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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 MONDAY 23rd JUNE, 2003. THE PRESIDING MEMBER DECLARED THE MEETING OPEN AT 7.00 PM AND WELCOMED MEMBERS OF THE PUBLIC PRESENT IN THE GALLERY, COUNCILLORS AND STAFF.

1. ATTENDANCES & APOLOGIES

PRESENT: Crs DL Needham Presiding Member
JC Star
JA Scott
KR Murphy
A Wigg
JE Price
AJ Simpson
J Kirkpatrick

APOLOGIES :Cr IJ Richards Leave of Absence
THJ Hoyer

IN ATTENDANCE: Mr D Price Chief Executive Officer
Mr G Dougall Director Corporate Services
Mr M Beaverstock Director Asset Services
Ms J Abbiss Director Sustainable Development
Mr B Gleeson Manager Planning & Regulatory Services
Mr B Coelho Manager Asset Services
Mrs S Langmair Minute Secretary

GALLERY: 3

C135/06/03 CR RICHARDS – REQUEST FOR LEAVE OF ABSENCE (A0024)		
Proponent	Cr I Richards	<u>In Brief</u> Councillor Richards seeks leave of absence for the period 23 June to 25 August, 2003 (inclusive) as he is on sick leave from the WA Police Service.
Officer		
Signatures - Author:		
Senior Officer:		
Date of Report	23.06.03	
Previously		
Disclosure of Interest		
Delegation	Council	

COUNCIL DECISION

Moved Cr Wigg seconded Cr Murphy
Cr Richards be granted a leave of absence for the period 23 June to 25 August 2003 (inclusive).
CARRIED 8/0

2. PUBLIC QUESTION TIME:

2.1 Response To Previous Public Questions Taken On Notice

RESPONSE TO QUESTIONS RAISED AT MAY 2003 ORDINARY COUNCIL MEETING:

Mrs Bond

- Q. Were Councillors present at a meeting with A MacTiernan and M Whitely in December 2001 or December 2002 regarding a proposed raceway in Oakford?
- A. Council is not aware of the meeting referred to.

Mr Nield

- Q. Phoenix claims that Council have sent a mulching operator to McLeans and have suggested that a mulching operation is established on one of his properties, is this correct?
- A. No.

3. PUBLIC STATEMENT TIME:

Statement Time commenced at 7.01pm

Reverend David Bradbury, Parish Priest on behalf of the Anglican Parish of Serpentine Jarrahdale Parish Council

The Anglican Parish of Serpentine Jarrahdale want it to be recorded that we are devastated by the Anglican Schools Commission's decision not to proceed with the development of a Anglican High School at Mundijong. We also want to assure the Serpentine Jarrahdale Shire Council that irrespective of the decision taken by the Anglican Schools Commission that the Anglican Parish of Serpentine Jarrahdale is fully committed and supportive of any other bids to gain a High School for the Shire that the Shire Council decides to pursue.

Ken Court

Following on from the comments that David Bradbury has made we are looking at some models to put forward in the near future. The Anglican Schools Commission is a relatively recent body, there are plenty of independent Anglican Schools in Western Australia, as you would be aware Hale School, Christ Church Modern came well before the Anglican Schools Commission was formed sixteen years ago. So you have opened the dialogue with one of those schools in All Saints College where I was on the Board and Chairman of the College for some years about having an annex here. That is the way we can get things moving quickly and share administrative costs and that type of thing. Also we are looking at the concept of an independent school and it is not that difficult to get such a school up with the support of the Anglican Parish. So we are fairly flexible to support a number of models and are still highly committed to have a community based christian school in the Shire.

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 – 26th May, 2003

COUNCIL DECISION

Moved Cr Simpson seconded Cr Scott
That the minutes of the Ordinary Council Meeting held on 26th May, 2003 be confirmed.
CARRIED 8/0

7.2 Corporate Services Committee Meeting – 9th June, 2003

COUNCIL DECISION

Moved Cr Simpson seconded Cr Star

That the minutes of the Corporate Services Committee Meeting held on 9th June 2003 be received.

CARRIED 8/0

C125/06/03 DONATION TO CALM (P00107)		
Proponent	Finance Officer	In Brief
Officer	V. Delbridge - Finance Officer – Rates	
Signatures - Author:		CALM have approached the Shire and requested that the Bush fire Levy on one of their properties be waived. That the Shire make a donation to CALM that will cover the costs of the bush fire levy.
Senior Officer:	Darryn Reid	
Date of Report	13/05/03	
Previously		
Disclosure of Interest		
Delegation	Council	

Background

The Department of Conservation and Land Management (CALM), have requested that the bush fire levy on the property they own at L548 Evelyn Street Mundijong be waived on the grounds that “the Department provides significant financial and material assistance for fire fighting on the conservation estate and other lands within the Shire”.

Comments

The Fire and Emergency Services Officer confirmed that CALM do in fact provide all year round support with in-kind works consisting of machinery and labour hire at no cost. The man power they provide is invaluable to the local bush fire brigade. They also assist with fire fighting, search and rescues. The assistance provided to the local community would tally into thousands of dollars each and every year.

The circumstance of CALM's request is similar to the current treatment of volunteer fire fighters, where a time card is used to determine how many hours of volunteer work they do. When twenty hours are completed they are then given the opportunity to apply for a rebate on their bush fire levy. In this instance it is recommended that a donation be paid to CALM which is equivalent to the Council determined bushfire levy. The bush fire levy amount is \$60.00 per annum and remains outstanding for the last two years. It is proposed that the donation amount will be for the two years totalling \$120.00 and to retain the charge on the property.

Statutory Environment: Local Government Act 1995

Policy Implications: No policy implications

Financial Implications: Will be a maximum of \$120.00 being the bush fire levy for 2001/02 and 2002/03 at \$60.00 per annum. A levy will be raised next year for approximately \$21.00 and then the Emergency Services Levy will apply thereafter.

Strategic Implications: None

Community Consultation: None

Voting Requirements: Normal

CRC125 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Wigg seconded Cr Scott

It is recommended that Council make a donation of \$120.00 to CALM for the equivalent of the bushfire levy for 2001/02 and 2002/03 to be funded from the fire prevention budget.

