



SHIRE
of
DANDARAGAN

MINUTES

of the

ORDINARY COUNCIL MEETING

held at the

COUNCIL CHAMBERS, JURIEN BAY

on

THURSDAY 28 MARCH 2019

COMMENCING AT 4.03PM

(THIS DOCUMENT IS AVAILABLE IN LARGER PRINT ON REQUEST)

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MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 28 MARCH 2019
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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

The Shire President declared the meeting open at 4.03pm and welcomed those present.

The President called upon Cr Scharf to conduct short pray for the victims of the New Zealand mosque shootings and requested out of respect we observe one minute silence.

1.2 DISCLAIMER READING

The disclaimer was read aloud as there were 3 members of the public present.

“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 A Eyre	
Councillor W Gibson	
Councillor K McGlew	
Councillor R Shanhun	

Staff

Mr B Bailey	(Chief Executive Officer)
Mr S Clayton	(Executive Manager Corporate & Community Services)
Mr D Chidlow	(Executive Manager Development Services)
Ms R Headland	(Council Secretary & Personal Assistant)
Mr R Mackay	(Planning Officer)
Ms M Perkins	(Community Development Officer)
Ms A Slyn	(Economic Development Coordinator)

Apologies

Councillor D Slyn

Approved Leave of Absence

Councillor J Clarke
Councillor D Richardson

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 28 MARCH 2019**Observers**

Mr M Sheppard, Mr A McBain, Mr T Stoney

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION OF MINUTES**6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD 28 FEBRUARY 2019****COUNCIL DECISION**

Moved Cr Shanhun, seconded Cr Eyre

That the minutes of the Ordinary Meeting of Council held 28 February 2019 be confirmed.

CARRIED 6 / 0

7 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

8 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Andrew McBain, Executive Director representing Alterra and Trevor Stoney representing his family interest being adjoining property owners presented concerns on neighbourhood agreements with the Yandin Wind Farm.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 28 MARCH 2019
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9 REPORTS OF COMMITTEES AND OFFICERS

9.1 CORPORATE & COMMUNITY SERVICES

9.1.1 AUDIT COMMITTEE MINUTES – 28 FEBRUARY 2019

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Financial Management / Audit / Internal
Disclosure of Interest:	Nil
Date:	12 March 2019
Author:	Scott Clayton, Executive Manager Corporate and Community Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

To receive the Audit Committee Meeting Minutes (unconfirmed) held on 28 February 2019.

BACKGROUND

The Local Government Act 1995 requires Council to establish an Audit Committee to assist Council to fulfil corporate governance, stewardship, leadership and control responsibilities in relation to the Shire's financial reporting and audit responsibilities.

Due to the small number of audit committee meetings held during the year there is a significant delay between the audit meetings and the subsequent confirmation of the minutes of that meeting at the following audit committee meeting and hence, a further delay in presentation to Council of the minutes for adoption.

Therefore, it is considered more appropriate to present the unconfirmed minutes to Council for receipt. Should any issue arise at the adoption of these minutes at the following audit committee meeting varying the accuracy of the unconfirmed minutes, these changes will be presented to Council at the following Council meeting.

COMMENT

The purpose of the Audit Committee Meeting held 28 February 2019 was to consider the Budget Review for 2018 / 19 and the Business Continuity Plan.

STRATEGIC IMPLICATIONS

2016 - 2026 Community Strategic Plan

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

ATTACHMENTS

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

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 28 MARCH 2019

- Minutes of the Audit Committee Meeting (unconfirmed) held on 28 February 2019 (Doc Id: 129440)
(Marked 9.1.1)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the unconfirmed minutes of the Audit Committee Meeting held on 28 February 2019 be received.

COUNCIL DECISION

Moved Cr McGlew, seconded Cr Shanhun

That the confirmed minutes of the Audit Committee Meeting held on 28 February 2019 be received.

CARRIED 6 / 0

Note: The reason for the variation to the officer recommendation was that since the distribution of the agenda, an Audit Committee Meeting had been convened and the 28 February 2019 Minutes were confirmed.

9.1.2 BUDGET REVIEW 2018 / 2019

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Financial Management / Audit / Internal
Disclosure of Interest:	None
Date:	12 March 2019
Author:	Scott Clayton, Executive Manager Corporate and Community Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

That the budget review for the 2018 / 2019 financial year based on the financial statements from 1 July 2018 to 31 December 2018 be adopted.

BACKGROUND

As part of the amendments to the Financial Management Regulations (1996), Regulation 33A - Review of budget has been inserted.

"This requires;

- 1. between 1 January and 31 March in each year, local government is to carry out a review of its annual budget for that year;*
- 2. it is to be submitted to council within 30 days of the review;*
- 3. Council is to consider the review and determine whether or not to adopt the review, any parts of the review or any*

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 28 MARCH 2019

- recommendations made in the review; and*
4. *a copy of the review and determination is to be then forwarded to the Department within 30 days."*

COMMENT

Staff have reviewed the 2018 / 2019 budget to identify any significant variances. The financial statements to the 31 December 2017 have been used as the basis for the review, however, where a variance has occurred and is known prior to the completion of the staff component of the review on 22 February 2019, these have been accounted for.

Attached is a detailed summary of the identified variances, the Rates Setting Statement and other statements showing the effect of these variances.

In addition to the listed changes the actual opening surplus carried forward was \$34,454 more than budgeted.

The budget review for the 2018 / 2019 financial year has been reviewed by the Audit Committee at its meeting held on 28 February 2019 and has been recommended for adoption.

In addition the Audit Committee recommended that the surplus identified by the 2018 / 2019 budget review be transferred to the Economic Development Reserve with the following recommendation being carried.

OFFICER RECOMMENDATION 2 / AUDIT COMMITTEE DECISION

Moved Cr Eyre, seconded Cr Scharf

To recommend to Council that the surplus identified by the 2018 / 19 budget review of \$105,555 be transferred to the Economic Development Reserve.

CARRIED 4 / 0

CONSULTATION

- Chief Executive Officer
- Acting Executive Manager Infrastructure
- Executive Manager Development Services
- Senior Finance Officer

STATUTORY ENVIRONMENT

- Regulation 33A and 34 of the Local Government Financial Management Regulations (1996)

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

The adoption of this review will amend the budget with an overall recognition of a surplus of \$105,555. However, the transfer on this

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 28 MARCH 2019

amount to the Economic Development Reserve will re-instate the balanced budget.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

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

ATTACHMENTS

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

- Budget Review identified variances and statements for the period ending 30 June 2019 (Doc Id: 129122)
(Marked 9.1.2)

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION 1 / COUNCIL DECISION

Moved Cr Shanhun, seconded Cr Gibson

That Council adopt the budget review, as presented with a surplus of \$105,555, with the following variances being formally adopted as budget amendments;

