	274/916	Deering Autronics	Traffic Light Actuator	\$900.00
6/09/2018	274/916	DFES	2018/19 ESL Quarter 1 contribution	\$108,240.52
6/09/2018	274/916	Derricks Auto-Ag & Hardware Plus	Cole Hersee DPDT toggle switch	\$42.00
6/09/2018	274/916	Derricks Auto-Ag & Hardware Plus	Cole Hersee DPDT toggle switch	\$42.00
6/09/2018	274/916	Derricks Auto-Ag & Hardware Plus	Ryco Crimp fitting, Hydraulic Hose	\$64.12
6/09/2018	274/916	Derricks Auto-Ag & Hardware Plus	Hydraulic Adaptor	\$14.01
6/09/2018	274/916	Derricks Auto-Ag & Hardware Plus	PTO 2" clutch base & facing	\$255.20
6/09/2018	274/916	Derricks Auto-Ag & Hardware Plus	Alum camlock coupling-washers-grey hose	\$141.20
6/09/2018	274/916	Derricks Auto-Ag & Hardware Plus	Alum camlock coupling-washers-grey hose	\$141.20
6/09/2018	274/916	Dongara Town VBFB	Cont Hire Crew & appliances - P/Burn	\$3,094.94
6/09/2018	274/916	Elite Electrical Contracting Pty Ltd	Check/repair data point-check a/c	\$95.00
6/09/2018	274/916	Enlocus Pty Ltd	Revising concept design	\$11,770.00
6/09/2018	274/916	Inspirational Community Arts Network I	SOD Comm Grant Art Workshops	\$1,500.00
6/09/2018	274/916	Jason Signmakers	Parkpost plastic flexible guide	\$474.84
6/09/2018	274/916	Jason Signmakers	Parkpost plastic flexible guide	\$474.83
6/09/2018	274/916	Jason Signmakers	Parkpost plastic flexible guide	\$474.83
6/09/2018	274/916	Jason Signmakers	Durapost flexible guide post driver	\$152.17
6/09/2018	274/916	Jason Signmakers	Durapost flexible guide post driver	\$152.17
6/09/2018	274/916	Jason Signmakers	Materials and Contracts (ALL)	\$152.16
6/09/2018	274/916	JCB Construction Equipment	Transmission filter & JCB Trans SAE30 20L	\$142.63
6/09/2018	274/916	Jurien Bay Adventure Tours	BookEasy Booking	\$85.75
6/09/2018	274/916	Jurien Bay Beach Mission	SOD don. JB Beach Mission 2018/19 event	\$1,500.00
6/09/2018	274/916	Jurien Bay Camera Club Incorporated	SOD Comm Grant 2018 T/Coast Photo Comp.	\$1,500.00
6/09/2018	274/916	Jurien Bay Ceilings	Final Payment - Gyprock CCC	\$16,145.00
6/09/2018	274/916	Jurien Bay Com. Resource Centre	SOD donation to Craytales	\$250.00
6/09/2018	274/916	Jurien Bay District High School	SOD Comm Grant Senior Ball	\$1,000.00
6/09/2018	274/916	Jurien Bay Motel Apartments	BookEasy Booking	\$131.25
6/09/2018	274/916	Jurien Bay Motel Apartments	BookEasy Booking	\$131.25
6/09/2018	274/916	Jurien Bay Motel Apartments	BookEasy Booking	\$262.50

6/09/2018	274/916	Jurien Bay Motel Apartments	BookEasy Booking	\$170.00
6/09/2018	274/916	Jurien Bay Newsagency	Newspapers Aug 18	\$49.00
6/09/2018	274/916	Jurien Bay Newsagency	Stationery	\$9.99
6/09/2018	274/916	Jurien Bay Tourist Park	BookEasy Booking	\$253.75
6/09/2018	274/916	Jurien Bayview Realty	Staff Housing	\$1,400.00
6/09/2018	274/916	Jurien Bay Youth Group	SOD Comm Grant Basic Survival & First Aid	\$1,500.00
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Wire Bruch Cup Crimped	-\$15.20
6/09/2018	274/916	Jurien Hardware - Thrifty Link	CLR Cleaner	\$15.20
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Orbit 6Stn easy dial timer	\$66.50
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Wire Bruch cup crimped	\$15.20
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Flexovit grinding disc	\$27.06
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Reducing socket, poly fittings	\$49.41
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Mask Dust Nuisance level pk10, gloves	\$10.45
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Valve Box	\$47.50
6/09/2018	274/916	Jurien Hardware - Thrifty Link	PVC Fittings	\$32.30
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Rapid set concrete, batten screw	\$53.59
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Battery Charger Automatic 12v	\$99.75
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Gal HWF screws	\$16.15
6/09/2018	274/916	Jurien Hardware - Thrifty Link	Protective Clothing - ZS0430	\$50.00
6/09/2018	274/916	Jurien Home Timber & Hardware	Valve Tap, washer body, vandal proof spanner	\$37.10
6/09/2018	274/916	Jurien Home Timber & Hardware	Kelvinator refrigerator	\$595.25
6/09/2018	274/916	Jurien Home Timber & Hardware	Makita Grinder 125mm	\$110.00
6/09/2018	274/916	Jurien Home Timber & Hardware	Spray Gun, metalshield	\$137.75
6/09/2018	274/916	Jurien Home Timber & Hardware	Paint, thinner, mineral turpentine	\$308.75
6/09/2018	274/916	Jurien Home Timber & Hardware	Pine CCA reeded decking	\$17.95
6/09/2018	274/916	Jurien Home Timber & Hardware	Brass padlock	\$94.00
6/09/2018	274/916	Jurien Home Timber & Hardware	Eveready Super HD Batteries	\$88.80
6/09/2018	274/916	Jurien Home Timber & Hardware	Top Coat Silver, safety visor	\$71.00
6/09/2018	274/916	Jurien Home Timber & Hardware	Knead It Steel	\$25.50
6/09/2018	274/916	Jurien Home Timber & Hardware	Drop Bolt, padbolt high security	\$93.85
6/09/2018	274/916	Jurien Home Timber & Hardware	Silicone, paint, O-rings, valves	\$87.30
6/09/2018	274/916	Jurien Home Timber & Hardware	Brush Cup Multi	\$17.25
6/09/2018	274/916	Jurien Home Timber & Hardware	Makita Battery/charger pack, jigsaw	\$518.00
6/09/2018	274/916	Jurien Home Timber & Hardware	Lead Construction 15amp	\$59.50
6/09/2018	274/916	Jurien Home Timber & Hardware	Flastac 72mm x 10m Silver	\$89.00
6/09/2018	274/916	Jurien Home Timber & Hardware	Paint, shower plug, grout	\$79.55
6/09/2018	274/916	Jurien Home Timber & Hardware	Angle Tile Aluminium Davco Ultraflex	\$92.70
6/09/2018	274/916	Jurien Home Timber & Hardware	Silicone Sanitary	\$9.60
6/09/2018	274/916	Jurien Home Timber & Hardware	Rubber seal brown	\$17.40
6/09/2018	274/916	Jurien Home Timber & Hardware	Manhole Frame white	\$27.75
6/09/2018	274/916	Jurien Sport and Recreation Centre	SOD Comm Grants Country Arts WA Shows	\$1,500.00
6/09/2018	274/916	Jurien Sport and Recreation Centre	2018/19 contribution to operations	\$10,300.00
6/09/2018	274/916	Jurien Tyre & Auto	ATV tyre	\$288.00
6/09/2018	274/916	Jurien Tyre & Auto	Vehicle Service PLV236	\$1,395.00
6/09/2018	274/916	Jurien Tyre & Auto	Wiper Blades	\$214.68
6/09/2018	274/916	Jurien Tyre & Auto	Vehicle Service PLV212	\$535.80
6/09/2018	274/916	Landmark Operations Limited	Ultra Max roundup	\$2,668.05
6/09/2018	274/916	Landmark Operations Limited	Silv Solenoid Valve	\$235.99
6/09/2018	274/916	Landmark Operations Limited	Genf Metsulfuron	\$654.50
6/09/2018	274/916	Landmark Operations Limited	ITSO Micromatic coupler, riser	\$706.79
6/09/2018	274/916	Mcleods Barristers And Solicitors	Legal Expenses - Dog Act Prosecution	\$616.00
6/09/2018	274/916	Mcleods Barristers And Solicitors	Legal Expenses - Dog Act Prosecution	\$579.15
6/09/2018	274/916	Mcleods Barristers And Solicitors	Legal Expenses - Bushfire Act Prosecution	\$599.50
6/09/2018	274/916	Mcleods Barristers And Solicitors	Legal Expenses - Bushfire Act Prosecution	\$518.65
6/09/2018	274/916	Mei Sun	Translation of visitor flyer	\$150.00
6/09/2018	274/916	Midwest Group Of Affiliated Agr. Soc. I	2018 Annual Royal Perth Show donation	\$200.00
6/09/2018	274/916	Nessa Hall	Dobbyn Park BBQ & toilets	\$866.16
6/09/2018	274/916	Nessa Hall	Fauntleroy Park BBQ & Toilets	\$866.16
6/09/2018	274/916	Nessa Hall	Memorial Park	\$866.16
6/09/2018	274/916	Nessa Hall	Fauntleroy Park New BBQ	\$428.30
6/09/2018	274/916	Nessa Hall	Sanitary Bins	\$88.00
6/09/2018	274/916	Nessa Hall	Credit - Sanitary Bins Overcharge	-\$66.00
6/09/2018	274/916	Nessa Hall	Jurien Fish Cleaning Station	\$866.16
6/09/2018	274/916	Nessa Hall	Beachridge Park BBQ	\$428.30
6/09/2018	274/916	Nessa Hall	Middleton Park BBQ	\$428.30
6/09/2018	274/916	Nessa Hall	Baudlin Park BBQ	\$428.30
6/09/2018	274/916	Pinnacles Express	SOD Donation Pinnacle Express Publication	\$250.00
6/09/2018	274/916	Ray White Jurien Bay	Staff Housing	\$670.00
6/09/2018	274/916	RDI Transport	Freight - Cervantes Tip	\$841.56
6/09/2018	274/916	RDI Transport	Freight - Jurien Depot	\$88.00
6/09/2018	274/916	Redgum Reports Inc	SOD donation Redgum Reports publication	\$250.00
6/09/2018	274/916	Redgum Village	Catering - First aid course	\$220.00

6/09/2018	274/916	Ricoh Finance	Copier Lease 29/9-28/10/18	\$1,512.30
6/09/2018	274/916	Russ - Hills Contracting	Freight - Dandy Depot	\$177.54
6/09/2018	274/916	S & V Nellini	Refund Overpayment of Rates	\$88.37
6/09/2018	274/916	Sandpaper	SOD donation towards Sandpaper publication	\$250.00
6/09/2018	274/916	The Workwear Group Pty Ltd	Staff Uniforms - ZS0471	\$73.70
6/09/2018	274/916	Turquoise Coast Plumbing	Inspect & Service Fire Pumps	\$1,815.00
6/09/2018	274/916	Waldorf Apartment Hotels Aust	Accommodation LG Week	\$632.00
6/09/2018	274/916	Waldorf Apartment Hotels Aust	Accommodation WALGA conference	\$671.50
6/09/2018	274/916	Westrac Equipment	CM Seal Black	\$36.85
6/09/2018	274/916	Westrac Equipment	CM Seal Black	\$33.00
6/09/2018	274/916	Westrac Equipment	Filters	\$225.13
6/09/2018	274/916	Westrac Equipment	Filters	\$225.14
6/09/2018	274/916	Westrac Equipment	Front Window - PCL011	\$1,065.66
6/09/2018	274/916	Westrac Equipment	LH Front Windscreen -PCL011	\$368.67
6/09/2018	274/916	Winc Australia Pty Limited	Stationery - August 18	\$185.57
6/09/2018	274/916	Winc Australia Pty Limited	Stationery additional Aug 18	\$390.41
6/09/2018	274/916	Wolba Wolba Herit. Site Management	SOD Comm Grant Aggies Cottage Christmas	\$1,500.00
6/09/2018	274/916			\$260,075.81
12/09/2018	275/917	Cancelled	Cancelled	\$0.00
12/09/2018	275/917			\$0.00
12/09/2018	276/917	Ann Eyre, Cr	Annual Meeting Fee - 1st Qtr	\$3,991.25
12/09/2018	276/917	Ann Eyre, Cr	ICT Allowance	\$875.00
12/09/2018	276/917	Australia Post	Postage international	\$71.00
12/09/2018	276/917	Australia Post	Postage	\$4,051.06
12/09/2018	276/917	BookEasy Pty Ltd	Min Monthly Fee August 18	\$330.00
12/09/2018	276/917	Cervantes General Store	Catering LEMC meeting 22/8/18	\$252.00
12/09/2018	276/917	Cervantes Historical Society Inc	SOD contribution State History Conference	\$2,500.00
12/09/2018	276/917	Coastline Technical Services	Fabricate frame/sheeting, additional bending	\$1,399.44
12/09/2018	276/917	Conplant Australia	Blower air cooling 12v PCR009	\$399.28
12/09/2018	276/917	Covs Parts Pty Ltd	Lamp strobe amber	\$88.77
12/09/2018	276/917	Covs Parts Pty Ltd	Tube flash	\$37.91
12/09/2018	276/917	CWA Jurien	Vietnam Day Wreath	\$50.00
12/09/2018	276/917	D Slys (Cr)	Annual Meeting Fee 1st Qtr	\$3,991.25
12/09/2018	276/917	D Slys (Cr)	ICT Allowance	\$875.00
12/09/2018	276/917	Dahlia Richardson, Cr	Annual Meeting Fee 1st Qtr	\$3,991.25
12/09/2018	276/917	Dahlia Richardson, Cr	ICT Allowance	\$875.00
12/09/2018	276/917	Derricks Auto-Ag & Hardware Plus	Oil Filters	\$44.20
12/09/2018	276/917	Derricks Auto-Ag & Hardware Plus	Century Batteries, tested bow shackles	\$385.20
12/09/2018	276/917	Derricks Auto-Ag & Hardware Plus	Hella jumpstart terminals-plugs-covers	\$440.00
12/09/2018	276/917	Derricks Auto-Ag & Hardware Plus	Hella jumpstart terminals-plugs-covers	\$440.00
12/09/2018	276/917	Direct Contracting Pty Ltd	Turquoise Way path reconstruction	\$36,205.62
12/09/2018	276/917	Direct Contracting Pty Ltd	Dual use path diversion - Turquoise Path	\$31,817.06
12/09/2018	276/917	Direct Contracting Pty Ltd	Footpath repairs Bashford St	\$3,740.00
12/09/2018	276/917	Elite Builders Jurien Bay	Install metal door frames	\$5,574.44
12/09/2018	276/917	Elite Electrical Contracting Pty Ltd	Repairs to Fire Pump panel	\$1,950.22
12/09/2018	276/917	Elite Electrical Contracting Pty Ltd	Repairs to Fire Pump panel	\$1,950.23
12/09/2018	276/917	Family Affair Cafe	Catering for Tronox/Com. Grants Meeting	\$144.00
12/09/2018	276/917	Fuel Distributors of WA Pty Ltd	Diesel Jurien Bay Depot	\$14,487.80
12/09/2018	276/917	Green Head VBFB	Hire crew & appliances-prescribed burn	\$3,094.94
12/09/2018	276/917	Jason Clarke, Cr	Annual Meeting Fee 1st Qtr	\$3,991.25
12/09/2018	276/917	Jason Clarke, Cr	ICT Allowance	\$875.00
12/09/2018	276/917	JH Computer Services Pty Ltd	Monitor arms	\$275.00
12/09/2018	276/917	Jurien Bay Adventure Tours	BookEasy Booking	\$173.25
12/09/2018	276/917	Jurien Bay Community Res. Centre	Craytales advert #326	\$46.90
12/09/2018	276/917	Jurien Bay Hotel Motel	Accommodation - Down to Earth Training	\$678.45
12/09/2018	276/917	Jurien Home Timber & Hardware	Toilet rolls	\$104.00
12/09/2018	276/917	Jurien Home Timber & Hardware	Bushman e/side size 10-B10503	\$59.95
12/09/2018	276/917	Kaye McGlew (Cr)	Annual Meeting Fee - 1st Qtr	\$3,991.25
12/09/2018	276/917	Kaye McGlew (Cr)	ICT Allowance	\$875.00
12/09/2018	276/917	Landmark Operations Limited	Dowa tordon 75-D herb 10L	\$56.41
12/09/2018	276/917	Landmark Operations Limited	Dowa tordon 75-D herb 10L	\$56.41
12/09/2018	276/917	Landmark Operations Limited	Dowa tordon 75-D herb 10L	\$56.42
12/09/2018	276/917	Leslee Holmes (Cr)	Presidents Meeting Fee - 1st Qtr	\$6,180.00
12/09/2018	276/917	Leslee Holmes (Cr)	Presidents Allowance	\$3,000.00
12/09/2018	276/917	Leslee Holmes (Cr)	ICT Allowance	\$875.00
12/09/2018	276/917	Marketforce Pty Ltd	Local Govt Tender 02/18	\$506.40
12/09/2018	276/917	Peter Scharf (Cr)	Annual Meeting Fee - 1st Qtr	\$3,991.25
12/09/2018	276/917	Peter Scharf (Cr)	Deputy Presidents Allowance	\$750.00
12/09/2018	276/917	Peter Scharf (Cr)	ICT Allowance	\$875.00
12/09/2018	276/917	R. Shanhun, Cr	Annual Meeting Fee - 1st Qtr	\$3,991.25
12/09/2018	276/917	R. Shanhun, Cr	ICT Allowance	\$875.00
12/09/2018	276/917	Ray White Jurien Bay	Travel - Property Inspection Aug 18	\$153.00

12/09/2018	276/917	Turquoise Coast Plumbing	Install retic valve	\$319.00
12/09/2018	276/917	Waterlogic Australia Pty Ltd	Lease W/Filters JB Admin 1/9-30/9/18	\$286.00
12/09/2018	276/917	Waterlogic Australia Pty Ltd	Lease W/Filters JB Depot 1/9-30/9/18	\$591.80
12/09/2018	276/917	Waterlogic Australia Pty Ltd	Lease W/Filters Civic Cen 1/9-30/9/18	\$678.70
12/09/2018	276/917	Wayne Gibson (Cr)	Annual Meeting Fee 1st Qtr	\$3,991.25
12/09/2018	276/917	Wayne Gibson (Cr)	ICT Allowance	\$875.00
12/09/2018	276/917	Westcoast Painting Contractors	Waterproofing-silicone & prime-membrane	\$1,650.00
12/09/2018	276/917	Westcoast Painting Contractors	Full internal site clean - CCC	\$220.00
12/09/2018	276/917	Westcoast Painting Contractors	Interior Painting CCC	\$11,880.00
12/09/2018	276/917	Westrac Equipment	Turning circle wear strips	\$1,488.83
12/09/2018	276/917	Woodlands Distributors	Calcapril 25kg-DAP 500kg bags	\$1,792.45
12/09/2018	276/917			\$180,261.14
20/09/2018	277	Payroll	Payroll	\$109,841.27
20/09/2018	277			\$109,841.27
21/09/2018	278/918	1000minds Limited	1000minds single use software license	\$995.00
21/09/2018	278/918			\$995.00
21/09/2018	279/919	Alison Slyn	Reimb. parking expense WA Tourism Conf.	\$167.80
21/09/2018	279/919	AMPAC Debt Recovery (WA) Pty Ltd	Legal Expenses 20/8/18	\$55.00
21/09/2018	279/919	AMPAC Debt Recovery (WA) Pty Ltd	Legal Expenses 03/9 to 07/9/18	\$3.86
21/09/2018	279/919	Avdata Australia	Jurien Airport Flight Data Aug 18	\$166.42
21/09/2018	279/919	Avon Waste	Rubbish - Green Bins 20/8-31/8/18	\$4,985.40
21/09/2018	279/919	Avon Waste	Fish Cleaning Bins 20/8-31/8/18	\$304.08
21/09/2018	279/919	Avon Waste	Jetty Bins 20/8-31/8/18	\$27.44
21/09/2018	279/919	Avon Waste	Street Bins 20/8-31/8/18	\$291.90
21/09/2018	279/919	Avon Waste	Additional Street Bins 20/8-31/8/18	\$144.90
21/09/2018	279/919	Avon Waste	Yellow Bins 20/8-31/8/18	\$3,727.18
21/09/2018	279/919	Avon Waste	Rec Process Charge 20/8-31/8/18	\$401.26
21/09/2018	279/919	Avon Waste	F/Lift Bins - Sandy Cape 20/8-31/8/18	\$665.00
21/09/2018	279/919	Avon Waste	F/Lift Bins - Badgy Refuse 20/8-31/8/18	\$601.68
21/09/2018	279/919	Avon Waste	F/Lift Bins - Cerv Transfer 20/8-31/8/18	\$40.04
21/09/2018	279/919	Badgingarra Chamber of Commerce	2018/19 Membership	\$150.00
21/09/2018	279/919	Badgingarra Community Assn	Advertising Youth Advisory Council	\$49.50
21/09/2018	279/919	Badgingarra Community Assn	Advertising Envision 2029	\$44.00
21/09/2018	279/919	Boc Gases	Gas Cylinder Hire 29/7 to 28/8/18	\$84.55
21/09/2018	279/919	Boc Gases	Oxygen, Acetylene & Argoshield	\$189.98
21/09/2018	279/919	CONNECT Call Centre Services	After Hrs Calls August 2018	\$77.22
21/09/2018	279/919	Council First	Pay Advices not printing - Aug 18	\$214.50
21/09/2018	279/919	Courier Australia	Freight - Jurien Admin	\$10.73
21/09/2018	279/919	Courier Australia	Freight - Jurien Depot	\$51.98
21/09/2018	279/919	Courier Australia	Freight - Dandy Depot	\$69.69
21/09/2018	279/919	Courier Australia	Freight - Cervantes Library	\$24.26
21/09/2018	279/919	Courier Australia	Freight - Jurien Admin	\$21.51
21/09/2018	279/919	Courier Australia	Freight - Dandy Depot	\$24.21
21/09/2018	279/919	Courier Australia	Freight - Dandy Depot	\$46.54
21/09/2018	279/919	Dandy Community Resource Centre	2 Day Auschem Risk Man. Course	\$537.80
21/09/2018	279/919	Dandy Community Resource Centre	2 Day Auschem Risk Man. Course	\$537.80
21/09/2018	279/919	Dandy Community Resource Centre	Dand Depot cleaning 20/7-29/8/18	\$829.80
21/09/2018	279/919	Dandaragan Store	Fluro Light Tubes & Starters	\$21.45
21/09/2018	279/919	Dandaragan Store	Dandy Depot Meetings & Kitchen	\$10.00
21/09/2018	279/919	Dandaragan Store	Dandy Depot Meetings & Kitchen	\$66.50
21/09/2018	279/919	David Gray & Co Pty Ltd	D/Green bins/lids-L/Green/yellow bins/lids	\$2,833.60
21/09/2018	279/919	Deering Autronics	Travel to site, Replace Battery	\$1,492.17
21/09/2018	279/919	Department of Transport	J Bay Fish Cleaning Stn Usage 1/7-31/8/18	\$149.80
21/09/2018	279/919	Depart of Water and EnviroRegulation	Cont. Waste DEC tracking form 21/8-31/8/18	\$1,232.00
21/09/2018	279/919	Department of Water and Environment	Controlled Waste Licence Renewal 15/10/19	\$60.00
21/09/2018	279/919	Derricks Auto-Ag & Hardware Plus	Housing, bearings	\$96.00
21/09/2018	279/919	Derricks Auto-Ag & Hardware Plus	V Belt	\$95.70
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.83
21/09/2018	279/919	Down to Earth Training & Assessing	Small Plant & Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.83
21/09/2018	279/919	Down to Earth Training & Assessing	Small Plant & Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.83
21/09/2018	279/919	Down to Earth Training & Assessing	Small Plant & Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.83
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.83
21/09/2018	279/919	Down to Earth Training & Assessing	Small Plant & Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.83
21/09/2018	279/919	Down to Earth Training & Assessing	Small Plant & Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.82
21/09/2018	279/919	Down to Earth Training & Assessing	Small Plant & Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Small Plant & Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.82
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.82

