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- NOTE:**
- a) The Council Committee Minutes Item numbers may be out of sequence. Please refer to Section 10 of the Agenda – Information Report - Committee Decisions Under Delegated Authority for these items.
 - b) Declaration of Councillors and Officers Interest is made at the time the item is discussed.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS, 6 PATERSON STREET MUNDIJONG ON MONDAY 25TH OCTOBER, 2004. THE PRESIDING MEMBER DECLARED THE MEETING OPEN AT 7.00PM AND WELCOMED MEMBERS OF THE PUBLIC PRESENT IN THE GALLERY, COUNCILLORS AND STAFF.

1. ATTENDANCE & APOLOGIES:

IN ATTENDANCE:

COUNCILLORS: DL NeedhamPresiding Member
JE Price
KR Murphy
AW Wigg
WJ Kirkpatrick
THJ Hoyer
JC Star

OFFICERS: Mr D Price Chief Executive Officer
Mr G Dougall Director Corporate Services
Ms J Abbiss Director Sustainable Development
Mr M BeaverstockDirector Asset Services
Mrs S Langmair Minute Secretary

APOLOGIES: Cr AJ Simpson Leave of Absence
IJ Richards..... Leave of Absence
JA Scott

GALLERY: 1

2. PUBLIC QUESTION TIME:

2.1 Response To Previous Public Questions Taken On Notice

3. PUBLIC STATEMENT TIME:

Public Statement Time commenced at 7.02pm.

David Burton, 362 Flinders Street, Nollamara on behalf of Light Car Club of WA (Inc)

The Light Car Club has been in existence and conducting car rallies for almost 40 years. As Club President I want to assure the Council that we are a responsible body subject to stringent regulations imposed on us by government departments and also the sports governing body. Irresponsible behaviour is not tolerated and I can assure you all that the event will be conducted with a minimal interference to the community. Wherever possible we use local groups and facilities to give an economic return to the community in general.

Public Statement Time concluded at 7.04pm.

4. PETITIONS & DEPUTATIONS:

5. PRESIDENT'S REPORT:

6. DECLARATION OF COUNCILLORS AND OFFICERS INTEREST:

7. RECEIPT OF MINUTES OR REPORTS AND CONSIDERATION OF ADOPTION OF RECOMMENDATIONS FROM COMMITTEE MEETINGS HELD SINCE THE PREVIOUS COUNCIL MEETINGS:

7.1 Ordinary Council Meeting – 27th September, 2004

COUNCIL DECISION

**Moved Cr Price seconded Cr Kirkpatrick
That the minutes of the Ordinary Council Meeting held on 27th September, 2004
be confirmed.
CARRIED 7/0**

REPORTS OF COMMITTEES:

C032/10/04 DARLING 200 RALLY – PROPOSAL TO USE JARRAHDALÉ HERITAGE PARK AS A SERVICE PARK (P05576)		
Proponent:	Light Car Club of WA (Inc)	In Brief Council is requested to give consent to Light Car Club of WA to lodge a development application for use of part of Jarrahdale Heritage Park for a service park for the Darling 200 Rally.
Owner:	Shire of Serpentine Jarrahdale	
Officer:	Bryce Coelho – Manager Asset Services	
Signatures Author:		
Senior Officer:		
Date of Report	22 nd September 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

Light Car Club of WA (inc) seeks Council consent to utilise a section of the Jarrahdale Heritage Park as a service park for two days over the period of the Darling 200 Rally.

The Light Car Club of WA is proposing to conduct a car rally in the area to the east of Jarrahdale on Saturday 27th November 2004 as the final round of the West Australian Clubman Cup Rally Championship (Darling 200 Rally).

A copy of the proposed routes planned to be used for the competition is included with the attachments and marked [C032.1-10-04.pdf](#).

Given the geographic location and the resources available for the race, the event organisers have identified an area of Jarrahdale Heritage Park and access to the old office building as being suitable for a service park.

A service park would entail things such as a headquarters management centre, servicing of vehicles, and refuelling station. A delegation from Light Car Club of WA attended Council's Concept Forum held on 20th September 2004 to give Councillors a briefing on the implications and benefits of the proposal.

Should Council wish to progress this matter it would be necessary for Light Car Club of WA to lodge a development application for use of the subject land as a service park. This application would require separate determination by the WA Planning Commission so far as the land is within a Water Catchments Reservation in the Metropolitan Region Scheme.

Notwithstanding the time constraints on the proponent Council can in no way guarantee timely consideration of any development application by the Commission and the Department of Environment Water and Catchment Protection

Sustainability Statement

Effect on Environment: Servicing of any of the vehicles will be carried out on tarpaulins within the Jarrahdale Heritage Park.

Resource Implications: Infrastructure such as roads under the care and control of the Shire being made to be reinstated satisfactorily following the event.

Use of Local, renewable or recycled Resources: The proposal would provide the use of local stores by event organizers, participants and spectators.

Economic Viability: There will not be ongoing costs or funding required for the Shire in the future.

Economic Benefits: The proposal will provide economic benefits to the community such as employment creation and tourism generator where event organizers, participants and spectators would utilize businesses such as the general store.

Social – Quality of Life: All servicing and refuelling of vehicles will be in a central controlled area. The quality of life would not be hindered from this proposal.

Social and Environmental Responsibility: The applicant is required to obtain necessary approvals from relevant state government agencies including the WA Police service, Department of Conservation and Land Management, Water and Rivers Commission and Water Corporation of WA.

Social Diversity: The proposal does not disadvantage any social groups within the community, rather it aims to cater for all sectors of the community.

Statutory Environment: Town Planning and Development Act 1928 (as amended)
Shire of Serpentine-Jarrahdale Town Planning Scheme No. 2.
Metropolitan Region Scheme

Policy/Work Procedure Implications: Rural Strategy

Financial Implications: The proposal does not have an impact on budgeted income or expenditure in the current year. If the project comes on stream it will have indirect benefits through tourist visitation and media exposure.

Strategic Implications: This proposal relates to the following Key Sustainability Result Areas:-
1. People and Community
Objective 1: Good quality of life for all residents
Strategies:
4. Respect diversity within the community.
5. Value and enhance the heritage character, arts and culture of the Shire.
Objective 2: Plan and develop towns and communities based on principles of sustainability
Strategies:

1. Increase information and awareness of key activities around the Shire and principles of sustainability.
2. Develop compatible mixed uses and local employment opportunities in neighbourhoods.
3. Design and develop clustered neighbourhoods in order to minimise car dependency.
4. Foster a strong sense of community, place and belonging.
5. Protect built and natural heritage for economic and cultural benefits.

Objective 3: High level of social commitment

Strategies:

1. Encourage social commitment and self determination by the SJ community.
2. Build key community partnerships.

3. Economic

Objective 1: A vibrant local community

Strategies:

1. Attract and facilitate appropriate industries, commercial activities and employment.
3. Develop tourism potential.
4. Promote info-technology and telecommuting opportunities.

4. Governance

Objective 2: Formation of Active Partnerships to progress key programs and projects

Strategies

1. Improve coordination between Shire, community and other partners.
2. Improve customer relations service.
3. Develop specific partnerships to effectively use and leverage additional resources.

Objective 3: Compliance to necessary legislation

Strategies:

1. Ensure development and use of infrastructure and land complies with required standards.
3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation:

Required: No

The applicant would however be required to notify effected land property owners.

Comment:

The endorsement of this application for road closures has been undertaken by Asset Services under delegated authority.

A copy of the Lease is included with the attachments and marked [C032.2-10-04.pdf](#).

Voting Requirements: ABSOLUTE MAJORITY

C032/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Price seconded Cr Hoyer

1. Council gives its consent to enter into a lease agreement for the use of Lot 814 Jarrahdale Road (Jarrahdale Heritage Park) as a service park for two days 26th November 2004 and 27th November 2004 for Darling 200 Rally.
2. A lease fee of \$220 be charged and provided to Serpentine Jarrahdale Landcare to use in the verge tree planting program to offset carbon emissions.
3. The Chief Executive Officer and Shire President be authorised to sign the lease attached with this report and marked C032.2/10/04.

LOST 5/2

C033/10/04 AMENDMENT TO POLICY CSP25 "COUNCIL TRAINING, DEVELOPMENT AND CONFERENCE ATTENDANCE POLICY" – INTRODUCTION OF ALLOWANCE (A1048)		
Proponent	Council	In Brief
Officer	D.E Price – Chief Executive Officer	
Signatures - Author:		Council to approve an amendment to Policy CSP25 "Council Training, Development and Conference Attendance" to introduce an allowance for Councillors and staff to cover meals and incidental costs not covered in the costs of the training or conference when attending interstate training and conferences
Senior Officer:		
Date of Report	27 September 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare in interest in accordance with the provisions of the Local Government Act.	
Delegation	Council	

Background

Council has agreed to the attendance by Cr Star and Cr Hoyer at this years 2004 National General Assembly of Local Government to be held in Canberra from the 7 – 10 November.

In order for the two (2) Councillors to meet the personal costs associated with this conference such as meals which are not provided as part of the conference program, it is proposed that Council agree to an "allowance" which is to be provided to the Councillors before they depart, as in the past.

Sustainability Statement

The conference theme and information which has been circulated to all Councillors previously.

Statutory Environment: Not applicable

Policy Implications: Council policy CSP25 "Council Training, Development and Conference Attendance" states the following;

In any instances where training, development or conferences attendance, by both Councillor/s or staff involves interstate travel, and this is not identified specifically in the budget, then Council will need to approve the attendance at such training, development or conferences.

It is the responsibility of the Councillor or Officer to ensure that conference papers and/or a brief report are made available to other members of Council after attendance.

Council is requested to amend this policy to provide for a daily meal allowance for Councillors and staff who attend interstate conferences and training as described in this policy.

Financial Implications:

Funds have been included in the 2004/2005 budget for Councillors attendance at interstate conferences (MOC 509). It is not anticipated that an allowance for accommodation is required as these costs can be prepaid via a purchase order or other means such as credit card. It is proposed that a \$40.00 allowance, payable in advance, for each Councillor and/or staff member per each full day spent at either an interstate conference or training to meet the costs of meals and incidentals etc not covered by the conference or training program costs. This cost would be required to be met from the existing conference and training budgets.

Strategic Implications:

Key Result Area 4 of the 2003 Strategic Plan "Governance" – Identify and implement best practice in all areas of operation.

Community Consultation:

Not applicable

Comments

Given that no policy exists for this type of allowance, it is proposed also that Council Policy CSP25 "Council Training, Development and Conference Attendance Policy" be amended to provide for such situations when Councillors and staff attend interstate training and conferences. ***A copy of Council Policy CSP25 is included with the attachments and marked [C033-10-04.pdf](#).*** It is recommended that Council agree to amend as shown in italics, Council Policy CSP25 to reflect a \$40.00 allowance, payable in advance, for each Councillor and/or staff member per each full day spent at either an interstate conference or training to meet the costs of meals and incidentals etc not covered by the conference or training program costs.

Voting Requirements:

ABSOLUTE MAJORITY

C033/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Murphy seconded Cr Kirkpatrick

Council agrees to amend Council Policy CSP25 "Council Training, Development and Conference Attendance" to provide for a \$40.00 allowance, payable in advance, for each Councillor and/or staff member per each full day spent at either an interstate conference or training to meet the costs of meals and incidentals not covered by the conference or training program costs.

CARRIED 7/0 ABSOLUTE MAJORITY

C034/10/04 QUARTERLY FINANCIAL REPORT – SEPTEMBER 2004 (A0924/05)		
Proponent:	Local Government Act 1995	In Brief To receive the September quarter financial report and approve the recommended changes to the adopted budget 2004/2005.
Officer:	G.R. Dougall – Director Corporate Services	
Signatures Author:		
Senior Officer:		
Date of Report	05/10/04	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act 1995	
Delegation	Council	

Background

Regulation 34(1)(b) of the Local Government (Financial Management) Regulations 1996 require that quarterly financial reports be presented to Council for the periods ending 30 September, 31 December, 31 March and 30 June at either the next ordinary meeting after the end of the period, or if not prepared in time to the next ordinary meeting after that meeting.

The format of the report is to be set out providing the following information;

- The annual budget estimates,
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

Sustainability Statement

This review provides an indication of current allocation of resources to provide services as adopted in the 2004/2005 budget. It ensures that allocations are undertaken in accordance with the adopted budget and proposes any changes required to maintain the most efficient use of the available resources.

Statutory Environment:

Section 6.4 of the Local Government Act 1995 and Regulation 34(1)(b) of the Local Government (Financial Management) Regulations 1996 require that quarterly financial reports be presented to Council for the periods ending 30 September, 31 December, 31 March and 30 June at either the next ordinary meeting after the end of the period, or if not prepared in time to the next ordinary meeting after that meeting.

Policy/Work Procedure

Implications:

There are no work procedures/policy implications directly related to this application/issue.

Financial Implications:

As provided within the report

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

4. Governance

Objective 3: Compliance to necessary legislation

Strategies:

3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation:

Not required

Comment:

This review contains all committed purchase orders that have been raised against the budget provisions as well as actual payments made to those provisions. This simply means that some accounts will have the projected expenditure requirements into the next couple of months included. This provides the most up to date projection.

This report will indicate all significant variations that are considered to effect the end of year result and other budget changes as a result of a review of the budget requirements. Where a variation is not considered to significantly effect the end of year result or is anticipated to correct itself prior to the end of year no comment has been made.

A copy of the Financial Report is included as a hard copy attachment and marked C034/10/04. The report reflects the period to 30 September 2004.

GENERAL PURPOSE FUNDING

RAR601 Rate Discount Allowed: The rate discount taken up is \$4,845 more than provided for under the budget. There has been slightly better take up of the discount this financial year but generally this difference is more an adjustment for the increase in rates. It is recommended that this allocation be adjusted to reflect the difference.

RAR602 Rates Written Off : C001/07/04 approved the write-off of rates and charges over three years for a property to receive the urban farmland concession for those years. This has seen the rate write-off account over the anticipated budget amount. This account will need to be adjusted for this allocation.

RAR120 Rates Income : Rates for the year have drawn \$9,000 more than budget. This can be adjusted to assist in the rate payment requirement for the Jarrahdale Heritage Park, which has not been provided for in the budget, discussed later within this report.

RAR137 Non Payment Penalty : It appears this account has been under-budgeted as there is more income than budgeted. This account should also be adjusted to reflect the difference of \$7,000 additional income.

GFI265 Reimbursements : This income account is currently in debit as a result of three invoices raised last financial year being written back. These invoices were for the superannuation payments made in relation to a workers compensation matter. Our insurer has advised they do not make these payments, even though superannuation payments are included to calculate our premium. At this time this matter is waiting to be qualified by our auditors.

GOVERNANCE

DCS451 Proceeds from Sale : The budget allocation for this account is greater than the current market is providing. This account will need to be reduced to \$20,000 to reflect current market valuation. The allocation will come from Reserve so will not effect the budget bottom line. Lease payments made to the reserve account over the life of this vehicle will cover this adjustment. The reserve allocations will also need to be adjusted.

DSD451 Proceeds from Sale : As above the market prices for this vehicle will not achieve the budget price. Again this account should be adjusted to reflect the market value of \$20,000. This vehicle has also provided an allocated lease payment into reserve which will cover this difference. The reserve allocations will also need to be adjusted.

LAW, ORDER AND PUBLIC SAFETY

RAN900 Purchase of Asset : Current market prices suggest this account will need to be adjusted. These vehicles are purchased from the reserve account it will not effect the bottom line of the budget. The lease payment allocation for these vehicles will cover this adjustment. This account should be increased to \$53,500.

TRANSPORT

MOR620 Roadwise Safety Program : This account will need to be increased to reflect additional grant monies received. This account be increased to \$2,490.

MOR323 Roadwise Grant : As mentioned above the grant allocation received was higher than budget therefore is recommended to increase the budget to reflect this.

RPP902 Mower : As a result of the fire at the Shire Depot in September this account will now exceed budget to allow for the purchase of the new equipment. At this time the insurance claim is still being finalised and no payout figure for the equipment has been provided. The excess on the policy is \$300 per equipment for machinery and \$1,000 for the shed. There will need to be an adjustment to this account, but this will be left until the mid year review when the claim will be finalised.