GENERAL LEDGER ACCOUNT NAME	SCHEDULE	DESCRIPTION	AMOUNT (DR)/CR \$	AMENDED (SURPLUS) / DEFICIT \$
		Budgeted Surplus / (Deficit) to 30 June 19		0
		Variance of opening surplus budget to actual		34,454
				34,454
Interest on Instalments	Rate Revenue	Increase in Instalment interest income	(6,000)	28,454
Staff Housing	Other Governance	Salary Sacrifice housing rent	29,000	57,454
Staff Housing Rent	Other Governance	Salary Sacrifice housing rent	(29,000)	28,454
General ESL	Fire Prevention	Actual ESL raised from rates was higher	(31,364)	(2,910)
ESL Remittance	Fire Prevention	Actual ESL raised from rates was higher	31,364	28,454
Other Grants	Fire Prevention	17/18 BFB Supplement Operating Grant	(1,199)	27,255
Profit on Sale of Plant & Equipment	Fire Prevention	2 x CFBF vehicles returned to DFES	(36,705)	(9,450)
Profit on Sale of Plant & Equipment	Fire Prevention	2 x CFBF vehicles returned to DFES	(83,409)	(92,859)
Plant & Equipment	Fire Prevention	2 x CFBF vehicles returned to DFES	(118,897)	(211,756)
Plant & Equipment	Fire Prevention	2 x CFBF vehicles returned to DFES	(230,000)	(441,756)
Less Accumulated Depreciation	Fire Prevention	2 x CFBF vehicles returned to DFES	43,602	(398,154)
Less Accumulated Depreciation	Fire Prevention	2 x CFBF vehicles returned to DFES	99,659	(298,495)

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GENERAL LEDGER ACCOUNT NAME	SCHEDULE	DESCRIPTION	AMOUNT (DR)/CR \$	AMENDED (SURPLUS) / DEFICIT \$
Non-reciprocal contributed asset	Fire Prevention	2 x CBFV vehicles returned to DFES	325,750	27,255
Other Contributions	Other Welfare	Education contribution - Youth Traineeship	(1,500)	25,755
Other Reimbursements (No GST)	Sewerage	Water Corporation fees charges error refunded	(46,817)	(21,062)
Other Reimbursements	Town Planning	Shire of Coorow Planning consultancy fees	(5,000)	(26,062)
Insurance	Public Halls and Civic Centres	JB Bowling club water tank insurance claim	(4,870)	(30,932)
Lease Repayments	Public Halls and Civic Centres	Civic Centre water filter lease	7,404	(23,528)
Insurance Claims	Public Halls and Civic Centres	JB Bowling club water tank insurance claim	4,870	(18,658)
Other Non-Operating Grants	Other Recreation and Sport	Shire of Irwin Final Payment for Coastal Nodes	(25,430)	(44,089)
MRWA Direct Grant	Streets Roads Bridges Depots Maint	Direct Grant was higher than budgeted	(81,705)	(125,794)
Grants Commission	Other General Purpose Income	WALGGC grant higher than budgeted	(21,084)	(146,878)
Local Roads	Other General Purpose Income	WALGGC grant higher than budgeted	(24,461)	(171,339)
Sale of Tourism Merchandise	Tourism and Area Promotion	Higher than budgeted sales	(9,000)	(180,339)
Extractive Industry Licences	Other Economic Services	Add budget for extractive industry licences	(1,239)	(181,578)
Private Rental	Unclassified	Private rental income - 31A Dandargan Road	(7,600)	(189,178)
Private Rental	Unclassified	Private rental income - 31B Dandargan Road	(3,600)	(192,778)
Private Rental	Unclassified	Private rental income - 31C Dandargan Road	(4,800)	(197,578)
Profit on Sale of Land	Unclassified	Correct Sale of Lot 96 Bashford Street Jurien Bay	(200,648)	(398,226)
Land	Unclassified	Correct Sale of Lot 96 Bashford Street Jurien Bay	200,000	(198,226)
Buildings & Improvements	Unclassified	Correct Sale of Lot 96 Bashford Street Jurien Bay	(63,000)	(261,226)
Less Accumulated Depreciation	Unclassified	Correct Sale of Lot 96 Bashford Street Jurien Bay	(232,128)	(493,354)
Less Accumulated Depreciation	Unclassified	Correct Sale of Lot 96 Bashford Street Jurien Bay	295,776	(197,578)
Lions Club of Jurien Bay - SSL 133	Unclassified	SSL to Jurien Bay Lion Club for Storage Shed	50,000	(147,578)
Self Supporting Loans Non-Current	Unclassified	SSL to Jurien Bay Lion Club for Storage Shed	(50,000)	(197,578)
Recreation Plan	Other Recreation and Sport	JB Golf Club CSRFF grant - bore	50,000	(147,578)
Sport and Recreation Reserve	Equity	JB Golf Club CSRFF grant - bore	(50,000)	(197,578)
Plant & Equipment	Road Plant Purchase	Replacement Tandem Dolly trailer from Lombardi	27,091	(170,487)
Plant Reserve	Equity	Replacement Tandem Dolly trailer from Lombardi	(12,053)	(182,540)
Other Reimbursements	Other Health	Health services performed for the Shire of Moora	(22,000)	(204,540)
Plant & Equipment	Plant Operations	Dispose tandem dolly insurance write off	(14,000)	(218,540)
Less Accumulated	Plant	Dispose tandem dolly insurance write off	2,572	(215,968)

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GENERAL LEDGER ACCOUNT NAME	SCHEDULE	DESCRIPTION	AMOUNT (DR)/CR \$	AMENDED (SURPLUS) / DEFICIT \$
Depreciation	Operations			
Profit on Sale of Plant & Equipment	Plant Operations	Dispose tandem dolly insurance write off	(2,519)	(218,487)
Furniture & Equipment	Other Recreation and Sport	Design & Installation of new Cervantes Playground	25,845	(192,642)
Infrastructure Renewal Reserve	Equity	Design & Installation of new Cervantes Playground	(25,845)	(218,487)
Utilities	Other Health	Wellness Centre utilities in their name	(5,000)	(223,487)
Contributions & Donations	Heritage	Memorial Service-RSLJB in budget twice	(5,000)	(228,487)
Tourism Expenses	Tourism and Area Promotion	Transfer funds for St Johns Transport Vehicle	(15,000)	(243,487)
Contributions & Donations	Aged and Disabled - other	Contribution-St Johns Community Transport Vehicle	15,000	(228,487)
Tourism Merchandise	Tourism and Area Promotion	Higher tourism merchandise sales than predicted	9,000	(219,487)
Development Application Fees	Town Planning	Less development application fees than projected	60,000	(159,487)
Building Licences	Building Control	Less building license fees than projected	16,000	(143,487)
Consultancy	Swimming Areas and Beaches	Transfer funds to short term environmental project	(25,000)	(168,487)
Materials and Contracts (ALL)	Swimming Areas and Beaches	Transfer funds to short term environmental project	25,000	(143,487)
Salaries	Other Recreation and Sport	Internal salary re-allocation	(40,514)	(184,001)
Public Works Overheads Expense	Other Recreation and Sport	Internal salary re-allocation	(43,257)	(227,258)
Salaries	Plant Operations	Internal salary re-allocation	40,514	(186,744)
Public Works Overheads Expense	Plant Operations	Internal salary re-allocation	43,257	(143,487)
Infrastructure - Footpaths	Streets Roads Bridges Depots Maint	Completed over budget - Turquoise Way Replacement	2,914	(140,573)
Infrastructure - Footpaths	Streets Roads Bridges Depots Maint	Completed over budget - Bashford St Path	7,000	(133,573)
Infrastructure - Footpaths	Streets Roads Bridges Depots Maint	Completed over budget - Bashford St Path	6,000	(127,573)
Infrastructure - Other	Waste Management - Household	Completed under budget - Cerv Entry Statement	(1,145)	(128,718)
Infrastructure - Parks & Reserves	Waste Management - Household	Completed over budget - Fauntleroy Park Lights	2,225	(126,493)
Infrastructure - Parks & Reserves	Waste Management - Household	Completed under budget-Catalonia Tank Replacement	(2,885)	(129,378)
Infrastructure - Roads	Streets Roads Bridges Depots Maint	Completed under budget - Waddi Rd Gravel Resheet	(4,355)	(133,733)