CARRIED 8/0

C129/06/03 RATE PAYMENT INCENTIVE REVIEW (A1150)		
Proponent	Council	<u>In Brief</u> To remove the discount for the 2003/2004 financial year and undertake a community consultation to determine an incentive program or alternative uses of the funds currently allocated to providing the discount.
Officer	G.R. Dougall – Director Corporate Services	
Signatures - Author:		
Senior Officer:		
Date of Report	03/06/03	
Previously	C100/03/03	
Disclosure of Interest		
Delegation	Council	

Background

Council policy CSP11 Rate Discount period provides that a discount of 3.0% on current rates only be given if all rates and charges are received in full within 35 days from the date of service of the rate notice. Currently council contributes \$55,000 per year to the discounts taken up, which would equate to rate payments of approximately \$1,833,333 in payments within the first 35 day period. Total rates raised at the beginning of this current financial year was \$3,814,514. This therefore provided a return of 48% of rates received in full during the discount period.

Comments

At the March Corporate Services Committee meeting (resolution C100/03/03) a working group was established to consider the current payment incentive program to ensure the money contributed towards this program was being used in the most effective manner both economically and socially.

The group provided consideration to the assumptions about who pays their rates, when and why and believes that this consideration should be tested over the next twelve months. Besides the consideration of who takes up the discount and why discussion also included a review of the instalment program to understand who pays by instalment and whether there were issues with late instalment payments. January was proving to provide some issues with late payment and some discussion included whether an incentive could be provided for ratepayers maintaining the instalment program. Discussions also involved whether Council would be prepared to consider a "land for rates" concept where those ratepayers in rural areas and unable to pay could provide land for community use. The land would become a Council asset in lieu of rate payment. This particular issue will be considered as a separate item by Council in the future.

The conclusion of the discussion by the group is for the following;

- That the rate discount be removed for the 2003/2004 rating year and the funds from the discount be held in the budget for future consideration.
- A survey be undertaken of the community with the following proposals :
 - a. Keep the discount incentive;
 - b. remove the discount incentive and use this to absorb rate increases;

- c. remove the discount and allow community groups to access the funds for community purposes;
- d. remove the discount and provide additional relief for seniors;
- e. remove the discount to provide alternative incentives (prizes etc); and
- f. keep the discount and include the above points 2 to 5.

The intention of the group is for ratepayers to be consulted by survey sent out with the rate notice. It is considered that ratepayers would be able to better consider the options being proposed if they did not have to make the personal choice for their rate payment discount at that time as well. The survey is expected to cost in the vicinity of \$5,000 and some of the funds normally provided for the discount could be used to pay for this. If an incentive option becomes the most popular choice then the remaining funds could be channelled back into the system during one of the quarterly budget reviews.

Statutory Environment:

The Local Government Act 1995 requires local governments to adopt any discount when adopting the annual budget.

Policy Implications:

CSP11 will need to be modified if the proposal is adopted.

Financial Implications:

Removing the discount will provide \$53,000 in available funds to the budget, however the recommendation provides that these funds remain in the budget at this time.

Strategic Implications:

No strategic implications

Community Consultation:

It is recommended that community consultation be undertaken.

Voting Requirements:

Normal

Officer Recommended Resolution

1. That the rate discount be removed for the 2003/2004 rating year and the funds from the discount be held in the budget for future consideration.
2. A survey be undertaken of the community with the following proposals:
 - a. Keep the discount incentive
 - b. remove the discount incentive and use this to absorb rate increases,
 - c. remove the discount and allow community groups to access the funds for community purposes,
 - d. remove the discount and provide additional relief for seniors,
 - e. remove the discount to provide alternative incentives (prizes etc)
 - f. keep the discount and include the above points a to f.

CRC129 Committee Recommended Resolution

MOTION

Moved Cr Star seconded Cr Simpson:

That the working group consider other alternatives to the current use of incentives that would also give Council good information for future decisions.

MOTION WITHDRAWN

COUNCIL DECISION/Committee Recommended Resolution

Moved Cr Star seconded Cr Simpson

1. For the purposes of the 2003/2004 budget, consideration be given to reviewing the rate discount period to between 14 to 21 days and data be collected on when payments are received so there is good information for the future.
2. The working group reconvene after this information becomes available to review the proposal for a survey.

CARRIED 8/0

Note: The Committee changed the officer's recommendation to allow data to be collected in the coming twelve months to better reflect the incentive provided by the discount and the disincentive provided by the rate payment or instalment payment penalties, to be better understood prior to undertaking a survey.

7.2 Asset Services – 9th June, 2003

COUNCIL DECISION

Moved Cr Simpson seconded Cr Star

That the minutes of the Asset Services Committee Meeting held on 9th June 2003 be received.

CARRIED 8/0

AS070/06/03 APPOINTMENT OF AUTHORISED OFFICER(S) - BUSH FIRES ACT 1954 – AUTHORISED PERSON (PROSECUTOR) (A0002)		
Proponent	Chief Executive Officer	In Brief <i>Appointment of authorised officers in accordance with Section 59(3) of the Bush Fires Act 1954</i>
Officer	David Price – Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	20/05/03	
Previously	SM072/05/02	
Disclosure of Interest		
Delegation	Council	

Preamble

Appoint "Authorised Persons/Officers" as required under the following Acts;

- Bush Fires Act 1954

Background

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

Comments

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.

Statutory Environment:

Bush Fires Act 1954

Policy Implications:

No Policy Implications are known.

Financial Implications: No Financial Implications are known.

Strategic Implications: No Strategic Implications are known.

Community Consultation: Not required as these officers and their appointments have previously been advertised.

Voting Requirements: Normal

CRAS070 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Star seconded Cr Wigg

Bush Fires Act 1954 – Authorised Person (Prosecutor)

That in accordance with section 59(3) of the Bush Fires Act 1954:-

Brian Douglas Owston
Sarah Kirsty Downes
David George Gossage
Kim Michelle Maddern

are hereby appointed to consider allegations of offences alleged to have been committed against the Act and to institute and carry on proceedings, as may be considered appropriate, in the name of the Shire of Serpentine Jarrahdale; this appointment includes the authority to issue infringement notices pursuant to Section 59A of the Act but does not include the right to withdraw infringement notices.

David Edward Price is hereby appointed to be the officer responsible for withdrawal of infringement notices when he believes there is justification for such action.

Any previous appointment of an authorised person under the provisions of Sections 59 and 59A of the Bush Fires Act 1954 is hereby revoked.

CARRIED 8/0

AS071/06/03 APPOINTMENT OF AUTHORISED OFFICER/S - CEMETERIES ACT 1986 – INFRINGEMENT NOTICES (A0002)		
Proponent	Chief Executive Officer	In Brief <i>Appointment of authorised officers in accordance with the provisions of Section 64 of the Cemeteries Act 1986</i>
Officer	David Price - Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	20/05/03	
Previously	SM066/05/02	
Disclosure of Interest		
Delegation	Council	

Preamble

Appoint “Authorised Persons/Officers” as required under the following Act;

- Cemeteries Act 1986

Background

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

Comments

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.