ECONOMIC SERVICES

DAM625 Serpentine Dam Tearooms : With the change in lease arrangements for this facility Council will now need to complete the works at this property. It is envisaged an additional \$15,000 will be required. This will now be adjusted as per resolution.

OTHER PROPERTY AND SERVICES

JHP625 Jarrahdale Heritage Park : This account was established for the heritage cottages. The allocation for rates the entire Park have been placed here as there is no allocation provided in the budget. This account will need to be increased by \$7,000 to provide for this.

GENERAL COMMENT

Being the first quarter there are no significant issues to be considered. The estimated brought forward balance for the year is shown on the rate setting statement with the actual figure also provided. This actual figure is subject to confirmation with the audit to occur in October and reflects fairly with the budget. Once the audit is completed and the figure finalised any required adjustment will be made at the mid year review. Currently the amount is \$16,000 more than budget however the superannuation invoices on the workers compensation issue may affect this figure.

Voting Requirements: ABSOLUTE MAJORITY

C034/10/04 Committee/Officer Recommended Resolution:

1. Council receives the September 2004/2005 Quarterly Report in accordance with Section 6.4 of the Local Government Act 1995.
2. Council adopts the following budget adjustments to the 2003/2004 statutory budget:-

ACCOUNT DETAIL	PREVIOUS BUDGET	RECOMMENDED BUDGET AMENDMENT	BALANCE
Opening Balance			(9,596)
RAR601 – Rate Discount	45,000	49,845	(14,441)
RAR602 – Rates written Off	1,000	8,300	(22,741)
RAR120 – Rates Income	4,519,276	4,528,276	(13,741)
RAR137 – Non Payment Penalty	9,000	16,000	(6,741)
DCS451 – Proceeds from Sale	27,273	20,000	(6,741)
DSD451 – Proceeds from Sale	27,273	20,000	(6,741)
RAN900 – Purchase of Asset	49,084	53,500	(6,741)
MOR620 – Roadwise Program	1,600	2,490	(7,631)
MOR323 – Roadwise Grant	1,600	2,490	(6,741)
DAM625 – Dam Tearooms	1,500	16,500	(6,741)
JHP625 – Heritage Park	15,000	22,000	(6,741)

SUPPLEMENTARY REPORT

C034/10/04 QUARTERLY FINANCIAL REPORT – SEPTEMBER 2004 (A0006)

A supplementary report is presented that requests an additional budget adjustment necessary for the purchase of a vehicle to be used by the Community Emergency Services Manager.

The Chief Executive Officer and Director Asset Services have held discussions with Fire and Emergency Services Authority (FESA) officers regarding the appointment of a Community Emergency Services Manager by April 2005 and interim arrangements by which Councils Fire and Emergency Services Officer will act in this role until 31 March 2005.

Within the Cost Sharing Agreement approved by Council the vehicle to be used by the officer is to be purchased and owned by Council with all operating costs shared equally between Council and FESA. The vehicle type is to be an agreed standard which is suitable for the position requirements.

FESA have advised that the standard vehicle type is a four wheel drive station wagon, 4 cylinder diesel engine from the range of a Toyota Prado, Mitsubishi Pajero, Nissan Patrol, etc. This vehicle is seen to best meet operational requirements of the position and provide consistency across FESA operations.

Replacement of the current vehicle was due in August 2004 however was deferred pending Councils decision to enter into a Memorandum of Understanding with FESA. An allowance of \$24,542 has been made in the 2004/05 budget for the purchase of a new vehicle with a trade allowance for the existing vehicle of \$17,728. It is recommended that, to accommodate the vehicle type agreed with FESA, the purchase allowance is increased to \$38,500 and, due to depreciation of the existing vehicle since August, the trade allowance be decreased to \$14,000.

The vehicle would be purchased from the reserve account so the adjustment to budget will not effect budget bottom line. The increased cost of the vehicle will be reflected through adjustment to the lease payment allocation into the reserve account.

It is requested that the Corporate Services Committee recommendation to Council is amended as below:

C034/10/04 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Wigg seconded Cr Murphy

1. Council receives the September 2004/2005 Quarterly Report in accordance with Section 6.4 of the Local Government Act 1995.
2. Council adopts the following budget adjustments to the 2003/2004 statutory budget:-

ACCOUNT DETAIL	PREVIOUS BUDGET	RECOMMENDED BUDGET AMENDMENT	BALANCE
Opening Balance			(9,596)
RAR601 – Rate Discount	45,000	49,845	(14,441)
RAR602 – Rates written Off	1,000	8,300	(21,741)
RAR120 – Rates Income	4,519,276	4,528,276	(12,741)
RAR137 - Non Payment Penalty	9,000	16,000	(5,741)
DCS451 – Proceeds from Sale	27,273	20,000	(13,014)
DSD451 – Proceeds from Sale	27,273	20,000	(20,287)
RAN900 – Purchase of Asset	49,084	53,500	(24,703)
MOR620 – Roadwise Program	1,600	2,490	(25,593)
MOR323 – Roadwise Grant	1,600	2,490	(24,703)
DAM625 – Dam Tearooms	1,500	16,500	(39,703)
JHP625 – Heritage Park	15,000	22,000	(46,703)
ESD404 – Proceeds from Sale	17,728	14,000	(50,431)
ESD900 – Motor Vehicle	24,542	38,500	(64,389)
- Fleet Reserve Income	658,236	639,962	(46,115)
- Fleet Reserve Expenditure	584,380	602,754	(27,741)
- Tourism Reserve Expenditure	8,000	23,000	(12,741)

CARRIED 7/0 ABSOLUTE MAJORITY

C035/10/04 ESTABLISH NEW COMMITTEES IN ACCORDANCE WITH COUNCIL DECISION SM051/06/04 (A0039)		
Proponent:	Serpentine Jarrahdale Shire	In Brief In accordance with Council decision SM051/06/04, Council is requested to confirm membership nominations from Councillors for the new Sustainable Development Committee and Corporate Governance and Asset Management Committee effective from 1 January 2005 until the persons membership of the committee no longer continues in accordance with s5.11 "Tenure of committee membership" as described in the Local Government Act 1995.
Owner:	Not applicable	
Officer:	D.E. Price – Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	05 October 2004	
Previously	SM051/06/04, SM038/04/04, P002/07/03	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

Council has resolved at the June 2005 ordinary meeting (SM051/06/04) to disband the following committees and all associated membership after 31 December 2004:

- Planning Development and Environment
- Asset Services
- Corporate Services
- Strategic Management
- Community and Recreational Development
- Staff Management

In accordance with section 5.8 "Establishment of Committees" under the Local Government Act 1995, Council has agreed to introduce two (2) new committees initially for a three month trial period (January 2005, February 2005 and March 2005) and have them meet once each per month.

These two (2) new committees listed below will replace the current six (6) committees and each will be responsible to assist the Council in the proper management of the functions listed underneath them:

1. *Sustainable Development Committee*

- Functions
- Planning
 - Environment
 - Health
 - Building
 - Rangers
 - Community Development
 - Economic Development
 - Tourism

2. *Corporate Governance and Asset Management Committee*

- Functions
- Governance (including senior staff matters)

Finance (including Audit Committee)
Administration
Risk Management
Roads
Reserves
Asset Management

Both committees have been afforded the full delegation of Council as per section s5.16 and s5.17 of the Local Government Act 1995 and are able to exercise the powers and duties that are necessary or convenient for the proper management of the functions listed for each.

In accordance with Council decision SM051/06/04, section 5.9, 5.10 and 5.11 of the Local Government Act 1995 and Part 17 of the Councils Standing Orders Local Law 2002, the membership of each committee is to be seven (7) elected members and three (3) elected members as deputies. Council also agreed that the membership of each of the two (2) new Committees will be established by no later than 31 December 2004 to be effective from 1 January 2005.

Sustainability Statement Not applicable

Statutory Environment: Local Government Act 1995, Councils Standing Order Local Law 2002.

S5.10 (2) "Appointment of committee members" states - *at any given time each council member is entitled to be a member of at least one committee referred to in section 5.9 (2) (a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1) (a) to at least one of those committees as the local government decides.*

S5.10 (4) "Appointment of committee members" further states – *If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.*

Policy/Work Procedure Implications:

The "Terms of Reference for use of Delegation by Committee" as previously provided as attachment SM051.2/06/04 will apply to the two (2) new committees.

A review workshop to proceed the March Committee meeting will be undertaken to assess the effectiveness and efficiencies that have been gained from the changes. If Councillors are supportive of the new changes they will automatically remain in place, however, if there is not support for the new system a report will be presented to Council in April 2005 recommending further changes to the Committee structure before the May 2005 elections.

Financial Implications: There appear to be no negative financial implications to Council in relation to this item.

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

4. Governance

Objective 1: An effective continuous improvement program

Strategies:

1. Identify and implement best practice in all areas of operation.
2. Promote best practice through demonstration and innovation.
4. Balance resource allocation to support sustainable outcomes.

Objective 3: Compliance to necessary legislation

Strategies:

3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation:

Required: Advertisement of the proposed changes to Committees and meeting dates and times is being co-ordinated in accordance with the Local Government Act 1995

Comment:

Part of the Council decision SM051/06/04 states that the two (2) new Committees will be implemented and function as follows;

- C1. *In accordance with the Local Government Act 1995 and Councils Standing Orders Local Law 2002, two (2) new committees (C1a and C1b) and their membership, including deputy members, will be established and each committee will be responsible to assist the Council in the proper management of the functions listed underneath them, effective from January 2005;*

The membership of each of the two (2) new Committees will be comprised of seven (7) elected members and three (3) elected members as deputies, and this be established by no later than 31 December 2004 to be effective from 1 January 2005.

The election of the Presiding member and Deputy Presiding member of each of the two (2) new committees will be made in accordance with the Local Government Act 1995. The term of each person elected to a committee and the term of the position of Presiding member and Deputy Presiding member will be the same and are to be recorded as part of these appointments. Note: The "term" of a committee member shall be for a period of not less than six (6) months (following the trial period).

C1a) Sustainable Development Committee

Functions

Building
Community Development
Economic Development
Environment
Health
Planning
Rangers
Tourism

C1b) *Corporate Governance and Asset Management Committee*

Functions

Administration
Asset Management
Finance (including Audit Committee)
Governance (including senior staff matters)
Reserves
Risk Management
Roads

2. *Delegation of power and duties is given to the following committees in accordance with Section 5.16 "Delegation of some powers and duties to certain committees" and subject to the provisions of Section 5.17. (1), (a), (i), (ii) "Limits on delegation of powers and duties to certain committees" of the Local Government Act 1995 (the act) effective from 1 January 2005. Both the new committees will be able to exercise the powers and duties that are necessary or convenient for the proper management of the functions listed for each of them below as described in parts 3 to 9 of the act.*

a) *Sustainable Development Committee*

Functions

Building
Community Development
Economic Development
Environment
Health
Planning
Rangers
Tourism

b) *Corporate Governance and Asset Management Committee*

Functions

Administration
Asset Management
Finance (including Audit Committee)
Governance (including senior staff matters)
Reserves
Risk Management
Roads

3. *The new committees, as described above, whilst able to exercise the powers and duties that are necessary or convenient for the proper management of the functions listed for each of them in accordance with part 2 above, are subject to the following condition:*

i) *Council Work procedure CSWP11 "Disclaimer and the Terms of Reference for use of Delegation by Committee" attached at SM051.2/06/04 will be applicable to the Sustainable Development and Corporate Governance and Asset Management Committees.*

Councils Standing Orders Local Law 2002 states – A Committee is not to be established except on a motion setting out the proposed functions of the committee and either –

a) The names of the Council members, employees and other persons to be appointed to the committee.

- b) The number of Council members, employees and other persons to be appointed to the committee and a provision that they be appointed by a separate motion; or
- c) Anything else required by the Act or its associated regulations as quoted in its definitions.

Part C of decision SM051/06/04 which is quoted below meets the above requirement for the establishment of a committee shown in italics of the Council Standing Orders Local Law 2002.

- C1. *In accordance with the Local Government Act 1995 and Councils Standing Orders Local Law 2002, two (2) new committees (C1a and C1b) and their membership, including deputy members, will be established and each committee will be responsible to assist the Council in the proper management of the functions listed underneath them, effective from January 2005;*

The membership of each of the two (2) new Committees will be comprised of seven (7) elected members and three (3) elected members as deputies, and this be established by no later than 31 December 2004 to be effective from 1 January 2005.

As per Council decision SM051/06/04, the election of the Presiding member and Deputy Presiding member of each of the two (2) new committees will be undertaken at each new committees first meeting in accordance with the Local Government Act 1995. The term of each person elected to a committee and the term of the position of Presiding member and Deputy Presiding member will be the same and are to be recorded as part of these appointments. Note: Council has resolved that the “term” of a committee member shall be for a period of not less than six (6) months (following the trial period).

Council, in decision SM051/06/04 also agreed to nominate four (4) delegates for the period 1 January 2005 until the May 2005 elections (this should occur at the same time the new committee members are elected for the trial period) and following the May 2005 elections the nomination of four (4) delegates for a period of two (2) years thereafter be undertaken to deal with matters and functions associated with the recruitment and performance reviews of the Chief Executive Officer, and other matters as invited to assist by the Chief Executive Officer. These Councillors are required to provide reports to Council via the relevant committee for consideration and Council decision and not act in isolation of Council.

Voting Requirements: ABSOLUTE MAJORITY

C035/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Price

- a) The following nominations are adopted by Council for the two (2) new committees listed, both of which the delegation of power and duties has been given in accordance with Section 5.16 “Delegation of some powers and duties to certain committees” and subject to the provisions of Section 5.17. (1), (a), (i), (ii) “Limits on delegation of powers and duties to certain committees” of the Local Government Act 1995 (the act) and will be able to exercise the powers and duties that are necessary or convenient for the proper management of the functions listed for each of them below as described in parts 3 to 9 of the Act , effective from 1 January 2005 until the persons membership of the committee no longer continues in accordance with s5.11 “Tenure of committee membership” as described in the Act.

a) Sustainable Development Committee

Functions

Building

Community Development
Economic Development
Environment
Health
Planning
Rangers
Tourism

1. Cr Star
2. Cr Price
3. Cr Needham
4. Cr Scott
5. Cr Murphy
6. Cr Hoyer
7. Cr Wigg

Deputies

1. Cr Simpson
2. Cr Richards
3. Cr Kirkpatrick

b) Corporate Governance and Asset Management Committee

Functions

Administration
Asset Management
Finance (including Audit Committee)
Governance (including senior staff matters)
Reserves
Risk Management
Roads

1. Cr Simpson
2. Cr Richards
3. Cr Kirkpatrick
4. Cr Hoyer
5. Cr Murphy
6. Cr Wigg
7. Cr Scott

Deputies

1. Cr Needham
2. Cr Star
3. Cr Price

- 2) The following four (4) Council delegates are agreed by Council for the period 1 January 2005 until the May 2005 elections to deal with matters and functions associated with the recruitment and performance reviews of the Chief Executive Officer, and other matters as invited to assist by the Chief Executive Officer. These Councillors are required to provide reports to Council via the relevant committee for consideration and Council decision and not act in isolation of Council.

1. Cr Needham
2. Cr Price
3. Cr Hoyer

4. Cr Kirkpatrick
CARRIED 7/ 0 ABSOLUTE MAJORITY

C037/10/04 BRIGGS PARK PAVILION LEASE – SERPENTINE JARRAHDAL E CRICKET CLUB (RS0081/06)		
Proponent	Serpentine Jarrahdale Cricket Club	In Brief
Officer	Cary Green – A/Manager Corporate Services	To approve the proposed license agreement for Briggs Park Pavilion (the vacated area previously leased by the Byford and Districts Friendly Club) with the Serpentine Jarrahdale Cricket Club for a period of two (2) years.
Signatures - Author:		
Senior Officer:		
Date of Report	01/10/04	
Previously	C012/09/03	
Disclosure of Interest		
Delegation	Council	

Background

“C012/09/03 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Star seconded Cr Wigg:

Council agrees to enter into a lease agreement with the Serpentine-Jarrahdale Cricket Club for the management of day to day use of Briggs Park Pavilion (Reserve 17490), except for the Byford & Districts Friendly Club Inc and Learning Centre areas, for a period not exceeding twelve months and subject to final confirmation of approval to lease being provided by the Department of Planning and Infrastructure in the vesting order for the reserve and Ministers approval of the lease.’