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GENERAL LEDGER ACCOUNT NAME	SCHEDULE	DESCRIPTION	AMOUNT (DR)/CR \$	AMENDED (SURPLUS) / DEFICIT \$
Infrastructure - Roads	Streets Roads Bridges Depots Maint	Completed under budget-Cantabilling Rd Resheet	(1,856)	(135,589)
Infrastructure - Roads	Streets Roads Bridges Depots Maint	Completed job under budget - Airstrip Road Seal	(3,915)	(139,504)
Infrastructure - Roads	Streets Roads Bridges Depots Maint	Completed job over budget - Jurien East Road RRG	36,840	(102,664)
Less Accumulated Depreciation (P&E)	Various	Net Change on budgeted depreciation due to reval	(266,986)	(369,650)
Depreciation (various expense accounts)	Various	Net Change on budgeted depreciation due to reval	266,986	(102,664)
Less Accumulated Depreciation	Various	Net Change on bud v Act P & E changeovers	9,998	(92,666)
Profit on disposal	Various	Net Change on bud v Act P & E changeovers	(305)	(92,971)
Loss on disposal	Various	Net Change on bud v Act P & E changeovers	(12,284)	(105,255)
Sale of Goods	Various	Net Change on bud v Act P & E changeovers	(300)	(105,555)
Total			(Surplus) /	(105,555)
			Deficit	

CARRIED BY ABSOLUTE MAJORITY 6 / 0

OFFICER RECOMMENDATION 2 / COUNCIL DECISION

Moved Cr McGlew, seconded Cr Eyre

That the surplus identified by the 2018 / 19 budget review of \$105,555 be transferred to the Economic Development Reserve.

CARRIED BY ABSOLUTE MAJORITY 6 / 0

9.1.3 FINANCIAL STATEMENTS - MONTHLY REPORTING FOR THE PERIOD ENDING 28 FEBRUARY 2019

Location:	Shire of Dandaragan
Applicant:	N/A
Folder:	Business Classification Scheme / Financial Management / Financial Reporting / Periodic Reports
Disclosure of Interest:	None
Date:	13 March 2019
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 28 February 2019.

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 28 MARCH 2019
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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 28 February 2019.

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 28 February 2019 was \$4,006,792. 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 12 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 13) 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 28 February 2019 financial statements, please do not hesitate to contact the Executive Manager Corporate and Community Services prior to the Council Meeting in order that research can be undertaken and details provided either at the time of the query or at the meeting.

CONSULTATION

- Chief Executive Officer

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

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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 28 February 2019
(Doc Id: 129819)
(Marked 9.1.3)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION**Moved Cr Shanhun, seconded Cr Eyre****That the monthly financial statements for the period 28 February 2019 be adopted.****CARRIED 6 / 0****9.1.4 ACCOUNTS FOR PAYMENT – FEBRUARY 2019**

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Financial Management / Creditors / Expenditure
Disclosure of Interest:	None
Date:	14 March 2019
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 February 2019.

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 FEBRUARY 2019 totalled \$887,667.78 for the Municipal Fund.

Should Councillors wish to raise any issues relating to the February 2019 Accounts for payment, please do not hesitate to

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 28 MARCH 2019
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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

<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 February 2019 (Doc Id: 129897)

(Marked 9.1.4)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr McGlew, seconded Cr Eyre

That the Municipal Fund cheque and EFT listing for the period ending 28 February 2019 totalling \$887,667.78 for the Municipal Fund be accepted.

CARRIED 6 / 0

9.2 INFRASTRUCTURE SERVICES

MINUTES OF ORDINARY COUNCIL MEETING HELD THURSDAY 28 MARCH 2019
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9.3 DEVELOPMENT SERVICES**9.3.1 ROSALIE BITTER – REQUEST TO KEEP FOUR DOGS**

Location:	Lot 121 (RRN482) Canover Road, Jurien Bay
Applicant:	Rosalie Bitter
Folder Path:	Business Classification Scheme / Laws & Enforcements / Licensing / Dogs & Cat Registrations
Disclosure of Interest:	None
Date:	14 March 2019
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 121 (RRN482) Canover Road, 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 7 February 2019 that sought Council approval to keep the following dogs at Lot 121 (RRN482) Canover Road, Jurien Bay.

	Breed	Sex	Name	Age	Registration Details
1	Chihuahua X	Female	Bell	6	00131 / 2019
2	Chihuahua	Female	Angel	11	00133 / 2019
3	Border Collie	Female	Lacey	1	00132 / 2019
4	Kelpie X Bull Terrier	Female	Pippa	2	00130 / 2019

COMMENT

Since receiving this application, a property inspection has been carried out by staff. The Shire Ranger confirms that suitable means exist at the property to effectively confine the dogs.

The proponent's premises is in the Jurien Bay Heights subdivision and comprises a land area of 4.48ha. This property is outside the Jurien Bay townsite boundary and the restriction of a maximum (2) two dogs does not apply, however any more than (6) six dogs will require a kennel licence. Council has not set a maximum number of dogs outside of the townsite boundary in the Dog Local Laws, therefore the Council is at liberty to approve up to six dogs in this case.

This application includes two small dogs (Chihuahua). The application is supported by staff due to the size of the subject property and no objections received from neighbours.

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CONSULTATION

Adjoining neighbours were consulted with no objections being received from landowners of a nearby properties.