Statutory Environment: Cemeteries Act 1986

Policy Implications: No Policy Implications are known.

Financial Implications: No financial Implications are known.

Strategic Implications: No Strategic Implications are known.

Community Consultation: Not required as these officers and their appointments have previously been advertised.

Voting Requirements: Normal

CRAS071 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Scott seconded Cr Star

Cemeteries Act 1986 – Infringement Notices

In accordance with the provisions of Section 64 of the Cemeteries Act 1986 the Council of the Shire of Serpentine Jarrahdale hereby appoints Brian Douglas Owston and Sarah Kirsty Downes to be authorised persons to give infringement notices for offences committed under the Cemeteries Act 1986 and the Local Laws adopted under that Act.

David Edward Price is hereby appointed as the person prescribed to consider the withdrawal of infringement notices and to grant such requests when there is justification for such action.

Any previous appointment of a person to act for the Shire of Serpentine Jarrahdale under the provisions of the Cemeteries Act 1986 is hereby revoked.

CARIED 8/0

AS072/06/03 TENDER C15/2002-03 PROVISION OF GENERAL CLEANING SERVICES 2003-2006 (A1088/02)		
Proponent	Shire of Serpentine Jarrahdale	In Brief Council is requested to approve the tender for provision of general cleaning services from 1 July 2003 to 30 June 2006.
Officer	Paul Bachman Contact Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Council	

Background

Tenders were called for the supply of general cleaning services for the next three years based on cleaning standards and requirements to the existing building contract specifications. Seven submissions were received.

A summary of the tenders received including annual costs per area GST inclusive is supplied hereunder:

ANNUAL COSTS BY AREA						
TENDERER	Mundijong	Byford/Oakford	Jarrahdale	Serpentine	Annual Cost GST Incl.	3 YEAR
S Harris				\$14,300.00	\$14,300.00	\$42,900.00
L & J Drakesmith		\$27,144.00	\$6,409.00		\$33,553.00	\$100,659.00
Skyclean Management Group	\$38,483.08	\$14,027.26	\$1,888.29	\$4,855.59	\$59,254.22	\$177,762.66
Prestige Property Services	\$36,995.55	\$19,731.69	\$4,100.51	\$7,021.87	\$67,849.62	\$203,548.86
Total Corporation					\$67,688.60	\$203,065.80
BMW Cleaners	\$44,200.00	\$28,600.00	\$5,200.00	\$14,560.00	\$92,560.00	\$277,680.00
Berkeley Challenge	\$80,777.00	\$19,616.00	\$3,489.00	\$7,037.00	\$110,919.00	\$332,757.00

Comments

The tender documents required the tenderers to include a care taking component in the tendered amounts so that existing services may continue to be provided.

Of the tenders received Total Corporation was deemed non conforming due to non completion of Addendum "1" Price Basis Schedule and was therefore eliminated from further consideration in the evaluation process by the Evaluation Panel. Following evaluation of the tenders submitted, a comparative ranking of each cleaning area is provided below:

CRITERIA						
	Relevant Experience	Relevant Skills	Methodology	Price	TOTAL	RANK
BYFORD AREA						
TENDERER	25%	15%	15%	45%	100.00	
Prestige Property Services	20.00	17.67	13.33	34.01	85.01	1
Berkeley Challenge	13.00	14.83	12.33	31.75	71.92	2
Skyclean Management Group	2.00	0.00	11.67	45.00	58.67	3
L & J Drakesmith	20.00	17.33	15.67	4.21	57.21	4
BMW Cleaners	0.00	0.00	0.00	0.00	0.00	5

CRITERIA						
	Relevant Experience	Relevant Skills	Methodology	Price	TOTAL	RANK
MUNDIJONG AREA						
TENDERER	25%	15%	15%	45%	100.00	
Prestige Property Services	20.00	17.67	13.33	45.00	96.00	1
Skyclean Management Group	2.00	0.00	11.67	40.09	53.76	3
Berkeley Challenge	13.00	14.83	12.33	0.00	40.17	2
BMW Cleaners	0.00	0.00	0.00	34.60	34.60	4

	CRITERIA				TOTAL	RANK
	Relevant Experience	Relevant Skills	Methodology	Price		
SERPENTINE AREA						
TENDERER	25%	15%	15%	45%	100.00	
Prestige Property Services	20.00	17.67	13.33	38.66	89.66	1
Skyclean Management Group	2.00	0.00	11.67	45.00	58.67	2
Berkeley Challenge	13.00	14.83	12.33	34.88	75.05	3
S Harris	16.00	14.33	0.00	1.21	31.54	4
BMW Cleaners	0.00	0.00	0.00	0.00	0.00	5

	CRITERIA				TOTAL	RANK
	Relevant Experience	Relevant Skills	Methodology	Price		
JARRAHDAL AREA						
TENDERER	25%	15%	15%	45%	100.00	
Prestige Property Services	20.00	17.67	13.33	31.81	82.81	1
Berkeley Challenge	13.00	14.83	12.33	32.51	72.68	2
Skyclean Management Group	2.00	0.00	11.67	45.00	58.67	3
L & J Drakesmith	20.00	17.33	15.67	0.00	53.00	4
BMW Cleaners	0.00	0.00	0.00	19.16	19.16	5

	CRITERIA				TOTAL	RANK
	Relevant Experience	Relevant Skills	Methodology	Price		
OAKFORD AREA						
TENDERER	25%	15%	15%	45%	100.00	
Prestige Property Services	20.00	17.67	13.33	29.99	80.99	1
Berkeley Challenge	13.00	14.83	12.33	32.29	72.46	2
Skyclean Management Group	2.00	0.00	11.67	45.00	58.67	3
L & J Drakesmith	20.00	17.33	15.67	0.00	53.00	4
BMW Cleaners	0.00	0.00	0.00	19.16	19.16	5

S Harris submitted a tender for the cleaning only for Serpentine buildings, whilst L & J Drakesmith submitted tenders for the cleaning of Byford/Oakford and Jarrahdale only. Both tenderers currently clean Serpentine Byford and Oakford Shire buildings respectively. BMW Cleaners are the current cleaners for Mundijong and Jarrahdale.