Since the above resolution the Shire of Serpentine-Jarrahdale and the Serpentine-Jarrahdale Cricket Club have been progressing the lease of the Briggs Park Pavilion. However, due to the recent departure of the Byford and Districts Friendly Club from the Briggs Park Pavilion, the Serpentine Jarrahdale Cricket Club now wish to re-negotiate a license agreement with the Shire for the vacated area. They see this facility as a better size for their current requirements and one that will give them greater access after training and for after game functions. It is still their intention to use the main pavilion area when available, but the new facility will give them somewhere to go when this is hired out to the community.

The intention of this agreement is to allow them management of the facility for club functions. The club will look after the use of the facility and ensure the minor maintenance of the facility.

Comments

In discussions with the Club a lease has been drafted for consideration. The intention of the discussions to date have been for the Club to manage the facility. The initial license agreement will be for a period of two (2) years with a further option of two (2) years. It is proposed that a license fee of \$700 (exclusive of GST) per annum is imposed. This amount is recommended as the cricket club also currently pay the shire \$759.00 p.a. for the use of the recreation grounds (including ovals and change rooms). A saving of \$632.50 p.a. for restricted use of the main pavilion, would be able to be had by the club, because this would not be required.

With the construction of the new Recreation Centre well and truly underway, this license agreement gives council a tenant for the Briggs Park pavilion.

All other requirements of the agreement are as per the standard provisions as provided by McLeod solicitors.

A copy of the “draft” lease agreement is included with the attachments and marked [C037-10-04.pdf](#).

Sustainability Statement

The next twelve months will see the construction of the Recreation Centre completed. A lease agreement for this building may be the perfect opportunity to build social capital.

Statutory Environment: Local Government Act 1995 and Crown Lands Act

Policy Implications: No policy implication.

Financial Implications: The agreement will generate \$700 per annum (excl. of GST).

Strategic Implications: Key Sustainability Result Areas
1 People and Community
Objective 1: Good quality of life for all residents
Strategies:
1. Provide recreational opportunities.
Objective 2: Plan and develop towns and communities based on principles of sustainability
Strategies:
1. Foster a strong sense of community, place and belonging.
Objective 3: High level of social commitment

Strategies:
1. Encourage social commitment and self determination by the SJ community.
2. Build key community partnerships.

3 Economic
Objective 3: Effective management of Shire growth
Strategies:
1. Enhance economic futures for Shire communities.

Community Consultation: Not required at this time but could be considered in the future as other community groups may wish for the same opportunity.

Voting Requirements: ABSOLUTE MAJORITY

C037/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Wigg

1. Council authorise the License agreement between the Serpentine Jarrahdale Shire and the Serpentine Jarrahdale Cricket Club for (Reserve 17490 - Lots 104 and 107), for a two (2) year period.
2. Council authorises the Shire President and Chief Executive Officer to sign the license as provided in attachment C037/10/04 between the Serpentine Jarrahdale Shire and the Serpentine Jarrahdale Cricket Club for Reserve 17490 – Lots 104 and 107).

CARRIED 7/0 ABSOLUTE MAJORITY

Shire of Serpentine Jarrahdale

MEMORANDUM

TO: _____ :

cc: _____ :

FROM _____ :

REF/FILE/FILE N^o _____ ::

DATE _____ : 17 AUGUST 2000 30 JUNE 1998

SUBJECT _____ :

Formatted

Peter Kerp

AS019/10/04 MANAGER ASSET SERVICES ATTENDANCE AT A CONFERENCE ON WATER SENSITIVE URBAN DESIGN (A0032)		
Proponent:	Director Asset Services	In Brief Council is requested to approve the attendance of the Manager Asset Services at the International Conference on Water Sensitive Urban Design to be held in Adelaide, South Australia from 21 to 25 November 2004.
Officer:	Mick Beaverstock Director Asset Services	
Signatures Author:		
Senior Officer:		
Date of Report	28 September 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

The International Conference on Water Sensitive Urban Design: Cities as Catchments is being held in Adelaide, South Australia on 21 to 25 November 2004. This conference is being organized by a multi-disciplinary team of engineers, scientists, planners and facility managers and aims to explore the relationship between WSUD principles and the sustainability of urban and regional areas.

Over 70 papers will be presented at the conference covering topics from system design, public awareness and acceptance, urban land use and built form, groundwater issues, policy and practices, water reuse and recycling, water quality and economics / life cycle issues. These issues are highly relevant to the shire, particularly due to the rapid development expected to occur in coming years.

The training of Asset Services technical staff in the implementation of Water Sensitive Design treatments was identified as a priority in the Review of Asset Services Management Strategy – September 2004. The recommendation for this training was based on equipping officers with the skills necessary to work with developers / consultants to allow effective treatments to be implemented in new developments. It is noted that access to training in Western Australia is limited as the level of expertise in this field of stormwater management is relatively minor at present.

This conference deals with the theory and science of water sensitive design treatments and the effectiveness of various treatments in the real world environment including aspects such as effects of dry weather periods, impacts of road runoff and a critical analysis of if these systems are actually resulting in an improvement in stormwater quality. An understanding of such influences is important as they are applicable to the climate and environment in which the shire is situated.

In addition to the technical papers, a technical tour is proposed which visits a number of developments where not only stormwater management systems have been provided, but also other water related initiatives such as greywater reuse systems, flood control and wetlands.

Provision is made in the Director Asset Services employment contract for attendance at one interstate professional development course on a matter relevant to the position and an allowance of \$3,000 has been made in the 2004/05 budget. Attendance at this conference is proposed by the Director due to the relevance of strategic papers such as policy application and economics / life cycle issues to future development in the shire. It is requested that the Manager Asset Services also attend the conference as it provides an opportunity to increase the skills and networks of the officer responsible for the technical standard of infrastructure development in the shire.

Sustainability Statement

Effect on Environment: The proposal seeks to improve the skills and knowledge of officers in relation to the provision of Water Sensitive Design treatments in both development and shire works. This will assist in the ongoing improvement of stormwater quality and associated environmental benefits.

Resource Implications: The recommended conference includes presentation of technical papers on other water saving initiatives and technologies which can be implemented in new and existing urban areas aimed at reducing water usage.

Use of Local, renewable or recycled Resources: Skills and knowledge gained from the conference are proposed to be applied at a local level both through implementation in new developments and the continuing education of existing residents.

Economic Viability: The proposal is a minimal investment in comparison to the potential cost savings to the community through better managed and more sustainable water use in urban areas.

Economic Benefits: The proposal has the potential to provide economic benefits to the community through Council continuing to show leadership in the management of water resources and the application of technologies which will improve water quality and reduce overall water usage.

Social – Quality of Life: The proposal aims to assist in improvement of residential development standards through the implementation of water quality and conservation initiatives. Knowledge of successful practices used elsewhere, incorporation of these technologies in the design of future developments and engagement of current and future communities in the importance of water quality and conservation will benefit the community.

Social and Environmental Responsibility: The proposal is designed to be socially and environmentally responsible through equipping staff with skills and knowledge to continue the leadership role of Council in improving water quality in the shire and promoting initiatives to reduce the level of water use by the community.

Social Diversity: The proposal does not disadvantage any social groups.

Statutory Environment: Not applicable.

Policy/Work Procedure Implications:

Approval of attendance by officers at conferences which involve interstate travel, where not specifically identified in the budget, is required from Council in accordance with Policy CSP25 – Council Training, Development and Conference Attendance.

Financial Implications:

Allowance of \$3,000 has been made in the 2004/05 budget for attendance by the Director Asset Services at an interstate conference. The cost of conference registration, airfares and accommodation is expected to be in the order of \$2,200 per person. The additional \$1,400 required for a second attendee would be sourced from the Asset Services training budget.

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

1. People and Community

Objective 2: Plan and develop towns and communities based on principles of sustainability

Strategies:

1. Increase information and awareness of key activities around the Shire and principles of sustainability.

2. Environment

Objective 1: Protect and repair natural resources and processes throughout the Shire

Strategies:

1. Increase awareness of the value of environmental requirements towards sustainability.
3. Encourage protection and rehabilitation of natural resources.
4. Reduce water consumption.

Objective 2: Strive for sustainable use and management of natural resources

Strategies:

1. Implement known best practice sustainable natural resource management.
2. Respond to Greenhouse and Climate change.
3. Reduce waste and improve recycling processes

4. Governance

Objective 1: An effective continuous improvement program

Strategies:

1. Identify and implement best practice in all areas of operation.
2. Promote best practice through demonstration and innovation.

Objective 3: Compliance to necessary legislation

Strategies:

1. Ensure development and use of infrastructure and land complies with required standards.

Community Consultation:

Not applicable

Comment:

Attendance by two officers at the conference will allow development of skills and knowledge at both a technical and policy / strategic planning level, directly applicable to officers duties and involvement in development within the shire.

As mentioned previously, for the implementation of Water Sensitive Design in the shire to be successful it is necessary to provide training to Asset Services officers. Appropriate training is difficult to access in Western Australia as the application of this technology is relatively recent and the effectiveness of local treatments yet to be fully evaluated. The Adelaide conference provides a good mix of design theory and evaluation of performance of existing treatments inclusive of other influences such as climatic effects which need to be considered if to be successfully implemented in the shire.

Voting Requirements: Normal

Officer Recommended Resolution:

Council approve the attendance of the Manager Asset Services at the International Conference on Water Sensitive Urban Design: Cities as Catchments to be held in Adelaide, South Australia from 21 November to 25 November 2004.

Committee Recommended Resolution

1. Council approve the attendance of the Manager Asset Services at the International Conference on Water Sensitive Urban Design: Cities as Catchments to be held in Adelaide, South Australia from 21 November to 25 November 2004.
2. The Shire President provide the Chief Executive Officer with Councillor names who would like to attend the conference.

Committee Note: The Officers Recommended Resolution was changed to allow interested Councillors to attend.

Council Note: Cr Scott has registered her interest in attending the International Conference on Water Sensitive Urban Design with the Shire President.

AS019/10/04 COUNCIL DECISION

**Moved Cr Price seconded Cr Kirkpatrick
Council approve the attendance of the Manager Asset Services and Cr Scott at the International Conference on Water Sensitive Urban Design: Cities as Catchments to be held in Adelaide, South Australia from 21 November to 25 November 2004.
CARRIED 7/0**

Council Note: The Committee Recommended Resolution was changed to include Cr Scott's attendance at the conference.

AS023/10/04 APPOINTMENT OF AUTHORISED OFFICER(S) - BUSH FIRES ACT 1954 – AUTHORISED PERSON (A0002)		
Proponent:	Fire & Emergency Services Officer	In Brief
Owner:		Appointment of operational authorised fire control officers in accordance with the Bush Fires Act 1954
Officer:	DG Gossage	
Signatures Author:		
Senior Officer:		
Date of Report	30 th September, 2004	
Previously	AS005/07/03	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

Local government is to appoint Authorised Persons/Fire Control Officers as required under the Bush Fires Act 1954

Council appointed the following volunteers and staff to this position in 2003:

Chief Fire Officers:

1st Deputy Chief Fire Control Officer – David Alexander Robinson, 3 year

2nd Deputy Chief Fire Control Officer – Kenneth Elliott, 2 year

Operational Fire Control Officers:

D Wright 3 year, Paul Walter Maddern 2 year, Leslie Hugo Harris 3 year, Paul Bernard Brodie 3 year, Geoff Fawcett 3 year, Alan Scott Hambley 2 year, Kim Michelle Maddern 3 year, Ray Stanley Elliott 2 year, John Woodland 2 year, Brian Douglas Owston, Sarah Kirsty Downes.

Permit Issuing Fire Control Officers:

Darryl Ronan 2 year, Lennard Charles Hofert-Smith 2 year, Paul Chapman 2 year, Kevin Marshall Chambers 2 year
David George Gossage be appointed as Chief Fire Control Officer until 30 June 2004.

Sustainability Statement

N/A

Statutory Environment:

Bush Fires Act 1954

Policy/Work Procedure Implications:

There are no work procedures/policy implications directly related to this application/issue.

Financial Implications:

There are no Financial implications to Council related to this application/issue.

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

1. People and Community

Objective 1: Good quality of life for all residents

Strategies:

2. Develop good services for health and well being.

6. Ensure a safe and secure community.

Community Consultation:

Required: No

Comment:

As part of the review of Council process it is considered good practice to regularly confirm the appointment of "authorised persons/fire control officers" in accordance with the requirements of the Bush Fires Act.

The Bush Fire Advisory committee recommends that Fire Control Officers be appointed for two and three year terms initially and there after three year terms. This practice is to allow for a staggered change over of personal (if required) without the inconvenience to the administrative functions.

The named legislation requires that "the Local Government" appoint persons to undertake certain duties. It is considered appropriate to confirm the names and positions of officers duly appointed by Council under this Act. Council may at any time cancel appointments of officers in accordance with the Bush Fires Act.

All the brigades have confirmed the appointments of the fire control officers as appointed last year by Council (CRAS005/07/03), however Council are requested to appoint two (2) additional operational Fire Control Officers and replace permit only Fire Control Officers following the resignation of Kevin Marshall Chambers. David Alexander Robinson has resigned from the position as Deputy Chief Fire Control Officer and no nominations for this position have been received. The new names of Officers recommended to those appointed are shown in italics:

With regard to the appointment of the Chief Bush Fire Control Office (CBFCO), this appointment will be renewed under the Memorandum of Agreement which Council has agreed to enter into with Fire and Emergency Services (FESA). This agreement requires Council to appoint the Community Emergency Services Manager to the position of CBFCO upon appointment. In the interim to ensure the position of CBFCO is filled over the coming summer period, Council and FESA have also agreed to retain the current incumbent in the position of CBFCO until the 31 March, 2005.

The following amendments shown in ***bold italics*** are recommended to the Councils decision CRAS005/07/03 of 2003.

Chief Fire Officers:

Chief Fire Control Officer – David George Gossage, Expires 31 March, 2005

- Deputy Chief Fire Control Officer – Kenneth George Elliott, as adopted (CRAS005/07/03) in 2003. ***The appointment of David Alexander Robinson is to be cancelled***

Operational Fire Control Officers:

Donald Fredrick Montague Wright 3 year, Paul Walter Maddern 2 year, Leslie Hugo Harris 3 year, Paul Bernard Brodie 3 year, Geoffrey Graham Fawcett 3 year, Alan Scott Hambley 2 year, Kim Michelle Maddern 3 year, Ray Stanley Elliott 2 year, John Woodland 2 year, Brian Douglas Owston, Sarah Kirsty Downes , as adopted (CRAS005/07/03) in 2003, ***Frank James Rankin 3 year; Donald Brian Downey 3 year;***

Permit Issuing Fire Control Officers:

Darryl Ronan 2 year, Lennard Charles Hofert-Smith 2 year, Paul Chapman 2 year, as adopted (CRAS005/07/03) in 2003, ***Russell Douglas Farmer 1 year. The appointment of Kevin Marshall Chambers is to be cancelled***

Voting Requirements: ABSOLUTE MAJORITY

AS023/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Star seconded Cr Kirkpatrick

1. In accordance with the Bush Fires Act 1954 as amended, the following persons are hereby appointed as authorised fire control officers as described for the Serpentine Jarrahdale Shire, from 1 July 2004 to 30 June in the year of termination.

Operational Fire Control Officers:

Frank James Rankin 3 year, Donald Brian Downey 3 year

Permit Issuing Fire Control Officers:

Russell Douglas Farmer 1 year

That David George Gossage be appointed as Chief Fire Control Officer until 31 March, 2005.

The appointments of Kevin Marshall Chambers and David Alexander Robinson are hereby cancelled.

CARRIED 7/0 ABSOLUTE MAJORITY

Council Note: Cr Kirkpatrick advised he will raise at the next Bush Fire Advisory Committee, Council's preference for two (2) Deputy Chief Fire Control Officers and seeks another nomination.

CRD09/10/04 APPOINTMENT OF AUTHORISED OFFICER(S) – DOG ACT 1976 – COURT ENFORCEMENT PROCEEDINGS (A0002)		
Proponent:	Chief Executive Officer	In Brief Appointment of authorised officers in accordance with the provisions of Section 44 of the Dog Act 1976
Owner:	N/A	
Officer:	David Price - Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	30.09.04	
Previously	CRD29/06/03; SM067/05/02	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Council	

Background

As part of the review of Council delegations process, it is considered good practice to annually confirm the appointment of “authorised persons/officers” in accordance with the requirements of the above Act.