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

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

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

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

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

- (a) by the conditions imposed in relation to any exemption from the provisions of a local law placing a limitation on the number of dogs that may be kept on any premises; or

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- (b) by the refusal of a local government to grant such an exemption, or by the revocation of an exemption, may apply to the State Administrative Tribunal for a review of the decision.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

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	c) Compliance in all legislative requirements and functions

ATTACHMENTS

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

- Written application from Rosalie Bitter to keep more than 2 dogs. (Doc Id: 129512)
(Marked 9.3.1)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr McGlew, seconded Cr Scharf

That Council approve the application for an exemption under Section 26 (3) of the Dog Act 1976, for Rosalie Bitter to keep the following (4) four dogs at Lot 121 (RRN482) Canover Road, Jurien Bay;

	Breed	Sex	Name	Age	Registration Details
1	Chihuahua X	Female	Bell	6	00131/2019
2	Chihuahua	Female	Angel	11	00133/2019
3	Border Collie	Female	Lacey	1	00132/2019
4	Kelpie X Bull Terrier	Female	Pippa	2	00130/2019

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) all dogs are effectively confined to the property;**

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

CARRIED 6 / 0

9.3.2 ASHLEY JAESCHKE – REQUEST TO KEEP THREE DOGS

Location:	Lot 236 (#3) Hamersley Street, Jurien Bay
Applicant:	Ashley Jaeschke
Folder Path:	Business Classification Scheme / Laws & Enforcements / Licensing / Dogs & Cat Registrations
Disclosure of Interest:	None
Date:	6 March 2019
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 236 (#3) Hamersley Street, 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 23 January 2019 that sought Council approval to keep the following dogs at Lot 236 (#3) Hamersley Street, Jurien Bay.

	Breed	Sex	Name	Age	Registration Details
1	French Bulldog	Male	Amity	1	00096 / 2019
2	Australian Terrier	Male	Alfie	5	00369 / Lifetime
3	Australian Terrier	Female	Milly	2	00370 / Lifetime

COMMENT

Since receiving this application, a property inspection has been carried out by staff. The Shire Ranger confirms that suitable means exist at the property to effectively confine the dogs.

The proponent's premises is in the Jurien Bay townsite and comprises a land area of 1,928m². This is a large residential property and is capable of supporting (3) three dogs. The property is in the Jurien Bay townsite boundary and the restriction of a maximum (2) two dogs applies unless Council permission is received for a greater number. Council has discretion under the Dog Local Laws to vary the permitted number of dogs at any

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specific property based on matters such as the lot size and comments from neighbours.

All three dogs are small breed dogs. The application is supported by staff due to the size of the subject property and no objections received from neighbours.



CONSULTATION

Adjoining neighbours were consulted with no objections being received from landowners of a nearby properties.

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

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

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

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

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

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

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

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	c) Compliance in all legislative requirements and functions

ATTACHMENTS

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

- Written application from Ashley Jaeschke to keep more than 2 dogs. (Doc Id: 129531)
(Marked 9.3.2)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Gibson, seconded Cr Shanhun

That Council approve the application for an exemption under Section 26 (3) of the Dog Act 1976, for Ashley Jaeschke to keep the following (3) three dogs at Lot 236 (#3) Hamersley Street, Jurien Bay;

	Breed	Sex	Name	Age	Registration Details
1	French Bulldog	Male	Amity	1	00096/2019
2	Australian Terrier	Male	Alfie	5	00369 Lifetime
3	Australian Terrier	Female	Milly	2	00370 Lifetime

subject to the following conditions–

- a) the approval only applies to the dogs specified;**

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- 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 236 (#3) Hamersley 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 may be revoked or varied at any time; and
- g) in the event that the applicant relocates to another townsite address within the district a new application will be required.

CARRIED 6 / 0

9.3.3 FAIRLIE PITMAN - REQUEST TO KEEP THREE DOGS

Location:	19A Ward Street, Jurien Bay
Applicant:	Fairlie Pitman
Folder Path:	Business Classification Scheme / Laws & Enforcements / Licensing / Dogs & Cat Registrations
Disclosure of Interest:	None
Date:	14 March 2019
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 19A Ward Street, 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 21 January 2019 that sought Council approval to keep the following dogs at 19A Ward Street, Jurien Bay.

	Breed	Sex	Name	Age	Registration Details
1	Retriever	Male	Carlos	1 year 1 month	00098 / 2019
2	Border Collie	Male	Diaz	8 months	00153 / 2019
3	Shar-pei	Male	Miguel	10 months	00099 / 2019

COMMENT

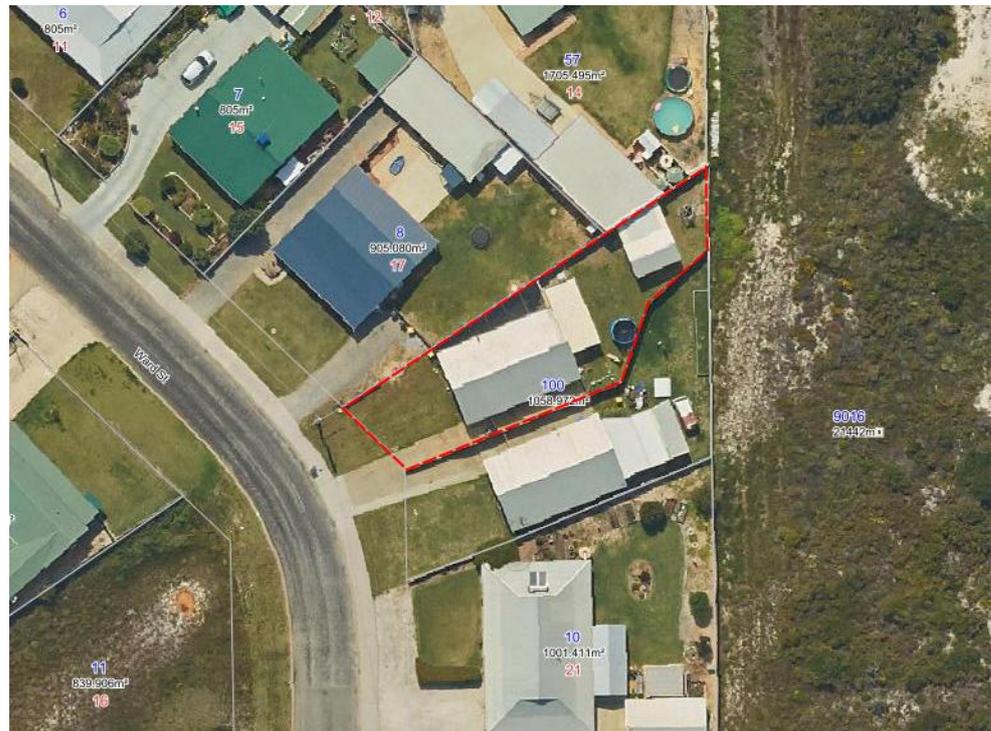
Since receiving this application, a property inspection has been carried out by staff. The Shire Ranger confirms that suitable means exist at the property to effectively confine the dogs.

The proponent's premises is in the Jurien Bay townsite and comprises a land area of approx. 528m² (Duplex half). This is a

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relatively small residential lot (Strata) and it is the view of Ranger Services that the property is not capable of supporting (3) three medium sized dogs. The property is in the Jurien Bay townsite boundary and the restriction of a maximum (2) two dogs applies. Council has discretion under the Dog Local Laws to vary the permitted number of dogs at any specific property based on matters such as the lot size and comments from neighbours.

All three dogs are of medium size breed. The application is not supported by staff due to the small size of the subject property and (4) objections received from neighbours.



CONSULTATION

Adjoining neighbours were consulted and four objections were received. The neighbours objected on issues of current excess barking on the premises and causing neighbouring dogs to bark at all hours of the day and night.