21/09/2018	279/919	Down to Earth Training & Assessing	Small Plant & Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Small Plant & Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Chainsaw Training Course	\$345.81
21/09/2018	279/919	Down to Earth Training & Assessing	Chainsaw Training Course (include A Cockman	\$691.62
21/09/2018	279/919	Down to Earth Training & Assessing	Traffic Management Course	\$345.83
21/09/2018	279/919	Fairfax Media Publications Pty Ltd	Advertising Moora Directory	\$390.00
21/09/2018	279/919	Family Affair Cafe	Catering for Council Meeting 23/8/18	\$165.00
21/09/2018	279/919	Fire Protection Association Australia	Staff Training	\$110.00
21/09/2018	279/919	Fire Protection Association Australia	Staff Training	\$2,600.00
21/09/2018	279/919	Forpark Aust	Anvil Table - Aluminium	\$3,237.30
21/09/2018	279/919	Forpark Aust	Anvil Table - Aluminium	\$6,474.60
21/09/2018	279/919	Fowler Electrical Contracting	Supply 12v DC power supply to workshop	\$502.66
21/09/2018	279/919	Fuel Distributors of WA Pty Ltd	Diesel - Jurien Depot 3500lts	\$5,276.11
21/09/2018	279/919	Fuel Distributors of WA Pty Ltd	Diesel 12743lt Dandy Depot	\$19,159.10
21/09/2018	279/919	Fuel Distributors of WA Pty Ltd	Quartz Ineo	\$142.56
21/09/2018	279/919	Fuel Distributors of WA Pty Ltd	Engine & Transmission Oil	\$2,441.52
21/09/2018	279/919	Hitachi	Bucket for John Deere Loader	\$12,100.00
21/09/2018	279/919	Indian Ocean Festival Inc	Sponsorship - Corporate Advertising	\$5,500.00
21/09/2018	279/919	Jurien Bay Lions Club	Tronox Grant 50% Shire Contribution	\$4,013.90
21/09/2018	279/919	Jurien Bay Medical Centre	Pre Employment Medical	\$148.50
21/09/2018	279/919	Jurien Bayview Realty	Staff Housing	\$1,400.00
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Ratchet Tie Downs	\$85.50
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Killrust white gloss	\$36.10
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Gas refill 9kg	\$33.25
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Brass padlock	\$17.86
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Gas refill 9kg	\$33.25
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Gas refills 9kg	\$66.50
21/09/2018	279/919	Jurien Hardware - Thrifty Link	PVC Fittings	\$45.49
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Sand Paper glass & wet & dry	\$2.09
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Mallet Rubber	\$13.78
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Cement Rapid Set Concrete	\$14.92
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Willow Jug 5l	\$33.25
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Hook Snap, Rivetts	\$31.00
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Sockets, nipples, elbows	\$43.52
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Micro rotor spray & riget riser	\$43.80
21/09/2018	279/919	Jurien Hardware - Thrifty Link	PVC Fittings	\$30.40
21/09/2018	279/919	Jurien Hardware - Thrifty Link	PVC Fittings	\$91.69
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Elbow 19mm - 15bsp	\$0.67
21/09/2018	279/919	Jurien Hardware - Thrifty Link	Protective Clothing - Canvas Hat	\$14.25
21/09/2018	279/919	Jurien Home Timber & Hardware	Door Relief Vents	\$425.00
21/09/2018	279/919	Jurien Home Timber & Hardware	Silicones & adaptor cycle pump inflator	\$33.80
21/09/2018	279/919	Jurien Home Timber & Hardware	Turpentine Mineral	\$17.00
21/09/2018	279/919	Jurien Home Timber & Hardware	MDF skirting-enamel gloss-sunscreen-cement	\$326.60
21/09/2018	279/919	Jurien Home Timber & Hardware	MDF skirting-enamel gloss-sunscreen-cement	\$33.25
21/09/2018	279/919	Jurien Home Timber & Hardware	Brass padlocks	\$94.00
21/09/2018	279/919	Jurien Home Timber & Hardware	Toilet rolls	\$104.00
21/09/2018	279/919	Jurien Home Timber & Hardware	200mm Metal Pipe Stake	\$26.00
21/09/2018	279/919	Jurien Home Timber & Hardware	End Cap Black	\$1.50
21/09/2018	279/919	Jurien Home Timber & Hardware	Elbow Cat 10 25mm	\$10.20
21/09/2018	279/919	Jurien Home Timber & Hardware	Chainsaw Sharpening Kit, File	\$34.25
21/09/2018	279/919	Jurien Home Timber & Hardware	Metalshield Epoxy Gloss	\$85.50
21/09/2018	279/919	Jurien Home Timber & Hardware	Actizyme Pellets	\$48.25
21/09/2018	279/919	Jurien Home Timber & Hardware	Flushpipe cones, couplings, handy rolls	\$24.60
21/09/2018	279/919	Jurien Home Timber & Hardware	Elbow, Nipples, sockets, valve	\$71.55
21/09/2018	279/919	Jurien Signs	White Guide Posts with Reflectors	\$858.00
21/09/2018	279/919	Jurien Signs	White Guide Posts with Reflectors	\$858.00
21/09/2018	279/919	Jurien Trenching & Excavations	Gravel & compact new bays-Sandy Cape	\$4,000.00
21/09/2018	279/919	Jurien Tyre & Auto	RTX20-BS battery	\$150.00
21/09/2018	279/919	Jurien Tyre & Auto	60,000km service - PLV248	\$428.30
21/09/2018	279/919	Landgate	Rural UVs 21/7-3/8/18	\$66.50
21/09/2018	279/919	Landgate	Landgate Searches Aug18	\$77.10
21/09/2018	279/919	Landgate	Gross Rental Valuations	\$66.50
21/09/2018	279/919	Leeman Plumbing and Excavation	Install hosecock & connect to borewater	\$887.63
21/09/2018	279/919	Local Health Auth Analytical Com.	Analytical Expenses 2018/19	\$827.79
21/09/2018	279/919	Lowman Engineering	Manufacture sign locking pins - Sandy Cape	\$110.00
21/09/2018	279/919	Mid Coast Contracting	Supply & replace faulty RCD-15091	\$235.40
21/09/2018	279/919	Mid Coast Contracting	Free exit beams & batteries-B10240	\$687.50
21/09/2018	279/919	Moora Glass Service	Supply/fit windows-CCC renewal project	\$17,450.40
21/09/2018	279/919	Nature Playgrounds	Supply/install shark themed activity fort	\$14,241.81

21/09/2018	279/919	Nuford Wangara	Bury System 9 Base kit	\$109.00
21/09/2018	279/919	Parkwood Hardware	H2 zero replacement service kits-B10020	\$519.55
21/09/2018	279/919	Ray White Jurien Bay	Staff Housing	\$670.00
21/09/2018	279/919	Redgum Reports Inc	Shire Matters edition 15 22/08	\$295.00
21/09/2018	279/919	Scott Printers Pty Ltd	Printing Digital Flyer	\$163.90
21/09/2018	279/919	Scott Printers Pty Ltd	Printing digital brochure	\$277.20
21/09/2018	279/919	Seaview Ford Clarkson	2019 Ford Everest SUV 4WD	\$19,003.05
21/09/2018	279/919	Seaview Ford Clarkson	On Road Costs	\$946.95
21/09/2018	279/919	Shadbolt Electrical	Electrical Work on bore pumps	\$1,380.34
21/09/2018	279/919	Shadbolt Electrical	Supply/replace extraction fan-JCC	\$2,503.00
21/09/2018	279/919	Shadbolt Electrical	Invest fault sensor male toilet-emgerg lights	\$101.20
21/09/2018	279/919	Telstra	Whispir SMS usage August 2018	\$159.50
21/09/2018	279/919	The Honda Shop	Carburettor assy	\$195.65
21/09/2018	279/919	The Workwear Group Pty Ltd	Staff Uniforms	\$528.61
21/09/2018	279/919	The Workwear Group Pty Ltd	Staff Uniforms	\$44.50
21/09/2018	279/919	Vanguard Press	160 Brochure Display	\$923.98
21/09/2018	279/919	Vari-Skilled	Memorial Park Aug 18	\$446.78
21/09/2018	279/919	Vari-Skilled	Administration Centre Aug 18	\$1,379.51
21/09/2018	279/919	Vari-Skilled	Recreation Ground Aug 18	\$874.13
21/09/2018	279/919	Vari-Skilled	Bauldin Park Aug 18	\$523.73
21/09/2018	279/919	Vari-Skilled	Recreation Ground Car Park Aug 18	\$252.53
21/09/2018	279/919	Vari-Skilled	Dobbyn Park Aug 18	\$1,029.41
21/09/2018	279/919	Vari-Skilled	Rec Ground Surrounds Aug 18	\$582.74
21/09/2018	279/919	Vari-Skilled	Ronsard Park Aug 18	\$252.53
21/09/2018	279/919	Vari-Skilled	Eric Collinson Aug 18	\$469.55
21/09/2018	279/919	Vari-Skilled	Weston Street Reserve Aug 18	\$252.53
21/09/2018	279/919	Vari-Skilled	Federation Park Aug 18	\$397.32
21/09/2018	279/919	Vari-Skilled	Civic Ctr Precinct Aug 18	\$1,089.32
21/09/2018	279/919	Vari-Skilled	JCC Surrounds Aug 18	\$505.68
21/09/2018	279/919	Vari-Skilled	Jurien Town Hall Aug 18	\$112.00
21/09/2018	279/919	Vari-Skilled	JB Police Station Aug 18	\$609.15
21/09/2018	279/919	Vari-Skilled	Passamani Park Aug 18	\$514.71
21/09/2018	279/919	Vari-Skilled	Cervantes CBD Aug 18	\$349.64
21/09/2018	279/919	Vari-Skilled	Pioneer Park Aug 18	\$1,128.74
21/09/2018	279/919	Vari-Skilled	POS 4B Pacman Park/Lesueur Aug 18	\$514.71
21/09/2018	279/919	Vari-Skilled	POS 5A Middleton Bvd Aug 18	\$812.70
21/09/2018	279/919	Vari-Skilled	R E Snook Reserve Aug 18	\$507.49
21/09/2018	279/919	Vari-Skilled	Seinor Park Aug 18	\$270.91
21/09/2018	279/919	Vari-Skilled	Weld Park Aug 18	\$632.09
21/09/2018	279/919	Vari-Skilled	Catalonia St Reserve Aug 18	\$757.57
21/09/2018	279/919	WALGA	2018 Transport & Roads Forum	\$50.00
21/09/2018	279/919	Western Regional Towing	Transport vehicles Jurien Depot to Jurien Tip	\$154.00
21/09/2018	279/919	Winc Australia Pty Limited	Stationery back order Aug18	\$10.58
21/09/2018	279/919	Winc Australia Pty Limited	Phantom 4 Professional drone	\$2,535.73
21/09/2018	279/919	Zipform Pty Ltd	Annual Rates Notices 2018/19	\$5,631.50
21/09/2018	279/919			\$185,950.56
Grand Total				\$839,568.74



Monthly Statements

for the period ending 30 September 2018

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SHIRE OF DANDARAGAN
RATE SETTING STATEMENT by Department
as at 30 September 2018

Description	Note	Y-T-D		Actual	Variance
		Budget	Budget		
		2018/2019	2018/2019	2018/2019	
OPERATING ACTIVITIES					
Net current assets at start of financial year - surplus/(deficit)		1,833,416	1,798,962	1,798,962	
Revenue from operating activities (excluding rates)					
Governance		38,242	2,638	3,741	142%
General purpose funding		856,370	228,393	229,202	100%
Law, order & public safety		460,783	295,937	454,943	154%
Health		16,565	4,315	2,941	68%
Education & welfare		15,000	0	0	100%
Community amenities		1,386,002	917,646	963,345	105%
Recreation and culture		417,523	70,399	74,235	105%
Transport		325,508	7,453	(2,173)	-29%
Economic services		243,316	41,845	43,146	103%
Other property and services		130,877	53,148	254,922	480%
		3,890,186	1,621,773	2,024,303	
Expenditure from operating activities					
Governance		(571,426)	(142,739)	(140,771)	99%
General purpose funding		(170,998)	(39,438)	(34,760)	88%
Law, order & public safety		(1,340,943)	(342,603)	(696,716)	203%
Health		(331,006)	(78,584)	(74,802)	95%
Education & welfare		(135,880)	(31,510)	(34,062)	108%
Community amenities		(2,142,518)	(524,497)	(492,526)	94%
Recreation and culture		(3,304,953)	(820,911)	(752,872)	92%
Transport		(5,561,874)	(1,339,304)	(1,255,323)	94%
Economic services		(664,821)	(164,135)	(156,782)	96%
Other property and services		(345,677)	(130,812)	(358,726)	274%
		(14,570,097)	(3,614,534)	(3,997,340)	
Operating activities excluded from budget					
(Profit)/loss on asset disposals	3	91,010	(25,128)	(338,343)	
Movement in accrued interest		0	0	(8,401)	
Movement in accrued salaries and wages		0	0	(40,694)	
Movement in employee provisions		0	0	(89,497)	
Movement in deferred rates		0	0	33,636	
Movement in accrued expenses		0	0	(10,157)	
Loss on fair value of asset through profit & loss		0	0	0	
Depreciation on assets		6,003,478	1,500,869	1,440,455	
Amount attributable to operating activities		(2,752,006)	1,475,741	986,999	
INVESTING ACTIVITIES					
Non-operating grants, subsidies and contributions	12	1,248,242	4,787	8,704	
Proceeds from disposal of assets	3	624,000	0	796,250	
Purchase land and buildings	2	(551,016)	0	(82)	
Purchase furniture and equipment	2	(48,000)	0	(2,305)	
Purchase plant and equipment	2	(798,649)	0	(122,148)	
Purchase infrastructure assets - roads	2	(3,112,328)	0	0	
Purchase infrastructure assets - parks & reserves	2	(106,000)	0	0	
Purchase infrastructure assets - other	2	(294,500)	0	0	
Purchases - Works in Progress (Not Capitalised)	2	0	0	(425,529)	
Amount attributable to investing activities		(3,038,252)	4,787	254,889	
FINANCING ACTIVITIES					
Proceeds from new borrowings		0	0	0	
Repayment of borrowings	4	(118,788)	0	(53,922)	
Payment of self supporting loan to community group		0	0	0	
Self-supporting loan principal income	4	54,362	0	8,607	
Community group cash advance principal income	4	4,152	0	0	
Transfer to reserves	8	(594,857)	0	(20,170)	
Transfer from reserves	8	243,213	0	0	
Amount attributable to financing activities		(411,918)	0	(65,484)	
Budgeted deficiency before general rates		(6,202,176)	1,480,528	1,002,329	
Estimated amount to be raised from general rates	6	6,202,176	(1,480,528)	6,246,674	
Net current assets at end of financial year - surplus/(deficit)	5	0	0	7,249,003	

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF DANDARAGAN
STATEMENT OF FINANCIAL POSITION
as at 30 September 2018

Description	Note	2018	2019
CURRENT ASSETS			
Cash and cash equivalents	7	6,152,114	10,168,434
Trade and other receivables		1,236,001	2,629,277
Inventories		35,309	15,552
TOTAL CURRENT ASSETS		7,423,425	12,813,263
NON-CURRENT ASSETS			
Land		3,060,000	2,940,000
Buildings and improvements		30,370,919	30,038,844
Furniture and equipment		871,648	839,441
Plant and equipment		4,354,512	4,024,127
Infrastructure		249,071,943	248,538,313
Trade & other receivables		198,269	156,026
TOTAL NON-CURRENT ASSETS		287,927,292	286,536,751
TOTAL ASSETS		295,350,716	299,350,014
CURRENT LIABILITIES			
Trade and other payables		(296,962)	(157,337)
Provisions		(582,983)	(493,485)
Current portion of long term borrowings		(118,788)	(64,866)
TOTAL CURRENT LIABILITIES		(998,733)	(715,688)
NON-CURRENT LIABILITIES			
Provisions		(36,525)	(36,525)
Long term borrowings		(315,747)	(315,747)
TOTAL NON-CURRENT LIABILITIES		(352,272)	(352,272)
TOTAL LIABILITIES		(1,351,005)	(1,067,961)
TOTAL NET ASSETS		293,999,711	298,282,053
EQUITY			
Reserves - cash backed	8	(5,386,753)	(5,406,923)
Revaluation surplus		(87,158,696)	(87,158,696)
Retained earnings		(201,454,262)	(205,716,433)
TOTAL EQUITY		293,999,711	298,282,052

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF DANDARAGAN
STATEMENT OF COMPREHENSIVE INCOME by Department
as at 30 September 2018

	Note	Budget 2018/2019	Y-T-D Budget 2018/2019	Actual 2018/2019
Revenue		\$	\$	\$
Governance		38,242	2,638	3,741
General purpose funding		7,058,546	6,434,295	6,475,876
Law, order & public safety		460,783	295,937	334,829
Health		16,565	4,315	2,941
Education & welfare		15,000	(0)	(0)
Community amenities		1,386,002	917,646	963,345
Recreation and culture		417,523	70,399	74,235
Transport		301,925	7,453	(2,173)
Economic services		243,316	41,845	43,146
Other property and services		101,465	28,020	29,146
		10,039,367	7,802,548	7,925,087
Expenses excluding finance costs				
Governance		(537,455)	(134,961)	(131,419)
General purpose funding		(170,998)	(39,438)	(34,760)
Law, order & public safety		(1,340,943)	(342,603)	(696,716)
Health		(331,006)	(78,584)	(74,802)
Education & welfare		(135,880)	(31,510)	(34,062)
Community amenities		(2,139,032)	(524,497)	(492,526)
Recreation and culture		(3,298,308)	(817,470)	(751,833)
Transport		(5,468,054)	(1,339,304)	(1,255,323)
Economic services		(664,821)	(164,135)	(156,782)
Other property and services		(318,200)	(130,812)	(358,754)
		(14,404,697)	(3,603,316)	(3,986,977)
		(4,365,331)	4,199,233	3,938,111
Finance costs				
Governance		(14,674)	(7,778)	(1,805)
General purpose funding		(0)	(0)	(0)
Law, order & public safety		(0)	(0)	(0)
Health		(0)	(0)	(0)
Education & welfare		(0)	(0)	(0)
Community amenities		(0)	(0)	(0)
Recreation and culture		(6,645)	(3,440)	(1,039)
Transport		(0)	(0)	(0)
Economic services		(0)	(0)	(0)
Other property and services		(75)	(0)	27
		(21,394)	(11,218)	(2,816)
Non- operating grants and subsidies				
Governance		(0)	(0)	(0)
General purpose funding		(0)	(0)	(0)
Law, order & public safety		(0)	(0)	(0)
Health		(0)	(0)	(0)
Education & welfare		(0)	(0)	(0)
Community amenities		(0)	(0)	(0)
Recreation and culture		61,345	4,787	8,704
Transport		1,186,897	(0)	(0)
Economic services		(0)	(0)	(0)
Other property and services		(0)	(0)	(0)
		1,248,242	4,787	8,704
Profit / (loss) on asset disposal				
Governance		(19,297)	(0)	(7,547)
General purpose funding		(0)	(0)	(0)
Law, order & public safety		(0)	(0)	120,114
Health		(0)	(0)	(0)
Education & welfare		(0)	(0)	(0)
Community amenities		(3,486)	(0)	(0)
Recreation and culture		(0)	(0)	(0)
Transport		(70,237)	(0)	(0)
Economic services		(0)	(0)	(0)
Other property and services		2,010	25,128	225,776
		(91,010)	25,128	338,343
Net result		(3,229,493)	4,217,930	4,282,341
Other comprehensive income				
Changes on revaluation of non-current assets		(0)	(0)	(0)
Total other comprehensive income		(0)	(0)	(0)
Total comprehensive income		(3,229,493)	4,217,930	4,282,341

This statement is to be read in conjunction with the accompanying notes

SHIRE OF DANDARAGAN
STATEMENT OF COMPREHENSIVE INCOME by Nature or Type
as at 30 September 2018

	Note	Budget 2018/2019	Y-T-D Budget 2018/2019	Actual 2018/2019
		\$	\$	\$
Revenue				
Rates	6	6,202,176	6,205,903	6,246,674
Operating grants and subsidies		1,055,849	179,893	192,478
Contributions, reimbursements & donations		249,755	26,248	69,712
Fees and charges		2,307,169	1,327,400	1,357,302
Interest earnings		109,000	34,250	30,987
Other revenue		115,418	28,855	27,934
		10,039,367	7,802,548	7,925,087
Expenses				
Employee costs		(4,088,037)	(895,325)	(839,591)
Materials and contracts		(2,757,624)	(631,660)	(742,867)
Utilities		(488,072)	(117,922)	(88,855)
Insurance		(380,777)	(250,400)	(266,322)
Other expenses		(686,709)	(207,139)	(608,887)
Depreciation		(6,003,478)	(1,500,869)	(1,440,455)
		(14,404,697)	(3,603,316)	(3,986,977)
		(4,365,331)	4,199,233	3,938,111
Borrowing costs expense		(21,394)	(11,218)	(2,816)
Non-operating grants & subsidies		1,248,242	4,787	8,704
Profit / (loss) on asset disposal	3	(91,010)	25,128	338,343
Net result		(3,229,493)	4,217,930	4,282,341
Other comprehensive income				
Changes on revaluation of non-current assets		(0)	(0)	(0)
Total other comprehensive income		(0)	(0)	(0)
Total comprehensive income		(3,229,493)	4,217,930	4,282,341

This statement is to be read in conjunction with the accompanying notes

SHIRE OF DANDARAGAN
STATEMENT OF CHANGES IN EQUITY
as at 30 September 2018

	Note	Retained Surplus	Reserves Cash Backed	Revaluation Surplus	Total Equity
		\$	\$	\$	\$
Balance as at 30 June 2018		201,454,262	5,386,753	87,158,696	293,999,711
Comprehensive Income					
Net result		4,282,341	0	0	4,282,341
Changes on revaluation of non-current assets		0	0	0	0
Total comprehensive income		4,282,341	0	0	4,282,341
Transfers from/(to) reserves		(20,170)	20,170	0	0
Balance as at as at 30 September 2018		205,716,433	5,406,923	87,158,696	298,282,052

This statement is to be read in conjunction with the accompanying notes.