Sustainability Statement

N/A

Statutory Environment:

Dog Act 1976; Local Government Act 1995

Policy/Work Procedure Implications:

There are no work procedures/policy implications directly related to this application/issue

Financial Implications:

There are no Financial implications to Council related to this application/issue

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

1. People and Community

Objective 1: Good quality of life for all residents

Strategies:

2. Develop good services for health and well being.
6. Ensure a safe and secure community.

4. Governance

Objective 2: Formation of Active Partnerships to progress key programs and projects

Strategies

1. Improve coordination between Shire, community and other partners.
2. Improve customer relations service.

Community Consultation:

Required: No

Comment:

The named legislation requires that “the Council” appoint persons to undertake certain duties. It is considered appropriate to re-confirm the names and positions of officers duly appointed by Council under this Act.

Voting Requirements: **Normal**

CRD09/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

**Moved Cr Price seconded Cr Wigg
Dog Act 1976 – Court Enforcement Proceedings**

In accordance with Section 9.10 of the Local Government Act 1995 and the provisions of Section 44 of the Dog Act 1976, Joanne Abbiss and Brian Douglas Owston are hereby appointed and authorised to take proceedings in a Court of Petty Sessions in the name of the Serpentine Jarrahdale Shire for any offence against the Dog Act 1976 that cannot be dealt with by way of an infringement notice and modified penalty.

Any previous appointment of a person to act for the Council under the provisions of section 44 of the Dog Act 1976 is hereby revoked.
CARRIED 7/0

CRD10/10/04 APPOINTMENT OF AUTHORISED OFFICER(S) – DOG ACT 1976 – POUND(S) AND POUND KEEPERS (A0002)		
Proponent:	Chief Executive Officer	In Brief Appointment of authorised officers under the Dog Act 1976
Owner:	N/A	
Officer:	David Price - Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	30.09.04	
Previously	CRD28/06/03; SM069/05/02	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Council	

Background

As part of the review of Council delegations process, it is considered good practice to annually confirm the appointment of “authorised persons/officers” in accordance with the requirements of the above Act.

Sustainability Statement

N/A

Statutory Environment: Dog Act 1976

Policy/Work Procedure

Implications: There are no work procedures/policy implications directly related to this application/issue

Financial Implications: There are no Financial implications to Council related to this application/issue

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

1. People and Community

Objective 1: Good quality of life for all residents

Strategy:

2. Develop good services for health and well being.

4. Governance

Objective 1: An effective continuous improvement program

Strategies:

1. Identify and implement best practice in all areas of operation.
2. Promote best practice through demonstration and innovation.

Objective 2: Formation of Active Partnerships to progress key programs and projects

Strategies:

1. Improve coordination between Shire, community and other partners.
2. Improve customer relations service.

Community Consultation:

Required: No

Comment:

The named legislation requires that "the Council" appoint persons to undertake certain duties. It is considered appropriate to re-confirm the names and positions of officers duly appointed by Council under this Act.

Voting Requirements: Normal

Committee/Officer Recommended Resolution:

Dog Act 1976 – Pound/s and Pound Keepers

In accordance with the Dog Act 1976 (Section 11), the Council of the Serpentine Jarrahdale Shire hereby appoints:

Brian Douglas Owston
Sarah Kirsty Hutchins
David George Gossage
George Feast

as fit and proper persons to administer the Dog Pound that has been established and will be maintained by the Shire at Watkins Road, Mundijong.

Any previous appointment of a person to administer the dog pound is hereby revoked.

Council Note: Sarah Kirsty Downes should be Sarah Kirsty Hutchins (married name).

CRD10/10/04 COUNCIL DECISION

**Moved Cr Hoyer seconded Cr Price
Dog Act 1976 – Pound/s and Pound Keepers**

In accordance with the Dog Act 1976 (Section 11), the Council of the Serpentine Jarrahdale Shire hereby appoints:

**Brian Douglas Owston
 Sarah Kirsty Hutchins
 George Feast**

as fit and proper persons to administer the Dog Pound that has been established and will be maintained by the Shire at Watkins Road, Mundijong.

Any previous appointment of a person to administer the dog pound is hereby revoked.

CARRIED 7/0

Council Note: The Committee/Officer Recommended resolution was changed by removing David George Gossage’s name due to his six (6) month secondment to fill in an acting capacity the Community Fire & Emergency Services Manager position until it is advertised by FESA and the role of Pound Keeper not being included in the Memorandum of Understanding with FESA for this position.

CRD11/10/04 APPOINTMENT OF AUTHORISED OFFICER(S) – DOG ACT 1976 – AUTHORISED PERSONS (A0002)		
Proponent:	Chief Executive Officer	In Brief Appointment of authorised officers in accordance with the provisions of the Dog Act 1976
Owner:	N/A	
Officer:	David Price – Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	30.09.04	
Previously	CRD27/06/03; SM068/05/02	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Council	

Background

As part of the review of Council delegations process, it is considered good practice to annually confirm the appointment of “authorised persons/officers” in accordance with the requirements of the above Act.

Sustainability Statement

N/A

Statutory Environment: Dog Act 1976

Policy/Work Procedure

- Implications:** There are no work procedures/policy implications directly related to this application/issue
- Financial Implications:** There are no Financial implications to Council related to this application/issue
- Strategic Implications:** This proposal relates to the following Key Sustainability Result Areas:-
1. People and Community
Objective 1: Good quality of life for all residents
Strategy:
2. Develop good services for health and well being.
- 4. Governance**
Objective 1: An effective continuous improvement program
Strategies:
1. Identify and implement best practice in all areas of operation.
2. Promote best practice through demonstration and innovation.
- Objective 2: Formation of Active Partnerships to progress key programs and projects*
Strategies
1. Improve coordination between Shire, community and other partners.
2. Improve customer relations service.

Community Consultation:

Required: No

Comment:

The named legislation requires that "the Council" appoint persons to undertake certain duties. It is considered appropriate to re-confirm the names and positions of officers duly appointed by Council under this Act.

Voting Requirements: Normal

CRD11/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Price seconded Cr Wigg
Dog Act 1976 – Authorised Persons

Moved Cr Needham seconded Cr Price that in accordance with the provisions of the Dog Act 1976, the following persons are hereby appointed to exercise on behalf of the Shire of Serpentine-Jarrahdale the powers of an authorised person either generally or specifically as detailed below:

Registration Officers (Section 3)	Sharon Leanne Chapman Glen Raymond Dougall Jan Alicia Fletcher Cary John Green Katrina Louise Gittos Raymond William Pryce Sharon Julie Rowse Kylie Jane Shailer Casey Echo Stonham Victoria Elizabeth Tapp
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**Lauren Yvette Whitsed
Valerie Turnell
Martine Stuart
Michelle White
Glenda Miller
Renne McKenna
Penny Terpstra**

Dangerous Dogs Generally (Section 33E) Brian Douglas Owston

**Dog Control Generally (Section 29(1)) Brian Douglas Owston
Sarah Kirsty Hutchins
David George Gossage
Peter Chalmers
Michael Dominic Meynart
Michael John Ryan
George Josephus Van der Meulen
Wayne Leonard Pollard
Malcolm David Reeves
John William Liddington**

**Infringement Notices (Regulation 13) Joanne Abbiss (extension of time)
Extension of time or withdrawal Chief Executive Officer (withdrawal)**

Of the registration officers appointed, Jan Alicia Fletcher is responsible for ensuring that the records that are required by the Act are established and maintained.

**Any previous appointment of an authorised person as a registration officer, or under the provisions of Sections 33E and 29(1) or Regulation 13 is hereby revoked.
CARRIED 7/0**

Council Note: The following minor changes to Committee/Officer Recommended Resolution: 1) Following the resignation of David Edward Price reference is now made to Chief Executive Officer instead of David Edward Price. 2) Sarah Kirsty Downes should be Sarah Kirsty Hutchins (married name).

CRD12/10/04 APPOINTMENT OF AUTHORISED OFFICER(S) – CONTROL OF VEHICLES (OFF ROAD AREAS) ACT 1978 – AUTHORISED OFFICERS (A0002)		
Proponent:	Chief Executive Officer	In Brief Appointment of authorised officers in accordance with the provisions of the Control of Vehicles (Off Road Areas) Act 1978
Owner:	N/A	
Officer:	David Price - Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	30.09.04	
Previously	CRD30/06/03; SM071/05/02	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Council	

Background

As part of the review of Council delegations process, it is considered good practice to annually confirm the appointment of "authorised persons/officers" in accordance with the requirements of the above Act.

Sustainability Statement

N/A

Statutory Environment:

Control of Vehicles (Off Road Areas) Act 1978

Policy/Work Procedure Implications:

There are no work procedures/policy implications directly related to this application/issue

Financial Implications:

There are no Financial implications to Council related to this application/issue

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

1. People and Community

Objective 1: Good quality of life for all residents

Strategies:

- 2. Develop good services for health and well being.
- 6. Ensure a safe and secure community.

4. Governance

Objective 2: Formation of Active Partnerships to progress key programs and projects

Strategies

- 1. Improve coordination between Shire, community and other partners.
- 2. Improve customer relations service.

Community Consultation:

Required: No

Comment:

The named legislation requires that “the Council” appoint persons to undertake certain duties. It is considered appropriate to re-confirm the names and positions of officers duly appointed by Council under this Act.

Voting Requirements: **Normal**

CRD12/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

**Moved Cr Hoyer seconded Cr Star
Control of Vehicles (Off Road Areas) Act 1978 – Authorised Officers**

In accordance with the provisions of the Control of Vehicles (Off Road Areas) Act 1978 the following persons are formally appointed to be authorised officers for the purposes of the Act in respect of the whole of the district:

**Brian Douglas Owston
Sarah Kirsty Hutchins
David George Gossage
Peter Chalmers
Michael Dominic Meynart
Michael John Ryan
George Josephus Van der Meulen
Wayne Leonard Pollard
Malcolm David Reeves
John William Liddington**

The authority of the above-named persons extends to include the issue of infringement notices but not to the withdrawal of such notices.

Chief Executive Officer is hereby appointed to consider applications for withdrawal of infringement notices and to grant such requests when there is justification for such action.

Any previous appointment of an authorised officer under the provisions of the Control of Vehicles (Off Road Areas) Act 1978 is hereby revoked.

CARRIED 7/0

Council Note: The following minor changes to Committee/Officer Recommended Resolution: 1) Following the resignation of David Edward Price reference is now made to Chief Executive Officer instead of David Edward Price. 2) Sarah Kirsty Downes should be Sarah Kirsty Hutchins (married name).

SM016/10/04 ANNUAL REPORT 2002/2003 (A0006)		
Proponent	Local Government Act 1995	In Brief To approve the Annual Report wording for 2003/2004.
Officer	G R Dougall – Director Corporate Services	
Signatures - Author:		
Senior Officer:		
Date of Report	12 October 2004	
Previously		
Disclosure of Interest		
Delegation	Council	

Background

In accordance with section 5.53 of the Local Government Act 1995 (the Act) local governments are to prepare an annual report for each financial year. This annual report is to contain;

1. A report from the mayor or president.
2. A report from the Chief Executive Officer (CEO)
3. A report of the principal activities commenced or continued during the financial year.
4. An assessment of the local government's performance in relation to each principal activity.
5. An overview of the principal activities that are proposed to commence or to continue in the next financial year.
6. The financial report for the financial year.
7. The auditor's report for the financial year.

The Shire of Serpentine Jarrahdale Work Procedure CSWP2 provides that "*Annual meetings of electors are to be held on the first Wednesday in December each year in Mundijong, commencing at 7:00pm.*"

Comments

Provided as attachment SM016.1/10/04 is a copy of the final draft Annual Report wording to be presented to the Electors Meeting.

This report contains information required under the Act and Regulations and general information on the projects and activities undertaken by Council over the past year, along with a brief introduction to some of the projects being undertaken in this current year. Any comments Councillors have in relation to this document can be addressed at the Strategic Management Committee. It is intended to have this document prepared in mid November to ensure it is available for public distribution two weeks before the Electors meeting.

The Strategic Management Committee has the function of the audit committee for Council. Therefore this committee will recommend adoption of the Annual Report to Council when it is completed. The auditors, Grant Thornton, are due to undertake the audit of Council's financial statements in late October which will allow sign off of the report including the financial statements in November. The financial statements will be attached to the report and received by Council in November.

Statutory Environment: Local Government Act 1995

Policy Implications: No policy implications

Financial Implications: As per report

Strategic Implications: **4. Governance**

Objective 1: An effective continuous improvement program

Strategies:

1. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation: In accordance with the Local Government Act 1995

Voting Requirements: Normal

SM016/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Wigg seconded Cr Price

1. The draft wording of the 2003/04 Serpentine Jarrahdale Shire Annual Report be approved.
2. The completed Annual Report for the period ending 30 June 2004 be presented to the November Strategic Management Committee Meeting for adoption.

CARRIED 7/0

SM017/10/04 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) ZONE MEETING STRUCTURE (A1164)		
Proponent:	Council	In Brief Council to consider a motion tabled by the City of Canning at the September 2004 South-East Metropolitan Zone meeting.
Owner:	City of Canning	
Officer:	D E Price – Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	9 October 2004	
Previously	SM013/08/01	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

At the South-East Metropolitan Zone meeting on the 29 September 2004, representatives from the City of Canning tabled the following motion during General Business;

1. *That a Strategic Directions Workshop be held for the South East Metropolitan Zone to redefine and redesign the structure of the Zone.*
2. *That Zones consider assigning each of the six portfolios to a member within each Zone. This may be one member for each portfolio within each of the five Metropolitan Zones and two members per portfolio across all Regional Zones. This would provide a number of benefits. It would ensure that:*
 - i) *matters pertaining to each portfolio were addressed by a specific Zone member who would take on responsibility of research and networking with other responsible portfolio holders at the Zone level, and liaise with the Team Leader at the State level.*
 - ii) *provide the State Council with a value added group in each of the portfolio areas at the Zone level.*

- iii) *provide each Zone with a common member across the Zones, to network with on matters of major importance.*
 - iv) *provide a cohesive bond between the Zones and State Council across the portfolios.*
3. *That the Western Australian Local Government Association affirm the resolution arising from the 2004 Annual General Meeting, to investigate a new structure for the Zones aligned to commonality, rather than on lineal boundaries.*

“2004 ANNUAL GENERAL MEETING RESOLUTION (Mayor Higgins/Cr Rae)

That the current groupings of Councils together into geographical Zones be reviewed to ensure that sufficient commonalities of interest exist between Member Councils and to reduce the potential conflict of interest between Member Councils.”

It was agreed at the South East Metropolitan Zone meeting that this motion would be referred back to member Councils for consideration before it was considered.

Cr Hoyer and Cr Star are Councils delegates on the South East Metropolitan Zone.

At the 2004 Annual General meeting of WALGA a resolution was moved and passed to investigate a new structure for the Zones to be aligned on commonality rather than boundaries.

Resolution

“That the current groupings of Councils together in geographical Zones be reviewed to ensure that sufficient commonalities of interest exist between member councils and to reduce the potential conflict of interest between member councils.”

Sustainability Statement

Effect on Environment: The proposal/issue has no effect on the enhancement of the environment (built and natural).

Resource Implications: The proposal/issue is aimed at better utilising resource use.

Economic Viability: Not applicable

Economic Benefits: The proposal has the potential to provide a better focus which may bring future benefits to the community.

Social – Quality of Life : The proposal has the potential to provide a better focus which may bring future benefits to the community.

Social and Environmental Responsibility: The proposal has the potential to provide a better focus which may bring future benefits to the community. This proposal may foster new partnerships.

Social Diversity: The proposal does not disadvantage any social groups.

Statutory Environment:

Currently WALGA has 17 Zones from across all of local government in this state.

Serpentine Jarrahdale is represented as a voting member on the South – East Metropolitan Zone, which also includes the local governments of City of Armadale, City of Canning, City of Gosnells and the Town of Victoria Park. Council is currently a voting member of the South East Metropolitan Zone of

WALGA as it is considered a metropolitan local government under the Metropolitan Planning Scheme.

Council is also a non-voting ex-officio or associate member of the Peel Zone, which includes the City of Mandurah, Shire of Boddington, Shire of Murray and Shire of Waroona.