In evaluating the offers received, Skyclean Management Group submitted a marginally better tender price, however they did not demonstrate an overall ability to meet essential requirements of the selection criteria to the Evaluation Panel. Based on Local Government Purchasing & Tender guidelines weighted cost method Prestige Property Services scored as the highest ranked tenderer, and demonstrated the most advantageous offer to the Shire.

Sustainability Statement

The recommendations are in accordance with Objective 1 “*An Effective Continuous Improvement Program*” of the Governance Objectives and Strategies Area of the Strategic Plan.

Statutory Environment: Local Government Act 1995 Section 3.57.

Policy Implications: Support of local businesses where possible (CSP2 “Buy Local Policy”).

Financial Implications: Overall net annual saving of \$23,921.25 in comparison to current expenditure.

Strategic Implications: Maintain Council buildings in good condition.

Community Consultation: Nil.

Voting Requirements: Normal.

CRAS072 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Wigg seconded Cr Scott that the offer of Prestige Property Services in accordance with tender C15/2002-03 for the provision of General Cleaning Services from 1 July 2003 to 30 June 2006 be awarded for \$67,849.62 (GST Inclusive) Per Annum.
CARRIED 8/0

AS073/06/03 STREETVISION STREET LIGHTING AGREEMENT (A0451-02)		
Proponent	Serpentine Jarrahdale Shire	In Brief <i>Council is requested to extend the current StreetVision Agreement for a further 12 months and agree to an annual charge increase.</i>
Officer	Mick Beaverstock Director Asset Services	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

Background

In May 1999, Council entered into a Street Lighting Agreement with Western Power which is termed “StreetVision”. The agreement was initially for a period of one (1) year with Council having the option to extend the agreement every 12 months up to a maximum cumulative term of 5 years. Since the initial agreement was entered into, Council has opted to extend the agreement annually.

Western Power have sought Council’s consideration to again extend the agreement for a further 12 months and accept the revised charges calculated for the 2003/2004 financial year. An increased charge of \$10,000 is proposed.

Comments

The major advantage for Local Authorities entering into the StreetVision agreement is the Bulk Globe Replacement (BGR) program which is included in the annual cost. The Bulk Globe Replacement ensures all street light globes are replaced over a four year period, and all globes are upgraded to appropriate standard.

It has been beneficial to be party to the agreement as a higher standard of lighting now exists within the Shire. Prior to the agreement, the majority of lighting was below Australian Standard in terms of design brightness. A significant number of globes were functioning, but had reduced luminosity and effectiveness due to their age.

At the time of negotiating the initial agreement, it became evident that the operating cost for the upgraded lighting system would be substantially higher than the previous charges. While Council was supportive of providing the community with better standard lighting, the cost impact was prohibitive.

When the agreement was entered into, it was with the understanding that Council would be permitted to pay a reduced cost, however the billing amount would be increased annually over a number of years to take into account not only the operating cost, but the shortfall of previous years. This negotiation allowed Council to partake in the upgrading within budget constraints.

Western Power have estimated that the calculated contract price (i.e to operate existing street lights and recover previous charges) is \$109,136 (excluding GST). Negotiations have been undertaken with Western Power as to a satisfactory arrangement for 2003/2004 and a figure of \$102,000 has been nominated as acceptable. This is an increase of \$10,000 over the 2002/2003 contract price.

Should Council not agree to this increase, and a further increase in the 2004/2005 financial year, outstanding payments in the order of \$20,000 would be required at expiration of the agreement on 30 June 2005. The absorption of this shortfall into operating budgets over the next two financial years is responsible financial management.

Sustainability Statement

Provision of street lighting to appropriate standard is necessary for safe use of our transport network. The recommendation of this report allows the continued operation of the street lighting system within financial constraints.

Statutory Environment: Local Government Act 1995

Policy Implications: Nil

Financial Implications: The additional costs associated with the Officer's Recommendation will be absorbed into the 2003/2004 operating budget.

Strategic Implications: The recommendation is in accordance with Objective 1: *An Effective Continuous Improvement Program* of the Governance Key Sustainability Result Area of the Strategic Plan.

Community Consultation: Nil

Voting Requirements: **ABSOLUTE MAJORITY**

CRAS073 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Price seconded Cr Simpson

1. That Council exercises its option to extend the StreetVision Street Lighting Agreement for a further one (1) year period to 30 June 2004.
2. That Council agrees to the annual charge of \$102,000 plus \$10,200 GST (total \$112,200) for the 2003/2004 billing period.

CARRIED 8/0 ABSOLUTE MAJORITY

AS084/06/03 OVERSIZE VEHICLE APPLICATION TO SERVICE LOT 2 KARGOTICH ROAD, MUNDIJONG (A0512-03)		
Proponent	Palcon Group	<i>An application has been made by Palcon Group for Council consent to use long vehicle truck and trailer combinations to cart timber product to Lot 2 Kargotich Road, Mundijong. Conditional consent is recommended.</i>
Officer	Mick Beaverstock Director Asset Services	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

Background

Palcon Group has submitted an application seeking Council consent to the use of oversize permit vehicles (Pocket Road Trains) under 27.5 metres in length to transport timber product to the property of Mr Clive Atwell, Lot 2 Kargotich Road, Mundijong.

Comments

The applicant requests approval for the issuance of a permit for Thomas Road (South Western Highway to Kargotich Road) and Kargotich Road (Thomas Road to Lot 2 Kargotich Road).

Mr Atwell requires the road transport of fencing logs from Dwellingup to Lot 2 Kargotich Road. Palcon Group have been engaged to provide the transport services and have requested that oversize vehicles be utilized. Palcon Group advise that the number of truck movements will likely not exceed 15 trips per year, however significant cost savings can be achieved by their client if oversize vehicles are used.

Palcon Group have not advised of the intended permit duration however it is likely that the intended arrangement will be for the ongoing supply of timber. It is recommended that, if approval is given, this initially be for a period of one year with subsequent periods requiring individual applications. This will allow Council to assess the performance of the applicant and, if found unsatisfactory, refuse future requests.

Thomas Road is constructed to allow access of large vehicles with minimal impact on other traffic. Kargotich Road is classified as a District Distributor road and is being progressively upgraded to a standard suitable for safe heavy vehicle usage. Upgrading of the section between Thomas and Orton Roads is programmed to be undertaken in the 2003/2004 financial year, however this is primarily pavement rehabilitation work. The existing road width is suitable for heavy vehicle operations.

Subject to Council consent, Main Roads will assess the capacity of the roads and intersections to accommodate the vehicle movements.