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

2. ACQUISITION / CONSTRUCTION OF ASSE CASH, INVESTMENTS & RECEIVABLES

		Actual Actual 18/19	Total Budget 18/19	Land & Buildings Actual 18/19	Budget 18/19	Plant & Equipment Actual 18/19	Budget 18/19	Furniture & Equipment Actual 18/19	Budget 18/19	Parks & Reserves Actual 18/19	Budget 18/19	Roads Actual 18/19	Budget 18/19	Other Actual 18/19	Budget 18/19
Governance		400													
Jurien Admin Centre - Create active project room		ISO169	-	2,000	2,000										
Admin Vehicle	New	CAP0294	57,578.37	56,649		57,578	56,649								
Jurien Admin Office - Office Layout		ISO142	-	6,600	6,600										
Jurien Admin Ctre - Aircon Renewal		ISO174	-	9,090	9,090										
Admin Vehicle			50,949.72	48,000		50,950	48,000								
Community Amenities		1000													
Dand CRC Drainage Kerb & Carpark trip hazard		ISO158	-	2,300	2,300										
Corunna Road toilet renovation		ISO162	-	13,230	13,230										
Cervantes Tip - Roller doors & safe warning monitor		ISO163	-	27,000	27,000										
Family Resource Centre - Exterior Paint		ISO164	-	6,270	6,270										
Family Resource Centre - Replace Gutters & downpipes		ISO171	-	2,980	2,980										
Family Resource Ctr - Playground Shade sails		ISO140	-	4,000	4,000										
Family Resource Centre - Revised Security Fencing		ISO147	-	2,100	2,100										
Admin Vehicle				37,000			37,000								
Transport		1200													
Dandaragan Depot Roller Door for Tyre Store		ISO159	-	4,315	4,315										
Dandaragan Depot OHS mods		CAP0262	81.82		82										
Jurien Depot - Security gates to open workshop area		ISO161	-	14,400	14,400										
Jurien Depot - Lunch Room		ISO172	518.87	26,000	519	26,000									
Gillingarra Road		MGR010													
Coalara Road - Gravel Resheet		MGR019	-	113,285									113,285		
Marchagee Track - Gravel Resheet		MGR014	-	110,909									110,909		
Mazza Road - Gravel Resheet		MGR189	-	110,909									110,909		
Cantabilling Rd - Gravel Resheet		MGR047	-	82,223									82,223		
Minyulo Road - Gravel Resheet		MGR033	-	107,968									107,968		
Waddi Road - Gravel Resheet		MGR016	-	107,968									107,968		
Yearamullah Rd - Gravel Resheet		MGR022	-	119,278									119,278		
Banovich Road - Gravel Resheet		MGR132	-	119,278									119,278		
Cowalla Road - Gravel Resheet		MGR047	-	126,818									126,818		
Kolburn Rd Drainage - Gravel Resheet		MGR057	-	109,342									109,342		
Gillingarra Road - Gravel Resheet		SCR010	130,877.00	222,950								130,877	222,950		
Dandaragan Road - Regional Road Group		RRG002	-	322,486									322,486		
Dandaragan Rd (Final Seal) - Regional Road Group		RRG002A	-	171,000									171,000		
Jurien East Rd (Final Seal) - Regional Road Group		RRG856	-	165,000									165,000		
Rowes Road - Regional Road Group		RRG007	-	301,256									301,256		
Jurien East Rd - Regional Road Group		RRG856	-	150,696									150,696		
Santander Way - Roads to Recovery		RTR186	-	250,000									250,000		
Corobba Way - Roads to Recovery		RTR152	-	150,000									150,000		
Airstrip Rd - Seal		RTR148	-	100,000									100,000		
Cervantes Community Centre - Carpark		I30047	-	80,000										80,000	
Tree Box Solution - continuation of seal program		I20046	-	30,000									30,000		
Beachridge Swales		I30041	518.87	30,000								519	30,000		
Turquoise Way - Staged Replacement		I10041	32,914.20	30,000										32,914	30,000
Cervantes Entry Stmt (sth) - Reskin		I30053	-	12,000											12,000
Sandy Cape Rd - Gravel Resheet		SCR127	-	52,500									52,500		
Bashford St (Roberts to Doust) Path		I10053	-	70,000											70,000
Bashford St (Hastings to Seaward) Path		I10054	-	65,000											65,000
Rowes Road Underpass - (Farmer Funded)		MRR007U	-	88,463									88,463		
Tractor			-	69,000			69,000								
Tractor			-	90,000			90,000								
Truck			-	100,000			100,000								
Truck			-	105,000			105,000								
Loader Bucket			-	21,000			21,000								
Loadrite Scales			-	17,000			17,000								
Loader Bucket		CAP0328	11,000.00	10,000			11,000								
Bobcat Bucket		CAP0329	2,620.00	4,000			2,620								
Recreation and Culture		1100													
Badgingarra Library Messanine		ISO156	-	22,370	22,370										
Badgingarra Community Ctr - Replace Exit Doors		ISO157	-	4,330	4,330										
Jurien Sport & Rec - Paint Change Rooms		ISO165	-	13,739	13,739										
Jurien Sport & Rec - Ceining tiles to Change Rooms		ISO166	-	5,937	5,937										
Jurien Sport & Rec - Downlights, fans, vent grilles		ISO167	-	4,800	4,800										
Jurien Sport & Rec - Auto Front Doors		ISO168	-	11,000	11,000										
Ampitheatre Jurien - Replace projection screen		ISO170	-	7,360	7,360										
Marina Park - Disabled Beach Acces		I20087	-	31,000								31,000			
CCC Renewal Project		ISO129	228,848.54	350,874	228,849	350,874									
Cervantes Rec Reserve - Playground		I80002	12,947.10	40,000				12,947	40,000						
Dobbyn Park - BBQ Replacement		I20088	-	25,000								25,000			
Faunterlov Park - Lights		ISO151	-	35,000								35,000			
Catalonia Park - Tank Replacement		I20090	12,118.18	15,000						12,118	15,000				
Cervantes Oval Bore		I20085	-	7,500											7,500
Civic Centre - Aircon-outside fan		ISO173	-	1,993	1,993										
ABC Local Radio JB		CAP0325	-	5,500				5,500							
Outdoor Shower Thirsty Point	FA3099	I20086	961	10,000						961					
Sandy Cape Project		I20083	5,826							5,826					
Economic Services		1300													
Drone		CAP0307	2,305.21	2,500				2,305	2,500						
Other Property & Services		1400													
7A Dandaragan Rd - Renovation taps, benchtops, fittings		ISO160	-	8,330	8,330										
Utility			-	43,000			43,000								
Utility			-	56,000			56,000								
Utility			-	45,000			45,000								
Utility			-	45,000			45,000								
Van			-	52,000			52,000								

Totals 550,064.49 4,920,496 229,449 551,018 122,148 798,649 15,252 48,000 18,905 106,000 131,396 3,142,329 32,914 264,500

WIP 425,529
CAPITALISED 124,535
TOTAL 550,064

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

3. DISPOSAL OF ASSETS

Class of Asset	Proceeds from Sale		Cost of Replacement Asset		Net Cost for Change Over	
	2018 / 2019 Actual	2018/2019 Budget	2018 / 2019 Actual	2018/2019 Budget	2018 / 2019 Actual	2018/2019 Budget
	\$	\$	\$	\$	\$	\$
Plant & Machinery						
Tractor		8,000		69,000	0	61,000
Tractor		10,000		90,000	0	80,000
Trailer		10,000			0	
Truck		22,000		100,000	0	78,000
Truck		20,000		105,000	0	85,000
Admin Vehicle	32,727	22,727	50,950	48,000	18,222	25,273
Admin Vehicle		20,000		37,000	0	17,000
Utility		4,000		43,000	0	39,000
Utility		25,000		56,000	0	31,000
Utility		5,000		45,000	0	40,000
Utility		5,000		45,000	0	40,000
Van		15,000		52,000	0	37,000
Admin Vehicle	37,773	37,272	57,578	56,649	19,806	19,377
Fire truck	213,750		0		(213,750)	
Fire Utility	112,000		0		(112,000)	
Loader Bucket		10,000		21,000	0	11,000
Pole Saw disposal		10,000				
Land						
Lot 96 Bashford Street, Jurien Bay	345,776	345,128				
Building						
Lot 96 Bashford Street, Jurien Bay	54,224	54,872				
Totals	796,250	623,999	108,528	767,649	(287,722)	563,650

Proceeds from Sale		Written Down Value		Profit/(Loss) on Disposal	
2018 / 2019 Actual	2018/2019 Budget	2018 / 2019 Actual	2018/2019 Budget	2018 / 2019 Actual	2018/2019 Budget
\$	\$	\$	\$	\$	\$
0	8,000		8,588	0	(588)
0	10,000		12,644	0	(2,644)
0	10,000		7,275	0	2,725
0	22,000		1,142	0	20,858
0	20,000		29,052	0	(9,052)
32,727	22,727	39,159	40,409	(6,432)	(17,682)
0	20,000		23,486	0	(3,486)
0	4,000		6,144	0	(2,144)
0	25,000		30,546	0	(5,546)
0	5,000		19,733	0	(14,733)
	5,000		716	0	4,284
0	15,000		19,979	0	(4,979)
37,773	37,272	38,888	38,888	(1,115)	(1,616)
213,750		130,341		83,409	
112,000		75,295		36,705	
	10,000		10,000		0
	10,000		91,536		(81,536)
345,776	345,128	120,000	320,000	225,776	25,128
54,224	54,872	54,224	54,872	0	0
796,250	623,999	457,907	715,010	338,343	(91,011)

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

4. LOAN REPAYMENT SCHEDULE

No.	Loan Details	Amount	New Loans	Interest Repayments		Principal Repayments		Principal
		Outstanding	2018/2019 Budget	2018 / 2019 Actual	2018/2019 Budget	2018 / 2019 Actual	2018/2019 Budget	Outstanding
		\$	\$	\$	\$	\$	\$	\$
	Self-Supporting Loans							
113	Advance Dandaragan	2,531			75		2,531	0
114	Cervantes Community Club	26,776		964	1,618	8,607	17,529	9,247
130	Jurien Bowling Club	91,846		2,269	4,277	10,525	21,309	70,537
131	Jurien Bowling Club	15,499		208	375	3,018	6,076	9,423
132	Jurien Sport & Rec Centre	17,602			375		6,917	10,685
	Other Loans							0
127	Jurien Admin Centre	280,281		7,778	14,674	31,772	64,426	215,855
	Total	434,535	0	11,218	21,394	53,922	118,788	315,747
	Self-Supporting							
	Cervantes Bowling Club	7,456						7,456
	Total	7,456				0	4,152	7,456
	GRAND TOTAL	536,902		37,248	27,115	112,514	106,736	430,166

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

5. NET CURRENT ASSETS

	Note	2018	2019
		\$	\$
Composition of estimated net current assets			
Current assets			
Cash - unrestricted		765,361	4,761,511
Cash - restricted reserves	8	5,386,753	5,406,923
Receivables		1,236,001	2,629,277
Inventories		35,309	15,552
		<u>7,423,425</u>	<u>12,813,263</u>
Less: current liabilities			
Trade, other payables and provisions		(237,709)	(157,337)
Long term borrowings		<u>(118,788)</u>	<u>(64,866)</u>
		<u>(356,497)</u>	<u>(222,203)</u>
Unadjusted net current assets		7,066,927	12,591,060
Adjustments			
Less: Cash - restricted reserves	8	(5,386,753)	(5,406,923)
Add: Current portion of borrowings		<u>118,788</u>	<u>64,866</u>
Adjusted net current assets - surplus/(deficit)		<u>1,798,962</u>	<u>7,249,003</u>

Reason for Adjustments

The differences between the net current assets at the end of each financial year in the rate setting statement and net current assets detailed above arise from amounts which have been excluded when calculating the budget deficiency in accordance with *Local Government (Financial Management) Regulation 32* as movements for these items have been funded within the budget estimates. These differences are disclosed as adjustments above.

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

6. RATING INFORMATION

Rate Type	2018/19 BUDGET					2018/19 ACTUAL			
	Rate in \$	Number of Properties	Rateable Value	Budget Rate Revenue	Budget Total Revenue	Rate Revenue	Interim Rate	Back Rates	Total Revenue
General Rate									
General GRV	0.078972	1,842	31,092,253	2,455,417	2,455,417	2,457,159	1,302	-	2,458,462
General UV	0.007622	682	381,214,251	2,905,615	2,905,615	2,906,938		-	2,906,938
Sub-Total		2,524	412,306,504	5,361,032	5,361,032	5,364,097	1,302	-	5,365,400

Minimum Rates

General GRV	\$ 933	1012	5,425,321	944,196	944,196	943,263	-	-	943,263
Lesser GRV (Dandaragan & Badgingarra)	\$ 704	30	120,382	21,120	21,120	21,120	-	-	21,120
General UV	\$ 811	82	1,572,137	72,242	72,242	72,242	-	-	72,242
Lesser UV (non-mining)	\$ 704	53	2,880,000	37,312	37,312	37,312	-	-	37,312
Sub-Total		1,177	9,997,840	1,074,870	1,074,870	1,073,937	0	0	1,073,937
Ex Gratia Rates					1,273				0
		3,701	422,304,344	6,435,902	6,437,175	6,438,034			6,439,337
Discounts					(235,000)				(192,663)
Total as per Rate Setting Statement					6,202,175				6,246,674

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

7. CASH, INVESTMENTS & RECEIVABLES

Cash And Cash Equivalents

Note	2018	2019
	\$	\$
Unrestricted	765,361	4,761,511
Restricted	5,386,753	5,406,923
	6,152,114	10,168,434

Receivables

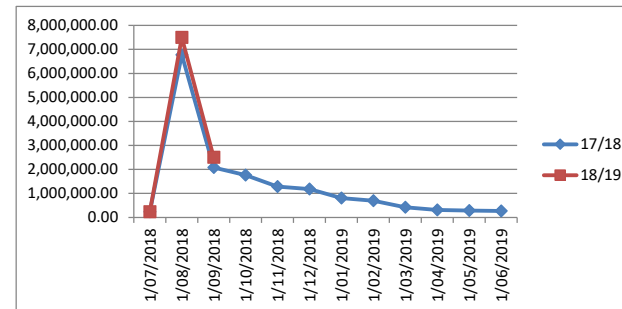
Rates outstanding	235,042	2,509,488
Sundry debtors	750,912	119,785
GST receivable	186,673	4
	1,172,627	2,629,277

Rates Outstanding

	YTD	30-Jun-18
Opening Arrears Previous Years	268,678	286,721
Levied this Year	7,603,240	7,378,635
Supplementary rates		
<u>Less</u> Collections to date	- 5,362,429	- 7,396,679
Equals Current Outstanding	2,509,489	268,678

Net Rates Collectable

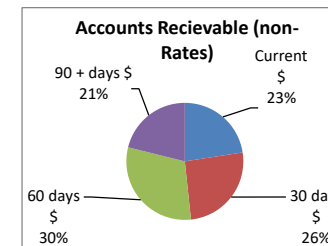
	2,509,489	268,678
% Collected	68.12	96.49



Sundry Debtors

	Current	30 days	60 days	90 + days
	\$	\$	\$	\$
Receivables General	27,022.43	30,861.86	36,591.36	25,309.03
Total Receivables General Outstanding				119,784.68

Amounts shown above include GST (where applicable)



NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

8. RESERVES - CASH / INVESTMENT BACKED

	Opening Balance	Transfer to	Transfer from	Closing Balance
	\$	\$	\$	\$
Plant Replacement Reserve	259,131.21	992.87		260,124
Building Renewal Reserve	1,055,763.07	3953.65		1,059,717
Rubbish Reserve	437,166.49	1637.11		438,804
Community Centre reserve	397,290.90	1465.32		398,756
Television Reserve	95,131.69	356.25		95,488
Computer Reserve	55,502.83	207.85		55,711
Caravan Parks Reserve	385,665.39	1444.25		387,110
Land Development Reserve	68,784.14	257.58		69,042
Parking Requirements Reserve (Lot 1154 Sandpiper Street)	11,102.23	41.57		11,144
Parks and Recreational Grounds Development Reserve (Seagate Estate)	366,293.14	1371.71		367,665
Sport and Recreation Reserve	289,428.98	1083.85		290,513
Landscaping Reserve (Lot 1154 Sandpiper Street)	2,576.49	9.65		2,586
Aerodrome Reserve	96,929.69	362.98		97,293
Public Open Space Renewal Reserve	418,705.20	1567.97		420,273
Infrastructure Renewal Reserve	920,257.45	3443.79		923,701
Infrastructure Construction Reserve	109,904.36	411.58		110,316
Building Construction Reserve	113,103.81	423.56		113,527
Leave Reserve	253,625.51	949.82		254,575
Turquoise Way Path Reserve	50,390.27	188.70		50,579
	5,386,753	20,170	0	5,406,923

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

9. TRUST FUND

	Movement			Closing Balance
	Opening Balance	Inwards	Outwards	
	\$	\$	\$	\$
Housing Bonds	250			250
Seagate Estate	37,300			37,300
Dust Bond	11,049			11,049
Fire Fighting Facility	5,000			5,000
Housing Relocation Bond	4,000			4,000
Footpath Deposit	2,600			2,600
Burial Plots	3,909			3,909
Other Development Bonds	19,000			19,000
Dandaragan Recreation Fund	9,500			9,500
Nomination Deposits	-			-
Unclaimed monies				-
Development Assessment Panel Fee	196		196	-
BSL	3,000		3,000	0
BCITF	-			-
Scheme Amendment Deposit	1,000			1,000
KidsSport				-
	96,804	-	3,196	93,608

10. RESTRICTED ASSETS

	Movement			Closing Balance
	Opening Balance	Inwards	Outwards	
	\$	\$	\$	\$
Central Coast Strategy - Regional Strategy	13,540			13,540
DOLA - Stage 1 Fencing & Footpaths, Cervantes	41,401			41,401
Landcorp - Cash in Lieu POS	162,500			162,500
Jurien Bay Heights - \$500 x 11 Lot Contrib. Mtce of Canover Rd Stage 2	15,900			15,900
Seagate Estate - Footpath Foreshore Management Plan	20,814			20,814
Cash in Lieu of Landscaping - Lot 1146 Sandpiper Street	2,000			2,000
Rehab Bond - Lot 290 Canover	5,000			5,000
Interest	59,550			59,550
	320,706	-	-	320,706

Funds held at balance date over which the Municipality has no control and are not included in the financial statements are as follows:

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

11. BUDGET AMMENDMENTS

Description	Council Resolution	Schedule	Classification	Non-Cash Adjustment	Increase in cash available	Decrease in cash available	Amended Budget Running Balance
Budget Adoption			Opening Surplus				0

Permanent Changes

0	0	0	0
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NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

12. GRANTS & CONTRIBUTIONS

Program / Details	Grant Provider	In Advance payments	2018 /19 Budget	2018 / 19 Budget Amendments	Received	Recoup Status Expenditure	Not Received
				\$	\$	\$	
Operating							
Other General Purpose Income							
Grants Commission - General	WALGGS	379,469	343,233		91,079		631,623
Grants Commission - Roads	WALGGS	474,355	376,337		100,200		750,493
Fire Prevention							
BFB Supplement operating grant	FESA				1,199		-
ESL Operating Grant	FESA		50,798				50,798
Other Welfare							
Spray the Grey Grant Estimate			15,000				
Streets Roads Bridges Depots Maint							
MRWA Direct Grant	MRWA		116,000				116,000
Blackspot Funding - Jurien East / Munbinea			31,047				
Blackspot Funding - Jurien East / Black Arrow			31,671				
Street Light Subsidy			3,300				3,300
		853,824	967,386		192,478		1,552,213
Non-Operating							
Swimming Areas and Beaches							
Beach Numbering Project			15,000			-	15,000
Other Recreation and Sport							
Fauntleroy Park- Solar Lights			23,935		8,704	-	15,231
Heritage							
LotteryWest N/Head heritage grant			22,410			-	22,410
Streets Roads Bridges Depots Maint							
Regional Road Group RRG	RRG	-	558,716			-	558,716
Commodity Route Funding		-	140,000			13,038	140,000
SCR funding carryover - sandy cp			22,000				
DoT Dual Use Path - Bashford to Roberts / Doust	DoT	-	35,000			-	35,000
DoT Dual Use Path - Bashfors to Hasting / Seaward	DoT	-	32,500			-	32,500
JAV Brown contribution to underpass	JAV Brown		88,463				88,463
RTR Grant	RTR	-	398,681			-	398,681
		-	1,336,705	-	8,704	13,038	1,306,001
		853,824	2,304,091	-	201,181	13,038	2,858,214

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
as at 30 September 2018

13. VARIANCES

Reporting Program	Var \$	Var %	Var	Timing / Permanent	Explanation of Variance
Operating Revenue					
Governance	1,104	142%	▲		
General Purpose Funding	810	100%	▲		
Law, Order & Public Safety	159,006	154%	▲	Permanent	ESL Raised on rates, sale of 2 fire vehicles
Health	(1,374)	68%	▼		
Education and Welfare	0	100%	▲		
Community Ammenities	45,699	105%	▲	Permanent	Reimbursement of fees charged in error
Recreation and Culture	3,836	105%	▲		
Transport	(9,626)	-29%	▼		Note: Balance day adjustment journal for landing fees
Economic Services	1,301	103%	▲		
Other Property and Services	201,774	480%	▲	Permanent	Profit on Sale of Lot 96 Bashford St Budget data error, non-cash item, will be corrected at budget review
Operating Expenses					
Governance	1,968	99%	▲		
General Purpose Funding	4,678	88%	▲		
Law, Order & Public Safety	(354,113)	203%	▼	Permanent	DFES Fire vehicles credit
Health	3,782	95%	▲		
Education and Welfare	(2,552)	108%	▼		
Community Ammenities	31,970	94%	▲		
Recreation and Culture	68,039	92%	▲		
Transport	83,981	94%	▲		
Economic Services	7,353	96%	▲		
Other Property and Services	(227,914)	274%	▼	Timing	Overhead oncosts

Robyn Headland

From: Brent Bailey
Sent: Monday, 15 October 2018 8:34 AM
To: Executive Secretary
Subject: FW: Wheatbelt Secondary Freight Route - Council Motion

From: Rick Storer <storerf@koorda.wa.gov.au>
Sent: Tuesday, 7 August 2018 8:33 PM
To: CHITTERING SHIRE-CEO <ceo@chittering.wa.gov.au>; CUNDERDIN SHIRE-CEO <ceo@cunderdin.wa.gov.au>; DALWALLINU SHIRE-CEO <ceo@dalwallinu.wa.gov.au>; Brent Bailey <ceo@dandaragan.wa.gov.au>; DOWERIN SHIRE-CEO <ceo@dowerin.wa.gov.au>; GINGIN SHIRE-CEO <ceo@gingin.wa.gov.au>; GOOMALLING SHIRE-CEO <ceo@goomalling.wa.gov.au>; KELLERBERRIN SHIRE-CEO <ceo@kellerberrin.wa.gov.au>; David Burton <CEO@koorda.wa.gov.au>; MERREDIN SHIRE-CEO <ceo@merredin.wa.gov.au>; MOORA SHIRE-CEO <ceo@moora.wa.gov.au>; MT MARSHALL SHIRE-CEO <ceo@mtmarshall.wa.gov.au>; MUKINBUDIN SHIRE-CEO <ceo@mukinbudin.wa.gov.au>; Northam Shire-CEO <ceo@northam.wa.gov.au>; NUNGARIN SHIRE-CEO <ceo@nungarin.wa.gov.au>; TAMMIN SHIRE-CEO <ceo@tammin.wa.gov.au>; TOODYAY SHIRE-CEO <ceo@toodyay.wa.gov.au>; TRAYNING SHIRE-CEO <ceo@trayning.wa.gov.au>; VICTORIA PLAINS-CEO <ceo@victoriaplains.wa.gov.au>; WESTONIA SHIRE-CEO <ceo@westonia.wa.gov.au>; WONGAN-BALLIDU SHIRE-CEO <ceo@wongan.wa.gov.au>; WYALKATCHEM SHIRE-CEO <ceo@wyalkatchem.wa.gov.au>; YILGARN SHIRE-CEO <ceo@yilgarn.wa.gov.au>; YORK SHIRE-CEO <ceo@york.wa.gov.au>
Subject: Wheatbelt Secondary Freight Route - Council Motion

Goodmorning Everyone,

At the most recent meeting of the WBN RRG the delegates asked me to write to you all requesting that all Council's reaffirm their commitment to the Wheatbelt Secondary Freight Project and commit \$6000 in their 18/19 budgets as the co-contribution required from all 42 LG's for the funding application we will be submitting over the coming months to undertake the detailed planning and design works to enable us to have a Level 4 Infrastructure Australia Submission prepared.