This position was resolved by Council in August 2001 (SM013/08/01) after considering a request from the Peel Zone that Serpentine Jarrahdale remain a member of the Peel Zone under the then proposed single association.

- “1. Council agrees the Shire of Serpentine Jarrahdale will be represented in the South east Zone of the proposed new constitution and not the Peel Zone.
2. Council requests that WAMA seek the approval of the Peel Zone to include Serpentine Jarrahdale as an ex-officio or associate member in a non voting capacity.”

Policy/Work Procedure Implications:

There are no work procedures/policy implications directly related to this application/issue

Financial Implications:

There are no Financial implications to Council related to this application/issue.

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

4. Governance

Objective 2: Formation of Active Partnerships to progress key programs and projects

Strategies

1. Improve coordination between Shire, community and other partners.
3. Develop specific partnerships to effectively use and leverage additional resources.

Community Consultation:

Required: No

Comment:

Council has over the past several years significantly increased its alignment with the Peel Region and the Councils within this region. The potential benefits of seeking to move from the metropolitan planning scheme into the Peel Planning scheme have even been canvassed at Concept Forum. Council has approached the Peel Development Commission to obtain their interest in supporting a feasibility study into the positives and negatives of such a move.

The motion that has been tabled for consideration by the City of Canning does have merit and would be a very good exercise for the South East Metropolitan Zone to undertake, particularly from the point of strengthening the level of involvement of the Zone and providing a strong, considered and informed voice to WALGA.

The question that Council needs to consider is should the Strategic Directions Workshop proposed, be held before or after WALGA has progressed the resolution from the 2004 Annual General meeting.

The idea of assigning portfolios to a member within a Zone if expanded potentially has some merit and may bring a greater focus to each of the portfolio areas in the agenda, however, this needs to be further developed before a final decision can be made, and it is not one that the South East Metropolitan Zone can make in isolation. It would be better progressed as part of the work WALGA will be undertaking to review the current groupings of Councils together in geographical Zones as per the resolution at the 2004 Annual General Meeting.

WALGA have advised that they intend to progress the resolution from the 2004 Annual General Meeting before the end of the year, however no indication is available yet on how long it will take as the brief still needs to be fully scoped. Therefore it would be reasonable for the South East Metropolitan Zone to move a motion to request that WALGA consider including part 2 of the motion tabled by the City of Canning as part of the scope of work they are preparing for the review of Zones they are about to undertake.

Voting Requirements: Normal

SM017/10/04 Officer Recommended Resolution:

Council advises the other members of the South East Metropolitan Zone the following:

1. Council supports the proposed Strategic Directions Workshop recommendation put forward during General Business at the South East Metropolitan Zone Meeting of 29 September 2004 by the City of Canning, provided it take place following the review of the current geographical Zone grouping of Councils to be undertaken by WALGA.
2. Council supports in principle the idea of assigning portfolios to each member of a Zone, however, this should be considered as part of the work WALGA will be undertaking to review the current groupings of Councils together in geographical Zones as per the resolution at the 2004 Annual General Meeting.
3. Council requests the South East Metropolitan Zone to support a motion which requests WALGA to consider including part 2 of the motion tabled by the City of Canning into the scope of work they are preparing for the review of Zones.

LOST 0/5

During debate Cr Star foreshadowed that she would move a motion to delete points 1 and 2, if the motion under debate was defeated.

FORESHADOWED MOTION

SM017/10/04 COUNCIL DECISION/Committee Recommended Resolution:

Moved Cr Hoyer seconded Cr Price

Council advises the other members of the South East Metropolitan Zone the following:

Council supports the proposed Strategic Directions Workshop recommendation put forward during General Business at the South East Metropolitan Zone Meeting of 29 September 2004 by the City of Canning, provided it take place following the review of the current geographical Zone grouping of Councils to be undertaken by WALGA.

CARRIED 7/0

Committee Note: The Officer Recommended Resolution was changed by deleting parts 2 and 3 as the Committee felt that parts 2 and 3 should not be considered at this time given WALGA are undertaking their own review and the opportunity to consider these points would be available at a later time.

SM018/10/04 SHIRE ENTRY STATEMENTS (A0476-02)		
Proponent:	Serpentine Jarrahdale Shire	In Brief Council has allocated \$30,000 in the 2004/2005 budget to place entry statements at the northern and southern entry points into the shire on the South Western Highway. A competition was held to seek suitable designs. Council is requested to consider the recommended entry for construction.
Officer:	Sharon Rowse – Communications Officer	
Signatures Author:		
Senior Officer:		
Date of Report	11 October 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

Council’s adopted Tourism Strategy 2003-2008 section 6.2.4 states the following:

“Establish visitor entry statements to the townsites of Byford, Jarrahdale, Mundijong and Serpentine that reinforce the community values of each while reinforcing the SJ branding. Should be a community based project with professional expertise incorporated and follow the guidelines as detailed in the shire communication and marketing plan.

A highly visual visitor entry statement to Byford could replace the existing roadside information bay and would also work to slow down incoming motorists as they enter the Byford area. It should be kept uppermost in mind that there is only one opportunity to create a good first impression and a professional regional welcome statement can work to achieve this.

As an example, a visitor entry statement that is highly visual and delivers real impact can be found just south of the townsite of Exmouth in the north of Western Australia. The signage is some three (3) metres high, brightly coloured and highly visible to vehicles as they approach the Exmouth townsite along the major highway route.

As a comparison, an SJ welcoming sign on the road entering the shire boundaries is effective yet lacks the visual impact of the Exmouth entry statement example. For each of the shire towns, the creation of a substantial visitor entry statement should be undertaken and reflect each destination’s unique selling points.”

Council has allocated \$30,000 in the 2004/2005 budget to place entry statements at the northern and southern entry points into the shire on the South Western Highway.

At the July Ordinary Council Meeting it was resolved that a competition would be held in order to seek designs of the entry statements with the prize of \$3 000 being funded from the budget allocation. Submissions for designs were to include supporting reasons why the design has relevance to the shire.

Advertising was undertaken in the West Australian, Serpentine Jarrahdale Examiner and the Artsource Opportunities website. Four submissions were received.

Sustainability Statement

Effect on Environment: The entry statements will welcome people in and out of the shire. It is anticipated that the successful design selected will incorporate the community's vision.

Resource Implications: The works may be undertaken internally or externally depending on the complexity of the recommended design.

Use of Local, renewable or recycled Resources: The brief required that local resources are used in the design where appropriate and the linkages to the shire can be demonstrated

Economic Viability: Not applicable.

Economic Benefits: Not applicable.

Social – Quality of Life: The entry statements will welcome people in and out of the shire. It is anticipated that the successful design selected will incorporate the community's vision.

Social and Environmental Responsibility: The entry statements will welcome people in and out of the shire. It is anticipated that the successful design selected will incorporate the community's vision.

Social Diversity: The entry statements will welcome people in and out of the shire. It is anticipated that the successful design selected will incorporate the community's vision.

Statutory Environment: Tourism Strategy 2003-2008
Signage must comply with Main Roads WA 'Guide to the Management of Roadside Advertising' General Permission Criteria section 5 and Specific Selection Criteria, Cat 3, Section 8

Policy/Work Procedure Implications: Not applicable

Financial Implications: Funds of \$30,000 have been included in the 2004-2005 budget for this project. \$3,000 has been made available as a prize to the person or organisation who submits the final preferred design which is agreed to by Council. The brief required the design to be constructed (inclusive of materials and labour) and completed within a cost of \$25,000 (GST excl) or \$12,500 (GST excl) each entry point. The cost of advertising was \$675.84 (GST excl).

Strategic Implications: This proposal relates to the following Key Sustainability Result Areas:-
1. People and Community
Objective 1: Good quality of life for all residents
Strategies:
4. Respect diversity within the community.
5. Value and enhance the heritage character, arts and culture of the Shire.
Objective 2: Plan and develop towns and communities based on principles of sustainability
Strategies:
1. Increase information and awareness of key activities around the Shire and principles of sustainability.
4. Foster a strong sense of community, place and belonging.

2. Environment

Objective 1: Protect and repair natural resources and processes throughout the Shire

Strategies:

1. Increase awareness of the value of environmental requirements towards sustainability.
3. Encourage protection and rehabilitation of natural resources.
4. Reduce water consumption.

Objective 2: Strive for sustainable use and management of natural resources

Strategies:

3. Reduce waste and improve recycling processes

Community Consultation:

Required: No, however, Council advertised for interested artists and the like to submit designs which reflect the community's vision.

Comment:

At the July Ordinary Council Meeting Council agreed an evaluation group, consisting of four (4) Councillors (Councillors Needham, Star, Murphy and Scott) and the Communications Officer, consider applications following the advertising for expressions of interest and make a recommendation to Council on the preferred design.

Four submissions were received for the competition, all of which utilised natural resources, came within budget, complied with Main Roads and included the Shire branding. In respect to recognising the community's vision, the evaluation group felt that the design provided by Peter Boylan-Knight/Jennie Newman outweighed the other three submissions. The group also felt that the recommended design was the most visually attractive and inspirational and would have the greatest impact on both residents and visitors to Serpentine Jarrahdale Shire.

Voting Requirements: Normal

SM018/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Price seconded Cr Wigg

Council subject to compliance and approval of Main Roads WA:

1. **Accepts the evaluation groups recommended design by Peter Boylan-Knight/Jennie Newman.**
2. **Appoints Peter Boylan-Knight/Jennie Newman to construct the signage for the amount of \$25,000 (GST excl).**
3. **Upon completion of the entry signage in accordance with the brief and the submission as provided by Peter Boylan-Knight/Jennie Newman to the satisfaction of the Communications Officer, Council agrees to award a prize of \$3 000 (GST inc) to Peter Boylan-Knight/Jennie Newman.**

CARRIED 7/0

SM019/10/04 AUDIT ENTRANCE INTERVIEW (A0001)		
Proponent:	Serpentine Jarrahdale Shire	In Brief
Officer:	G R Dougall – Director Corporate Services	Audit committee to discuss the issues to be considered or reviewed as part of the audit process for 30 June 2004.
Signatures Author:		
Senior Officer:		
Date of Report	12 October 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act 1995	
Delegation	Council	

Background

In accordance with clause 5 of the audit contract, the auditor is to conduct an entrance interview with the audit committee at the commencement of the audit process to discuss the methodology of the process and consider any items that may be raised by the committee of particular concern.

Representatives from Council's auditor Grant Thornton Chartered Accountants, will be in attendance at the meeting to meet the committee and discuss any issues of concern by committee members as they commence their audit during the week commencing 18 October 2004. Councillors are encouraged to raise issues they may have about the conduct of the audit and take this opportunity to get an understanding of what is involved with the audit process.

An exit interview is also proposed to be undertaken once the audit is finalised.

Sustainability Statement

Resource Implications: The audit process ensures that the resources being brought forward into the current budget are accurate and without error.

Economic Viability: The audit process ensures the economic viability and accuracy of Council's financial management systems.

Statutory Environment: Section 7.2 of the Local Government Act 1995 require the accounts and annual financial report to be audited by an auditor appointed by the Local Government.

Policy/Work Procedure Implications: There are no work procedures/policy implications directly related to this application/issue.

Financial Implications: The budget provision of \$7,500 is allocated for the audit as per the contract.

Strategic Implications: This proposal relates to the following Key Sustainability Result Areas:-
4. Governance
Objective 3: Compliance to necessary legislation
Strategies:

3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation:

Not required.

Comment:

The auditor will be on-site for the period of one week to collect and test processes for financial management. Once this week is completed a report will be developed and forwarded to the audit partner for signing. Any issues raised during this process will be addressed to the satisfaction of the audit partner and then the Report released. This report will then be included as part of the annual report document to be provided for the Annual Electors Meeting on 1 December 2004. An exit interview is also proposed for the November meeting to enable an opportunity for the committee to follow-up on any issues raised as part of the audit process.

Voting Requirements: Normal

SM019/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

**Moved Cr Star seconded Cr Wigg
 Council receives the information for the entrance interview to be conducted with Council’s auditor Grant Thornton Chartered Accountants.
 CARRIED 7/0**

SM020/10/04 INFORMATION REPORT		
Proponent	Chief Executive Officer	In Brief Information Report.
Officer	D E Price – Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	1 October 2004	
Previously		
Disclosure of Interest		
Delegation	Council	

SM020.1/10/04 COMMON SEAL REGISTER REPORT – SEPTEMBER 2004 (A1128)

The Common Seal Register Report for the month of September 2004 as per Council Policy CSP30 Use of Shire of Serpentine Jarrahdale Common Seal is with the attachments marked SM020.1/10/04.

SM020.2/10/04 ECONOMIC & TOURISM DEVELOPMENT OFFICER REPORT – OCTOBER 2004 (A0436-05)

The Economic & Tourism Development Officer report of priorities to 11 October 2004 is with the attachments marked SM020.2/10/04.

SM020.3/10/04 USE OF DELEGATION REPORT (A0039-02)

The Chief Executive Officer exercised the following delegations during the month of September 2004:

CS-9 – Internal & External Funding Applications Seeking Council Endorsement

Letter of support regarding the Nambeelup Industrial Estate, Lakes Road, Pinjarra (OC04/6770)

Letter of support for the SJ Landcare Centre Project (OC04/6777)

AS-23 – Plant & Light Vehicle Replacement Strategy

Changeover O-SJ (OC04/6701)

SM020.4/10/04 PEEL DEVELOPMENT COMMISSION – 2003/2004 ANNUAL REPORT (A0109-02)

The Peel Development Commission 2003/2004 Annual Report has been received and a copy is located in the Councillors Lounge Library. This report is also available electronically on www.peel.wa.gov.au

SM020.5/10/04 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – PEEL ZONE MEETING MINUTES 30 SEPTEMBER 2004 (A1164)

The Minutes of the Peel Zone Meeting held on 30th September 2004 are in the attachments marked SM020.5/10/04.

SM020.6/10/04 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – SOUTH EAST METRO ZONE MEETING MINUTES 29 SEPTEMBER 2003 (A1164)

The Minutes of the South East Metropolitan Zone Meeting held on 29th September 2004 are in the attachments marked SM020.6/10/04.

SM020.7/10/04 SERPENTINE JARRAHDAL E GRAMMAR SCHOOL (INC) – CONSTITUTION AND RULES (A0775)

Council has been provided with a copy of the Serpentine Jarrahdale Grammar School (Inc) Constitution and Rules for their information. Councillors interested in obtaining a copy of the document may do so by contacting the Chief Executive Officer Personal Assistant. Council in this document has the opportunity to nominate two (2) members to the Board. The term of appointments is for three (3) years to a maximum of twelve (12) years.

The Board shall also consist of the following appointments:

- Two (2) members of the Anglican Parish of Serpentine Jarrahdale
- Two (2) members of the public who reside within the Serpentine Jarrahdale Shire nominated by the Board
- The Rector for the time being of the Anglican Parish of Serpentine Jarrahdale
- One (1) member nominated by the Parents and Friends Association
- One (1) member nominated by the Old Scholars' Association after a period of (9) years has expired from the date of Incorporation of the Association
- The school Principal who shall not be elected Chair, Vice-Chair or Treasurer
- The school Business Manager who shall not be elected Chair, Vice-Chair or Treasurer

Council will be advised in due course following a formal request is received to nominate two (2) members to the Board of the Serpentine Jarrahdale Grammar School (Inc).

SM020/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution

**Moved Cr Hoyer seconded Cr Price
The Information Report to 14 October 2004 is received.
CARRIED 7/0**

SM021/10/04 RECRUITMENT - CHIEF EXECUTIVE OFFICER (A1250)		
Proponent	Shire President – Cr Denyse Needham	In Brief
Officer	D E Price – Chief Executive Officer	Establish a Chief Executive Officer Recruitment Working Group to assist Council undertake the recruitment process to appoint a new Chief Executive Officer, and recommend the appoint of a Acting Chief Executive Officer until such time as this process is completed.
Signatures - Author:		
Senior Officer:		
Date of Report	18 October 2004	
Previously		
Disclosure of Interest		
Delegation	Council	

Background

The Shire President has been formally advised in accordance with Clause 15. "Termination" of the current Chief Executive Officers (CEO) resignation from the Serpentine Jarrahdale Shire effective from close of business on the 10 December 2004. ***A copy of the letter of resignation from the Chief Executive Officer is with the attachments marked SM021.1/10/04.***

Council will now need to commence the process of recruitment of a new Chief Executive Officer.