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

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;

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- All dogs are registered in accordance with the Act; and,
- That the exemption may be revoked or varied at any time.

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

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

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

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

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	c) Compliance in all legislative requirements and functions

ATTACHMENTS

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

- Written application from Fairlie Pitman to keep more than 2 dogs. (Doc Id: 129858)
(Marked 9.3.3)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Shanahun, seconded Cr Eyre

That Council refuse the application for an exemption under Section 26 (3) of the Dog Act 1976, for Fairlie Pitman to keep the (3) three dogs at 19A Ward Street, Jurien Bay for the following reasons;

- 1. the amenity of the residential area is likely to be negatively impacted by noise (barking); and**
- 2. the lack of support for the proposal in the neighbourhood.**

3. the small lot size is not capable of supporting three medium sized dogs.

CARRIED 6 / 0

9.3.4 PROPOSED DUCK FARM ANCILLARY TO EXISTING AQUACULTURE USE – LOT 945 CANTABILLING ROAD, HILL RIVER

Location:	Lot 945 Cantabilling Road, Hill River
Applicant:	Do family
File Ref:	Development Services Apps/ Development Applications/ 2018/ 89
Disclosure of Interest:	Nil
Date:	15 March 2019
Author:	Rory Mackay, Planning Officer
Senior Officer:	David Chidlow, Executive Manager of Development Services

PROPOSAL

The proponent is seeking development approval for the husbandry of up to a maximum of 2000 ducks ancillary to the long-term aquaculture venture (silver perch fish farm) on Lot 945 Cantabilling Road, Hill River (the Site).

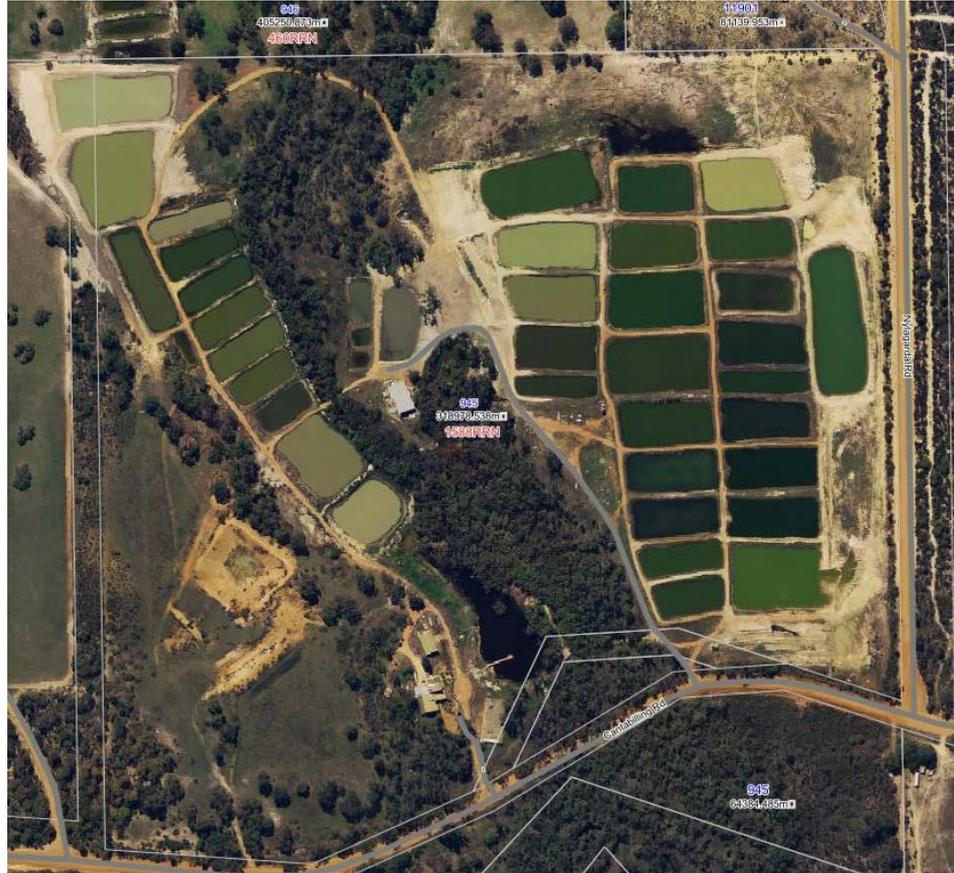
BACKGROUND

The 31ha Site was developed into a fish farm for the silver perch species in March 1995. The fish farm consists of the following infrastructure:

- ponds – 40 ponds of varying size from 115m² to 3272m²;
- production shed – 230m², corrugated iron, steel frame and concrete floor with power and industrial lighting, comprising of a small office, 4x purging tanks and a concrete drainage tank;
- general purpose shed – 147m² fully enclosed Colorbond, steel framed, fluorescent lights, 2/3 concrete floor, 1/3 earth floor with power connected;
- plant – sufficient plant and equipment available for the breeding and grow out of silver perch;
- water – 54,000L concrete tank provides water for residence, 1x artesian bore 135m and 1x subsoil bore 38m both equipped with electric submersible pumps; and
- electrical – single phase power is connected to the residence, bores, all sheds and buildings, while 3 phase underground power supplied by a 25kva diesel generator is distributed to junction boards to all grow out and brood stock ponds for the running of paddle wheel water aerators.

An aerial image of the property is shown below.

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Council is to note the two ponds shown outside of the property confines on the north-west corner is subject of a separate application to have the effected unmade/unconstructed road reserve closed and subdivided into the two adjoining properties.

The landowner, the Do family has identified ducks can be utilised to undertake the necessary weeding/clean-up of drained ponds more efficiently than staff. Therefore, they have applied to the Shire for development approval for the animal husbandry of up to 2000 ducks at any one time.

Animal husbandry – intensive is defined under *Local Planning Scheme No.7* as:

means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) and other livestock in feedlots”.

For the ‘Rural’ zoned property animal husbandry - intensive is a ‘Discretionary’ land use, whereby the local government must exercise its discretion in granting development approval.

The objective for ‘Rural’ zoned land in is:

To provide for a range of rural activities such as broadacre and diversified farming so as to retain the rural character and amenity of the locality, in such a way as to prevent land degradation and further loss of biodiversity.

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Local strategic planning guidance is given in the Shire's *Local Planning Strategy - Rural Land Use and Settlement 2012*:

8.1.2 Intensive Agriculture

The Council may refuse an application for planning consent where in its opinion the proposed development will:

- 1. adversely affect the rural landscape;*
- 2. adversely impact upon the agricultural use of the land and adjoining/nearby areas;*
- 3. cause detrimental environmental impacts;*
- 4. result in unacceptable fire management risk;*
- 5. place unacceptable servicing requirements which have not been appropriately addressed by the applicant;*
- 6. seek to ensure the impacts of the proposed use/development can be adequately contained on the application site; and*
- 7. in the opinion of the Council will result in an undesirable planning outcome and will be contrary to the orderly and proper planning of the locality.*

Avoiding Landuse Conflict

Intensive animal industries such as feedlots, some horticultural activities and piggeries have the potential for detrimental impacts of water pollution, noise, dust, odour and possible soil erosion. Location of these uses therefore requires careful consideration by the Council in order to avoid environmental degradation and land use conflict.