We acknowledge that a lot of councillors will not be intimately aware of the project, so to that end Garrick Yandle together with the Working Group have prepared a detailed Briefing document that we would like you to include with the agenda item for your councillors.

We are requesting that all LG's present the motion as is below, our intent is to have 42 LG's adopted the exact same position, so that we continue to present a united front. It is this collaboration and agreement that is getting us significant traction both at a Federal and State Government Level. We would like you to present this recommendation and supporting documentation to your councils in the August round of Council meetings, following these meetings we would like you to write back to me as Chair of WBN RRG confirming the motion that was passed by council.

For those that aren't away the WSFR Project has been working on this project since mid 2016; the project stemmed from considerable work done by both WBS & WBN in looking at their road networks in attempt to improve connectivity through our RRG funding and road projects. This mapping process started in 2014, once the RRG together with Main Roads identified that improving the connectivity was a major project that would bring significant economic benefit to the Ag Region a working group was formed and RDA via Juliet Grist helped us obtain initial funding to further progress this as a regional road project. The last 2 ½ years have seen considerable work undertaken by all 42 LG's and the working group to get this project to a point where we are

starting to have constructive and positive meetings with the State Government, Federal Government, Infrastructure Australia, Freight & Logistics Council WA, CBH and other key stakeholders.

Hopefully this provides your councils with sufficient information about the background of the project and the plan going forward to enable them to provide the working group with formal support, so we can continue to work for what is a significant regional project for Wheatbelt Region.

That Council:

- 1. Notes the Secondary Freight Routes Project Development report;**
- 2. Supports the strategic intent of the Secondary Freight Routes project;**
- 3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and**
- 4. Endorses in principle an allocation of [\$6,000] in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.**

Should you require further information please do not hesitate to contact me.

Thank you for you ongoing support of this project, it is appreciated by the working group.

Regards
Cr Ricky Storer
President Koorda Shire Council
0429 844088

<attachment 1.pdf>



WHEATBELT NORTH REGIONAL ROAD GROUP
Comprising Avon, Kellerberrin, North East and Moora Sub Groups

WHEATBELT SOUTH REGIONAL ROAD GROUP
Comprising Hotham-Dale, Lakes, Narrogin and Roe Sub Groups
correspondence to RRG Secretariat, Main Roads WA PO Box 333 NORTHAM WA 6401

Briefing Note:

Wheatbelt Secondary Freight Route

August 2018

OVERVIEW

The Wheatbelt Secondary Freight Route (WSFR) network in the Main Roads WA Wheatbelt region comprises some 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business. The WSFR project is developing a business case, with the supporting evidence and documentation required, to seek the addition of a program of road improvements across the network be added to the Infrastructure Australia Priority List.

WSFR WORKING GROUP

The project is being driven by local government authorities associated with the Regional Road Groups of the Wheatbelt Region. The project is intended to support and contribute to other work being undertaken by Main Roads WA, the Department of Transport and the Department of Primary Industries and Regional Development that is considering strategic transport investments across the agricultural regions through the Revitalising Agricultural Regional Freight (RARF) project.

A project Working Group has been established consisting of representatives from the following organisations:

- Wheatbelt North Regional Road Group (WN RRG)
- Wheatbelt South Regional Road Group (WS RRG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA-Wheatbelt Region (MRWA-WR)
- Wheatbelt Development Commission (WDC)



The project has been encouraged by indications from the Federal Government that they are keen to receive well developed business cases for investment in nationally significant supply chains, with the Working Group

developing the Wheatbelt Secondary Freight Routes project. Secondary Freight Routes connect with State and National highways, providing access for heavy vehicles into the region, allowing trucks safe, cost effective access to businesses.

GOAL - INFRASTRUCTURE AUSTRALIA INFRASTRUCTURE PRIORITY LIST

The immediate goal is the inclusion of the WSFR project on the Infrastructure Australia Infrastructure Priority List (IPL), which is a prioritised list of nationally significant investments. It provides decision makers with advice and guidance on specific infrastructure investments that will underpin Australia's continued prosperity. Infrastructure Australia is seeking submissions for the next update of the Infrastructure Priority List, which will be published in February 2019.

The long term goal is to obtain funding support from the Federal Government for a broadly estimated, \$500 million capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. In order to be considered for this list Infrastructure Australia require a Stage 4 Business Case submission.

Led by the Wheatbelt North and Wheatbelt South Regional Road Groups, work is underway to secure the funds needed to do the work required to formally submit the Wheatbelt Secondary Freight Routes proposal for consideration by Infrastructure Australia. RDA Wheatbelt (RDAW) have provided seed funding of approximately \$80k to support project scoping with the aim of securing the \$2 million to \$5 million (depending on the findings) needed to development an investment ready business case. The project development costs are likely to be of the order of 1% of the final investment.

To be confident that sufficient funds are available before starting the detailed planning, engineering and costing, preliminary data has been collected from Local Governments concerning roads that have been identified as part of the network. These works constitute components associated with the development of Stages 1 and 2 of Infrastructure Australia's IPL submission process.

The WSFR Working Group proponents are currently investigating funding options for funding the Stage 4 IPL submission of up to \$5M. This has primarily sought State Government support of \$1.25 million cash through the Leverage Fund, administered by the Department of Primary Industries and Regional Development, *conditional upon* Federal cash support of \$3.5 million through an application to the Building Better Regions Fund and Local Government cash and in-kind support of \$350,000. These funds will be utilised to prepare complete and compliant Stage 1 to Stage 4 submissions to Infrastructure Australia. If successful, this will result in the project being added to the Infrastructure Priority List, facilitating conversations with the Federal Government for capital funding contributions.

AUSTRALIAN FEDERAL GOVERNMENT – INQUIRY INTO NATIONAL FREIGHT AND SUPPLY CHAIN PRIORITIES

The Federal Government has announced the Roads of Strategic Importance (ROSI) initiative. The aim of this initiative is to implement actions that address findings from the Inquiry into National Freight and Supply Chain Priorities.

The Federal Government has allocated \$3.5 billion over the next decade through the new Roads of Strategic Importance (ROSI) initiative, to ensure key freight roads efficiently connect agricultural and mining regions to ports, airports and other transport hubs.

The Major Project Business Case Fund will also provide an Australian Government contribution towards planning and business case development on projects with clear strategic merit. The Fund will facilitate earlier Australian Government engagement in the project planning stage to ensure broader Commonwealth objectives are considered as projects are developed. \$250M has been allocated towards planning and business cases development works on projects across the country, as priorities are identified through ongoing consultation with state and territory governments.

In July 2017 RDA Wheatbelt of behalf the Wheatbelt RRG submitted a full paper to the National Freight and Supply Chain Priorities Inquiry (*July 2017 RDA Wheatbelt Inc Submission to the **Inquiry into National***

Freight and Supply Chain Priorities), which discusses the various issues in relation to the need for the WSFR project to receive priority.

This paper outlined the fundamental issues that will be addressed by this project are the growing and changing freight task, consolidation of grain receival facilities, increasing use of larger vehicles, pressure to increase supply chain productivity, poor road safety outcomes and the lack of available capital to meet requirements.

The efficiency of supply chains serving industries in the Wheatbelt region is determined by the performance of the weakest link. Failure to maintain and improve productivity of the secondary freight network will reduce the international competitiveness of the Wheatbelt agricultural sector, which underpins employment and economic activity in the region. Transport links need to be addressed if the production of this sector is to be supported.

WA STATE GOVERNMENT – DEPARTMENT OF TRANSPORT: REVITALISING AGRICULTURAL REGIONAL FREIGHT PROJECT

Separately Western Australian Department of Transport (DoT) in association with Department of Industry and Regional Development (DPIRD) and Main Roads WA are developing a strategy and investment proposals to support improvements to freight related infrastructure in the agricultural regions. The project team is working to ensure that the need for investment in Local Government roads (secondary freight routes) is reflected in the analysis to ensure these don't remain the weakest link in the supply chain.

The WSFR Working Group has submitted a draft submission to the RARF project which outlines the process undertaken so far as part of the WSFR project, route identification, data collection, project scoping and costing, business case development and initial route prioritisation. This submission is on behalf of all local governments associated with the Wheatbelt RRG. It focuses on the priorities of local government roads within the region.

WSFR Working group will continue to work with MRWA WR and WDC as part of the RARF project consultation, and see this consultation as ongoing throughout the course of 2018 and beyond. The WSFR is representative of the views of all Wheatbelt local governments through the RRG, will be the key local government consultation point for the RARF Project. The Committee through its membership is in regular consultation with both MRWA WR and WDC, as part of our project development.

PROPOSED BUDGET AND FUNDING OPTIONS

The draft budget and potential funding options are summarised as follows:

Capital Cost	\$500M	Details
Planning Cost	\$5M	~1% of capital cost
Federal Govt	\$3.5M	BBRF - requires co-contribution; or Major Project Business Case Fund
WA State Govt	\$1.25M	DPIRD Leverage Fund DoT – RARF
Local Govt	\$250K	Approx. - \$6K each from 42 LGAs

Feedback from DPIRD regarding the Leverage Fund application of \$1.2M by RDA-Wheatbelt on behalf of WSFR, was that the application was considered better suited for MRWA consideration and to link into with the current RARF project work given the significant alignment between the two sets of work. It was recommended that the WSFR Working Group continue to pursue their relationship with DoT and MRWA to ensure the requirements of the WSFR are adequately included in the RARF activities. The WSFR Working Group has

continued on-going discussions and consultation with RARF via Main Roads WA-WR and WDC as directed by DPIRD.

ADVOCACY AND CONSULTATION

The working group is continuing to use every opportunity to promote and seek support for the proposal with stakeholders, the community and political leaders at Federal and State level. It will be helpful if Local Governments can support this effort. The way in which this is done will depend on the audience and the key issues in your area. However, the common messages are:

1. Industry and jobs depend on an efficient supply chain in order to remain internationally competitive;
2. The supply chain is only as strong as the weakest link, which are typically the connections to the major highways;
3. The size, weight and productivity of trucks has increased and is expected to continue to do so;
4. The road freight task has increased and is expected to continue to do so;
5. Local Governments in the Wheatbelt Regions are spending more than \$100m per year maintaining roads. To make this expenditure more efficient, some roads need to be upgraded to a higher standard as they were not designed for the purposes for which they are now used;
6. This proposed project is a step change for a defined network. Once delivered it will contribute to lower freight costs, lower road network operating costs and a safer road network.

At the Federal level Ministers Corman and Porter as well as Members Melissa Price and Rick Wilson have received a briefing. At the State level, Ministerial advisers and senior department staff have been briefed and discussions held with local members Darren West and Mia Davies.

State support for an application to Infrastructure Australia will be critical. The project team is seeking to ensure that this work supports and is supported by other project work being undertaken by the Department of Transport in conjunction with Main Roads WA and the Department of Primary Industries and Regional Development analysing strategic freight issues. It also builds on work completed in 2017 looking specifically at the agricultural lime freight task.

A summary of consultation undertaken is as follows:

Organisation	Personnel	Details
Local Govt	42 LGAs RRG WN and WS	Project scoping Data collection Technical Representatives
Federal Govt	McCormack and McVeigh Ministers Corman and Porter Members Melissa Price and Rick Wilson RDA Wheatbelt	Advisor Briefing Teleconference Summary Documentation
State Govt	DPIRD - Minister MacTiernan DoT – Minister Saffioti RAFT MRWA WR WDC	State Leverage Fund – requested \$1.25M RARF Submission In-principle support Communication conduit
Industry	CBH Ag Lime WA	Match priority routes Lime Strategy
Infrastructure Australia	Nicole Lockwood (Director)	Advice on IA Stage 3 – 4 submission Assistance at each step
Freight and Logistics Council	Kellie Houlahan (Policy Adviser)	Conduit to State Govt

AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS

In November 2017 Cr Ricky Storer, President of the Shire of Koorda and Chair of the WN RRG, delivered a presentation outlining the proactive, collective approach of Wheatbelt Councils to the regional freight challenges and the outcomes that would result from investment in secondary freight routes in the Wheatbelt at the Australian Local Government Association National Local Roads and Transport Congress. The Hon Darren Chester, Minister for Infrastructure and Transport as well as Acting Minister for Regional Development and Local Government delivered a presentation during the same session which was attended by a number of senior Federal Government officers and more than 200 Local Government delegates from around Australia.

PROJECT METHODOLOGY

Over the last 2 years 42 Local Government authorities across the Wheatbelt region have collaborated to identify priority routes across the Secondary Freight Network and have also participated in a technical data collection process led by the Shire of Dandaragan to estimate costs, preparation of a business case and a cost benefit analysis of the work to be undertaken. The in-kind investment by Local Government to date, facilitated through the RRG, is estimated to be well in excess of \$750,000.

The work flow is currently nearing the end of Phase 2 and seeking resources to support Phase 3. No capital funding request can occur without Phase 3 being completed (a requirement of the Federal funding processes for capital projects over \$100m).

Two workshops were undertaken in March 2018 that reviewed the road and traffic data available. The Technical Representatives from each of the Regional Road Group Sub-groups were invited to participate in these workshops, along with Main Roads WA staff and other stakeholders. The workshops provided direction to the consultants that have been commissioned by RDA Wheatbelt to prepare the funding submission for Building Better Regions Fund.



Phase 1: Scoping

1. Assessment of the condition of the existing road network (based on available data supplemented with consultation and field investigations) covering the identified secondary freight network.
2. Development of transport modelling to inform scope and design criteria.
3. Development and agreement as to the scope and standards required across the 80+ routes.
4. Development of concept design to facilitate a P50 cost estimate for the 80+ routes (including methodology to determine costings across a large road network with limited data).
5. Assessment and prioritisation of routes for a program of delivery including supporting justification for costs and benefits within a business case framework.

The cost estimating process for this phase will require input from a number of disciplines including the following consultants;

- geotechnical
- environmental
- consultation
- transport and traffic engineering
- civil engineering

Phase 2: Preparation of Business Case and BBRF application

This phase is used to undertake the work required to compile the evidence and complete the business case to support the submission for the required funding amount (determined from Phase 1). Completion of this Phase is subject to finalisation of the required co-contributions based on the figure calculated in Phase 1.

RDA Wheatbelt is providing seed funding for this Phase to be completed subject to the agreement of RRG North and South in relation to meeting the required minimum co-contribution level. The required co-contributions are set by the Federal Government based on the physical location of the benefit of the project. For areas classified as Remote or Very Remote the required co-contribution is 25% of the project amount (i.e. \$1 for every \$3 of grant funding). For other classifications it is \$1 for \$1.

Tasks to complete Phase 2 include the following:

1. Undertake problem definition and needs assessment
2. Develop opportunity statement based on potential benefits of the project
3. Quantify benefits of undertaking the work against the following areas:
 - a. Criteria 1: Economic Benefit
 - b. Criteria 2: Social Benefit
4. Provide Input as necessary into the following areas:
 - a. Criteria 3: Value for Money
 - b. Criteria 4: Project Delivery
5. Collation of business case and supporting evidence for inclusion in BBRF application.

PROJECT SCOPING

This process has been an excellent example of a large number of local governments (42) working together on a common strategic regional priority. To date, local government staff has provided a large amount of information and data in an in-kind capacity. The key undertakings of the project so far are:

1. Identification of nominated WSFR roads based upon a simple criteria developed by RRG with routes that:
 - i. Listed on Roads 2030.
 - ii. Regional Distributor that connects Regional Centres or major freight generating locations.
 - iii. Parallel routes not to be closer than 20km apart.
 - iv. Route not to duplicate or replace existing freight routes on State or National Highways.
 - v. Routes serving significant recent increases in regional freight that is anticipated to be sustained.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment of all identified roads across 42 local governments against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local of governments for both Wheatbelt north and south is:

	Route Length (km)	Proposed Works (km)	Proposed Length (%)	Indicative Costs (\$)
Wheatbelt North	1,608	1,134	71	\$ 197,000,000
Wheatbelt South	2,729	1,717	63	\$ 296,000,000
TOTAL	4,337	2,851	66	\$ 493,000,000

BUSINESS CASE

The WSFR engaged economic consultant, Pracsys, to develop a BBRF business case for the planning and staging prioritisation of the secondary freight routes. This planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, identifying the economically optimal sequence for developing the network and ensuring that roads are designed and constructed to an optimal standard from a 'whole-of-life' asset management perspective. If successful, BBRF funding will allow for the development of a detailed scope of works that will form the basis for a subsequent submission for Infrastructure Australia funding. It will therefore be important to consider the benefits associated with both the initial planning stage, and broader project, within the BBRF Business Case.

The methodology was divided into two components:

1. Phase 1: Estimating Benefits High Level at an IA IPL submission level and for the BBRF proposal
It is recommended that a Benefit Cost Ratio (BCR) of at least 1.2 be targeted as lower levels are unlikely to attract funding under the BBRF. In addition, a \$30 million impact threshold applies to IA funding applications. This phase will be used to understand and produce high level estimates of project benefits, informing a 'go/no go' decision for phase 2.
2. Phase 2: Developing a BBRF CBA and Business Case
Based on the outcomes of Phase 1, document a concise Cost-Benefit Analysis and Business Case in support of the BBRF submission.

Estimating Planning Benefits

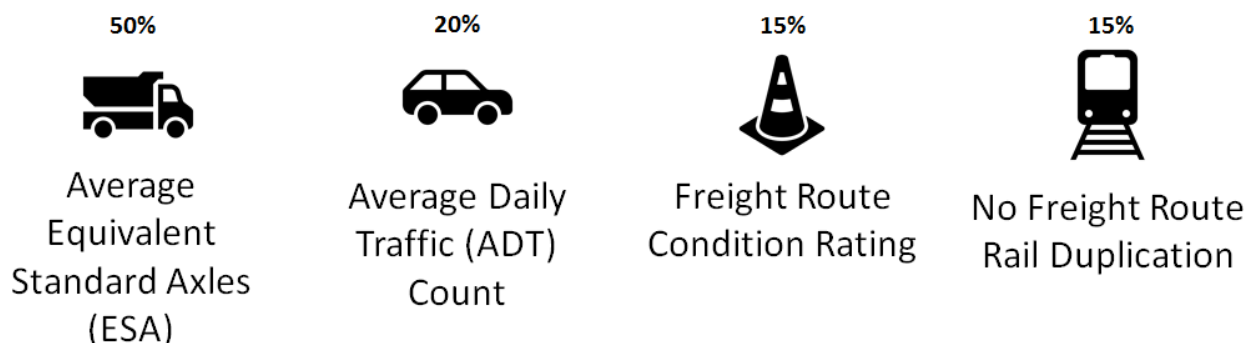
The benefits attributable to the Wheatbelt secondary freight routes prioritisation planning process were outlined and in turn used to provide a preliminary prioritisation of works for internal review. Benefits were calculated where possible, however some benefits are unquantifiable, and other benefits are best left for in-depth quantification in the detailed planning phase. The methodology included:

- Investigate plausible project benefits and compare to typical costs
- Apply assumed BCRs to hypothetical 100km works segments (over 5 to 10 years)
- Conduct comparison of net benefit using scenarios
Scenario A: Conduct works without strategic planning – using randomised project sequence
Scenario B: Conduct works based on strategic planning - using an optimised project sequence

The detailed planning exercise is expected to achieve a benefit in the order of \$20 million based solely on the benefits gained from freight route prioritisation.

Initial Prioritisation System

The WSFR were evaluated on a route-by-route basis to give an early indication of their relative upgrade priorities. The evaluation conducted was a Multiple Criteria Analysis (MCA) assessing the following criteria weightings – this may be added to in future:



Attachment 1 shows a the initial first draft of the staging plan and prioritisation process. This will evolve as further planning is undertaken and additional data collected.

PROPOSED DELIVERY METHODOLOGY

The Working Group is currently investigating a number of delivery methods for the development of the IA Stage 4 submission. These will largely be dependent upon the level of funding available. The options considered include complete outsourcing of the project, or a collaborative delivery method undertaken by the RRG and its associated LGA staff with various levels of support from consultants and/or Main Roads WA staff. The more collaborative model provides the opportunity to utilise the technical skills of staff within the region that have the greatest understanding and knowledge of the road network and its associated issues. It also allows for collaboration amongst all stakeholders and working party members, as well the opportunity for information sharing, capacity building and upskilling. The latter approach would entail local government and state government agency staff working together to deliver a project with regional benefits.