Comments

There are several matters which Council will need to address to recruit a new Chief Executive Officer:

- a) Council will need to ensure that an appropriate and transparent recruitment process is undertaken in light of recent publicity surrounding the recruitment and remuneration of senior staff in local government. It is suggested that to ensure integrity throughout the whole process Council should engage the assistance of external professional senior employee recruitment consultancy (consultant).

The Shire President and Deputy Shire President have had preliminary discussions with the current Chief Executive Officer on options Council has available to them to appoint a suitable consultant and the costs that Council would need to be prepared to incur upon such an appointment for this service.

Council has two options, one it may choose to advertise for the expression of interest from recruitment professionals, or in accordance with the Council purchasing guidelines, (cost would be under \$50,000), seek three (3) written quotes from suitable recruitment firms.

The Chief Executive Officer has also indicated that the City of Nedlands have offered to make available their Executive Manager Human Resources to provide advice and guidance to Council on the process if required following his departure.

- b) Given the likely hood that the recruitment process will not be finalised before 31 December 2004, and Council is introducing a new Committee Structure effective 1 January 2004 it is proposed that the members of the current Staff Management Committee not on leave of absence and the Councillors to be appointed effective from 1 January 2005 to deal with matters pertaining to the position of Chief Executive Officer be nominated to represent Council on a proposed Chief Executive Officer Recruitment Working Group to assist in the recruitment of a new CEO.

It is therefore recommended that Council establish the Chief Executive Officer (CEO) Recruitment Working Group to deal with this issue. The working groups responsibility would extend to the Council decision only, of which a summary is provided below for Councillors information.

1. Request the current Chief Executive Officer to obtain proposals from not less than 3 suitable professional senior employee recruitment consultants as per Councils policy for the purchase of goods and services and to make a recommendation to the current Chief Executive Officer to enable the appointment of a preferred consultant to assist in the recruitment of a new Chief Executive Officer.
2. Undertake a review of the Position Description for the position of Chief Executive Officer.
3. Prepare a draft contract for the position for consideration by Council in November 2004, including consideration of the salary range and total remuneration package.
4. Undertake interviews with the short listed candidates as put forward by the appointed recruitment consultant.
5. Recommend to Council at least two (2) preferred candidates for consideration, prior to Council making a final decision on the new appointment to the position of Chief Executive Officer.

Upon the appointment of a new Chief Executive Officer the "CEO Recruitment Working Group" is to be disbanded.

Sustainability Statement Not applicable

Statutory Environment: Local Government Act 1995. - Part 5 Administration, Division 4 "Local Government Employees" of the Local Government Act 1995

Council will need to appoint a person to the position of Acting Chief Executive Officer from the close of business on 3 December 2004 until the position is filled. It would be reasonable to for Council in this instance to give some consideration to paying the incumbent Acting as CEO a "higher duties" allowance during this period.

Policy Implications: Council Work Procedure CSWP16 "GUIDELINES FOR THE PURCHASE OF GOODS AND SERVICES".

Council Policy CSP34 "COUNCIL CONTROL OVER EMPLOYEES DEALING IN LAND AND OTHER BUSINESS ACTIVITIES WITHIN THE SERPENTINE JARRAHDAL SHIRE."

Financial Implications: The cost to engage a suitable professional senior employee recruitment consultant is general a percentage (in the range of 12% to 16%) of the salary of the position being recruited.

It should also be noted that it is difficult to estimate what the actual cost in dollar terms a consultant will cost Council as the salary range for the new CEO will need to be determined by Council.

Council does not have funds specifically budgeted for this purpose, however, Council will have surplus funds in the salaries budget as a result of this position being vacant in 2004/2005.

Based on the current CEO's salary, and the reality that Council may not be able to have a new CEO commence in the position until February 2004, there may be in the order of \$20,000 - \$25,000 surplus in CEO 500 to pay for the consultant and any "higher duties" that may be agreed to.

Funds may be re-allocated from account CEO 500 to OGC 505 (Staff Employment Expenses) at the mid year budget review to meet the costs associated with the CEO recruitment.

Community Consultation: Not applicable, however, the position will be advertised in Western Australia and possibly Interstate.

Voting Requirements: ABSOLUTE MAJORITY

SM021/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Price

1. Council receives with regret the resignation of the Chief Executive Officer.
2. Council agrees to establish a working group to recruit a new Chief Executive Officers (The CEO Recruitment Working Group).
3. Council appoints the current Staff Management Committee members (excluding those on leave of absence) and the Councillors as nominated in item C035/10/04 to be appointed effective from 1 January 2005 to deal matters such as the recruitment of a Chief Executive Officer as listed to the "CEO Recruitment Working Group"

Cr Needham (Shire President)
Cr Price (Deputy Shire President)
Cr Hoyer
Cr Kirkpatrick
Cr Star

4. Council request the CEO Recruitment Working Group to;
 - a) Request the current Chief Executive Officer to obtain proposals from not less than 3 suitable professional senior employee recruitment consultants as per Councils policy for the purchase of good and services and for it to make a recommendation to the current Chief Executive Officer to enable the appointment of a preferred consultant to undertake the recruitment of a new Chief Executive Officer. Funds are to be re-allocated from account CEO 500 to OGC 505 at the mid year budget review to meet the costs associated with the CEO recruitment.
 - b) Undertake a review of the Position Description for the position of Chief Executive Officer.
 - c) Prepare a draft contract for the position in accordance with Part 5 Administration, Division 4 "Local Government Employees" of the Local Government Act 1995 for consideration by Council in November 2004. The draft is to include a recommended salary range and the details and

associated value of the total remuneration package Council is prepared to offer.

d) Undertake interviews with the short listed candidates as put forward by the appointed recruitment consultant.

e) Recommend to Council at least two (2) preferred candidates for consideration, prior to Council making a final decision on the new appointment to the position of Chief Executive Officer.

5. Council agrees that upon part 3e of this decision being completed and Council agreeing on a preferred candidate by way of a Council resolution to that effect;

a) The Shire President is authorised to negotiate with the preferred candidate a contract of employment for up to five (5) years in accordance with i) Part 5 Administration, Division 4 “Local Government Employees” of the Local Government Act 1995 and ii) the employment contract agreed to by Council under part 4c of this decision.

b) The Shire President is authorised to sign and place the common seal on the contract of employment agreed between Council and the person appointed to the position of Chief Executive Officer by resolution of the Council of the Serpentine Jarrahdale Shire.

6. Council also requests the CEO Recruitment Working Group to undertake the following:

a) Make a recommendation to Council in November regarding the appointment of an Acting Chief Executive Officer after the close of business on Thursday 2 December 2004.

b) Give consideration to a “higher duties” allowance being provided to the position of Acting Chief Executive Officer until such time as Council has appointed a new Chief Executive Officer, and provide advice back to Council on this proposal when reporting on 6a. above in November.

7. Upon the appointment of a new Chief Executive Officer the “CEO Recruitment Working Group” is to be disbanded.

CARRIED 7/0 ABSOLUTE MAJORITY

H04/10/04 APPOINTMENT OF AUTHORISED OFFICER(S) – LITTER ACT 1979 – AUTHORISED OFFICERS (A0002)		
Proponent:	Chief Executive Officer	In Brief Appointment of authorised officers in accordance with the provisions of the Litter Act 1979
Owner:		
Officer:	David Price – Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	30.09.04	
Previously	H14/06/03; SM070/05/02	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

As part of the review of Council delegations process, it is considered good practice to annually confirm the appointment of “authorised persons/officers” in accordance with the requirements of the above Act.

Sustainability Statement

N/A

Statutory Environment:

Litter Act 1979

Policy/Work Procedure Implications:

There are no work procedures/policy implications directly related to this application/issue.

Financial Implications:

There are no Financial implications to Council related to this application/issue.

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

1. People and Community

Objective 1: Good quality of life for all residents

Strategies:

- 2. Develop good services for health and well being.
- 6. Ensure a safe and secure community.

Community Consultation:

Required: No

Comment:

The named legislation requires that “the Council” appoint persons to undertake certain duties. It is considered appropriate to re-confirm the names and positions of officers duly appointed by Council under this Act.

Voting Requirements:

Normal

Committee/Officer Recommended Resolution:

Litter Act 1979 – Authorised Officers

For the purposes of the Litter Act 1979, the following officers of the Serpentine Jarrahdale Shire are formally appointed as authorised officers:

Brian Douglas Owston
Sarah Kirsty Hutchins
David George Gossage
Peter Alexander Lockhart
Anthony Edward Turner
Wayne Leslie Chant

The authority of the above-named officers does not extend to the withdrawal of infringement notices.

Chief Executive Officer is hereby appointed to consider applications for withdrawal of infringement notices and to grant such requests when there is justification for such action.

Any previous appointment of an authorised officer under the provisions of the Litter Act 1979 is hereby revoked.

Council Note: A minor change to Committee/Officer Recommended Resolution: following the resignation of David Edward Price reference is now made to Chief Executive Officer instead of David Edward Price.

H04/10/04 COUNCIL DECISION

Moved Cr Wigg seconded Cr Star **Litter Act 1979 – Authorised Officers**

For the purposes of the Litter Act 1979, the following officers of the Serpentine Jarrahdale Shire are formally appointed as authorised officers:

Brian Douglas Owston
Sarah Kirsty Hutchins
Peter Alexander Lockhart
Anthony Edward Turner
Wayne Leslie Chant

The authority of the above-named officers does not extend to the withdrawal of infringement notices.

Chief Executive Officer is hereby appointed to consider applications for withdrawal of infringement notices and to grant such requests when there is justification for such action.

Any previous appointment of an authorised officer under the provisions of the Litter Act 1979 is hereby revoked.

CARRIED 7/0

Council Note: The Committee/Officer Recommended resolution was changed by removing David George Gossage's name due to his six (6) month secondment to fill in an acting capacity the Community Fire & Emergency Services Manager position until it is advertised by FESA and the role of Authorised Officer under the Litter Act not being included in the Memorandum of Understanding with FESA for this position

P025/10/04 INITIATION OF SCHEME AMENDMENT NO. 142 - LOT 825 (NO. 10) PHILLIPS ROAD, BYFORD (P00981)		
Proponent:	Serpentine Jarrahdale Shire	In Brief Request for Council to initiate a Scheme Amendment to correct an error in the Scheme Map for Lot 825 Phillips Road, Byford. The subject land is shown to be reserved for 'Public Open Space', however it should be zoned 'Rural' consistent with the MRS, the Shire's Rural Strategy and use/development of the land. A 'Rural' zoning will also reflect the prevailing zoning of adjoining/nearby land.
Owner:	C A Orlando	
Officer:	Andrew Trosic - Senior Planner	
Signatures Author:		
Senior Officer:		
Date of Report	6 October 2004	
Previously	N/A	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act.	
Delegation	Council	

Owner: C A Orlando
 Owner's Address: 10 Phillips Road, Karrakup 6122
 Applicant: Above
 Applicant's Address: Above
 Date of Receipt: 30 September 2004
 Advertised: N/A
 Submissions: N/A
 Lot Area: 16.0154ha
 L.A Zoning: Public Open Space
 MRS Zoning: Rural
 Byford Structure Plan: N/A
 Rural Strategy Policy Area: Rural
 Rural Strategy Overlay: N/A
 Municipal Inventory: N/A
 Townscape/Heritage Precinct: N/A
 Bush Forever: N/A
 Date of Inspection: N/A

Background

Shire of Serpentine Jarrahdale Town Planning Scheme No. 2 ("the Scheme") was gazetted on 4 August 1989, in accordance with the requirements of the *Town Planning and Development Act 1928* and *Town Planning Regulations 1967*. The Scheme zoned and reserved land within the Shire for a variety of purposes, with such zonings and reservations depicted by the Scheme Map and Text. In the case of the subject land, it was shown to be reserved for 'Public Open Space', whereas similar adjoining/nearby land was zoned 'Rural' as per the previous Town Planning Scheme No. 1.

As there is no documented evidence to support why the subject land was reserved for 'Public Open Space', it is considered an error on the Scheme Map. Considering i) the Metropolitan Region Scheme ("MRS") which identifies the subject land as being zoned 'Rural', ii) the Shire's Rural Strategy which identifies the subject land within the Rural Policy Area, iii) the current rural use/development of the subject land, and iv) the prevailing zoning of adjoining/nearby land, it is considered that the subject land should be zoned 'Rural'. Such reflects the previous zoning under Town Planning Scheme No. 1, the zoning under the MRS and importantly is considered to reflect proper and orderly planning for the area. On this basis it is recommended that Council initiate a Scheme Amendment to rezone the subject land from 'Public Open Space' to 'Rural'.

Sustainability Statement

Effect on Environment: The proposal is not considered to effect the environment, as it corrects a zoning error for the subject land only.

Use of Local, renewable or recycled Resources: The proposal will ensure that the subject land can be used for purposes consistent with the 'Rural' zoning of the Scheme. The protection of 'Rural' zoned land is considered to be an important local resource for the Shire.

Economic Viability: The proposal will ensure the economic viability of the subject land by ensuring its correct zoning is accurately depicted by the Scheme.

Economic Benefits: The proposal will provide economic benefits for the Shire by ensuring that the subject land can be used for rural purposes as intended.

Statutory Environment: Town Planning and Development Act 1928
Town Planning Regulations 1967
Metropolitan Region Town Planning Scheme Act 1959
Town Planning Scheme No. 2
Rural Strategy

The procedural requirements for initiating Scheme Amendments are provided within the *Town Planning and Development Act 1928* and the *Town Planning Regulations 1967*. At this stage it is the provisions relating to advertising and referral requirements of Scheme Amendments that must be adhered to as per Section 7 of the *Town Planning and Development Act 1928*. These are detailed below;

"7. Preparation of schemes

- (2) *Subject to subsection (2aa), a town planning scheme prepared or adopted, or an amendment to a town planning scheme prepared, by a local government shall --*
- (a) *After compliance with sections 7A1 and 7A2 in respect of that town planning scheme or amendment, be advertised for public inspection in accordance with the regulations; and*
 - (b) *After advertisement under this subsection and compliance with sections 7A3 and 7A4 in respect of that town planning scheme or amendment, be submitted to the Minister for his approval.*

(2aa) *A local government shall, before submitting a town planning scheme or amendment to the Minister under subsection (2)(b), make reasonable endeavours to consult in respect of the town planning scheme or amendment such public authorities and persons as appear to the local government to be likely to be affected by the town planning scheme or amendment.*

7A1. *Reference of proposed town planning schemes, and proposed amendments to town planning schemes, to Environmental Protection Authority.*

When a local government resolves to prepare or adopt a town planning scheme, or to prepare an amendment to a town planning scheme, under section 7, the local government shall forthwith refer the proposed town planning scheme or amendment to the EPA by giving to the EPA --

- (a) *written notice of that resolution; and*
- (b) *such written information about the town planning scheme or amendment as is sufficient to enable the EPA to comply with section 48A of the EP Act in relation to the town planning scheme or amendment".*

Policy/Work Procedure:

Implications: There are no work procedures/policy implications directly related to this application/issue.

Financial Implications:

It is recommended that Council waive the normal fee (approximately \$2500) associated with rezoning proposals in this instance only. This is due to the proposal being a correction to the Shire's Scheme Map, and not a new proposal requiring more thorough assessment and determination. This fee also includes advertising costs associated with the Scheme Amendment (approximately \$300-\$400).

Strategic Implications:

This proposal relates to the following Key Sustainability Result Areas:-

1. People and Community

Objective 2: Plan and develop towns and communities based on principles of sustainability

Strategies:

2. Develop compatible mixed uses and local employment opportunities in neighbourhoods.

2. Environment

Objective 2: Strive for sustainable use and management of natural resources

Strategies:

1. Implement known best practice sustainable natural resource management.

3. Economic

Objective 1: A vibrant local community

Strategies:

1. Attract and facilitate appropriate industries, commercial activities and employment.
2. Identify value-adding opportunities for primary production.

Objective 3: Effective management of Shire growth

Strategies:

1. Enhance economic futures for Shire communities.
3. Integrate and balance town and rural planning to maximise economic potential.

4. Governance

Objective 3: Compliance to necessary legislation

Strategies:

1. Ensure development and use of infrastructure and land complies with required standards.
3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation:

No community consultation has been carried out to date. However, if initiated, the Scheme Amendment will require public advertising for a period of not less than 42 days in accordance with the *Town Planning Regulations 1967*.