Department of Environment and Conservation (former) guidelines in relation to buffers to minimize land use conflicts between rural industries and residential areas are summarised in Table 7. These buffer distances should be considered as a starting point for planning purposes and not the sole means of minimising the risk of land use conflict.

*Table 7: DEC (former) recommended buffer distances between Rural Industries and Residential areas**

INDUSTRY	BUFFER DISTANCE (metres)
Poultry industry	500

Conflict can also occur between various forms of agricultural land use and for many agricultural practices it is not feasible to contain impacts within lot boundaries.

Greater awareness of, and adherence to, relevant Codes of Practice for other agricultural land use activities can also help to minimise land use conflict as well as off-site environmental impacts.

COMMENT

Noting water pollution, noise, dust, odour and possible soil erosion concerns, the application was referred to the Department of Water and Environmental Regulation (DWER). Due to the lack of information supplied by the applicant, DWER staff undertook a site visit with the Shire's Executive Manager of Development Services,

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Principal Environmental Health officer and Planning Officer on 12 February 2019.

The site visit found the proponent would start with approximately 400 ducks in a centrally located shed and fenced exercise pond. The ducks will be locked in the shed pen during the night time (~2pm – 5am) and let out into the pond during the remaining daylight hours. Feed and water are located besides the shed as shown in the attached photographs of the enclosure under construction. When a pond is emptied the ducks will be shepherded to undertake their weeding duties for up to four hours before being returned to their enclosure. This enclosure is more than 500m away from any neighbouring residences, as per the buffer distance outlined previously.

It was concluded from the site visit the proponent had good management practises for the fish farm, but little to none documentation on how it is done. Therefore, with the addition of the ducks, DWER recommended in their response to the Shire (as attached) that the proponent submit an environmental management for the Site. Shire staff concur with this position and have recommended this as a condition of development approval.

The proponent has also gained approval from the Shire's Principal Environmental Health Officer and WA Health Department to sell the eggs produced by the ducks by way of unique identification stamp.

All food products produced on the Site are sold at Swan Valley Foods in Caversham. Non-domestic waste of the Site is also disposed of at this commercial premise.

CONSULTATION

- Department of Water & Environment Regulation

STATUTORY ENVIRONMENT

- Local Planning Scheme No 7
- Rights in Water and Irrigation Act 1914
- Food Act 2008:

The *Food Standard for Eggs and Egg Products (Standard 4.2.5)* was adopted by the *Food Act* and is part of a series of national food safety standards which aim to strengthen food safety and traceability throughout the food supply chain from paddock to plate. The standard was developed for egg producers in response to the large number of foodborne illness outbreaks suspected of being linked to eggs or egg products, particularly cracked and dirty eggs which have been a key cause of contamination.

The standard requires egg producers and processors to write and implement a food safety program to assist in identifying and controlling safety hazards, such as ensuring feed is not

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contaminated. The sale of cracked and dirty eggs is prohibited, and it is a requirement for individual eggs to be stamped with the producers' unique identification so they can be traced. Egg producers must implement measures to control food safety hazards, must be able to trace their individual eggs (and pulp) for sale and must comply with the standard and demonstrate compliance.

POLICY IMPLICATIONS

- State Planning Policy 2.5 – Rural Planning Guidelines
- State Planning Policy 2.9 – Water Resources
- WAPC Fact Sheet – Poultry Farms
- Model Code of Practise for the Welfare of Animals – Domestic 4th Edition

FINANCIAL IMPLICATIONS

The proponent has paid the required fee for the development application.

STRATEGIC IMPLICATIONS

- Local Planning Strategy - Rural Land Use and Settlement 2012
- Draft Local Planning Strategy 2016
- 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 2: Healthy, Safe and Active Community</i>	
2.5 Provide environmental health and safety services	a) Provide inspection and enforcement services to protect environmental and public health and control nuisances

ATTACHMENTS.

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

- Response from DWER (Doc Id: 129702)
- Unique egg identifier approval letter (Doc Id: 130027)
- Aquaculture licence (Doc Id: 130026)
- Site visit photographs (Doc Id: 130025)

(Marked 9.3.4)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Gibson, seconded Cr Scharf

That Council grant development approval for the proposed Duck Farm ancillary to the existing Aquaculture land use on Lot 945 Cantabilling Road, Hill River subject to the following conditions of approval:

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1. The husbandry of the ducks, at all times, is to comply with the *Model Code of Practise for the Welfare of Animals – Domestic 4th Edition*.
2. The maximum number of permitted ducks is 2,000.
3. The use and development must be conducted so that it has minimum impact on the amenity of the area by reason of:
 - transportation of materials, goods and commodities to and from the premises;
 - appearance of any buildings, works and materials; and
 - the emission of noise, odour, vibration, dust, wastewater, waste products or reflected light.
4. The applicant is to, submit, and have approved by the Shire an Environmental Management Plan covering the following matters:
 - Management of waste/water in/out of the ponds and holding areas;
 - Management of general rubbish on site;
 - Management of fuels/chemicals;
 - Vehicles and equipment;
 - Stormwater management; and
 - Stock management.

CARRIED 6 / 0

9.4 GOVERNANCE & ADMINISTRATION

9.4.1 COUNCIL MEETING SCHEDULE 2019 / 2020

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Corporate Management / Meetings / Meetings
Disclosure of Interest:	None
Date:	5 March 2019
Author:	David Chidlow, Executive Manager Development Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

To determine a Council meeting schedule for the period 1 July 2019 to 30 June 2020 and to consider start times for Council Meetings.

BACKGROUND

On an annual basis, local governments in Western Australia are required to establish and advertise a schedule of Council meetings. The Shire of Dandaragan's current schedule sets meetings up to 30 June 2019 and as such it is timely to adopt a new schedule.

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COMMENT

Currently, Council meets every fourth Thursday of the month, excepting December. Other changes can occur due to public holidays.

In previous years, Council has allocated one Ordinary Meeting of Council to be held in Cervantes, Dandaragan and Badgingarra. The town that holds the Annual General Meeting of Electors also has the Ordinary Meeting of Council held the same day in that location. In this year's situation, the Annual General Meeting of Electors is to be held in Dandaragan. There will be one Ordinary Council Meeting held in Cervantes and Badgingarra. Dandaragan there will be two.