The proposed delivery options are:

Option A - Fully Funded – Consultant Delivery

- \$5M
- Technical Consultant
 - Full project delivery
 - Target greater number of routes
 - Wider scale technical input
- Local Government
 - Project Management
 - Input from Technical Working Group
- MRWA
 - Technical Support
 - Review

Option B - Partially Funded – RRG Delivery

- \$1M - \$5M depending upon funding levels
 - LGA project team could be funded or In-kind.
 - MRWA FTE
 - WDC FTE
- LGA – Project Delivery Team
 - LGA Driven
 - Technical Working Group
 - Project Delivery Team
 - Technical Consultant
- Technical Consultant
 - Funding used for specific technical purposes
 - Targeted technical input
 - Prioritised routes
 - Economic assessment and business case development

IMPLICATIONS FOR LOCAL GOVERNMENT

The in-kind support from staff and Councillors at 42 Local Governments who have provided data so far is greatly appreciated.

1. Road Group Sub Groups have undertaken ongoing consultation via the Sub-groups and Technical Representative regarding outcomes being requested through this project to ensure they properly reflects the needs of LGAs in progressing the WSFR network. It would be of value if each Shire could ensure their representative receives these monthly updates (you can add them to the mailing list through admin@rdawheatbelt.com.au)
2. Cash Co-contributions are requested from LGA with a contribution of \$6,000 per local government being requested to provide an overall contribution of \$250,000 across the 42 LGA. It is requested that these funds come from 2018/19 budgets and request each LGA to draft an Agenda Item – August or September Council Meetings
3. Shire of Dandaragan will be undertaking the project management role for this application (should it proceed) on behalf of all 42 local governments (thankyou Dandaragan).
4. It is still the intention to seek other forms of co-contribution for this project as outlined.
5. The Working Group will continue to work towards the development of a Technical Working Group and Project Delivery Team. It will seek to identify potential resources for these roles through the RRG and nominations via Sub-groups and their respective LGAs. Positions within these groups may be either funded or in-kind depending upon funding available or the ultimate delivery methodology.



**APPLICATION FOR EXEMPTION TO KEEP MORE THAN THE
PRESCRIBED NUMBER OF DOGS ON A PROPERTY
PURSUANT TO SECTION 26 (3) OF THE DOG ACT 1976**

I, Sandi Smith am the OWNER / OCCUPIER
(Insert full name)
of 88 Bashford Street JB Phone: 0858 145320
(insert address of premises at which dogs are ordinarily kept)
Postal Address: PO Box 519 Mobile: _____

and hereby submit an application for an exemption to keep the following dogs on the above property:

DOGS TO BE KEPT

BREED	SEX	COLOUR	AGE	NAME	REG NUMBER	COUNCIL
1. Chihuahua	F	Tan	6	Kbella	00321	Dandaragan
2. Chihuahua	F	White	9	Kenshe	00361	✓
3. Chihuahua	M	Black/Tan	3	Shreeher	00401	✓
4. Chihuahua	M	Tan/Black	3	Bengi	226 Yellow	1020m2

The total area of where the dogs will be confined is: Block Size 1020m2

My fences are constructed of: Super Six and have a height of: 1.8m

Have you, or anyone else who will be responsible for the dogs, ever been issued an infringement, or been convicted in any court for a breach of the Dog Act 1976 or Animal Welfare Act 2002?

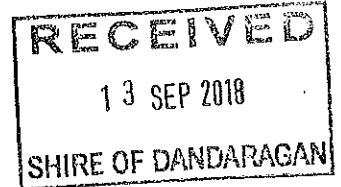
Yes ☐ No ☒ If yes, please provide details: _____

Please provide justification for applying to keep more than two (2) dogs:
Pets & companions previously had approval to keep 3 dogs (28 Feb 2013)

I certify that the details on this application are true and correct and that false or misleading information may affect my application. I understand that completion of this form does not constitute automatic approval of my application.

Final approval is subject to comments from adjoining landowner's, history of the dogs, any present or future dog issues, Rangers report, Shire Council approval. You will be notified once an outcome has been decided on. If Council approves your application, you will be required to pay a one off \$50 three (3) dog application registration fee before your approval is finalised.

Signature of Applicant: [Signature] Date: 29-8-2018



**APPLICATION FOR EXEMPTION TO KEEP MORE THAN THE
PRESCRIBED NUMBER OF DOGS ON A PROPERTY
PURSUANT TO SECTION 26 (3) OF THE DOG ACT 1976**

I, Brett William Hunt am the OWNER OCCUPIER
(insert full name)
of 28 Hamelin Ave, Jurien Bay Phone: 0429330371
(insert address of premises at which dogs are ordinarily kept)
Postal Address: PO Box 842 Jurien Bay 6516 Mobile: 0429330371

and hereby submit an application for an exemption to keep the following dogs on the above property:

DOGS TO BE KEPT

BREED	SEX	COLOUR	AGE	NAME	REG NUMBER	COUNCIL
1. Staffordshire Terrier	M	Black	6	Diesel	00227	
2. Kelpie X	M	Tan	5	Chase	00226	
3. Kelpie X	F	White	2	Sasha	00228	
4. Bull Arab	F	Black	7	Cleo	00229	

The total area of where the dogs will be confined is: 820m²

My fences are constructed of: Colorbond and have a height of: 1.8m

Have you, or anyone else who will be responsible for the dogs, ever been issued an infringement, or been convicted in any court for a breach of the Dog Act 1976 or Animal Welfare Act 2002?

Yes ☐ No ☒ If yes, please provide details: _____

Please provide justification for applying to keep more than two (2) dogs:

Please See Attached

I certify that the details on this application are true and correct and that false or misleading information may affect my application. I understand that completion of this form does not constitute automatic approval of my application.

Final approval is subject to comments from adjoining landowner's, history of the dogs, any present or future dog issues, Rangers report, Shire Council approval. You will be notified once an outcome has been decided on. If Council approves your application, you will be required to pay a one off \$50 three (3) dog application registration fee before your approval is finalised.

Signature of Applicant: [Signature]

Date: 13-09-2018

Due to unforeseen circumstances we have Acquired
4 Dog's which are our family and we couldn't
Choose who to Let go.

Now this has been brought to our attention of
the dog ACT within the shire of clandaragan
When any passaway we will stay within the
guidelines.

We exercise our 4 dog's on our friend's farm
3 to 4 times per week & are well looked after.

Brett Hunt

~~Brett~~ 13-09-2018

SCHEDULE OF SUBMISSIONS – “ODGEN PARK” NAMING PROPOSAL

No.	Submitter	Comment/Concern	Shire Officer Response
1	Opal Wilkins	<p>After much deliberation over the naming of Reserve No 30824 Lot 596 Alva Way, Cervantes “OGDEN PARK” it has me concerned that we may be offending many people past and present who have given generously in time and money to the development of Cervantes.</p> <p>Rather than naming one person a “plaque” could be erected in the park in his honour, with the opportunity for others in the future. I am sure that keeping the unofficial name “Tranquilo Park” would be much appreciated by those who have put in the time and effort including the Late Mr Ogden. Plus it fits in well with the mainly “Spanish theme” of Cervantes.</p> <p>Many thanks to Council members for allowing us to have an input into this matter.</p>	<p>Noted.</p> <p>The officer’s position is an official name is required for the park reserve to be consistent throughout the Shire.</p> <p>Tranquilla Park is unregistered with the Geographic Names Committee and highly unlikely of gaining approval as it does not meet the <i>Policies and Standards for Geographical Naming in Western Australia</i>.</p> <p>The officer will recommend to Council a plaque be erected in recognition of Mr Allan Ogden in endorsement or refusal of the name proposal.</p>
2	Marilyn Gazeley	<p>I commend the Shire for seeking a way to acknowledge the effort put in by Mr Ogden for the betterment of the citizens of Cervantes. The singling out however of Mr Ogden from the rest of the Ratepayers group and others involved, in this way, does not seem fair to the commitment put in by all.</p> <p>The park has been informally known as “Tranquilo Park” for some years and this name is appropriate to the use of the park. The word “tranquilo” is Spanish for “tranquil” and is in keeping with the Spanish theme of many other names in the town. The park, though in the centre of town, is a peaceful area and is used by many tourists as well as locals to sit and relax.</p> <p>The Cervantes Historical Society has placed in one of the rotundas plaques commemorating the community service of two former residents and I see a</p>	<p>As per the response to submitter 1.</p>

		similar plaque for Mr Ogden as being more appropriate than naming the park for him.	
3	MP Briotti	<p>I wish to acknowledge the Dandaragan Shires recognition of the late Mr. Allen Ogden for his contribution to the work done in the small park opposite the shops in Cervantes. However, there were a great number of other contributors to the work done, and I think to single out an individual would be unfair to the others.</p> <p>The site has been known as "Tranquillo Park" for some years, and as the Spanish, word Tranquillo translates to tranquil in English, it aptly describes the park. It is also in keeping with the Spanish theme of the town. This peaceful spot is where many tourists and locals alike spend time relaxing.</p> <p>I am writing to object the naming of the Alva St, Cervantes park to the "Alan Ogden Park." Not that I don't agree Alan was a great worker for our town and especially the Park in question but that over the years we have had so many who have done wonders here. Those early settlers who were responsible for the beginning of the Cervantes townsite. The building of the Club, all volunteers including the engineer, others the building and laying of the Tennis Courts, the Golf Course, all voluntary labour. The hours others spent on the book work and red tape including the trips to Perth over shocking roads to enable Cervantes to obtain a school, medical centre and the gym hall (now called the recreation centre), not the buildings but the raising of a large amount of money. The volunteers who kept the ambulance on the road for many years both mechanical and driving. Just so many who have done so much for the town.</p> <p>However I do suggest the Ratepayers erect a plaque in the Park in recognition of the work Alan did to achieve such a lovely rest spot. Please give this consideration.</p>	As per the response to submitter 1.
4	Dorothy Boys	<p>I am writing to object the naming of the Alva St, Cervantes park to the "Alan Ogden Park." Not that I don't agree Alan was a great worker for our town and especially the Park in question but that over the years we have had so many who have done wonders here. Those early settlers who were responsible for the beginning of the Cervantes townsite. The building of the Club, all volunteers including the engineer, others the building and laying of the Tennis Courts, the Golf Course, all voluntary labour. The hours others spent on the book work and red tape including the trips to Perth over shocking roads to enable Cervantes to obtain a school, medical centre and the gym hall (now called the recreation centre), not the buildings but the raising of a large amount of money. The volunteers who kept the ambulance on the road for many years both mechanical and driving. Just so many who have done so much for the town.</p> <p>However I do suggest the Ratepayers erect a plaque in the Park in recognition of the work Alan did to achieve such a lovely rest spot. Please give this consideration.</p>	As per the response to submitter 1.
5	Iris Mitchell	<p>The Shire will be setting a precedent in naming the park solely after Allan Odgen. He was not alone there, admittedly he probably had the idea and the drive, but it involved and took others to put up the gazebos and do all</p>	As per the response to submitter 1.

		the work. I remember these men were involved also, e.g. Penny Randell to a very large extent, Kerry Howe, Ray Radisich and Ron Caddy to name but a few. Let's not forget them please! What you probably could do I feel, is name the welcome entrance into our town after Alan, he did that! It's a consideration at least.	
6	Cervantes Historical Society	<p>At our most recent meeting of the Cervantes Historical Society Committee, the matter of the proposal to name Reserve 30824 located at lot 596 Alva Way Cervantes opposite the Cervantes Shopping Precinct to be named "Ogden Park" was considered.</p> <p>The committee is concerned by going ahead with this proposal that it may set a precedent in the future. There are many residents past and present who have contributed both time and money from the very beginning to the development of Cervantes.</p> <p>We would welcome a "plaque" erected in the park honouring the services Mr Ogden gave to the community along with other worthy recipients. Our committee would also like to see the" unofficial name Tranquillo Park" retained as it is in keeping with the mostly Spanish theme of the town.</p> <p>Thanking you in advance for giving this request you your deepest consideration.</p>	As per the response to submitter 1.

SHIRE OF DANDARAGAN	
DATE RECEIVED	RORY
13 SEP 2018	
DOC ID:	
Acknowledge	Yes / No

3rd September
2018.

Attention Mr. Rory Mackay.

Dear Rory. In answer to your letter of 27th August regarding naming of Park in Levanter.

My family and I would be honoured to have the park named Eden Park in recognition of Allan's commitment and work in the community

Yours faithfully.

Joy Ogden

Document ID: 112192
Enquiries: Rory Mackay

30 May 2018

Dear Sir / Madam,

***SHIRE OF DANDARAGAN – REVISED DRAFT LOCAL PLANNING POLICY
8.13: HOLIDAY HOMES.***

The Shire of Dandaragan would like to thank you for your submission on the previous Draft Local Planning Policy 8.13: Holiday Homes. All submissions were considered in modifying the policy. Council on 24 May 2018, adopted for purposes of advertising, a Revised Draft Local Planning Policy 8.13: Holiday Homes. This policy is enclosed for your reference. The Shire again invites comments on this revised draft policy. All submissions would be appreciated by **4:00pm Friday 29th June 2018.**

Consistent concerns/comments from all respondents of the previous draft I would like to clarify are as follows:

The policy is exclusively aimed at the land use of holiday homes in Residential zoned properties of Cervantes and Jurien Bay where such a use class is a discretionary (D) use. This means the local government must exercise discretion in granting planning approval. Stakeholders have noted such approval has never been required until now. However, Council resolved on 22 February 2018 based on the strategic recommendations of the Local Tourism Planning Strategy and staff knowledge of over 100 Residential zoned holiday homes operating commercially within the two town sites it is now time to formulate a Local Planning Policy to inform applicants of the requirements to be met prior to the lodgement of a planning application and ongoing management post approval. Similarly, the process will be streamlined through clear delegation to Shire staff to approve applications based on compliance with the policy standards.

All references to holiday homes only being permitted in central Residential zoned areas of Cervantes and Jurien bay has been removed from the modified draft policy to eliminate any misleading interpretation that outskirt Residential properties of both town-sites will not be approved. The Shire encourages holiday homes in any Residential precinct of the two town sites.

In no shape or form will planning approval for the use of a Residential zoned dwelling(s) as a holiday home result in a change to property rates. Property rates are exclusively based on the gross annual rental that the land might reasonably be expected to realise if let on a tenancy from year to year upon condition that the landlord were liable for all rates, taxes and other charges thereon and the insurance and other outgoings necessary to maintain the value of the land.

It is proposed all planning approvals for holiday homes shall expire on 31 July each year. Invoices for the annual renewal fees of planning approval will be mailed to applicants on 1 July each year. For renewal, invoices for fees are required to be paid before the 31 July expiry date. The first annual renewal fees will be waived for holiday homes which receive initial planning within six (6) months of 31 July in the same calendar year. At this stage this has been agreed by Development Services Staff as the most efficient and practicable system of approval / renewal for all applicants.

The initial planning approval fee shall be approximately \$147. The annual renewal fee will be charged at the same time as an annual health inspection fee. These two fees to be included in the new budget will be approximately \$73 for the renewal of planning approval and \$100 for the health inspection.

Annual health inspections have been listed within both draft versions because the definition between a holiday home in planning terms and lodging house in health terms is transparent and reflective of each other. Therefore, given a lodging house is a premise which requires health inspections to meet set standards the link between the two was introduced within the policy to provide consistent and efficient Shire Development Services.

The new modified draft policy supplies a property management plan, code of conduct and fire and emergency plan to be completed by proponents on application and displayed at all times within all approved premises.

All holiday home car parking is to be contained on-site and no verge area should be used for car parking. A minimum of 2 car parking bays are required for a Holiday Home and a minimum of 3 car parking bays for a Holiday Home (Large). Further access infrastructure such as driveway conditions and additional parking space for a boat, trailer, caravan etc. shall be assessed on a case by case basis with individual specific requirements and / or allowances stated as conditions of planning approval.

A number of other changes have been made to provide consistent language throughout and rectify any clauses which were misinterpreted by previous submitters. Further information on these changes including the schedule of submissions on the previous draft policy is detailed in the attached May Council Meeting Minutes Item Extract and Schedule of Submissions.

If you have any queries in relation to this matter, please do not hesitate to contact me on (08) 9652 0800 or rorym@dandaragan.wa.gov.au.

Yours faithfully,



Rory Mackay
PLANNING OFFICER

SCHEDULE OF SUBMISSIONS – REVISED DRAFT LOCAL PLANNING POLICY 8.13 HOLIDAY HOMES

No.	Submitter	Comment/Concern	Shire Officer Response
1	John Astill President Cervantes Chamber of Commerce	<p>1. The proponents of the policy have avoided the obvious question as to why a policy of this type and complexity is required. It seems to us that some explanation as to why council's 'long term goal' has now been triggered into action would assist in council's public consultation process and allow interested parties such as booking agents and real estate agents to embrace the policy more positively.</p> <p>2. We were also concerned to hear the informal comments by our Shire President, at the conclusion of the Cervantes meeting, where she repeated what we consider to be an urban myth regarding 15 people staying in a 3- bedroom, one toilet home and partying all day and night. If this be true, the obvious question is, why weren't the responsible policing bodies (Shire health, Rangers, and Police) involved, and what consequences did those perpetrators suffer. It is unclear as to how this policy would prevent such behaviours (if true) and we also note that there is no necessary connection between this type of behaviour and holiday homes. It could just as easily have been perpetrated by friends / family of owner occupiers or renters of the property. Further it is instructive to note that 14 of 23 respondents to the first draft of this policy asked the same question!</p>	<p>1. As stated in the officer responses to submissions on the initial draft policy: Council is enforcing the statutory planning requirements of <i>Local Planning Scheme No.7</i> and the strategic direction provided by the <i>Local Tourism Planning Strategy</i>. As per the Shire's <i>Local Planning Scheme No.7</i> the use of a Residential zoned property as a holiday home is a discretionary use, which therefore requires planning approval. However, Council has to now allowed holiday homes to operate without approval, but with the large uptake of Residential zoned listings on Airbnb and the like, they have identified it is now time to formalise the matter. This policy is being drafted to streamline the process and detail the requirements of all parties in the approval of holiday homes in Residential zoned areas of Cervantes and Jurien Bay. Through this process the quality of premises and their management will be required to meet a standard for approval, that Shire planning staff determine with due regard to this policy to ensure orderly and proper planning. The policy has been drafted pursuant to clause 3(1) of the Deemed Provisions of Local Planning Scheme No.7: "<i>the local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme Area</i>".</p> <p>2. The implementation of this policy would provide control to ensure this type of situation does not continue into the future. This policy will ensure holiday homes are</p>