Given the ability of Council to apply conditions to the operation of the vehicles, officers recommend that consent be provided in this instance.

Sustainability Statement

Properly managed permit vehicle operations have potential sustainability benefits in reduced social impact from transport vehicles, reduced environmental emissions and reduced transport and road maintenance costs.

Sustainable permit vehicle operations should be contingent upon the operations being demonstrated to be properly managed to realize the potential benefits.

<u>Statutory Environment:</u>	Motor Vehicle Act and Regulations
<u>Policy Implications:</u>	No implications to Council's present permit vehicle operation position.
<u>Financial Implications:</u>	Nil
<u>Strategic Implications:</u>	The recommendation is in accordance with Objective 2: <i>Improved Freight, Private and Public Transport Networks</i> of the Economic Development Key Sustainability Result Area of the Strategic Plan.
<u>Community Consultation:</u>	Nil
<u>Voting Requirements:</u>	Normal

Officer Recommended Resolution:

1. Consent be conditionally granted to the use of oversize vehicles (up to 27.5 metres in length) by Palcon Group to access Lot 2 Kargotich Road, Mundijong via Thomas Road (South Western Highway to Kargotich Road) and Kargotich Road (Thomas Road to Lot 2 Kargotich Road) for a period of twelve (12) months.
2. Consent being subject to the following conditions:
 - (i) Verification by Main Roads Western Australia as to the suitability of the proposed route and issue of permits;
 - (ii) Vehicle speeds on Kargotich Road to not exceed 90km/h;
 - (iii) Vehicles are to operate during daylight hours only between Monday and Saturday;
 - (iv) Vehicles are not to operate during school bus travel times;
 - (v) Copies of permits, including truck and trailer registration numbers, as issued by Main Roads Western Australia are to be submitted to Council prior to the commencement of operations;
 - (vi) Any application for extension to the permit(s) being referred to Council.

ALTERNATIVE MOTION:

Moved Cr Price that Council consider the Officer Recommended Resolution. There being no seconder to this motion, the Presiding Member advised that this MOTION LAPSED.

CRAS084 COUNCIL DECISION/Committee Recommended Resolution:

Moved Cr Star seconded Cr Simpson

1. Consent not be granted to the use of oversized vehicles (up to 27.5 metres in length) by Palcon Group to access Lot 2 Kargotich Road, Mundijong via Watkins Road, Mundijong Road and Kargotich Road. Alternatively Thomas Road, King road, Mundijong Road and Kargotich Road.
2. Applicant be advised that Council may consider the following alternative routes :-
 - (a) Watkins Road (South Western Highway to Mundijong Road), Mundijong Road (Watkins Road to Kargotich Road) and Kargotich Road (Mundijong Road to Lot 2 Kargotich Road).
 - (b) Thomas Road (South Western Highway to King Road), King Road (Thomas Road to Mundijong Road), Mundijong Road (King Road to Kargotich Road) and Kargotich Road (Mundijong Road to Lot 2 Kargotich Road).

CARRIED 7/1

Cr Price voted against this motion.

Note: The recommendation was changed as Council does not want to encourage the use of Kargotich Road as a heavy haulage through route.

AS085/06/03 OVERSIZE VEHICLE APPLICATION TO SERVICE LOT 6 GOSSAGE ROAD, OLDBURY (A0512-03)		
Proponent	Palcon Group	In Brief <i>An application has been made by Palcon Group for Council consent to use long vehicle truck and trailer combinations to cart timber product from Gossage Road. Conditional consent is recommended.</i>
Officer	Mick Beaverstock Director Asset Services	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

Background

Palcon Group has submitted an application seeking Council consent to the use of oversize permit vehicles (Pocket Road Trains) under 27.5 metres in length to transport timber product from Inglewood Products located at Lot 6 Gossage Road.

Comments

The applicant requests approval for the issuance of a permit for Thomas Road (South Western Highway to Kargotich Road), Kargotich Road (Thomas Road to Gossage Road) and Gossage Road (Kargotich Road to Lot 6).

Inglewood Products have recently been awarded a ten (10) year contract which will require the road transport of timber product, being sawlogs. Palcon Group have been engaged to provide the transport services and have requested that oversize vehicles be utilized as it will save Inglewood Products significant cost in comparison to using semi-trailer vehicles. Palcon Group expect the number of truck movements to average up to 3 trips per week to accommodate the total tonnage of materials expected to be moved.

Palcon Group have indicated that their preference is to seek issuance of the permit for the full ten years of the contract. The applicant has been advised that officers would recommend a one year approval with subsequent years requiring individual applications. This will allow Council to assess the performance of the applicant and, if found unsatisfactory, refuse future requests.

Thomas Road is constructed to allow access of large vehicles with minimal impact on other traffic. Kargotich Road is classified as a District Distributor road and is being progressively upgraded to a standard suitable for safe heavy vehicle usage. Upgrading of the section between Thomas and Orton Roads is programmed to be undertaken in the 2003/2004 financial year, however this is primarily pavement rehabilitation work. The existing road width is suitable for heavy vehicle operations.

Gossage Road has varying seal width and is in a relatively poor condition in some sections. The intersection with Kargotich Road is however capable of accommodating heavy vehicle turning movements in its current configuration. While it is not desirable to encourage heavy vehicle use on Gossage Road, if the application is not approved, "as of right" vehicles would be utilised. It should be noted that Council is not able to apply conditions on operating times or routes for "as of right" vehicles. In this instance it is advantageous for Council to approve the use of permit vehicles to control operations and use of this road.

Subject to Council consent, Main Roads will assess the capacity of the roads and intersections to accommodate the vehicle movements.

Given the ability of Council to apply conditions to the operation of the vehicles, officers recommend that consent be provided in this instance.

Sustainability Statement

Properly managed permit vehicle operations have potential sustainability benefits in reduced social impact from transport vehicles, reduced environmental emissions and reduced transport and road maintenance costs.

Sustainable permit vehicle operations should be contingent upon the operations being demonstrated to be properly managed to realize the potential benefits.

Statutory Environment: Motor Vehicle Act and Regulations

Policy Implications: No implications to Council's present permit vehicle operation position.

Financial Implications: Nil

Strategic Implications: The recommendation is in accordance with Objective 2: *Improved Freight, Private and Public Transport Networks* of the Economic Development Key Sustainability Result Area of the Strategic Plan.