The December meeting is always brought forward one week, because of Christmas.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 requires the advertising of a local government's ordinary meetings of Council.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

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

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Gibson, seconded Cr Shanhun

That Council adopt the following meeting schedule for the 2019 / 2020 financial year:

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DAY	DATE	TIME	MEETING VENUE
Thurs	25 July 2019	4.00pm	Jurien Bay
Thurs	22 August 2019	11.00am	Jurien Bay School Visit
Thurs	26 September 2019	4.00pm	Dandaragan
Thurs	23 October 2019	4.00pm	Jurien Bay
Thurs	28 November 2019	4.00pm	Cervantes
Thurs	18 December 2019	4.00pm	Jurien Bay
Thurs	23 January 2020	5.00pm 6.00pm	Dandaragan AGM of Electors
Thurs	27 February 2020	4.00pm	Jurien Bay
Thurs	26 March 2020	4.00pm	Jurien Bay
Thurs	23 April 2020	4.00pm	Badgingarra
Thurs	28 May 2020	4.00pm	Jurien Bay
Thurs	25 June 2020	4.00pm	Jurien Bay

CARRIED 6 / 0

9.4.2 YOUTH PLAN ADOPTION

Location:	Shire of Dandaragan
Applicant:	
Folder Path:	Business Classification Scheme / Community Services / Planning / Community and Social Plan
Disclosure of Interest:	Nil
Date:	27 February 2019
Author:	Michelle Perkins, Community Development Officer
Senior Officer:	Scott Clayton, Executive Manager Corporate & Community Services

PROPOSAL

For Council to adopt the Shire of Dandaragan Youth Plan 2019 - 2024 as presented, as a key informing strategy.

BACKGROUND

In 2016, the Shire of Dandaragan received funding from the (then) Department of Local Government and Communities to undertake consultation and engagement for the preparation of a youth plan under the Youth Friendly Communities program. During 2016/17, Consultant Jane Forward worked with Shire officers to obtain the

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feedback and opinions of young people around the Shire. The Shire's Youth-Friendly Community Plan Development Report was received by Council in July 2017. Based on results and data obtained in the development report, Shire staff prepared an initial draft Youth Plan that was presented to Council at the May 2018 Council Forum. Officers received general support from Councillors on the content of the draft Youth Plan with suggestions to amend the formatting and length of the document which were incorporated into a final draft document.

COMMENT

At the 15 November 2018 Ordinary Council Meeting, Council adopted, for the purpose of advertising, the Draft Youth Plan. A public comment period from 12 December 2018 until 1 February 2019 was advertised in local papers, on social media and the Shire website, and was promoted through the Youth Advisory Council network. Two submissions were received - one from a Shire Councillor and another from a member of the Youth Advisory Council. Some of the feedback received was used to edit the draft document to reflect suggested changes, whilst other comments were addressed by Officers.

The attached youth plan is based on the assumption that staffing for the community development area is three (3) FTE - currently one community development officer, one community services coordinator / club development officer, and one community development (youth) trainee.

A Draft Youth Plan Schedule of Submissions is attached with all comments / concerns listed and corresponding response.

CONSULTATION

- Shire of Dandaragan Youth Advisory Council
- Jurien Bay District High School
- Central Midlands Senior High School
- Jurien Bay Youth Group
- Community Development (Youth) Trainee
- Executive Manager Corporate & Community Services
- Chief Executive Officer

STATUTORY ENVIRONMENT

There is no statutory environment relevant to this item.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

No additional costs are anticipated for this project other than what is already budgeted for in the annual budget.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

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<i>Goal 3: Strong and Connected Community</i>	
Objectives	How the Shire will contribute
3.5: Support and develop youth	a) Develop a Youth Friendly Community Plan and activate where financially sustainable. b) Develop a youth policy and strategy

ATTACHMENTS

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

- Youth Plan 2019-2024 (Doc Id: 130613)
- Youth Plan 2019-2024 Appendices A & B (Doc Id: 130613)
- Schedule of Submissions - Draft Youth Plan 2019-2024 (Doc Id: 128887)

(Marked 9.4.2)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council adopt the Youth Plan as presented, as a key informing strategy.

COUNCIL DECISION

Moved Cr Shanhun, seconded Cr McGlew

That subject to the inclusion of Appendices A – Key Focus Area into the bulk of the Youth Plan, and Appendices B – Action Plan becoming Appendix A, Council adopt the Youth Plan as a key informing strategy.

CARRIED 6 / 0

Note: The reason for variation from the Officer's recommendation was to ensure key content originally included as Appendix A was incorporated into the Youth Plan main document.

9.4.3 SUBMISSION TO REVIEW OF LOCAL GOVERNMENT ACT

Location:	Shire of Dandaragan
Applicant:	Not Applicable
Folder Path:	Business Classification Scheme / Government Relations / State Liaison / Department of Local Government
Disclosure of Interest:	Nil
Date:	14 March 2019
Author:	Brent Bailey, Chief Executive Officer
Senior Officer:	Not Applicable

PROPOSAL

The purpose of this report is for Council to endorse the Shire's submission to the State Government's review of the Local Government Act.

BACKGROUND

In 2017 the State Government announced a review of the Local Government Act 1995. This is the first significant reform of local government conducted in more than two decades. The objective is for Western Australia to have a new, modern Act that empowers local governments to better deliver for the community. The vision is for local governments to be agile, smart and inclusive.

The current stage of the review will result in a new Local Government Act and focuses on delivering for the community based on the themes Agile, Smart and Inclusive. It considers nine key topic areas as outlined in the below and local governments and community members are currently invited to have a say on some or all of the reform areas.

Agile

Agile includes topics that focus specifically on how local governments can best use their resources to adapt to changing conditions. It is important that they can strike a balance between community expectations, the practical limitations of revenue and expenditure and external pressures.

Agile themes include:

1. Beneficial enterprises;
2. Financial management; and
3. Rates.

Smart

Smart includes topics that focus specifically on enabling local governments to better meet the needs and expectations of their communities through being transparent and accountable.

Smart themes include:

1. Administrative efficiencies;
2. Local laws;
3. Council meetings; and
4. Interventions.

Inclusive

Inclusive focuses specifically on local governments representing and involving their communities in decision-making. As the tier of government closest to the community, there is an expectation that local governments represent the whole community, recognise diversity within their district and are responsive to community needs.

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Inclusive themes include:

1. Community engagement;
2. IPR;
3. Complaints management; and
4. Elections.

COMMENT

The Department has developed detailed discussion papers on each of the topic and these are available on the Department's website:

<https://www.dlgsc.wa.gov.au/localgovernment/strengthening/Pages/LG-Act-Review.aspx>

The various peak bodies within the industry such as WALGA and LG Professionals are also coordinating and making responses to the Act Review. The Shire's submission has drawn content from these sources as well as internal feedback.

The attached submission provides a detailed overview of the Shire's position on the broad range of consultation issues but in summary it supports much of the content and position statements generated by the peak bodies while including context from a regional perspective.

CONSULTATION

This submission is responding to calls for sector consultation. The submission paper has been circulated to elected members for feedback and revision.

STATUTORY ENVIRONMENT

This item addresses a submission towards legislative review.

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 – Submission to Local Government Act Review (Doc Id: 130336)

(Marked 9.4.3)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Eyre, seconded Cr Scharf

That Council endorse the Shire of Dandaragan submission to the Local Government Act Review.