	<p>3. The policy states as follows:</p> <p><i>4.2 This policy only applies to Holiday Homes that are made available for the booking of short stay rental purposes. This includes entire homes listed on peer to peer online organisations. Holiday Homes utilised for personal use are excluded from this policy.</i></p> <p>The question then arises what is considered a 'short stay rental'. We note that respondent #7 Shane Pringle raised this question in his response to the original draft and suggested that two weeks could be the boundary point. Council needs to consider and clarify what it means by this phrase to avoid any confusion. Taken further, the question as to what is deemed a holiday rental, and why it is considered to be different to a short term permanent rental contract has not been addressed. Hypothetically, a family visiting either Jurien or Cervantes for the end of year school holidays (6-8 weeks) could conceivably enter into a short-term lease of a property and thereby (we assume) avoid the owner having to abide by the requirements of this policy. When taken to it's inevitable conclusion, the bigger question becomes, why is council seeking to impose more stringent conditions on owners of property when leasing for a shorter period, than those who lease on a longer or permanent basis.</p> <p>4. One of the objectives of the policy is stated to be:</p> <p><i>4.6 To encourage the provision of good quality, well managed holiday homes.</i></p>	<p>registered with the Shire and follow the policy standards and/or conditions of approval. Holiday homes in contravention of such or not approved are subject to enforcement and offence provisions of the <i>Planning and Development 2005</i>, exclusive of other relevant legislation.</p> <p>3. The definition of short stay accommodation from <i>Local Planning Scheme No.7</i> has been included in the modified policy, which is as follows:</p> <p><i>"a building or group of buildings forming a complex, designed for the accommodation of short-stay guests and which provides on-site facilities for the convenience of guests and for management of the development, where occupation by any person is limited to a maximum of three months in any 12-month period".</i></p> <p>Given this any guest defined as a lodger who pays a fee to stay on a premise for 1 night to 12 weeks at any one time is determined to be a short term accommodation guest.</p> <p>Therefore any person(s) defined as a tenant who rents a Residential zoned property for non-holiday accommodation is not subject to the policy. This can be further defined as a tenant who does not enter into a lease agreement for exclusive possession of non-holiday accommodation, pursuant to the <i>Residential Tenancy Act 1987</i>.</p> <p>The land use of short term accommodation of a Residential zoned property (holiday home) is proposed to be regulated by the policy because it is a non-residential land use but may be made compatible and complementary to the zone subject to planning approval for the change of use away from a single house, grouped</p>
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		<p>We reiterate our concerns about this type of subjective language as it assumes that shire office bearers have a higher judgement capacity than the market to match the product (good quality) to the consumer's needs. Further the imposition of a single value set upon the market, however wide that value set, has the effect of reducing choice and competition in the market. Council should consider providing some guidelines to owners and managers as to what is seen as 'good quality' and 'well managed', and that these guidelines allow the widest possible interpretation of these terms.</p> <p>5. The imposition of further regulation on those involved in, or intending to enter the holiday accommodation market, can, and probably will result in a reduction of the provision of this type of accommodation. As a general rule the compliance cost of meeting obligations under regulation reduces the productivity of, or acts as a barrier to entry, for prospective new operators. In this environment of a lack both quantity (evidenced by the volume of 'overflow' during peak periods) and diversity (price and features), we note with concern that Mr Luciano Muriale (respondent # 3), and Colin Murphy & Marlene O'Mara (Respondent #22) have projected their withdrawal from the market, and that one of our members, The Pinnacles Visitor Centre has experienced the removal of a property from the market in Cervantes in reaction to this proposal. We are concerned that the invisible cost of this policy will be to deter new entrants from entering the</p>	<p> dwellings or multiple dwellings. This is very much similar to home occupations and bed breakfast establishments of which Council already regulates via current local planning policies. Ultimately, the Shire is trying to find the balance between supporting these land use opportunities while minimising impacts on neighbouring residents. It is the proponent's obligation to show how and why any of the above listed proposed uses will be compatible with adjoining Residential zoned properties.</p> <p>4. The management of holiday homes will be required to meet a standard for approval that Shire planning staff determine with due regard to this policy to ensure orderly and proper planning. The written guidance contained within the policy helps the reader understand what they have to do in order to adhere to the policy and, hence, achieve the objectives. In this context a holiday home meets this objective if it is compliant with the policy standards and/or conditions of planning approval. Whereby: traffic; parking; waste; noise; privacy; fire and safety requirements; and levels of occupancy concerns of the Shire can be managed.</p> <p>5. As stated in the officer responses to submissions on the initial draft policy: It is proposed the initial application fee will be the standard development application fee of \$147, with the annual renewal fee 50% of this amount in addition to the annual health inspection fee of \$100. This cost compared to income received for operating a holiday home seems reasonable. Further costs such as upgrading the home to meet fire</p>
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		<p>market if required to meet these provisions.</p> <p>6. The issue of possible substantial capital costs being imposed on owners if items such as inadequate septic systems, paving of hard stand areas for boats and vehicles, & etc. are required to comply with the requirements of the policy. We note that in response to some of these concerns being raised by respondents previously, council officers have stated that these issues will be determined on a case by case basis. If so, council should pro-actively determine and publish which criteria deemed suitable for an exception to the published policy being agreed is acceptable.</p> <p>7. We remain very sceptical that council will be able to impose this policy fairly and evenly across all short-term holiday home owners. Our contention that the burden will fall most heavily on those properties whose owners choose to comply, or who's property is managed by a commercial booking agent. Private owners, especially those renting through the disruptive new technologies such as AirBnB, Stays, and others, will remain essentially invisible without considerable resources being allocated to identify them. It is also interesting to note that AirBnB rate both properties and tenants at the completion of each 'stay' to ensure a level of acceptability for both parties, and they have recently announced a proposed accreditation programme to ensure the properties they promote meet the experience being offered by the owner.</p>	<p>and safety requirements are minimal and hence, viewed the same as above.</p> <p>6. Not necessary if it is to be determined on a case by case basis. These are standard matters to be considered and weighted accordingly in a planning application as per clause 67 of the Deemed Provisions of <i>Local Planning Scheme No.7</i>. It is the proponent's responsibility to provide information justifying why any discretion would be shown by the Shire on a case by case basis. Nonetheless, planning applications offer a Right of Review under the <i>Planning and Development Act 2005</i>. An application for Review must be submitted in accordance with Part XIV of the <i>Planning and Development Act 2005</i> within 28 days of the date of a decision to the State Administrative Tribunal.</p> <p>7. Shire known landowners operating Residential zoned properties as holiday homes will receive an application package via mail once the policy is adopted detailing the new requirements. It is noted care must be taken to ensure enforcement of the policy in due course. Community Services staff will be working in conjunction with Development Services staff on this matter. The enforcement and offence provisions of the <i>Planning and Development Act 2005</i> provide the Shire with the ability to act on landowners who do not respond to initially correspondence asking for a planning application to be lodged. The voluntary and market regulation outlined here misses many of the concerns the Shire has about holiday homes</p>
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	<p>8. Further we agree with Mr Mike Sheppard's comments (Respondent #20) viz; Clause 4.10 While this clause is fine in itself, the time for staff to inspect every holiday home fully, in Jurien Bay and Cervantes, in my opinion would require another full time employee, with all the overhead costs, which would be unacceptable and find the response from officers that, It is believed such inspections can be fitted efficiently into current workloads, to be somewhat dismissive. If council has already identified 100 'Holiday Homes' in the two localities, and we assume 2hrs per inspection (including preparation and travelling time), council is imposing on itself a minimum of an extra 5 1/4 extra weeks activity. As we believe there are substantially more than the 100 identified properties, these compliance costs are likely to 'blow out' over time. As an ancillary question, is it proposed that the health inspection cost will be charged on a 'do and pay' basis, or will it be levied irrespective?</p> <p>9. We question the need for the following clause in the Property Management Plan, Duties of Property Manager, Point 7 ; Maintain a register of all people who utilise the premises, available for inspection by the Shire of Dandaragan upon request, pursuant to section 157 of the Health (Miscellaneous Provisions) Act 1911; as follows; It is common practice to obtain the details of a nominated responsible person when the property booking is made. It follows that if for any reason, details of any other guest are required, they can be</p>	<p>in the Residential zone, such as the management of: traffic; parking; waste; noise; privacy; fire and safety requirements; and levels of occupancy concerns.</p> <p>8. The Shire's Principal Environmental Health Officer has reinforced the response to comments on the initial draft policy of such inspections being fitted efficiently into current workloads by outlining the maximum inspection time would be half an hour, which is spread over a 365 day period. Further to this, all inspections for a given locality, i.e. Cervantes, can be scheduled over one day or in conjunction with other inspections of the locality such as food premises. The health inspection will be invoiced with the renewal of planning approval on the 1st June each year irrespective of the date the inspection takes place.</p> <p>9. Pursuant to section 157 of the <i>Health (Miscellaneous Provisions) Act 1911</i>:</p> <p>(1) <i>The keeper of a lodging-house shall keep a register of lodgers in the form prescribed, and shall enter or cause to be entered therein the name and previous address of every lodger for the time being in the lodging-house and the date of the commencement of his lodging therein, and the register shall be signed by the lodger.</i></p> <p>(4) <i>Any keeper of a lodging-house who —</i> <i>(a) neglects or fails to keep a register of lodgers as provided by this section; or</i> <i>(b) neglects or fails to enter or cause to be entered in the register of lodgers the particulars required by this section to be entered therein; or</i> <i>(c) makes or causes to be made, or retains, in the register</i></p>
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		<p>obtained from that responsible person. AND There is no time limit on the period the record needs to be maintained. Surely, these records should only need to be maintained for a maximum of 6-12 months after the tenancy is completed.</p> <p>10. Finally, throughout the Shire Officers Response to respondents to the first draft of this policy, the following appears repeatedly: 'As per the Shire's Local Planning Scheme No.7 the use of a Residential zoned property as a holiday home is a discretionary use,'. We return to the question, on what basis did council decide that properties leased for less than three months in a 12 month period become 'discretionary use' while properties leased for longer, say 4 months' are 'non-discretionary'. Our understanding is that the 'legal and insurance environment, issues of fire safety and increased potential for land use conflict' are similar, and are regulated via instruments such as the Real Estate Act, Shire Health and Fire regulations, Building Codes, Planning schemes, and prudent business management.</p> <p>11. On balance, we remain unconvinced of the need for, or the ability of this policy to meet its objectives. If council remains convinced of a need for this or a similar regulation regime we recommend that consultation with existing booking agents, and some owners would assist in preparing a workable compromise acceptable to all owners and operators.</p>	<p><i>of lodgers any false or misleading entry in respect of any of the particulars required to be entered therein; or</i> <i>(d) refuses or neglects to produce the register of lodgers when required so to do under subsection (2), commits an offence.</i></p> <p>The register's purpose is to record resident's details for the use of emergency services agencies and should be kept for a minimum of 12 months. This is one of the items that will be checked during the annual assessments. There is no requirement for these records to be kept longer than 12 months if proponents do not wish to.</p> <p>10. As per response 1 and 3 above.</p> <p>11. Development of the policy has followed the Western Australian Planning Commission's <i>Planning Bulletin 99 – Holiday Homes Guidelines</i>. The policy is being formulated to inform applicants of the requirements to be met prior to the lodgement of a planning application and ongoing management post approval. Additionally, the policy streamlines the process through clear delegation to Shire staff to approve applications based on compliance with the policy standards. Further to this, the policy application will benefit holiday home owners by making their premises a legal operation and ensuring tourist experiences of approved holiday homes meet a set threshold. Crucially, if such a policy does not eventuate and current operators do not seek the required planning approval then they face the consequences of operating an authorised development which is subject to the enforcement and</p>
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			<p>offence provisions of the <i>Planning and Development Act 2005</i>.</p> <p>Shire officers will consider this request based on the concerns raised on the initial and the revised draft policy.</p>
2	<p>David & Elizabeth Newman 4 Shingle Ave, Jurien Bay</p>	<p>1. As Dandaragan ratepayers for the past 30 years we wish to register our strong objection to the planned implementation of proposed Policy 8.13 Holiday Homes.</p> <p>2. We have been providing occasional holiday accommodation at our house at 4 Shingle Ave, Jurien Bay for a number of years. Although the house is reasonably new, in good condition and available all year round, we find it is only rented for approximately 3 to 4 weeks of the year. Rental periods have been reducing over the last 5 years and rentals barely cover the cost of providing the house for rental including agent fees, rates and insurance costs. Any additional costs imposed by council will render the property uncommercial for rental purposes.</p> <p>Should we deem it necessary to take it off the market this will no doubt have a detrimental effect to the local community as we hire local people to manage the property, clean the property, maintain</p>	<p>1. Noted.</p> <p>2. Noted. As per response 5 and 11 to submitter 1.</p> <p>3. Noted.</p>

		<p>the yard, effect repairs and put out the bins. I would imagine this predicament is the same for most holiday home providers so the effect on the local community would be devastating.</p> <p>We understand the council's drive to ensure good quality accommodation is available, however, we find its approach to be overly bureaucratic. It will drive the cost of accommodation upwards thereby making it an undesirable destination for families i.e. they will go elsewhere. This is surely to the detriment of the local community and contradictory to the objectives of the policy in that, due to increased costs, it will decrease the market instead of increasing it thereby "discouraging" development of Holiday Homes not encouraging it.</p> <p>3. As a concerned ratepayer I ask that you reconsider this proposed policy to minimise costs.</p>	
3	Rosemary Astill Proprietor Pinnacles Visitor Centre	<p>1. Whilst we welcome the changes made to the original proposal, especially with regard to the clarification of the issue surrounding rates, we remain opposed to the implementation of this policy on the grounds that it is unlikely to meet the objectives cited in the introduction, viz., 'This Policy intends to help protect consumers, support the local tourism industry and avoid conflict between holiday users and permanent residents through the use of development approvals and registration.'</p> <p>2. We ask HOW. There is little in this document that addresses the protection of the rights of consumer, no explanation on how it will assist the local tourism</p>	<p>1. Noted.</p> <p>2. As per response 11 to submitter 1. The written guidance contained within the policy helps the reader understand what they have to do in order to adhere to the policy and hence achieve the objectives. Ultimately the policy guides proponents in ensuring such a land use within the Shire legally abides by planning, building and health statute. The land use of short term accommodation of a Residential zoned property (holiday home) is proposed to be regulated by the policy because it is a non-residential land use but may be made compatible and complementary to the zone subject to planning approval</p>

		<p>industry except a comment ‘that some Holiday Homes are not maintained to a satisfactory standard, which in turn reflects negatively on the Shire’s tourism industry.’, and that somehow the adoption of this policy will ‘avoid conflict between holiday users and permanent residents’ through greater regulation than already exists.</p> <p>3. Justification for the implementation of this policy seems to rest on the presumption that Holiday Home rental is a commercial activity, is thus discretionary, and is therefore subject to additional planning approvals viz a viz a ‘normal’ residential property. Wikipedia defines commercial real estate as “The term commercial property refers to buildings or land intended to generate a profit, either from capital gain or rental income.”, and therefore applies to all Holiday Homes EXACTLY as it applies to all residential property especially if that property is rented / leased for any period, and does not provide any clear rationale as to why discretionary regulation is required.</p> <p>4. Objective 4.1 - If local government wishes to ‘provide operators and other stakeholders with clarity on the issues that the local government wishes to address.’ It would be much simpler and probably more effective to work directly with operators in the market than to impose a burdensome new policy on a market that is, to all intents and purposes, working at a high level of effectiveness already as evidenced by ‘the</p>	<p>for the change of use away from a single house, grouped dwellings or multiple dwellings. This is very much similar to home occupations and bed breakfast establishments of which Council already regulates via current local planning policies. Ultimately, the Shire is trying to find the balance between supporting these land use opportunities while minimising impacts on neighbouring residents. It is the proponent’s obligation to show how and why any of the above listed proposed uses will be compatible with adjoining Residential zoned properties. It is this policy which guides proponents on doing so for holiday homes. The existing voluntary and market regulation misses many of the concerns the Shire have about holiday homes in the Residential zone, such as the management of: traffic; parking; waste; noise; privacy; fire and safety requirements; and levels of occupancy concerns.</p> <p>3. As per response 2 above and response 3 to submitter 1 above.</p> <p>4. The policy has had two drafts released for public comment which has invited and received such feedback from stakeholders.</p> <p>5. This objective acknowledges that existing market and voluntary regulation of holiday homes in the Shire’s Residential zones does not provide the traditional planning opportunities to cluster tourist facilities and services under the planning scheme. Instead the policy allows holiday homes to be located anywhere in the Residential zones of the two town-sites subject to the Shire’s planning discretion, with additionally, the market determining if</p>
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		<p>increasing market demand for holiday accommodation’.</p> <p>5. Objective 4.3 - The policy does not give any guidelines as to what is considered ‘high tourist amenity’, which we believe is an artificial construct as the tourist amenity across the board in Cervantes and Jurien Bay remains relatively constant throughout the residential areas of each townsite. Proximity to relevant services is even less meaningful as the distances from commercial centres are so small, and other essential services are reticulated to the properties.</p> <p>6. Objective 4.4 - We struggle to see how this policy will have any impact on the amenity of Residential zoned areas or nearby residents, and that there any evidence that there is an issue currently in this area.</p> <p>7. Objective 4.6 - Except in the most generic way, we don’t understand what this means. There is no indication of what is, in the eyes of council, “good quality” and “well managed” and no instances cited in the preamble to demonstrate what is considered contrary to these aspirations. Without clarification of the meaning of this clause, implementation of this policy exposes homeowners to the vagaries of the ‘taste’ biases of the implementing officer without recourse.</p> <p>8. 6.2 - We continue to be concerned that it will be</p>	<p>whether this is factor for tourist bookings. It is for these reasons reference to holiday homes only being permitted in central areas of the two town-sites was removed from the initial draft policy.</p> <p>6. As per response 3 to submitter 1.</p> <p>7. As per response 4 to submitter 1.</p> <p>8. As per response 7 to submitter 1.</p> <p>9. This clause doesn’t suggest holiday homes large will not be approved it states applications for such and submissions received from neighbouring landowners will be considered accordingly to ensure the impacts of the larger operation will be minimised. These are standard matters to be considered and weighted accordingly in a planning application as per clause 67 of the Deemed Provisions of <i>Local Planning Scheme No.7</i>.</p> <p>10. As per response 8 to submitter 1.</p> <p>11. Unreasonable impacts on: traffic; parking; waste; noise; privacy; fire and safety requirements; and levels of occupancy concerns. It is the proponent’s obligation to show how and why any proposed holiday home will be compatible with adjoining Residential zoned properties and any objecting submissions and/or complaints received.</p> <p>12. As per response 6 to submitter 1.</p>
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		<p>impossible, without the provision of substantial resources, for council to identify all properties offered for rental and falling under the umbrella of this policy. As such we again contend that it's effects will fall most heavily upon those owners who choose to comply. Those wishing to, or choosing to ignore the regulation(s) will, for the large part continue to use the disruptive technologies identified into the foreseeable future.</p> <p>6.3, 6.4, 6.5 - Ditto the comments above, and we see little, if any, scope for council to 'manage' these issues.</p> <p>9. 6.6 - This clause should be removed in its entirety on the grounds that it is a severe restriction on the rights of the owner to use their property without undue interference. Unless council is prepared to impose a similar restriction on ALL rental properties in grouped / multiple dwellings, the powers given to neighbours and council officers, without recourse are draconian. We further note that one of our most popular holiday properties is part of a grouped development, and in the 10 years of its operation we have never received a complaint regarding a holiday rental. Applications received for this type of property should be treated on their merits.</p> <p>10. 6.8, 6.10 - Given the questions raised regarding the ability of council officers to conduct annual health inspections on every property, the subject of this policy, is it councils intention to charge for inspections on a 'do and pay' basis, or is it intended</p>	<p>13. The number of occupants staying within the premises then what was originally approved under the residential use, especially for a holiday home (large).</p> <p>14. The purpose of the <i>Draft government Sewerage Policy 2016</i> is as follows:</p> <ul style="list-style-type: none"> • <i>Require the provision of reticulated sewerage to all new subdivision and development in Western Australia unless the exemptions of this policy apply;</i> • <i>Provide guidance for the consideration of subdivision and development proposals where the provision of reticulated sewerage cannot be achieved;</i> • <i>Adopt a best practice approach to the provision of unsewered development in accordance with Australian/ New Zealand Standard 1547 On-site domestic wastewater management; and</i> • <i>Provide guidance on how sewerage servicing is to be addressed in planning and development decisions.</i> <p>Not required to be included in this proposal specifically because it is a standard matter to be considered and weighted accordingly in a planning application as per clause 67 of the Deemed Provisions of <i>Local Planning Scheme No.7</i>.</p> <p>15. Noted. The policy will be modified to reflect this.</p> <p>16. As per response 7 to submitter 1.</p> <p>17. As per response 7 to submitter 1.</p> <p>18. Both clauses are only non-binding advice to proponents.</p>
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		<p>services met the requirements of the relevant building codes for the number of residents expected prior to an occupancy certificate being issued.</p> <p>WHAT HAS CHANGED TO REQUIRE THIS PROCESS TO BE RE-VISITED BECAUSE AN OWNER RENTS THE PROPERTY ON A SHORT-TERM BASIS?</p> <p>14. When raised in our initial response, council officers stated 'The Draft Government Sewerage Policy 2016 provides greater weight of opportunity for sewerage control conditions of health to be implemented as part of the planning process.', and if this be so:</p> <p>Is 'The Draft Government Sewerage Policy 2016' applicable to all residential property, or only applicable to certain types of property?</p> <p>If not why not?</p> <p>If it is applicable to all residential property, why is it being included in this proposal specifically?</p> <p>15.8.5 - This clause should be restricted to emergency purposes only. Use of details contained in the proposed register (detailed in clause 8.1) for purposes such as 'tourism' would require specific permission from the owner or manager of the property in each instance.</p> <p>16.9.0 - Further to our comments regarding clause 6.2 above, the provisions of this clause apply ONLY to those who have chosen to place themselves under</p>	
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		<p>the auspices of this policy.</p> <p>17.10.1 - The statement 'If a Residential zoned Single House, Grouped Dwelling or Multiple Dwelling is brought to the attention of the Shire to be operating as a commercial Holiday Home, a notice may be served requesting inspection' reinforces our earlier comment. The enforcement provisions are so easily avoided or ignored as to be laughable. What happens when the 'suspected' home owner either refuses or ignores Council's request, and what further enforcement processes may be brought to bear?</p> <p>18.10.2 & 10.3 - Council should consider deleting both these clauses and replacing them with a statement to the effect "Owners considering offering their properties for short stay Holiday Accommodation should seek professional advice as to their legal, Insurance, and social obligations under state and local government regulation." To offer advice as to which Acts apply, and advice as to the status of insurance liability is, to our mind fraught.</p> <p>19. Schedule 1 - Property Management Plan Duties of Manager: Point 7 - There is no qualifications as to the length of time these records need to be kept and its necessity. As we always retain records of the nominated responsible person for each booking, the collection of details of other occupants is somewhat superfluous as this information can be</p>	
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		<p>requested from the responsible person as needed.</p> <p>20. Points 2,8,9, & 10 - These clauses are not required in a management plan. They are patently factors of the market and presentation of the property, and have little, if anything, to do with the relationship between the owner/operator and the Shire of Dandaragan.</p> <p>21. Holiday Home Code of Conduct: The language used in this document is extremely proscriptive and should be softened to encourage a more personal responsibility. For example, item 2 Noise and Nuisance could read:- " Guests agree to have consideration for their neighbours whilst in occupancy and refrain from activities that will disrupt the amenity of the neighbourhood, especially with excessive noise, barking dogs, and disruptive behaviours." or similar.</p> <p>22. The item vehicle parking is of concern with at least one of our properties, in that a large lawn area is provided specifically for boat parking and access. We assume that this would be a property that would be assessed on a 'case by case' basis for registration. However tenants would be in contravention of the code of conduct as it is currently written.</p> <p>23. Fire and Emergency Plan: Whilst we agree that the items listed as being requirements under this section are desirable (Fire</p>	
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		<p>Blanket, Fire Extinguisher, and Exit lighting), we are surprised that they have only appeared on this draft as compulsory items. Whilst 'hard wired' smoke detectors are required under state legislation, and are installed in all holiday homes, we wonder; Under what legislative authority are they being made compulsory for Holiday homes under this policy?, AND</p> <p>Is the same compulsion being imposed on commercial operators such as motels, commercial holiday units, and Bed & Breakfasts? AND</p> <p>If not, why not?</p> <p>24. We remain unconvinced, even with the proposed amendments, that this policy will in any way meet any of the objectives identified, particularly 4.3, 4.4, 4.5. and 4.6.</p> <p>The policy remains overly complicated and proscriptive and seeks to impose a number of unique conditions on owners.</p> <p>25. Our business is involved in and dependant on this industry, the expected economic impact of this policy is extremely concerning. We have already had one homeowner depart the market, and we understand at least two owners in Jurien have also withdrawn just on the threat of this policy being implemented. Instead of 'encourage the provision of good quality, well managed Holiday Homes' the implementation of this policy is likely to have exactly the opposite effect and penalise the operators of the properties, other tourist dependant</p>	
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		<p>industries, and communities of Jurien and Cervantes.</p> <p>26. We urge council to consult meaningfully with the industry to develop a workable and appropriate policy for managing this industry.</p>	
4	Ian Kelly Principal /Director Jurien Bayview Realty	<p>1. It was interesting to note that there were around 23 submissions from property owners, mainly from Jurien Bay to this Draft Policy. I was quite surprised by the number of people who had taken the time to submit their opinion of this policy. You mentioned that it could affect around 100 current property owners so 23 submissions to me would indicate a strong feeling about this policy. I did find it somewhat disappointing that many of the comments & suggestions were not implemented into the policy, but dismissed by the word "noted". I think the Shire Officers & Councillors should listen to & represent the rate payers, & not push their own agenda & policies. Having said that, I assume these ratepayers concerns won't be listened to or adopted.</p> <p>2. <i>2.0 - Holiday Homes are private residential dwellings that are commercially leased out for short term accommodation for a period not exceeding three (3) months. Holiday Homes have long been an important part of local & Western Australian lifestyle & culture.</i> What does the first sentence mean? You can only</p>	<p>1. All submissions were considered in modifying the initial draft policy as stated in the Council minutes for the May meeting. It is worth noting the Shire was not required to advertise a revised draft and could have sought final adoption of the policy at the May meeting. However, Shire officers released for comment a revised draft to ensure the community knows their concerns of the policy are heard and changes are made to the policy structure accordingly under the relevant legislation. "Noted" simply means the submission comment is recorded and considered but no officer response to such comment is seen fit.</p> <p>2. The definition provided in clause 5 of the policy has been misinterpreted in this sentence. In other words short term accommodation can either be provided continually or from time to time with no one guest accommodated for a period totalling more than 3 months in any 12 month period. Therefore any guest who pays a fee to stay on a premise for 1 night to 12 weeks at any one time is determined to be a short term accommodation guest. Nonetheless, the subject sentence will be reworded to avoid such confusion for future policy readers.</p>