Comment:

The subject land comprises two single residences, is relatively undulating and is covered by some fragmented strands of native remnant vegetation. Major parts of the land are cleared, however such are generally not used for any noted rural use. There is however a large dam located in the south west portion of the subject site which irrigates some orchards on the property.

In summary of land use characteristics, it is recommended that the Scheme Amendment be initiated by Council for the following reasons;

- i) A 'Rural' zoning for the subject land will reflect the MRS;
- ii) A 'Rural' zoning will reflect the strategic guidance provided by the Shire's Rural Strategy;
- iii) A 'Rural' zoning will reflect the current use and development of the subject land, particularly its predominantly low-key use; and
- iv) A 'Rural' zoning will reflect the prevailing zoning of adjoining and nearby land.

In light of the above, a proper and orderly planning assessment reveals that the subject land should be zoned for 'Rural' purposes. The Scheme Amendment will achieve this, and will correct what is a zoning error for the subject land depicted by the current Scheme Map.

It should finally be noted that under Section 35A of the *Metropolitan Region Town Planning Scheme Act 1959*, local authorities within the metropolitan region are required to bring their town planning schemes into conformity with the MRS. This Scheme Amendment will achieve this by zoning the subject land 'Rural' consistent with the MRS.

Voting Requirements: ABSOLUTE MAJORITY

P025/10/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Price seconded Cr Star

1. Council, in pursuance of Section 7 of the *Town Planning and Development Act 1928*, initiate an Amendment to the Shire of Serpentine Jarrahdale Town Planning Scheme No. 2 for the purpose of rezoning Lot 825 Phillips Road, Byford from 'Public Open Space' to 'Rural', and amending the Scheme Map accordingly.
2. As the Scheme Amendment is in the opinion of Council consistent with Section 6(1) and the first schedule of the Act, regulations made pursuant to the Act and relevant statements of planning policy prepared under Section 5AA of the Act, that upon receipt of the necessary documentation, the Scheme Amendment be referred to the Environmental Protection Authority (EPA) as required by Section 7A1 of the Act, and on receipt of a response from the EPA indicating that the Amendment is not subject to formal environmental assessment, be advertised for a period of 42 days, in accordance with the *Town Planning Regulations 1967*. In the event that the EPA determines that the Amendment is to be subject to formal environmental assessment, this assessment is to be prepared by the proponent prior to advertising of the Amendment.
3. Following advertising of the Scheme Amendment, the matter be referred back to Council for further consideration.
4. The necessary Scheme Amendment documentation be prepared by Council, and Council waive all associated fees.

CARRIED 7/0

8. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

9. CHIEF EXECUTIVE OFFICER'S REPORT

10. URGENT BUSINESS:

COUNCIL DECISION

Moved Cr Star seconded Cr Wigg

To accept an item of an urgent nature being the reintroduction of C032/10/04 to allow Councillors to reconsider the item due to the short time frame available to the applicant to find an alternative location to the Jarrahdale Mill site that complied with their requirements and also to ensure the benefits of the carbon sequestration arrangement included in the committee/officer recommendation are achieved.

CARRIED 7/0

COUNCIL DECISION

Moved Cr Wigg seconded Cr Star

Council agrees to re-introduce item C032/10/04 in accordance with 10.23 of the Standing Orders Local Law 2002.

CARRIED 7/0 ABSOLUTE MAJORITY

C032/10/04 DARLING 200 RALLY – PROPOSAL TO USE JARRAHDALÉ HERITAGE PARK AS A SERVICE PARK (P05576)		
Proponent:	Light Car Club of WA (Inc)	In Brief Council is requested to give consent to Light Car Club of WA to lodge a development application for use of part of Jarrahdale Heritage Park for a service park for the Darling 200 Rally.
Owner:	Shire of Serpentine Jarrahdale	
Officer:	Bryce Coelho – Manager Asset Services	
Signatures Author:		
Senior Officer:		
Date of Report	22 nd September 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

Light Car Club of WA (inc) seeks Council consent to utilise a section of the Jarrahdale Heritage Park as a service park for two days over the period of the Darling 200 Rally.

The Light Car Club of WA is proposing to conduct a car rally in the area to the east of Jarrahdale on Saturday 27th November 2004 as the final round of the West Australian Clubman Cup Rally Championship (Darling 200 Rally).

A copy of the proposed routes planned to be used for the competition is included with the attachments and marked [C032.1-10-04.pdf](#).

Given the geographic location and the resources available for the race, the event organisers have identified an area of Jarrahdale Heritage Park and access to the old office building as being suitable for a service park.

A service park would entail things such as a headquarters management centre, servicing of vehicles, and refuelling station. A delegation from Light Car Club of WA attended Council's Concept Forum held on 20th September 2004 to give Councillors a briefing on the implications and benefits of the proposal.

Should Council wish to progress this matter it would be necessary for Light Car Club of WA to lodge a development application for use of the subject land as a service park. This application would require separate determination by the WA Planning Commission so far as the land is within a Water Catchments Reservation in the Metropolitan Region Scheme. Notwithstanding the time constraints on the proponent Council can in no way guarantee timely consideration of any development application by the Commission and the Department of Environment Water and Catchment Protection

Sustainability Statement

Effect on Environment: Servicing of any of the vehicles will be carried out on tarpaulins within the Jarrahdale Heritage Park.

Resource Implications: Infrastructure such as roads under the care and control of the Shire being made to be reinstated satisfactorily following the event.

Use of Local, renewable or recycled Resources: The proposal would provide the use of local stores by event organizers, participants and spectators.

Economic Viability: There will not be ongoing costs or funding required for the Shire in the future.

Economic Benefits: The proposal will provide economic benefits to the community such as employment creation and tourism generator where event organizers, participants and spectators would utilize businesses such as the general store.

Social – Quality of Life: All servicing and refuelling of vehicles will be in a central controlled area. The quality of life would not be hindered from this proposal.

Social and Environmental Responsibility: The applicant is required to obtain necessary approvals from relevant state government agencies including the WA Police service, Department of Conservation and Land Management, Water and Rivers Commission and Water Corporation of WA.

Social Diversity: The proposal does not disadvantage any social groups within the community, rather it aims to cater for all sectors of the community.

Statutory Environment: Town Planning and Development Act 1928 (as amended)
Shire of Serpentine-Jarrahdale Town Planning Scheme
No. 2.
Metropolitan Region Scheme

Policy/Work Procedure Implications: Rural Strategy

Financial Implications: The proposal does not have an impact on budgeted income or expenditure in the current year. If the project comes on stream it will have indirect benefits through tourist visitation and media exposure.

Strategic Implications: This proposal relates to the following Key Sustainability Result Areas:-
1. People and Community
Objective 1: Good quality of life for all residents
Strategies:
4. Respect diversity within the community.
5. Value and enhance the heritage character, arts and culture of the Shire.

Objective 2: Plan and develop towns and communities based on principles of sustainability

Strategies:

1. Increase information and awareness of key activities around the Shire and principles of sustainability.
2. Develop compatible mixed uses and local employment opportunities in neighbourhoods.
3. Design and develop clustered neighbourhoods in order to minimise car dependency.
4. Foster a strong sense of community, place and belonging.
5. Protect built and natural heritage for economic and cultural benefits.

Objective 3: High level of social commitment

Strategies:

1. Encourage social commitment and self determination by the SJ community.
2. Build key community partnerships.

3. Economic

Objective 1: A vibrant local community

Strategies:

1. Attract and facilitate appropriate industries, commercial activities and employment.
3. Develop tourism potential.
4. Promote info-technology and telecommuting opportunities.

4. Governance

Objective 2: Formation of Active Partnerships to progress key programs and projects

Strategies:

1. Improve coordination between Shire, community and other partners.
2. Improve customer relations service.
3. Develop specific partnerships to effectively use and leverage additional resources.

Objective 3: Compliance to necessary legislation

Strategies:

1. Ensure development and use of infrastructure and land complies with required standards.
3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation:

Required: No

The applicant would however be required to notify effected land property owners.

Comment:

The endorsement of this application for road closures has been undertaken by Asset Services under delegated authority.

A copy of the Lease is included with the attachments and marked [C032.2-10-04.pdf](#).

Voting Requirements: ABSOLUTE MAJORITY

C032/10/04 COUNCIL DECISION

Moved Cr Hoyer seconded Cr Wigg

1. Council gives its consent to enter into a lease agreement for the use of Lot 814 Jarrahdale Road (Jarrahdale Heritage Park) as a service park for two days 26th November 2004 and 27th November 2004 for Darling 200 Rally.
2. A lease fee of \$220 be charged and provided to Serpentine Jarrahdale Landcare to use in the verge tree planting program to offset carbon emissions.
3. The Chief Executive Officer and Shire President be authorised to sign the lease attached with this report and marked C032.2/10/04.

CARRIED 6/1 ABSOLUTE MAJORITY

11. COUNCILLOR QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN:

P028/10/04 QUESTION ON NOTICE – APPROPRIATE ACTION AGAINST ILLEGAL CLEARING (A1042/01)		
Proponent:	Cr John Kirkpatrick	In Brief Cr Kirkpatrick has questioned whether council would take appropriate action against persons that undertake clearing without approval.
Owner:	Not applicable	
Officer:	Brad Gleeson - Manager Planning and Regulatory Services	
Signatures Author:		
Senior Officer:		
Date of Report	13 th October 2004	
Previously	Nil	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

At the Ordinary Council Meeting of the 27th September 2004, Cr Kirkpatrick tabled a question on notice that reads as follows:

“Will the council take appropriate action against builders, contractors and landowners that clear native vegetation and trees outside the building envelope on their land. Recently a contractor cleared two large jarrah trees outside the building envelope and clearly marked to be left on a lot in the Chestnuts. This is not the first time that events like this have occurred.”

Council are advised that planning staff are currently investigating two reports of illegal clearing within the Chestnuts subdivision and are considering whether sufficient evidence exists to recommend legal action against the parties involved for breaches of the provisions of the Town Planning Scheme. Should Council’s solicitors advise that the case or cases have merit, then a report would be presented to Council seeking approval to undertake legal action.

12. CLOSURE:

There being no further business the meeting closed at 7.52pm.

I certify that these minutes were confirmed at the ordinary council meeting held on 22nd November, 2004

 Presiding Member

 Date

13. INFORMATION REPORT – COMMITTEE DELEGATED AUTHORITY:

C036/10/04 RENEWAL OF LEASE WITH THE CARDUP CHRISTIAN COMMUNITY CHURCH (P00419/02)		
Proponent	Cardup Christian Community Church	In Brief To decide whether to extend the current lease of Lot 802 Soldiers Road, Cardup with the Cardup Christian Community Church for a further three (3) years.
Officer	Cary Green – A/Manager Corporate Services	
Signatures - Author:		
Senior Officer:		
Date of Report	05/10/04	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM046/05/04	

C036/10/04 COMMITTEE DECISION/Officer Recommended Resolution

- Council enter into further consultation with the Cardup Christian Community Church & Uniting Church to pursue the option of relocating to the Mundijong site, as per the steps discussed in this report.
- Give the Cardup Christian Community Church 21 days to respond to the proposal of taking up the vesting of Mundijong Reserve 3863. Shire of Serpentine-Jarrahdale

MEMORANDUM

TO: _____ :

CC: _____ :

FROM _____ :

REFFILEFILE N° _____ ::

DATE _____ : 17 AUGUST 2000 30 JUNE 1998

SUBJECT _____ :

Peter Kerp

- Consider the future of the lease with Cardup Christian Community Church at the November meeting.
CARRIED 5/0

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C038/10/04 CONFIRMATION OF PAYMENT OF CREDITORS (A0917)		
Proponent:	Director Corporate Services	In Brief

Owner:	N/A	To confirm the creditor payments made during September
Officer:	S. O'Meagher – Finance Officer	
Signatures Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

C038/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

Council notes the payments authorised under delegated authority and detailed in the list of invoices for the month of September, presented to the Corporate Services Committee and to Council, per the summaries set out above include Creditors yet to be paid and in accordance with the Local Government (Financial Management) Regulations 1996.
CARRIED 5/0

C039/10/04 DEBTOR ACCOUNTS WITH A BALANCE IN EXCESS OF \$1,000 (A0917)		
Proponent:	Director Corporate Services	In Brief
Owner:	Not Applicable	
Officer:	Lauren Whitshed – Customer Support Officer	To receive the statement of debtors over \$1,000 as at 30 September 2004
Signatures Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

C039/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council receive and note the report on Debtors accounts with a balance in excess of \$1,000 outstanding for 90 days or greater as at 30 September 2004.
 CARRIED 5/0**

C040/10/04 SUNDRY DEBTOR OUTSTANDING ACCOUNTS (A0917)		
Proponent:	Director Corporate Services	In Brief
Owner:	Not Applicable	
Officer:	Lauren Whitshed – Customer Support Officer	To receive the sundry debtor balances as at 30 September 2004
Signatures Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

C040/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council receive and note the report on Sundry Debtor Outstanding Accounts as at 30 September 2004.
 CARRIED 5/0**

C041/10/04 RATE DEBTORS REPORT (A0917)		
Proponent:	Director Corporate Services	In Brief
Owner:	Not Applicable	
Officer:	V Tapp – Finance Officer - Rates	To receive the rates report as at 30 September 2004
Signatures Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

C041/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council receive and note the report the Rate Debtors accounts as at 30 September 2004.
CARRIED 5/0**

C042/10/04 INFORMATION REPORT		
Proponent:	Director Corporate Services	In Brief
Owner:	Not Applicable	
Officer:	Various	To receive the information report to 30 September 2004
Signatures Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

C042/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

**The information report to 5 October 2004 be received.
CARRIED 5/0**

C043/10/04 CONGRATULATIONS TO ABBOT AJAHN BRAHM – 2004 JOHN CURTIN MEDAL (A0008-02)		
Proponent:	Abbot Ajahn Brahm	In Brief Formal letter of congratulations to Abbot Ajahn Brahm on being awarded the 2004 John Curtin Medal.
Owner:		
Officer:		
Signatures Author:		
Senior Officer:		
Date of Report	11 th October, 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

C043/10/04 COMMITTEE DECISION

**Council congratulates Abbot Ajahn Brahm on being awarded the 2004 John Curtin Medal for his work as the spiritual director of the Buddhist Society of WA
CARRIED 5/0**

AS018/10/04 STORAGE OF MATERIALS AT LOT 199 WATKINS ROAD, MUNDIJONG – WATKINS ROAD TRANSFER STATION SITE (RS0038-02)		
Proponent:	Director Asset Services	In Brief Council is requested to approve the storage and stockpiling of construction and recyclable materials at the Watkins Road Transfer Station site.
Officer:	Mick Beaverstock Director Asset Services	
Signatures Author:		
Senior Officer:		
Date of Report	28 September 2004	
Previously	CRAS084/06/04 28 June 2004	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

AS018/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council approves the use of Lot 199 Watkins Road (Transfer Station Site) for the temporary storage of materials associated with construction works undertaken by the shire and other materials for the purpose of recycling.
CARRIED 5/0**

Cr Star declared an interest in item AS020/10/04 as she has commercial interests in the Sawmill.

AS020/10/04 OVERSIZE VEHICLE APPLICATION – JARRAHDAL ROAD, JARRAHDAL (A0512-03)		
Proponent:	Heritage Sawmillers	In Brief Council is requested to consider an oversize vehicle permit application for access of long vehicle truck and trailer combinations on Jarrahdale Road, Jarrahdale. Advertising for public comment is recommended.
Owner:	Heritage Sawmillers	
Officer:	Bryce Coelho – Manager Asset Services	
Signatures Author:		
Senior Officer:		
Date of Report	30 th September 2004	
Previously	AS050/02/04 9 February 2004	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

AS020/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

Council advertise its intention to consider approval of oversize vehicle operations on Jarrahdale Road to the local Jarrahdale Community prior to making a decision on this request.

CARRIED 4/0

AS021/10/04 2004/05 FOOTPATH PROGRAM (A0477)		
Proponent:	Shire of Serpentine Jarrahdale	In Brief Council is requested to endorse the Footpath Program in accordance with Policy AP27 – Footpath Priority Assessment from the approved 2004/05 Budget.
Owner:	Asset Services	
Officer:	Jason Elliott–Technical Officer	
Signatures Author:		
Senior Officer:	Bryce Coelho	
Date of Report	30 th September 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

AS021/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

Council endorse the 2004/05 Footpath Program.