CARRIED 6 / 0

9.5 COUNCILLOR INFORMATION BULLETIN**9.5.1 SHIRE OF DANDARAGAN – FEBRUARY 2019 COUNCIL STATUS REPORT**

Document ID: 129426

Attached to the agenda is a copy of the Shire's status report from the Council Meeting held 28 February 2019. **(Marked 9.5.1)****9.5.2 MELODY DEXTER – ALL BAR NONE TRIATHLON EVENT**

Document ID: 130242

Attached to the agenda is correspondence from Melody Dexter thanking Council for supporting such a valuable event. **(Marked 9.5.2)****9.5.3 SHIRE OF DANDARAGAN – BUILDING STATISTICS – FEBRUARY 2019**

Document ID: 129907

Attached to the agenda is a copy of the Shire of Dandaragan Building Statistics for February 2019. **(Marked 9.5.3)****9.5.4 SHIRE OF DANDARAGAN – PLANNING STATISTICS – FEBRUARY 2019**

Document ID: 129908

Attached to the agenda is a copy of the Shire of Dandaragan Planning Statistics for February 2019. **(Marked 9.5.4)****9.5.5 SHIRE OF DANDARAGAN TOURISM / LIBRARY REPORT FOR FEBRUARY 2019**

Document ID: 129937

Attached to the agenda is monthly report for Tourism / Library for February 2019. **(Marked 9.5.5)****9.5.6 WESTERN AUSTRALIAN PLANNING COMMISSION – REFUSAL LPS NO 7- AMENDMENT 32**

Document ID: 129280

Attached to the agenda is a copy of correspondence from the WAPC advising refusal of Amendment 32. **(Marked 9.5.6)****9.5.7 WESTERN AUSTRALIAN PLANNING COMMISSION – APPROVAL LPS NO 7- AMENDMENT 37**

Document ID: 129119

Attached to the agenda is a copy of correspondence from the WAPC advising approval of Amendment 37. **(Marked 9.5.7)**

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

10.1 CORPORATE & COMMUNITY SERVICES

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

The following item requires urgent consideration by Council:

To receive the Audit Committee Meeting Minutes (unconfirmed) held on 28 March 2019 and adopt the Statutory Compliance Audit Return for the period 1 January 2018 to 31 December 2018 be adopted.

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Gibson, seconded Cr Scharf

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

To receive the Audit Committee Meeting Minutes (unconfirmed) held on 28 March 2019 and adopt the Statutory Compliance Audit Return for the period 1 January 2018 to 31 December 2018 be adopted.

CARRIED 6 / 0

10.1.1 AUDIT COMMITTEE MINUTES – 28 MARCH 2019

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Financial Management / Audit / Internal
Disclosure of Interest:	Nil
Date:	28 March 2019
Author:	Scott Clayton, Executive Manager Corporate and Community Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

To receive the Audit Committee Meeting Minutes (unconfirmed) held on 28 March 2019.

BACKGROUND

The Local Government Act (1995) requires Council to establish an Audit Committee to assist Council to fulfil corporate governance, stewardship, leadership and control responsibilities in relation to the Shire's financial reporting and audit responsibilities.

Due to the small number of audit committee meetings held during the year there is a significant delay between the audit meetings and the subsequent confirmation of the minutes of that meeting at the following audit committee meeting and hence, a further delay in presentation to Council of the minutes for adoption.

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Therefore, it is considered more appropriate to present the unconfirmed minutes to Council for receipt. Should any issue arise at the adoption of these minutes at the following audit committee meeting varying the accuracy of the unconfirmed minutes, these changes will be presented to Council at the following Council meeting.

COMMENT

The purpose of the Audit Committee Meeting held 28 March 2019 was to consider the Compliance Audit Return

STRATEGIC IMPLICATIONS

2016 – 2026 Community Strategic Plan

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

ATTACHMENTS

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

- Minutes of the Audit Committee Meeting (unconfirmed) held on 28 March 2019 (Doc Id: 130461)

(Marked 10.1.1)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Eyre, seconded Cr McGlew

That the unconfirmed minutes of the Audit Committee Meeting held on 28 March 2019 be received.

CARRIED 6 / 0

10.1.2 STATUTORY COMPLIANCE AUDIT RETURN 2018

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	Business Classification Scheme / Corporate Management / Audit / Internal
Disclosure of Interest:	None
Date:	15 March 2019
Author:	Brent Bailey, Chief Executive Officer

PROPOSAL

To adopt the Statutory Compliance Audit Return for the period 1 January 2018 to 31 December 2018 be adopted.

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BACKGROUND

Local governments in Western Australia are required to complete, on an annual basis, a Compliance Audit Return (CAR). The Return is a self-assessment of compliance with Local Government (Audit) Regulation 13 and covers compliance in the areas of Caravans and Camping, Cemeteries, Commercial Enterprises, Delegations, Disclosure of Interest, Disposal of Property, Elections, Executive Functions, Finance, Local Government Employees, Grants Commission, Local Laws, Meeting Process, Miscellaneous Provisions, Official Conduct, Swimming Pools and Tenders.

In December 2011, Mr Castrilli announced a reduction of 20 per cent to the size of the CAR with a further 70 per cent reduction in 2012, meaning local governments will deal with eight, not 27 pages.

The remaining questions relate to areas of compliance considered high risk, such as:

- financial interest disclosures;
- procurement and tendering;
- delegation and use of delegated power; and
- the recruitment and appointment of the Chief Executive Officer.

The Compliance Audit Return has been reviewed by the Audit Committee at its meeting held on Thursday, 28 March 2019 with the following recommendation being carried:

OFFICER RECOMMENDATION / COMMITTEE DECISION

Moved Cr Scharf, seconded Cr Eyre

That it be recommended to the Audit Committee that the Compliance Audit Return as per attached for the period 1 January 2018 to 31 December 2018 be adopted.

CARRIED 3 / 0

Following Council's review and adoption of the Compliance Audit Return a certified copy of the return, along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit, is to be submitted to the Director General of the Department of Communities by **31 March 2019**.

COMMENT

For the period 1 January 2018 to 31 December 2018 the CAR demonstrates that the Shire has achieved the required level of compliance.

CONSULTATION

- Chief Executive Officer
- Executive Manager Corporate and Community Services
- Executive Secretary

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STATUTORY ENVIRONMENT

The contents of the Compliance Audit Return relates to Section 14.3A of the Local Government (Audit) Regulations 1996 whereby the local government's audit committee is to review the compliance audit return and is to report to the council the results of that review in order for Council to then adopt the Compliance Audit Return.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

STRATEGIC IMPLICATIONS

2016 – 2026 Strategic Community Plan

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

ATTACHMENTS

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

- Compliance Audit Return 2018 (Doc Id:130234)
(Marked 10.1.2)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Shanhun, seconded Cr Eyre

That the Compliance Audit Return as per attached (Doc Id: 130234) for the period 1 January 2018 to 31 December 2018 be adopted.

CARRIED 6 / 0

11 CONFIDENTIAL ITEMS FOR WHICH MEETING IS CLOSED TO THE PUBLIC

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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13 CLOSURE OF MEETING

The presiding member declared the meeting closed at 4.32pm.

These minutes were confirmed at a meeting on

Signed

Presiding person at the meeting at which the minutes were confirmed

Date