		<p>lease your property out for a 3 month period? When, every year or for ever? Over 21 years of managing Holiday Homes I have never seen a holiday maker stay 3 months. Generally, the longest stays are 2 weeks at a time. Can this sentence be corrected to say what it really means? As I mentioned in my first submission, Short Term Accommodation should be defined as a short term stay up to 2 weeks.</p> <p>3. 6.1 - <i>This Policy is applicable to all land zoned "Residential" under the Shire's Local Planning Scheme No. 7 within Cervantes & Jurien Bay & all land within Special Development Area 1 (Residential)</i> Where is the map that shows where this Special Development Area 1 is? Can that map be forward to all the people who had put in submissions?</p> <p>4. 6.6 - <i>The use of Residential zoned Grouped or Multiple Dwellings will generally not be supported for Holiday Home accommodation given the potential impacts on adjoining residents, unless all neighbouring landowners & Council are in agreement the impacts will be minimised.</i> In 2.0 you state that Holiday Homes have been an important part of local & Western Australian lifestyle & culture. In my 21 years of managing Holiday Homes in Jurien Bay, we have always had duplexes that are utilised for Holiday Homes. The current owners bought their properties as Holiday Homes & could only afford these properties if we</p>	<p>3. This was defined in the May Council minutes sent to submitters of the previous draft policy as follows: <i>New clause 6.1 additionally includes "all land within Special Development Area 1 (Residential)" as this is the Local Planning Scheme No.7 name for the Residential Beachridge Estate.</i></p> <p>4. As per response 9 to submitter 2.</p> <p>5. As per response 5 to submitter 1.</p> <p>6. Noted. As per response 1 above.</p> <p>7. As per response 11 to submitter 1. Was the rationale for the policy which was detailed in the attachments (May Council minutes, schedule of submissions and the letter to previous submitters) forwarded to these concerns holiday home operators as well, not just the revised policy?</p>
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		<p>could earn them money to sustain the cost of the Shire rates etc. I don't think that duplexes should be treated differently to Holiday Homes as they all have their own driveways & yards & are not in multiple dwelling complexes like groups of units that have common property. As I said, I have managed many duplexes over the years & never had any issues. We currently manage 4 duplex properties & if they were not allowed to be registered as a Holiday Home, as just one landowner or the Shire could object to granting a licence, then I think that we may have a few more properties going onto the market to sell due to the restriction upon their opportunity to earn income from their own property due to the Shires Policy.</p> <p>5. 6.8 - The annual renewal fee payable shall include charges for (renewal licence & health inspection) & Section 7.11 (extra bin)</p> <p>While I appreciate there needs to be fees, the Shire also needs to be mindful that the fees they are charging, are not the only costs that will become additional upon the property owners, there are many requirements contained within the Policy, that could cost these owners up to \$1,000 a year which have not been a part of their current costs. This amount will have to come from their net profit & will leave them with a shortfall & the consideration of withdrawing their property from the Holiday Home market & possibly selling it & not returning to Jurien Bay.</p>	
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		<p>6. In summary, it was mentioned that there are about 100 properties in Jurien Bay & Cervantes that fall into the requirement for Residential properties to be registered as a Holiday Home. Our office currently manages 35 of these properties & it would have been appreciated if we could have been consulted in regards to the need for a Policy & if so, the formation of this Policy. I did notice that the second largest manager of Holiday Homes, in Cervantes, did not support the implementation of this Policy. I do question, why didn't the Shire consult with the managers of the Holiday Homes as they can easily find out who manages these 100 properties? To me, this shows a total disregard for local business owners who not only offer a professional management service to our towns, brings investment money into our area & tourism money into the economy, but are responsible for creating direct full time employment themselves & who then channel work to local shop owners, tourism operators, service providers & tradespeople who service & maintain these properties. This helps sustain these businesses to, not only survive in our towns, where we have very little work opportunities, but many of them are able to create employment opportunities themselves. The owners of Holiday Homes not only had a desire to purchase a property in our towns & stay here themselves, but they are ratepayers as well who need to have their voices & opinions heard & action taken that supports them.</p>	
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		<p>7. On Friday 22nd June, I emailed the latest Draft of the Shire's Holiday Homes Policy to the Owners of the 35 Holiday Homes that we manage & within 30 minutes I received emails from 2 Owners who have asked that their properties be withdrawn from being available for Holiday Accommodation, One of them owns a very popular Holiday Home that we have managed for 17 years! I estimate that each Holiday Home brings in at least \$35,000/year from out of town, which is spent not only on the accommodation, but food, drinks, petrol, retail, tourism, service providers & trades. With each Holiday Home lost, it equates to at least one lost full time Job in Jurien Bay. When I sent the first Draft of this Policy to our owners, I received emails from another 2 owners who would remove their properties as Holiday Homes in Jurien Bay If the Shire preceded with implementing this Policy. I believe this is just the start of the loss of Holiday Homes being available in Jurien Bay & the start of greater unemployment & business closures. As far as I'm aware, we are the only Holiday Homes Managers that offers a 24 Hour service & it will be hard to see how the privately managed Holiday Homes will be able to comply with this service, & I expect many of those Holiday Homes will become unavailable for the tourist market, to the detriment of Jurien Bay, the ratepayers, our young people who are looking for employment & to growing our business opportunities.</p> <p>As with my previous submission, I would appreciate some consultation as I have a passion for Holiday</p>	
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		Accommodation that has spanned 21 years in Jurien Bay & I'm concerned about the effect that it will have upon the employment in Jurien Bay & Cervantes & the impact upon the economy of both our towns. I am available any time on 0419 969 244 or email jurienbavviewregtv@bigpond.com	
5	Mark & Katrina Bellemore	<ol style="list-style-type: none"> 1. As long standing residence and business owners within the Dandaragan Shire, we are appalled at the proposed Planning Policy 8.13 Holiday Homes that the Shire is trying to implement and we are completely against the proposal! 2. This policy will see our beautiful town suffer huge financial loss. Not only will home owners be discouraged to lease out their homes, further increasing the accommodation shortage in Jurien Bay and surrounds, the financial and employment repercussion for local business and towns folk will be astronomical. 3. The shire needs to concentrate its efforts on encouraging tourist to visit our Shire, by improving existing infrastructure, and looking at ways to promote our beautiful towns. 4. We urge council to cancel this new proposed policy effective immediately. 	<ol style="list-style-type: none"> 1. Noted. 2. As per response 5 and 11 to submitter 1. 3. Noted. The formulation of policy is implementing a recommendation of the Local Tourism Planning Strategy. 4. Noted.
6	Selina von Perger	<ol style="list-style-type: none"> 1. I would like to register our most strong objections to the above policy. Being a local business in the town who survives on the work for the holiday rental 	<ol style="list-style-type: none"> 1. Noted. 2. As per response 5 to submitter 1.

		<p>market provides I feel this action will cause a serious decline in our business.</p> <p>2. The local town businesses mostly rely on the income provided by holiday makers and we have already been told by several clients that they will be removing their properties from the this market (although this could be the alternative plan by council to get the 11 storey hotel on the beach front approved ie. force everyone out of the holiday home market then have a lack of available homes meaning the council will be justified in approving a big fat ugly hotel on the beach).</p> <p>3. Also I object to the idea of the holiday home sewer inspections and holiday makers parking on the verge. It is discriminatory in that why only holiday homes? Rental properties and home owners should be subject to the same action. The sewer inspections and council verges should be policed equally. Personally living next to a holiday home I see all those cars and boats and think about the work it generates for the town, and its only for a couple of days at a time. This is a crazy when anyone else is able to park on the verges with any other sort of vehicle with no disapproval from council.</p> <p>4. Then there is the problem of these houses taken off the holiday home market and put up for sale causing an even greater glut of homes for sale in the area and the value of the properties to</p>	<p>The assertion of the "alternative plan by Council" to facilitate the Roberts Street Tourist Development is firmly rejected.</p> <p>Initial planning approval for this development was provided by Council in 2012, followed by Local Planning Scheme No.7 Amendment 21 approved by the Minister for planning on 3 September 2015. Sometime before the formulation of this policy was initiated.</p> <p>3. The policy states these matters will be determined on a case by case basis. These are standard matters to be considered and weighted accordingly in a planning application as per clause 67 of the Deemed Provisions of <i>Local Planning Scheme No.7</i>. It is the proponent's responsibility to provide information justifying why any discretion would be shown by the Shire on a case by case basis. The Shire needs to ensure the tourist use of a holiday home which could lead to more vehicle parking than a standard residential dwelling is compatible with the Residential zones of the two town-sites.</p> <p>4. As per response 5 and 11 to submitter 1. Council is enforcing the statutory planning requirements of <i>Local Planning Scheme No.7</i> and the strategic direction provided by the <i>Local Tourism Planning Strategy</i>.</p>
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		<p>decrease. The town already has enough properties that have on the market too long, what do you think will have to the value of our homes if more are put up for sale.</p> <p>Wake up! This policy might work for big cities (Busselton for example) where the population is over 40 000 people not for our little town of 1700 people. It would destroy all the work the local community has put in the get us on the map as a holiday destination.</p>	
7	John Muriale	<p>1. I have been informed by the real estate agents on the proposal of the shire for holiday homes. It seems that the shire are set on stopping investment within the shire. Earlier it was proposed to have these properties view as commercial. Now the shire wish to hit these properties with a lot of regulation and fees. As in my earlier email this is short sightedness. Your shire want investment in the area but then hit them in the hip pockets. The economic situation at this time is not very good with less people coming to the holiday in Jurien. This means that I put rentals up or discontinue renting.</p> <p>2. Your proposal will again give question as to whether it is worthwhile renting these properties out as accommodation. At this stage I am considering selling up and investing elsewhere. The others who I know that have properties in Jurien are also considering this if these proposals go ahead. People will look long and hard at this and in my</p>	<p>1. Council is enforcing the statutory planning requirements of <i>Local Planning Scheme No.7</i> and the strategic direction provided by the <i>Local Tourism Planning Strategy</i>. As stated in the previous officer response to your initial submission – no changes to zoning are and were proposed by the policy.</p> <p>2. As per response 5 and 11 to submitter 1.</p>

		<p>case will cease to rent it out. After talking with other owners, they are of the same opinion.</p> <p>This being the case less properties on the rental market means less people holidaying in the town with will affect local businesses.</p> <p>Once investors hear of the way the shire is hitting the properties I am sure they will take their money and build elsewhere. I mean, after all most country towns welcome investment not hold it back.</p> <p>The area already has too many properties up for sale and values are falling.</p> <p>In my opinion the shire should be trying to get more properties built and available to rent for accommodation. This is because if people cannot find accommodation they will go elsewhere.</p>	
8	<p>Denise King Ohana HQ 7 Parakeet Bend Jurien Bay</p>	<p>1. Thank you for providing me with the opportunity to give feedback on the proposed Planning policy for Holiday Homes.</p> <p>We own a motel business in Esperance and a holiday home in Jurien Bay. I have been on the local committee of Tourism Esperance and am passionate about promoting and supporting local tourism. I actively engage in promoting Jurien Bay via Instagram and Facebook posts on the pages I have set up for our holiday home.</p> <p>2. I am fully supportive of the concept of the Holiday Home policy. I feel there is a need to protect the traditional accommodation businesses and local residents by regulating the increasingly popular holiday home alternatives.</p>	<p>1. Noted.</p> <p>2. Noted.</p> <p>3. Noted.</p> <p>4. Noted.</p> <p>5. Yes multiple and grouped dwellings are required to pay for an extra bin service than what is compulsory for a single house.</p> <p>Additionally, Rural Residential zoned properties have had their rubbish service made compulsory regardless of property improvements.</p> <p>The Shire has taken this risk adverse approach following the receipt of a number of complaints relating to rubbish</p>

		<p>3. The proposed fees are reasonable compared to what we pay here to Esperance Shire Council for our motel Lodging House licence.</p> <p>4. The code of conduct, property management plan and fire & emergency plan are extremely important. Any owner who objects to these requirements shows complete disregard for the safety and wellbeing of their tenants and neighbours.</p> <p>5. I do have a query regarding the rubbish bins. We fall into the Holiday Home (Large) category so under the proposed plan, would be required to pay for an extra bin. We have a 4 bedroom holiday home, accommodating a maximum of 8 guests. I don't feel that the extra bin is required for our home. My question to council is "Are residential properties of this similar size required to pay for an extra bin?" Residential properties would be utilising the services of rubbish collection every week, whereas holiday homes are not, so if this policy is approved, I feel that it should not only apply to Holiday Homes, it should apply to ALL homes in this size category.</p> <p>So what if the occasional bag of household rubbish is placed into a public bin? These holiday makers are benefiting the town by supporting local businesses and spending money within the area so let's not discourage them. Increased costs to home owners is passed on in the form of higher nightly rates so let's not send any more of our tourism</p>	<p>being dumped, particularly at the Jurien Bay information bay.</p> <p>6. As per response 3 to submitter 6.</p> <p>7. Noted.</p>
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		<p>dollar to Bali, let's keep it local. Is the excess rubbish a perceived problem or an actual problem?</p> <p>6. Similarly car parking rules should apply to ALL properties, not just Holiday Homes. Personally the car parking regulation in the proposed policy does not apply to us as we have ample parking area however as an example, our neighbours in Jurien Bay are permanent residents and they regularly park in the designated verge parking. This has no impact on our property and the design of our street even allows for verge parking with the red coloured distinction between road and parking. Once again, is verge parking a perceived problem or an actual problem?</p> <p>7. In conclusion, I would like to once again emphasise my support for this policy and encourage an amicable relationship between Tourists, Holiday Home owners, traditional accommodation providers, local residents and the Shire of Dandaragan.</p>	
9	John McCole	<p>1. I am a Jurien Bay ratepayer and own a holiday home. I AM STRONGLY OPPOSED to this new holiday home policy.</p> <p>2. As a holiday home owner we have received rising costs each year, resulting in less profit and we are at the point of thinking whether it is now really worth having a holiday home rental. This new policy will only burden more costs, through fees and extra</p>	<p>1. Noted.</p> <p>2. As per response 5 to submitter 1.</p> <p>3. As per response 1 and 11 to submitter 1.</p>

		<p>expenditure, on holiday home owners. If these costs are passed on by increasing rents then of course less people will be coming to town to rent houses.</p> <p>3. As Jurien Bay derives a lot of tourists dollars from holiday home rentals, I'm not sure why the shire would want to bring in a policy that would jeopardise this tourist income. If this policy causes too many costs and regulations then we will sell up our holiday house and leave Jurien. Sometimes things should be left as they are.</p>	
10	Ken & Terri Hoskins	<p>1. In response to the first and second draft on the Holiday Home policy, my husband and I are not in agreeance with any policy being developed for Jurien and Cervantes. We do not feel that the area warrants such a heavy handed approach to the Holiday Home situation in town. The peak tourism time in town is very limited, unlike other regions such as the South West of WA. We feel that the Shire will create a knee jerk reaction to the introduction of this policy by Home Owners by the withdrawal of homes for Holiday rental from the market. In turn, this will have a flow on effect on jobs (cleaners, gardeners/mowing contractors, handyman, restaurants, etc.) and businesses, as new money will be lost coming into the town.</p> <p>2. Unfortunately, the Shire has also adopted an approach to the overflow situation with the caravan park, to "putting up" caravans on the football oval</p>	<p>1. As per response 11 to submitter 1.</p> <p>2. The overflow camping area is managed by the Jurien Bay Recreation Centre. The Shire is not aware of this placing an extra strain on services. The Apex Camp is meant to be designated for youth purposes. Facilities at the Apex Camp are somewhat limited.</p> <p>3. The Shire investigates all complaints and takes the appropriate response. This policy provides consistent guidance on Shire actions in relation to holiday homes.</p> <p>4. Agreed. The existing voluntary and market regulation misses many of the concerns the Shire have about holiday homes in the Residential zone, such as the management of: traffic;</p>

		<p>and the holiday makers utilising the amenities This does not seem adequate and is also putting a strain on extra services in the town, not to mention, who is onsite to manage and look after the property while people are staying on the football oval - Duty of Care. Is there a reason why the Apex Camp is not utilised for this purpose?</p> <p>3. Paragraph 2 - pertaining to the fact that a number of holiday homes have not been maintained to a certain condition.- unfortunately the Shire has also let lapse a number of "homes"/dwellings to sit for an exceedingly long number of years, half built and in disrepair within the town precinct and have not made the owners do anything about these "buildings". The comment in the policy reads in a contradictory way as to how the Shire runs the rest of the town.</p> <p>4. Insurance for short term holiday rental properties IS available and it is a requirement of one of the Real Estate Agents in town that this special Insurance policy is taken out before the home is managed with them. This is something that the Homeowner is to discuss with Insurance companies when looking for Home and Contents Insurance. So it is readily available and is instigated, when a contract is taken in this situation. Why does the Shire want to "oversee" Holiday Homes that are under contract with a Real Estate Agent anyway? Does the Shire have an agenda to remove all Holiday Home business from the</p>	<p>parking; waste; noise; privacy; fire and safety requirements; and levels of occupancy concerns. In no shape or form is the Shire condemning holiday homes in the Residential zones of the two town-sites. The Shire is trying to find the balance between supporting this land use opportunity while minimising impacts on neighbouring residents. As per response 11 to submitter 1.</p> <p>5. As per response 3 to submitter 6. An inspection of the premises' septic system may be required as a result of the number of occupants staying within the dwelling (then what was originally approved under the residential use) increasing, especially for a holiday home (large).</p> <p>6. Initial approval was a residential home, a different use. Approval and regulation is required for the change of use from a residential home to a holiday home. As per response 5 and 8 to submitter 1.</p> <p>7. No changes to zoning and regulation of the Shire's Tourist zoned properties are proposed by the policy.</p> <p>8. This clause provides advice to proponents and is not binding. The policy has been substantiated in section 3 – Statutory Basis.</p> <p>9. Shire known landowners operating Residential zoned properties as holiday homes will receive an application package via mail once the policy is adopted detailing the</p>
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		<p>market? We think so! The policy does not reflect any means of support what so ever and the home owner is a rate payer!</p> <p>5. We find the document discriminatory to the Home Owner of a holiday home in sections 7.6 - parking, and section 7.8 - septic tanks. Long term rentals, visitors and permanent residents are not made to abide by regulations pertaining to the number of parking bays being made available for a household on the property. Cars, boats, trucks and even horse floats are known to be parked on verges throughout the town.</p> <p>The town was built with septic tanks in use. Why does the Shire find the need to inspect the septic tanks of Holiday Homes? A long term rental with 7 - 10 people living in it does need require Shire approval of its septic tanks or parking bays within the property. How does the Shire explain itself with this proposed policy?</p> <p>Discriminatory attitude by the Shire and an expense that is seen to be more of penalty.</p> <p>Septics were approved when the homes were built with building approvals.</p> <p>6. 6.5 - Transparency of fees needs to be documented with the policy.</p> <p>Not in agreeance with paying any fees to the Shire for property that has already had approval from the Shire in the past. No need for this to be done.</p> <p>Money grab by the Shire.</p> <p>Health Inspector must have a lot of spare time on</p>	<p>new requirements. It is noted care must be taken to ensure enforcement of the policy in due course. Community Services staff will be working in conjunction with Development Services staff on this matter.</p> <p>The enforcement and offence provisions (Part 13) of the <i>Planning and Development Act 2005</i> provide the Shire with the ability to act on landowners who do not respond to initially correspondence asking for a planning application to be lodged.</p> <p>If this is required first a written direction is served on the landowner, pursuant to section 214. If this does not result in compliance and/or rectification in due course, then an infringement notice is served on the directed person, pursuant to section 228.</p> <p>10. As per response 1 to submitter 4.</p> <p>The Shire has kept fees to minimum to only cover incurred costs.</p> <p>11. Cannot do this as there needs to be fairness across all holiday homes, regardless of their management. It is the proponent's choice on management.</p> <p>Real estate and accommodation groups offer a service while the Shire is undertaking required regulation, further to this the Shire investigates all complaints received.</p> <p>As per response 5 to submitter 1.</p> <p>The fees have been detailed and will continue to be detailed to stakeholders in associated documents of the policy.</p> <p>12. Cover the costs involved in the regulation of holiday homes as per the Council adopted budget.</p>
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		<p>his hands to be given the job of inspecting every holiday home property.....really?</p> <p>7. 6.9 - Holiday Homes in the zoned area of "Tourism" WILL incur higher rates - Commercial Rates! Jurien may end up with a Glut of holiday Homes on the market for sale because of the rezoning.</p> <p>8. 10.2 - Provide an attachment for the relevant Acts for perusal and also where to access these. Provide references for the policy. Substantiate the policy. Provide proof why it is necessary - evidence based policy making.</p> <p>9. 10.3 - How will the Shire deal with Holiday Homeowners that do not get approval for letting their home out as a Holiday Home? Prosecution through the courts? Addition to the policy of how this will be dealt with in Layman's Terms. NOT everyone is able to understand the wording of relevant Acts and Legal Terminology.</p> <p>10. We just don't agree with any of the Shire's decision to put forward a Holiday Home Policy. The "Grab for Cash" will hurt the town and tourism. We also don't feel that the Shire take any notice of what the ratepayers have to say.</p> <p>11. Properties that are MANAGED by the Real Estate Agent be EXCLUDED from annual fees by the Shire. Management fees are charged by the Real Estate Agent and as Jurien Bay View Realty have</p>	<p>13. The infrastructure works team undertakes tasks as assigned by management and aligned with the Council adopted budget. In regards to Bashford Street an upgrade concept plan has been completed and will be implemented once funding for the project becomes available - this will rectify this issue.</p> <p>14. Noted. The Shire's phone number will be added to the fire and emergency plan as an afterhours service is provided.</p> <p>15. Inspections will be carried out in the attendance of the property owner or agent. Annual fee covers expenses incurred by Local Government. Inspections include:</p> <ul style="list-style-type: none"> a. Number of beds b. Sufficient storage space for personal items c. Adequate and clean linen d. Mattress protectors e. Floor/Walls/Ceilings f. Fittings and fixtures g. Adequate ventilation h. Smoke detectors i. Waste management j. Bathroom/Toilet Facilities k. Floor/walls/ceiling l. Adequate seating for dining m. General Facilities n. Swimming pool for guest use
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		<p>24 hr 7 day a week support for complaints/problems, this is something the Shire do not offer in return for annual fees. The Shire are not offering any ongoing service for the large annual combined fee (as compared to other Shires in the area). It is unnecessary to double up fees on those properties under a Real Estate Management. The fees appear to be hefty. The fee schedule needs to be made apparent in the document and any possible increase in the fees for the future noted by a percentage – this will show transparency to Holiday Home Owners.</p> <p>12.What does the Shire propose to do with the money that it will accumulate from this proposal?</p> <p>13.Is the Shire going to make good on all Shire land in front of holiday homes? EG: Repairs to footpath and overhanging trees along Lindsay Street? – something that we have been requesting for at least 2 years now as it is dangerous. Fill in and level out the land along Bashford St which pools huge amount of water each winter, nearest to 88/87/86 Bashford St?</p> <p>14.An emergency PHONE number should be applied to the Code of Conduct and Fire and Emergency Plan - inadequate to have a website address written on there. The Shire need to provide an ongoing service for taking a fee for this proposal! Not just for registering and a Health Inspection.</p>	<p>16.As per response 3 to submitter 6.</p> <p>17.With no policy in place to guide such a process this would be unfair and require the Shire to prosecute all holiday home owners. Nonetheless, all current Residential zoned holiday homes are in contravention of <i>Local Planning Scheme No.7</i> and hence the requirement of the policy to guide regulation processes.</p>
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		<p>15. Please provide specific details of what the Health inspection is to entail? Very vague in the policy. Please provide why it is necessary to charge an ANNUAL Health Inspection fee? “Seems to be over the top” - does not make me want to consider putting my home on the Holiday Home Market. We suggest that a representative of the owner or the Home owner be present during this Health Inspection – and be noted in the policy.</p> <p>16. The logistics of Parking in the policy is not possible if the house accommodates up to 10 –12 people...it is obvious that there will be more than 2 – 3 cars. This part of the policy is unreasonable to expect that the vehicles are all crammed into 2 – 3 parking bays, and no verge parking.....- please note that with permanent residents – horse floats, trucks, trailers and caravans are parked up on street verges!!! We know because we live next to a few.</p> <p>17. If the Shire have concerns about dodgy homes in the area being “let” for Holiday Homes then chase these up with the owners. There are quite a number of dodgy half built, NO Balcony Railings homes in Jurien that have been left to sit for numerous years with no repairs/attempts at completion and this in itself is a reflection on the Shire – not good.</p>	
11	Clinton Strugnell Chair	<p>1. “Holiday Home” is not a defined use class in Table 1 “Zoning Table” of the Shire of Dandaragan Local Planning Scheme No. 7.</p>	<p>1. It is noted ‘holiday house’ is the defined term under <i>Local Planning Scheme No.7</i> (LPS7). The policy varies this by defining a ‘holiday home’ and ‘holiday home large’ as</p>