Community Consultation: Nil

Voting Requirements: Normal

Officer Recommended Resolution:

1. Consent be conditionally granted to the use of oversize vehicles (up to 27.5 metres in length) by Falcon Group to access Inglewood Products, Lot 6 Gossage Road, Oldbury via Thomas Road (South Western Highway to Kargotich Road), Kargotich Road (Thomas Road to Gossage Road) and Gossage Road (Kargotich Road to Lot 6) for a period of twelve (12) months.
2. Consent being subject to the following conditions:
 - (i) Verification by Main Roads Western Australia as to the suitability of the proposed route and issue of permits;
 - (ii) Vehicle speeds on Kargotich Road to not exceed 90km/h;
 - (iii) Vehicle speeds on Gossage Road to not exceed 60km/h;
 - (iv) Vehicles are to operate during daylight hours only between Monday and Saturday;
 - (v) Vehicles are not to operate during school bus travel times;
 - (vi) Copies of permits, including truck and trailer registration numbers, as issued by Main Roads Western Australia are to be submitted to Council prior to the commencement of operations;
 - (vii) Any application for extension to the permit(s) being referred to Council.

CRAS085 COUNCIL DECISION/Committee Recommended Resolution:

Moved Cr Simpson seconded Cr Scott

1. Consent be conditionally granted to the use of oversize vehicles (up to 27.5 metres in length) by Palcon Group to access Inglewood Products, Lot 6 Gossage Road, Oldbury via Thomas Road (South Western Highway to Kargotich Road), Kargotich Road (Thomas Road to Gossage Road) and Gossage Road (Kargotich Road to Lot 6) for a period of twelve (12) months.
2. Consent being subject to the following conditions:
 - (i) Verification by Main Roads Western Australia as to the suitability of the proposed route and issue of permits;
 - (ii) Vehicle speeds on Kargotich Road to not exceed 90km/h;
 - (iii) Vehicle speeds on Gossage Road to not exceed 60km/h;
 - (iv) Vehicles are to operate during daylight hours only between Monday and Saturday;
 - (v) Vehicles are not to operate during school bus travel times;
 - (vi) Copies of permits, including truck and trailer registration numbers, as issued by Main Roads Western Australia are to be submitted to Council prior to the commencement of operations;
 - (vii) Any application for extension to the permit(s) being referred to Council.
 - (viii) A bond of \$10,000 being submitted to the Shire prior to commencing operations, which will be utilised for the repair of any damage caused to the roads by, in the opinion of the Director Asset Services, these vehicles.

CARRIED 8/0

Note: The recommendation was changed as Council had concerns about the potential damage to local roads.

7.3 Community & Recreation Development Meeting – 9th June, 2003

COUNCIL DECISION

Moved Cr Wigg seconded Cr Star

That the minutes of the Community & Recreation Development Committee Meeting held on 9th June 2003 be received.

CARRIED 8/0

CRD26/06/03 RATIFICATION OF LOCAL LAWS (A0090)			
Proponent	Director Sustainable Development	In Brief	Council is requested to ratify two new Local Laws, two amended Local Laws and one revised Local Law prior to public advertising, submission to the Department of Local Government and final adoption by Council.
Officer	Brian Owston – Senior Ranger		
Signatures - Author:			
Senior Officer:			
Date of Report	23.05.03		
Previously			
Disclosure of Interest			
Delegation	Council		

Background

As a result of Community concerns relating to the proliferation of unused materials and the storage of these materials and goods on properties, Council resolved that a Local Law relating to Unsightly Land and Refuse, Rubbish or Disused Materials on Land should be

investigated and created. A Local Law relating to this issue has now been created. Another need was identified and a Local Law relating to Livestock in Public Places and Wandering at Large has now been created. In accordance with provisions of the Local Government Act 1995 (as amended) there is a requirement for the Local Government to Review Local Laws, this has been carried out resulting in partial amalgamation and amendments to two existing Local Laws, and the review with no amendments to another Local Law.

Comments

All the listed Local Laws have been audited and comply with the relevant provisions of the Local Government Act 1995 (as amended), Local Government (Miscellaneous Provisions) Act 1960 (as amended), Dog Act 1976 (as amended) and the National Competitions Policy (Local Law Review).

Local Law relating to Unsightly Land and Refuse, Rubbish or Disused Materials on Land and Local Law relating to Livestock in Public Places and Wandering at Large. These are new Local Laws and have been created by Council officers, reviewed and supported by the Local Law Working Group (LLWG) and by a Legal opinion, and amended appropriately. All the Local Laws are required to be advertised for public submission and submitted to the Department of Local Government for approval, however, the above laws are required to be approved by the Joint Standing Committee on Delegated Legislation.

Local Law relating to Kennel and Cattery Establishments and Local Law relating to the Keeping of Dogs. With the exception of the Local Law relating to Catteries, these Local Laws were outdated and required considerable amendment. It was decided to amalgamate the existing Catteries Local Law and the Kennel provisions of the Local Law relating to the Keeping of Dogs and create a separate Local Law for the keeping and control of dogs. These amended Local Laws will replace the existing Local Law relating to the Keeping of Dogs and the Local Law relating to Catteries.

Parking Facilities Local Law. This Local Law has been reviewed and required no amendments at this time and is currently effective for the purpose for which it was written and previously adopted.

Copies of the above Local Laws are with the attachments marked CRD26/06/03.

Sustainability Statement

The ratification and later adoption of the Local Laws will assist in the provision of a safer and more attractive Community and relates to the Council Strategic Plan 2001-2005 Vision which refers to attracting people who value our rural character, diverse lifestyle, natural beauty and heritage.

<u>Statutory Environment:</u>	Local Government Act 1995
<u>Policy Implications:</u>	These Local Laws are compatible with existing Council Policies
<u>Financial Implications:</u>	Enforcement of the Local Laws; Council's Legal Budget
<u>Strategic Implications:</u>	Key Sustainability Result Areas: 1 People and Community <i>Objective 1: Good quality of life for all residents</i> <u>Strategies:</u> 5 Protect natural heritage assets in the Shire 6 Ensure a safe and secure community 2 Environment <i>Objective 1: Protect natural resources</i> <u>Strategy:</u>

- 1 Increase awareness of the value of environmental requirements towards sustainability

3 Economic Development

Objective 3: Effective management of Shire growth

Strategy:

- 1 Enhance economic futures for the Shire communities

4 Governance

Objective 2: Formation of active partnerships to progress key programs and projects

Strategy:

- 1 Improve coordination between Shire, community and other partners

Objective 3: Compliance to necessary legislation

Strategies:

- 2 Develop a risk management plan
- 3 Comply with relevant State policies and legislation