Road	Location	Description	Length	Cost
Watkins Road, Mundijong	Rose Road to L226	Install new path	280m	\$46,000
Hall Serpentine Rd,	Leslie St to Fielder Rd	New trotting fines footpath	1085m	\$13,000
Wright Mundijong Rd,	Bilya Ave to Watkins Rd	New concrete footpath	530m	\$34,000
TOTAL			1895m	\$93,000

CARRIED 5/0

AS022/10/04 PROPOSED USE OF GRAVEL RESERVE 23328 KEYSBROOK FOR DRIVESAFE WA TRAINING COURSES (RS0111)		
Proponent:	Drive Safe Australia (WA)	In Brief Drive Safe Australia (WA) requests Council permission to use Gravel Reserve 23328 to conduct driver training courses. Reserve 23328 is now reserved for community purposes and may be leased for the period of up to 21 years. It is recommended Council support this proposal.
Owner:		
Officer:	Jenni Andrews – Reserves Officer	
Signatures Author:		
Senior Officer:		
Date of Report	1 October 2004	
Previously	AS078/06/04	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

AS022/10/04 COMMITTEE DECISION/Officer recommended Resolution:

**Council agrees to lease Reserve 23328 to Drive Safe Australia for a period of 1 year and that planting in the reserve be undertaken to compensate for loss of small eucalypts.
CARRIED 5/0**

AS024/10/04 FENCING OF STORM WATER BASIN DARLING VIEWS ESTATE (RS0196)		
Proponent:	Mr. & Mrs. Korthuis	In Brief Council is requested to consider a request by resident to fence a stormwater basin on the Darling Views Estate. It is recommended that Council do not endorse the fencing of this reserve.
Owner:	Vested in Shire of Serpentine Jarrahdale	
Officer:	Paul Beaumont Operations Team Leader	
Signatures Author:		
Senior Officer:		
Date of Report	1 st October 2004	
Previously	Item number and meeting date	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

AS024/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council declines the request for fencing of the stormwater compensating basin in Reserve 47044, Darling Views Estate as the basin has been constructed in accordance with industry standard for drainage facilities where public access is not restricted.
CARRIED 5/0**

AS025/10/04 INFORMATION REPORT		
Proponent	Director Asset Services	In Brief To receive the information report to the 30 September 2004
Officer		
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM046/05/04	

AS025/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

The Director Asset Services' report to the 30 September 2004 be received.
CARRIED 5/0

CRD13/10/04 COMMUNITY SPORT & RECREATION FACILITIES FUND (CSRFF) (A0141-02)		
Proponent:	Serpentine Jarrahdale Shire, Mundijong Centrals Football Club, Lightweight Motorcycle Club and Peel Metropolitan Horse & Pony Club	In Brief Council is asked to prioritise funding applications being submitted under the Community Sport & Recreation Facilities Fund
Owner:		
Officer:	Carole McKee - Community Development Officer	
Signatures Author:		
Senior Officer:		
Date of Report	1.10.04	
Previously	CRD04/09/04	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Committee – in accordance with resolution SM046/05/04	

CRD13/10/04 COMMITTEE DECISION/Officer Recommended Resolution:

1 Council endorses the following rankings for Community Sport & Recreation Facilities Fund applications for 2004/2005:

Organi-sation	Project	Estimated Project Cost \$	CSRFF Grant Sought	Applicant \$	Other \$	Level of Support	Council Priority Ranking
Serpentine Jarrahdale Shire	Mundijong change rooms upgrade (including sports development facility)	\$185,280	\$61,760	1/3 – up to \$61,760 (SJ Shire)	\$61,760 (groups)	High (well planned/ & needed by municipality)	1
Peel Metropolitan Horse & Pony Club	Construction of dressage arena at King Road reserve	\$9,240	\$2,800	\$3,100	\$2,500 (SJ Shire)	High (well planned/ & needed by municipality)	2

Lightweight Motorcycle Club	Replacement of scoring and public address facility at Henley Park	\$10,533	\$2,633	\$7,600	\$300 (donated materials)	High (well planned/ & needed by municipality)	3
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2 Council authorises the Chief Executive Officer to sign the necessary planning application forms for the Peel Metropolitan Horse & Pony Club and Lightweight Motorcycle Club developments described within this report.
CARRIED 5/0

CRD14/10/04 INFORMATION REPORT		
Proponent:	Not applicable	In Brief Information report
Owner:	Not applicable	
Officer:	Carole McKee – Community Development Officer	
Signatures Author:		
Senior Officer:		
Date of Report	1.10.04	
Previously	N/A	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee – in accordance with resolution SM046/05/04	

CRD14/10/04 COMMITTEE DECISION/Officer Recommended Resolution

Council accepts the September 2004 Information Report.
CARRIED 5/0

B04/10/04 INFORMATION REPORT		
Proponent:	N/A	In Brief Information report
Owner:	N/A	
Officer:	Wayne Chant - Principal Building Surveyor	
Signatures Author:		
Senior Officer:		
Date of Report	08.10.04	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee – in accordance with resolution SM046/05/04	

B04/10/04 COMMITTEE DECISION/Officer Recommended Resolution

Council accepts the September 2004 Information Report.
CARRIED 5/0

H05/10/04 INFORMATION REPORT

Proponent:	N/A	In Brief Information report
Owner:	N/A	
Officer:	Tony Turner - Principal Environmental Health Officer	
Signatures Author:		
Senior Officer:		
Date of Report	8.10.04	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee – in accordance with resolution SM046/05/04	

H05/10/04 COMMITTEE DECISION/Officer Recommended Resolution

**Council accepts the information report for September 2004.
CARRIED 5/0**

E003/10/04 RESPONSE FROM CONSERVATION COMMISSION ABOUT PROPOSED JARRAHDAL E BUFFER (A0563)		
Officer:	Sue Osborne - Environmental Officer	In Brief The Conservation Commission has responded in relation to Council's request to include the proposed Jarrahdale buffer within the Parks of the Darling Range concept area. The correspondence indicates that the matter should be taken further with CALM. This report recommends that a meeting be convened between senior District and Regional Parks staff and Council in an effort to progress the request.
Signatures Author:		
Senior Officer:		
Date of Report	1 October 2004	
Previously	E010/04/04	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee – in accordance with resolution SM046/05/04	

E003/10/04 Committee/Officer Recommended Resolution:

The Senior District and Regional Parks staff and/or the Director of Parks from the Department of Conservation and Land Management and Council seek a meeting with the Minister for Environment to discuss:

- i) Inclusion of the proposed forest buffer area around the townsite of Jarrahdale within the Parks of the Darling Range concept area; and**
- ii) Development of a detailed area management plan over both Gordon Block and the Jarrahdale buffer.**

CARRIED 5/0

Committee Note: The Officer Recommended Resolution was amended to better reflect protocol with regard to the meeting that Council would like to have. The Presiding Officer did not believe that this amendment changed the intent of the Officer Recommended Resolution.

P024/10/04 RURAL USE (TRAINING & AGISTMENT OF HORSES) - LOT 56 (NO. 61) LARSEN ROAD, BYFORD (P04364/02)		
Proponent:	Sandra Hawkins	In Brief The applicant seeks planning approval for Rural Use (training and agistment of horses) on the property. It is recommended that the application be conditionally approved.
Owner:	As Above	
Officer:	Michael Daymond – Planning Officer	
Signatures Author:		
Senior Officer:		
Date of Report	1 October 2004	
Previously	Not applicable	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

P024/10/04 Committee Decision/Officer Recommended Resolution:

Subject to no objections being received from adjoining landowners, Council grants planning approval for the Rural use (Training and Agistment of Horses) on Lot 56 Larsen Road, Byford subject to the following conditions:

1. A maximum of fourteen (14) horses are permitted to be kept on the property at any one time.
2. A maximum of two (2) horses can be grazed in the paddocks at any given time with the remaining twelve (12) horses being intensively stabled.
3. Management of the property is to be in accordance with the approved management plan dated 7 July 2004.
4. No overgrazing of the paddocks or environmental degradation of the land is permitted to occur.
5. Clients are to enter and leave the property between the hours of 8:00am and 6:00pm.
6. Manure from paddocks is to be collected daily and either taken off site or composted in a fly proof container with an impermeable base and covered to prevent rainwater access.
7. All paddocks to be irrigated as required to maintain a pasture coverage of at least 95 percent year round.
8. Stock is to be kept out of any paddock that is partially or completely inundated with water.
9. All chemicals associated with the care of the land and stock is to be stored as to eliminate the possibility of spillage onto permeable surfaces.
10. All existing drainage lines and areas are to be fenced off from stock.
11. All trees within the paddocks are to be fenced off from stock to prevent ringbarking and root compaction.

CARRIED 5/0

P026/10/04 FINAL APPROVAL OF SCHEME AMENDMENT 136 - REZONING OF LOT 9 GULL ROAD, SERPENTINE FROM "RURAL" TO "FARMLET" (P02936/01)		
Proponent:	BSD Consultants	In Brief Following completion of public advertising, Scheme Amendment 136 is presented for final adoption by the Council prior to forwarding the amendment to the Western Australian Planning Commission and the Hon. Minister for Planning and Infrastructure for final approval and gazettal.
Owner:	G Roper	
Officer:	Meredith Kenny - Senior Planner	
Signatures Author:		
Senior Officer:		
Date of Report	5 October 2004	
Previously	P070/03/04	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM054/05/03	

P026/10/04 Committee Decision/Officer Recommended Resolution:

A. Council:

1. **Modify clause 14 of the amendment text to add the following additional wording after the sentence ending "...Serpentine River." in order to address those issues raised in the Water Corporation's submission that were not already dealt with in the amendment text:**

"Discharge to any Water Corporation drains must be compensated to pre development levels. Design calculations and plans for the drainage of any development in this area will be required to be lodged with the Water Corporation for approval. The provision of reserves for the protection of existing Water Corporation drains will form part of the requirements for the drainage of this area."

- B. Modify the Subdivision Guide Plan to relocate the proposed Building Envelopes centrally on the new lots.**

C. Adopt the following amendment as modified:-

**TOWN PLANNING AND DEVELOPMENT ACT 1928 (AS AMENDED)
 RESOLUTION DECIDING TO AMEND SHIRE OF SERPENTINE-JARRAHDAL
 TOWN PLANNING SCHEME NO. 2**

AMENDMENT NO. 136

Resolved that Council, in pursuance of Section 7 of the Town Planning and Development Act 1928 amend the above Town Planning Scheme by

Pursuant to Section 7 of the Town Planning and Development Act 1928 (as amended) the Shire of Serpentine-Jarrahdale Town Planning Scheme No. 2 be amended as described below:

1. **Inserting in Appendix 4C Farmlet Zone the following:**

(a) SPECIFIED AREA OF LOCALITY	(b) SPECIAL PROVISIONS TO REFER TO (a)
<p>8. Lot 9 Gull Road, Serpentine</p>	<p>1. Within the Farmlet zone the following land uses are permitted, or are permitted at the discretion of the Council.</p> <p>Use classes permitted (P) Single House Public Recreation Public Utility</p> <p>Discretionary Uses (AA) Ancillary Accommodation Home Occupation Rural Use Stables</p> <p>All other uses are prohibited.</p> <p>2. In exercising its discretion in respect to AA uses, the Council having regard to the Planning Guidelines for Nutrient Management shall only permit such uses when it is satisfied following consultation with government agencies that the land use does not involve excessive nutrient application or clearing of land.</p> <p>3. No dwelling shall be approved by the Council unless it is connected to an alternative domestic waste water treatment system as approved by the Department of Health with an adequate phosphorus retention capacity, as determined by the Department of Environment, and with the base of the system or the modified irrigation area being the required distance above the highest known water table.</p> <p>4. All buildings and effluent disposal systems to be located within the building envelopes defined on the Subdivision Guide Plan unless otherwise approved in writing by the Council.</p> <p>5. A minimum habitable floor level of 28.30m AHD is required for any new dwelling.</p> <p>6. All new buildings and structures to be constructed in accordance with AS 3959-1999 "Construction of buildings in bushfire-prone areas".</p> <p>7. All development (i.e. filling, building, etc) is to be located outside of the floodway.</p> <p>8. At the time of the building application for</p>

	<p>each lot a plan of the site shall be submitted by the applicant to the satisfaction and specifications of the Council which shall show site contours, existing trees and stands of vegetation, those trees and vegetation to be removed and retained, and proposals for tree planting and maintenance.</p> <p>9. No indigenous vegetation and trees shall be destroyed or cleared except, but subject to the developer of the estate/landowner obtaining the prior consent in writing of the Council, where such vegetation is dead, diseased or where the clearing is required for the purpose of a firebreak, dwelling, outbuilding, fence, drainage systems and/or driveways, to accommodate a “Rural Use”.</p> <p>10. The subdivider shall plant indigenous trees and shrubs of a species and at a density and distribution to the satisfaction of the Council prior to the transfer of a lot(s) to a new owner.</p> <p>11. The subdivider shall prepare and implement a foreshore management plan to the satisfaction of the Council.</p> <p>12. The subdivider shall either maintain the trees and shrubs planted until the land is sold or shall plant sufficient numbers of trees and shrubs to allow for natural loss. Thereafter, the owners of the subdivided lots shall be responsible for the maintenance and replacement (if and where necessary) of those trees and shrubs planted by the subdivider to the satisfaction of the Council.</p> <p>13. The subdivider shall prepare and implement a Fire Management Plan that identifies the need for and the construction requirements relative to strategic firebreaks, water supplies and equipment and any other fire management requirements that may be deemed necessary to the specification and satisfaction of the local authority and the Bush Fires Board of WA.</p> <p>14. The subdivider preparing a drainage management plan outlining the flood flow escape route and designed to accommodate a 1 in 100 year ARI storm to the satisfaction of the Council. Additionally, as part of the drainage plan existing drains shall be modified to prevent direct drainage into the Serpentine River. Discharge to any Water Corporation drains must be compensated to pre development levels. Design calculations</p>
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	<p>and plans for the drainage of any development in this area will be required to be lodged with the Water Corporation for approval. The provision of reserves for the protection of existing Water Corporation drains will form part of the requirements for the drainage of this area.</p> <p>15. Notwithstanding the obligations of the subdivider under Clause 5.13.7e of the Scheme the subdivider shall drain the land and provide drainage sumps in accordance with the Subdivision Guide Plan for the estate. Those easements and reserves required by Council shall be provided to the Council free of cost at the time of subdivision to provide for the ongoing maintenance of drains and sumps.</p> <p>16. The keeping of horses, sheep, goats, cattle or other grazing animals, where permitted shall be subject to the prior, written approval of Council. Approval to keep animals shall not exceed the stocking rates recommended by Agriculture WA for the applicable pasture types. Vegetation planted by the developer, and remnant vegetation must be fenced from grazing livestock in order to protect vegetation. The subdivider to construct a stock proof fence along the northern boundary of Lot 4 to protect the existing foreshore reserve.</p> <p>17. Notwithstanding the controls specified by Provision 1, development and use of the land is subject to the provisions of the Water Corporation By-Laws applying to underground water supply and pollution control.</p> <p>18. Multiple Use Trails within the foreshore reserve to be constructed by the subdivider in accordance with the endorsed Subdivision Guide Plan.</p> <p>19. The subdivider providing a reticulated water supply to each lot to the satisfaction of the Water Corporation.</p> <p>20. The subdivider to upgrade the construction of Hall Road to the satisfaction of the Council.</p> <p>21. The subdivider preparing a conservation covenant for those areas of the lot identified on the subdivision guide plan to the satisfaction of Council.</p>
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2. Amending the Scheme Map by delineating Lot 9 Gull Road, Serpentine within the Farmlet Zone and identifying it as F8.

CARRIED 5/0

P027/10/04 INFORMATION REPORT			
Proponent	Director Sustainable Development		In Brief Information Report.
Officer	Lisa Fletcher – Support Officer Sustainable Development		
Signatures - Author:			
Senior Officer:			
Date of Report	1 October 2004		
Previously			
Disclosure of Interest			
Delegation	Committee – in accordance with resolution SM046/05/04		

P027/10/04 Committee Decision/Officer Recommended Resolution

The Information Report to 11 October 2004 be received.

CARRIED 5/0