Jurien Bay Chamber of Commerce	<ol style="list-style-type: none"> 2. Point 4.4 spelling error for “compromise”. 3. It is not clear how some of the policy objectives are met by the policy implementation e.g. “4.3 To encourage the development of Holiday Homes in areas of high tourist amenity and attraction and in (close) proximity to relevant services” – the policy only covers residential zoned land which with a few exceptions, is not necessarily in close proximity to areas of tourist amenity. 4. It is recognised that the draft policy is a “copy and paste” from other regional Local Authorities’ policy documents including Jerramungup and from the 2009 WA Planning Bulletin 99. This is supported as long as the jurisdiction from where the policy content is copied has a good track record of policy enforcement and community acceptance/compliance. In our view, The Shire of Manjimup’s Local Planning Policy 6.1.5 provides a good balance of policy support and rationale accompanied by sound advice and policy. The Emergency Evacuation/Response Plan required as part of a Development Application does not mention that it requires the installation of a fire extinguisher or fire blanket in the kitchen of a holiday house. 5. We think the compulsory installation of a fire extinguisher and fire blanket would be an onerous condition for holiday house/home owners to comply with, if not a standard condition for the construction of a normal residential dwelling. It would be more likely that a home owner would stay and fight a house fire, as opposed to a short stay tenant with no interest in the property. 	<p>these are the terms provided by the WAPC’s Planning Bulletin 99 which has been used State-wide to guide the development of such local planning policies. As the general terms of house and home are interchangeable and the definitions of each holiday premise are highly similar, it can be reasonably determined that ‘holiday home’ falls under the use class of ‘holiday house’ under LPS7, pursuant to clause 3.4.2.</p> <ol style="list-style-type: none"> 2. Noted, correction undertaken. 3. As per response 2 and 5 to submitter 3. 4. Yes numerous other local governments’ holiday homes local planning policies have been used in conjunction with Planning Bulletin 99 and WALGA’s Short-Term Rental Accommodation Discussion Paper to guide the development of the Shire’s draft policy. Shire staff have adapted such documents for what is believed a best fit and appropriate policy response to Shire’s short-stay accommodation characteristics. 5. Please note Shire staff have already amended the fire and emergency plan from all fire safety instruments being compulsory to only hardwired smoke alarms, emergency exits and a fire evacuation route leading to the nearest main road denoted on a site plan being compulsory. Other fire safety instruments are listed as recommended, but not compulsory for holiday homes. This is compliant with Building and Health statute and in turn reduces some of costs of holiday home management.
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		<p>6. A preamble that provides a rationale to the policy (as provided in the Shire of Dandaragan Facebook post of 29 June 2018, in “Annexure A” attached) would be helpful. In hindsight, this may have allayed many community concerns about the proposed implementation of this draft policy. As previously discussed, the Chamber would support an initiative of the Council for our early involvement in policy development, as opposed to the current scenario of “release then defend”.</p>	<p>6. Noted. The Shire is eagerly continuing to improve its early community engagement where practicable for all undertakings.</p>
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Shire of Dandaragan

HOLIDAY HOME FACTSHEET & CHECKLIST

1. What are holiday homes and why is a local planning policy needed?

Holiday homes are private residential dwellings that are commercially leased out for short term accommodation, where no one guest is accommodated for a period totalling more than 3 months in any 12 month period. Holiday homes have long been an important part of local and Western Australian lifestyle and culture.

The informal development of this section of the tourist accommodation market has meant that holiday homes have so far operated without approval from the Shire. Issues such as an uncertain legal and insurance environment, fire safety and increased potential for land use conflict have arisen. Community concerns about holiday homes can relate to the behaviour of tenants, rather than being associated with the use per se. In addition there has been concern that some unmanaged holiday homes are not maintained to a satisfactory standard, which in turn reflects negatively on the Shire's tourism industry. The Shire's Local Tourism Planning Strategy 2012 recommended a Local Planning Policy on Holiday Homes be adopted by Council for these above reasons.



2. Do I need development approval?

Yes. Development approval is required if you intend to provide short stay accommodation to anyone for payment or reward. Under the Shire's *Local Planning Scheme No.7* the use of a Regional Centre or Residential zoned property as a commercial holiday home is a discretionary (D) use. Meaning discretionary development approval from the local government must be obtained before the land use can proceed.

3. Exemptions

You don't need planning approval if you own the property but have a primary residence elsewhere and wish to use the dwelling for holiday accommodation for you and your family. You may also allow friends to stay there provided there is no fee charged.

4. Will my property rates be affected if I apply for development approval?

Development approval for a holiday home will have no effect on property rates.

5. How long is an approval valid?

All holiday home approvals expire on 30 June each year. Invoices for the annual renewal fees of development approval will be mailed to applicants on 1 June each year. For successful renewal, invoices for fees are required to be paid before the 30 June expiry date.

6. What are all the fees involved?

1. Initial development application/registration	\$147.00
2. June 30 th annual renewal of above	\$73.00
3. Annual health inspection (from the second year of approval onwards)	\$100.00
<i>*The first annual renewal fees will be waived for a holiday home which receives initial development approval within six (6) months of 30 June in the same calendar year*</i>	
<i>*Fees subject to change each Council adopted budget*</i>	

7. Process to Gain Approval

You will need to submit a Development Application for determination by the Shire's Planning Officer. An application form can be accessed from the Shire's Website via the "Town Planning" tab under "Services" on the homepage. This form is to be submitted with two (2) copies of the following plans:

- a neat, scaled site plan showing lot boundaries, all existing buildings and existing effluent disposal systems (if the property is not connected to deep sewerage);
- floor plans of the dwelling(s) which clearly identifies the location of compulsory hardwired smoke alarms, emergency exits and a fire evacuation route leading to the nearest main road;
- a property management plan detailing: number of bedrooms; proposed maximum number of occupants at any one time; contact details of the property manager; duties of the property manager; and booking arrangements (*a template is included which applicants can submit*);
- a code of conduct for the proposed holiday home (*a template is included which applicants can submit*);
- a fire and emergency plan for the proposed holiday home (*a template is included which applicants can submit*); and
- any other plan or information that the local government may request to enable the application to be determined.



8. More Information

Should you have any questions or require any further information, please contact the Planning Officer on the details below or visit the Development Services counter at the Shire of Dandaragan Jurien Bay Administration Centre at 69 Bashford Street.

Planning Officer
Executive Manager of Development Services
Principal Environmental Health Officer

Phone: 9652 0800 or Email: rorym@dandaragan.wa.gov.au
Phone: 96520800 or email: dchidlow@dandaragan.wa.gov.au
Phone: 9652 0800 or Email: peho@dandaragan.wa.gov.au



SHIRE of DANDARAGAN

HOLIDAY HOME - PROPERTY MANAGEMENT PLAN

PROPERTY ADDRESS: _____

Number of Bedrooms: _____

Maximum Number of Occupants to Be Accommodated at Any One Time: _____

PROPERTY MANAGER DETAILS:

Name: _____

Address: _____

Telephone Number: _____

Email: _____

The nominated Property Manager will:

- Have day-to-day management of the holiday home; and
- Respond to complaints pertaining to guest behaviour within a reasonably expected timeframe.

DETAILS OF RESERVATIONS ARRANGEMENTS (please circle all applicable):

Property Manager

Internet (please specify): _____

Other (please specify): _____

DUTIES OF PROPERTY MANAGER

- Display the Code of Conduct, Property Manager Plan and Fire and Emergency Plan in the kitchen or living area.
- Liaise with tenants for the occupancy and vacation of the premises;
- Ensure the correct maximum number of people are staying overnight in accordance with planning approval conditions;
- Ensure the premises are registered with the Shire of Dandaragan as a Holiday Home provider;
- Ensure guests are aware of the Code of Conduct;
- Ensure guests are aware of the Fire and Emergency Plan;
- Ensure the premises are clean and maintained to a high standard;
- Ensure bed linen is clean and replaced upon tenant vacation; and
- Ensure rubbish and recycling bins are put out and collected as required.

ADDITIONAL INFORMATION (IF APPLICABLE):



SHIRE of DANDARAGAN
HOLIDAY HOME – CODE OF CONDUCT

PROPERTY ADDRESS: _____

The following Code of Conduct governs guest behaviour and use of the property. Guests agree to follow the guidelines below, for themselves and any visitors they allow at the property:

GUESTS: Children should be supervised by a responsible adult (over 18 years of age) at all times. No unauthorised people are permitted to stay overnight.

NOISE AND NUISANCE: Guests agree not to cause or permit nuisance at the property. This includes excessive noise, disruptive or anti-social behaviour. Noise should generally cease after 9pm Sunday through Thursday and after midnight Friday and Saturday.

VEHICLE PARKING: Guests agree to use the parking spaces provided and not to park on the street verge or street itself outside the property. The guests agree not to park any additional vehicles on the property in excess of the parking spaces provided.

SHIRE REGULATIONS: The guests agree to all Shire regulations, including noise and fire limitations.

PREMISE CONDITION AND CLEANLINESS: The guests agree to leave the premise in a clean and tidy condition upon vacating, with all fittings and chattels in their original condition and position at the beginning of stay. Guests are to advise the Property Manager of any damage or disrepair within 24 hours of this occurring. Any damage repairs or excessive cleaning that is attributable to the guests stay will be paid for by the guests.

FIRES: The guests agree not to allow any candles, open fires or similar burn unsupervised within the premise. No open fires are permitted outside at any time. Barbeque facilities may be provided and used in a safe manner.

RUBBISH DISPOSAL: The guests agree to contain all their rubbish in the bins provided. Guests are responsible for putting out and collection of the bins where their stay coincides with collection days.

Your collection day is: _____

KEYS: At the end of the agreed accommodation term, guests agree to lock the premise, close all windows and return the keys to the Property Manager. Any lost or damaged keys will be replaced at the guests' expense.

TERMINATION OF ACCOMMODATION: If guests are found to have contravened any of the above Code of Conduct responsibilities a verbal warning will be issued. If the contravention is not rectified immediately, the accommodation booking may be terminated with 2 hours' notice at the Property Manager's discretion. No refunds will be made.



SHIRE of DANDARAGAN
HOLIDAY HOME – FIRE AND EMERGENCY PLAN

PROPERTY ADDRESS: _____

FIRE SAFETY INFORMATION:

The attached floor plan of premises clearly identifies the location of **compulsory hardwired smoke alarms, emergency exits and a fire evacuation route leading to the nearest main road.**

The floor plan may also detail the location of the following **non-compulsory fire safety instruments:**

- Fire Blanket (in kitchen);
- Exit Lighting; and
- Fire Extinguisher (minimum 2kg Powder AB(E)).

The attached floor plan is to be clearly displayed within the premises at all times.

EMERGENCY CONTACT DETAILS

FOR ALL EMERGENCIES DIAL 000

Property Manager: _____

- Jurien Bay Police: 9652 0600
- Shire of Dandaragan: 9652 0800
- Jurien Bay Health Centre: 9652 0200
- Jurien Bay General Practice: 9688 7900
- Cervantes Community Health Centre: 9652 7069

EMERGENCY INFORMATION

In the event of a fire or emergency, evacuation information may be broadcast or available from the following sources:

- ABC Radio: 107.9 FM
- Department of Fire and Emergency Services (DFES):
 - www.dfes.wa.gov.au
 - 132 500 for SES emergency assistance
 - 13 DFES (13 33 37) for emergency information
- Shire of Dandaragan: Phone: (08) 9652 0800 or Email: www.dandaragan.wa.gov.au

Policy No 8.13	Adopted -	Amended -
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8.13 HOLIDAY HOMES

1.0 INTRODUCTION

This Policy provides direction and guidance on the use of Single Houses, Grouped Dwellings or Multiple Dwellings for “Holiday Homes” and “Holiday Homes (Large)” in the Regional Centre and Residential zones of Cervantes and Jurien Bay in the Shire of Dandaragan. This Policy intends to help protect consumers, support the local tourism industry and avoid conflict between holiday users and permanent residents through the use of development approvals and registration.

2.0 STATUTORY BASIS

Pursuant to the Shire’s *Local Planning Scheme No.7* (the Scheme), the use of a Regional Centre or Residential zoned property as a commercial Holiday Home is a discretionary (D) use. Whereby, the local government must exercise discretion in granting development approval. This Local Planning Policy outlines the planning requirements for Holiday Home operators and provides clear delegation to staff to approve planning applications based on compliance with the Policy standards.

The ability to prepare a local planning policy is afforded to the Shire under clause 3 of the Deemed Provisions of the Scheme. Clause 3 outlines the Shire can prepare local planning policies in respect to any matter related to the planning and development of the Shire. In considering an application for planning approval, the local government must have due regard to relevant local planning policies as required under the Scheme.

3.0 OBJECTIVES

- 3.1 To recognise the increasing market demand for holiday accommodation and to provide operators and other stakeholders with clarity on the issues that the Shire wishes to address.
- 3.2 To establish clear guidelines whereby Holiday Homes can be permitted and controlled in the Regional Centre and Residential zones of Cervantes and Jurien Bay.
- 3.3 To ensure that these types of uses do not compromise the amenity of Residential zoned areas or nearby residents.
- 3.4 To support the role of Holiday Homes as part of the tourism industry.
- 3.5 To encourage the provision of good quality, well managed Holiday Homes.

4.0 DEFINITIONS

“**Dwelling**” means a building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six persons who do not comprise a single family.

“Holiday Home” means a single house which might also be used from time to time for short stay accommodation for no more than six (6) people but does not include a bed and breakfast, guesthouse, chalet and short stay accommodation unit.

“Holiday Home (Large)” means premises conforming to the definition of “Holiday Home” with the exception that the premises provide short stay accommodation for more than 6 people but not more than 12 at any one time.

“Grouped Dwelling” means a dwelling that is one of a group of two or more dwellings on the same lot such that no dwelling is placed wholly or partially vertically above another, except where special conditions of landscape or topography dictate.

“Multiple Dwelling” means a dwelling in a group of more than one dwelling on a lot where any part of a dwelling is vertically above part of any other but does not include a group dwelling.

“Short-Stay Accommodation” means a building or group of buildings forming a complex, designed for the Accommodation of short-stay guests and which provides on-site facilities for the convenience of guests and for management of the development, where occupation by any person is limited to a maximum of three months in any 12-month period.

“Single House” means a dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access to services and excludes dwellings on titles with areas held in common property.

5.0 POLICY STATEMENT

5.1 This Policy is applicable to all land zoned “Regional Centre” and “Residential” under the Scheme within Cervantes and Jurien Bay and all land within Special Development Area 1 (Residential).

5.2 This policy only applies to Holiday Homes that are made available for the commercial booking of short stay rental purposes. This includes entire homes listed on peer to peer online organisations. Holiday Homes utilised for personal use by friends and / or family of the landowner(s) are excluded from this Policy.

5.3 Applicants wishing to utilise their Regional Centre or Residential zoned property for a Holiday Home will need to apply for development approval in accordance with the Zoning Table the Scheme.

5.4 Applications for development approval for Holiday Homes will be advertised in accordance with the Scheme. Comments received during the advertisement process will be considered in the assessment of the application.

5.5 All development approvals for Holiday Home or Holiday Home (Large) shall expire on 30 June each year. Invoices for the annual renewal fees of development approval will be mailed to applicants on 1 June each year. For successful renewal, invoices for fees are required to be paid before the 30 June expiry date. The first annual renewal fees will be waived for a Holiday Home or Holiday Home (Large) which receives initial

development approval within six (6) months of 30 June in the same calendar year.

5.6 Development approval does not affect the existing and future use of the Holiday Home or Holiday Home (Large) as a Single House, Grouped Dwelling or Multiple Dwelling.

5.7 The annual renewal fee payable shall include a charge for:

- a) the renewal of development approval at a maximum 50% of the initial application fee, pursuant to Schedule 2 the *Planning and Development Regulations 2009*; and
- b) the health inspection at the Council adopted budget amount for the given financial year in which the renewal occurs.

6.0 CONDITIONS OF APPROVAL

6.1 All applications will be assessed and evaluated for suitability in accordance with this Policy and any other legislation and policies reasonably related to the development application.

6.2 The operation of the Holiday Home or Holiday Home (Large) does not result in adverse impacts on the amenity of neighbouring properties or the surrounding area.

6.3 The Shire should be notified of any changes to a Holiday Home or Holiday Home (Large) that may be deemed to affect the approval of the dwelling(s) for such a use.

6.4 The total number of people to be accommodated in the proposal for a Holiday Home does not exceed 6 people.

6.5 The total number of people to be accommodated in the proposal for a Holiday Home (Large) exceeds 6 people, but does not exceed 12.

6.6 Approval for a Holiday Home (Large) will require the applicant to obtain (if not already) an extra rubbish bin service from the Shire than what is compulsory for approved Single House dwellings.

6.7 All car parking is to be contained on-site and no verge area should be used for car parking. A minimum of 2 car parking bays are required for a Holiday Home and a minimum of 3 car parking bays for a Holiday Home (Large).

6.8 A Holiday Home management plan, code of conduct and fire and emergency plan is required to be submitted as part of the application for development approval.

6.9 The applicant shall supply any other information requested by the Shire that is reasonably related to the application for development approval for a Holiday Home or Holiday Home (Large). e.g. Details of the subject residence's septic system may be required to be submitted as part of the application for planning approval which would be referred to the Shire's Environmental Health Officer as an upgrade to the septic system may be required.

- 6.10 Approval for a Holiday Home or Holiday Home (Large) will run with the land (*Right in Rem*). Therefore if a subsequent purchaser buys the land, he or she is able to continue the use as stated in the approval and conditions imposed.
- 6.11 Annual renewal of approvals is granted under delegation to the Shire's Chief Executive Officer. The following will be considered and weighted accordingly when assessing an application for renewal:
- a) any complaints received during the annual period and responses by applicant to such complaints; and
 - b) if there is any change in the circumstances under which the previous approval was granted.

7.0 HOLIDAY HOMES REGISTER

- 7.1 A register of approved Holiday Homes will be established and maintained by the Shire. The register will record basic details of the property including the contact details of the owner and/or manager/caretaker; property address; configuration (number of bedrooms, beds, bathrooms and car parking), renewal dates and fees and the attachment of the management plan, code of conduct and the fire and emergency plan for the premises.
- 7.2 A person must not use a Residential zoned dwelling(s), or allow a residential zoned dwelling(s) to be used, as a Holiday Home or Holiday Home (Large):
- a) unless planning approval has been granted under the Scheme to use the dwelling(s) as a Holiday Home or Holiday Home (Large);
 - b) unless the dwelling(s) is registered as a Holiday Home or Holiday Home (Large) under the subsequent register; and
 - c) other than in accordance with—
 - i. the conditions of the approval; and
 - ii. the provisions of this Local Planning Policy.
- 7.3 Registration does not affect the obligations of an owner or a manager, or any other person, to comply with a relevant law.
- 7.4 Schedule 1 of this Policy contains the Certificate of Registration to be issued to Holiday Home operators once all matters of development approval are finalised to the satisfaction of the Shire. The Certificate of Registration shall be displayed within the approved premises at all times.
- 7.5 The Shire may provide details of the Holiday Homes Register to third parties for emergency purposes only.

8.0 NON COMPLIANCE AND CANCELLATION

- 8.1 Any breach of development approval conditions or the management plan will be dealt with in accordance with the enforcement provisions of Part 13 of the *Planning Development Act 2005* and/or cancellation of a registration. A new application may be considered after 3 months have expired from the cancellation date.
- a) A breach of a development approval may be brought to the attention of the Shire as a result of an inspection or report by Shire

staff, police report or by a member of the public.

9.0 FURTHER INFORMATION

- 9.1 If a Residential zoned property is brought to the attention of the Shire to be operating as a commercial Holiday Home, a notice may be served requesting inspection, conducted by the Shire's Manager of Building Services, to ensure building requirements are up to standard and abide by fire safety requirements. This noticed served will also require a subsequent development approval to be obtained.
- 9.2 It is recommended that landowners/managers seek independent legal advice on legislative requirements regarding the use and management of holiday homes. This would include, but is not limited to, checking the requirements of the *Equal Opportunity Act 1984* and the *Fair Trading Act 1987*.
- 9.3 As many residential public liability insurance policies exclude the use of premises for short term rentals, it is recommended that landowners/managers check this matter with their insurance providers.

SCHEDULE 1: CERTIFICATE OF REGISTRATION

CERTIFICATE OF REGISTRATION

Shire of Dandaragan
LOCAL PLANNING POLICY 8.13: HOLIDAY HOMES

Date...../...../.....

This certifies that the dwelling at
.....
(address of holiday home)

owned by
.....
(name/s of owner/s)

managed by..... and
.....
(name of manager) (name of acting manager)
is registered as a holiday home which may be used to accommodate occupants for hire or reward in accordance with—

- (a) the provisions of the *Local Planning Policy 8.13: Holiday Homes*;
- (b) any other relevant law; and
- (c) the conditions set out on the back of this certificate.

.....
Signature of CEO/CEO's delegate.

Notes:

1. *An application for registration of a holiday home cannot be approved unless planning approval has been granted under the Shire of Dandaragan Local Planning Scheme No. 7 to use the dwelling as a holiday home or holiday home (large).*
2. *Registration of a holiday home does not affect the rights and obligations of an owner or occupier under the by-laws of a strata company, including any requirement to obtain approval, or to comply with any restrictions, in connection with the use of a dwelling as a holiday home.*

CONDITIONS OF REGISTRATION

This registration is subject to the following conditions—

- 1.
- 2.
- 3.