Community Consultation:

Community consultation and advertising is required as part of the Local Law adoption and review process

Voting Requirements:

ABSOLUTE MAJORITY

CRCRD26 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Star seconded Cr Scott that Council ratifies the new, amended and reviewed Local Laws as:

- (a) Local Law relating to Unsightly Land and Refuse, Rubbish and Disused Materials on Land (as at CRD26/06/03)
- (b) Local Law relating to Livestock in Public Places and Wandering at Large (as at CRD26/06/03)
- (c) Local Law relating to Kennel and Cattery Establishments (as at CRD26/06/03)
- (d) Local Law relating to the Keeping of Dogs (as at CRD26/06/03)
- (e) Parking Facilities Local Law (as at CRD26/06/03)

for public comment and submission to the Department of Local Government for review. On completion of this process the Local Laws be submitted to Council for adoption and Gazettal.
CARRIED 8/0 ABSOLUTE MAJORITY

CRD27/06/03 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
Officer	David Price - Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	20.05.03	
Previously	SM068/05/02	
Disclosure of Interest		
Delegation	Council	

Background

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

Comments

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.

Sustainability Statement

N/A

Statutory Environment:

Dog Act 1976

Policy Implications:

No policy implications are known

Financial Implications:

No financial implications are known

Strategic Implications:

No strategic implications are known

Community Consultation:

Not required as these officers and their appointments have previously been advertised

Voting Requirements:

Normal

COUNCIL DECISION – EN BLOC RESOLUTION 1/6/03

Moved Cr Star seconded Cr Kitrkpatrick that Council adopts en bloc the recommendations of the Community and Recreation Development Committee of the 9th June, 2003 in items CRD27, CRD28, CRD29 and CRD30.
CARRIED 8/0

CRCRD27 COUNCIL DECISION/Committee/Officer Recommended Resolution

Dog Act 1976 – Authorised Persons

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)	Victoria Elizabeth Delbridge Jan Alicia Fletcher Allison Gillam Katrina Louise Gittos Natalie Ann Jahn Raymond William Pryce Kylie Jane Shailer Casey Echo Stonham
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Dangerous Dogs Generally (Section 33E)	Brian Douglas Owston
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Dog Control Generally (Section 29(1))	Brian Douglas Owston Sarah Kirsty Downes David George Gossage Paul Chalmers Michael Meynart Michael Ryan George Van Der Meulen Wayne Pollard Malcolm Reeves
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Infringement Notices (Regulation 13) Extension of time or withdrawal	Joanne Abbiss (extension of time) David Edward Price (withdrawal)
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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 BY EN BLOC RESOLUTION NO 1/6/03

CRD28/06/03 APPOINTMENT OF AUTHORISED OFFICER(S) – DOG ACT 1976 - POUND(S) AND POUND KEEPERS (A0002)		
Proponent	Chief Executive Officer	<u>In Brief</u> Appointment of authorised officers under the Dog Act 1976
Officer	David Price - Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	20.05.03	
Previously	SM069/05/02	
Disclosure of Interest		
Delegation	Council	

Background

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

Comments

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.

Sustainability Statement

N/A

Statutory Environment: Dog Act 1976

Policy Implications: No policy implications are known

Financial Implications: No financial implications are known

Strategic Implications: No strategic implications are known

Community Consultation: Not required as these officers and their appointments have previously been advertised

Voting Requirements: Normal

CRCRD28 COUNCIL DECISION/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 Shire of Serpentine-Jarrahdale hereby appoints:

Brian Douglas Owston
Sarah Kirsty Downes
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.
CARRIED BY EN BLOC RESOLUTION NO 1/6/03

CRD29/06/03 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
Officer	David Price - Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	20.05.03	
Previously	SM067/05/02	
Disclosure of Interest		
Delegation	Council	

Background

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

Comments

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.

Sustainability Statement

N/A

Statutory Environment:

Dog Act 1976; Local Government Act 1995

Policy Implications:

No policy implications are known

Financial Implications:

No financial implications are known

Strategic Implications:

No strategic implications are known

Community Consultation:

Not required as these officers and their appointments have previously been advertised

Voting Requirements:

Normal

CRCRD29 COUNCIL DECISION/Committee/Officer Recommended Resolution

Dog Act 1976 – Court Enforcement Proceedings

That 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 Shire of Serpentine-Jarrahdale 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 BY EN BLOC RESOLUTION NO 1/6/03

CRD30/06/03 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
Officer	David Price – Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	20.05.03	
Previously	SM071/05/02	
Disclosure of Interest		
Delegation	Council	

Background

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

Comments

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.

Sustainability Statement

N/A

Statutory Environment:

Control of Vehicles (Off Road Areas) Act 1978

Policy Implications:

No policy implications are known

Financial Implications:

No financial implications are known

Strategic Implications:

No strategic implications are known

Community Consultation:

Not required as these officers and their appointments have previously been advertised

Voting Requirements:

Normal

CRCRD30 COUNCIL DECISION/Committee/Officer Recommended Resolution

Control of Vehicles (Off Road Areas) Act 1978 – Authorised Officers

That 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 Downes
David George Gossage
Peter Chalmers
Michael Meynart
Michael Ryan
George Van Der Meulen
Wayne Pollard
Malcolm Reeves

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

David Edward Price 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 BY EN BLOC RESOLUTION NO 1/6/03

7.4 Strategic Management Committee Meeting – 16th June, 2003

COUNCIL DECISION

Moved Cr Star seconded Cr Price

That the minutes of the Strategic Management Committee Meeting held on 16th June 2003 be received.

CARRIED 8/0

Note: Correction to the minutes to include Cr Simpson's.

SM057/06/03 REVIEW OF COUNCIL POLICIES AND WORK PROCEDURES (A1048)		
Proponent	Chief Executive Officer	In Brief Undertake the Annual review of, and endorse Councils Policies and Work Procedures
Officer	D E Price - Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	19 May 2003	
Previously	SM077/06/02	
Disclosure of Interest		
Delegation	Council	

Background

Officers undertake a review of Council Policies and Work Procedures at least annually. The Council Policies are only able to be amended by resolution of Council, whereas the Council Work Procedures are considered as operational "work procedures" and may be reviewed and/or amended by the Executive Team via the weekly Executive meeting.

Comments

Council Policies were last year merged into a single set of Council Policies on white paper, with a single index, which are delineated by the Policy number and the responsible officer should be included on each policy for future reviews.

Under this arrangement a policy relating to:

Corporate Services commence with the letters **CSP**

Asset Services commence with the letters **AP**

Sustainable Development Planning Policies commence with the letters **PP**

Sustainable Development Health Policies commence with the letters **HSP**

Sustainable Development Building Policies commence with the letters **BP**

Sustainable Development Environment Policies commence with the letters **EP**

Proposed amendments to the Policies and Procedures are shown in italics and strikeout format. ***A copy of the amended Council Policy and Work Procedures are with the attachments marked SM057.1/06/03 & SM057.2/06/03.***

Sustainability Statement

Council's Policies and Work Procedures are used in the day to day management of Council in the delivery of its Strategic Plan and Vision.

Statutory Environment:

Policies and Procedures are reviewed at least annually and are in place to assist in the day to day management of the Council

Policy Implications:

Annual Review of Policies and Procedures

<u>Financial Implications:</u>	No Financial Implications are anticipated.
<u>Strategic Implications:</u>	Councils 2003 Strategic Plan Key Result Area 4 “Governance”.
<u>Community Consultation:</u>	No Community Consultation is required.
<u>Voting Requirements:</u>	Normal

Officer Recommended Resolution

1. Council adopts the Policies as presented including any amendments as shown and provided for Council information at Attachment SM057.1/06/03.
2. Council endorses the Work Procedures as presented for Council information at Attachment SM057.2/06/03.

CRSM057.1 COUNCIL DECISION/Committee Recommended Resolution

Moved Cr Star seconded Cr Simpson that policy CSP1 – ‘Audio Recording of Council Meetings’ prior to July 2003 be adopted as amended.
CARRIED 6/2

CRSM057.2 Committee Recommended Resolution

1. Council adopts the Policies as presented, with the exception of CSP1, including any amendments as provided for Council information at Attachment SM057.1/06/03, inclusive of amendments/actions listed below:
 - a) AP1 - This policy is to include a note advising that it must be read in conjunction with Policy ASW6.
 - b) AP9 – This policy is to be reviewed, workshopped and referred back to Asset Services Committee taking into consideration current safety requirements for Public Open Space (POS), and acquisition of energy efficient products and services.
 - c) AP13 - Amend as detailed - Point 1 – comma after shrubs on line 1. Point 5 – replace word ‘encouraged’ with ‘mandatory’.
 - d) AP17 – To be reviewed, workshopped and referred back to the Asset Services Committee for adoption.
 - e) AP18 – Amend Policy Title to “Drainage Headworks Charges”
 - f) AP24 - Include a definition in this policy which describes what ‘declared plants’ and ‘pest plants’ are.
 - g) AP25 – Delete Deputy Chief Executive Officer and replace with Director Asset Services. Delete Senior Ranger and Chief Bush Fire Control Officer and replace with Fire and Emergency Services Officer.
 - h) PP1 – Refer the Policy back to Planning Development and Environment Committee for review of Clause 2.1 ‘Location and Site Area Requirements’
 - i) PP2 – Refer the Policy back to Planning Development and Environment Committee for review of the zones applicable to this policy.
 - j) PP9 – Amend to include a reference to the Council position of the earth charter and its ethical framework as a fourth dot point of the Policy Objectives.
2. Council endorses the Work Procedures with the following correction as presented for Council information at Attachment SM057.2/06/03.

CSWP37 - Correction to Design Engineer, refer to Manager Asset Services.

Note: The Officer Recommended Resolution was altered by the Committee resulting from the review of the Policies undertaken by the Committee Meeting. The Committee also wished to consider Policy CSP1 – ‘Audio Recording of Council Meetings’ prior to July 2003 separately to the other Policies.

CRSM057.2 COUNCIL DECISION

Moved Cr Star seconded Cr Price that

1. Council adopts the Policies as presented, with the exception of CSP1, including any amendments as provided for Council information at Attachment SM057.1/06/03, inclusive of amendments/actions listed below:
 - a) AP1 - This policy is to include a note advising that it must be read in conjunction with Policy ASW6.
 - b) AP9 – This policy remains unchanged and is to be reviewed, workshopped and referred back to Asset Services Committee taking into consideration current safety requirements for Public Open Space (POS), and acquisition of energy efficient products and services.
 - c) AP13 - Amend as detailed - Point 1 – comma after shrubs on line 1. Point 5 – replace word ‘encouraged’ with ‘mandatory’.
 - d) AP17 – To remain unchanged and to be reviewed, workshopped and referred back to the Asset Services Committee for adoption.
 - e) AP18 – Amend Policy Title to “Drainage Headworks Charges”
 - f) AP24 - Include a definition in this policy which describes what ‘declared plants’ and ‘pest plants’ are.
 - g) AP25 – Delete Deputy Chief Executive Officer and replace with Director Asset Services. Delete Senior Ranger and Chief Bush Fire Control Officer and replace with Fire and Emergency Services Officer.
 - h) PP1 – This Policy remains unchanged and is to be referred back to Planning Development and Environment Committee for review of Clause 2.1 ‘Location and Site Area Requirements’
 - i) PP2 – This Policy remains unchanged and is to be referred back to Planning Development and Environment Committee for review of the zones applicable to this policy.
 - j) PP9 – Amend to include a reference to the Council position of the Earth Charter and its ethical framework as a fourth dot point of the Policy Objectives.
2. Council endorses the Work Procedures with the following correction as presented for Council information at Attachment SM057.2/06/03.

CSWP37 - Correction to Design Engineer, refer to Manager Asset Services.
CARRIED 7/1

Note: The Committee Recommended Resolution was altered as a point of clarification where in some cases the policy is to remain unchanged and referred back to the relevant committee for review.

SM058/06/03 PEEL SUSTAINABLE DEVELOPMENT STRATEGY 2020 (A0134)		
Proponent	David Templeman MLA (Member for Mandurah)	In Brief Peel Sustainable Development Strategy 2020 be tabled and formally endorsed by Council.
Officer	D E Price – Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	21 May 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

Background

In 2002 Council representatives participated in a number of regional forum working groups to develop the Peel Sustainable Development Strategy 2020.

The working groups were based on economic, social, environmental and indigenous sectors and included a cross section of representatives comprising local governments, local community leaders, professional, local industry and the Peel Development Commission. Council also received a delegation from the Peel Development Commission at a Strategic Management Committee meeting to have input into the draft plan.

The Peel Economic Development Unit (PEDU) provided input from the economic sector.

Cr Star was a member of the Regional Steering Group, in her capacity as Chair of the Peel Harvey Catchment Council.

Comments

It was identified by the PEDU that the Peel 2020 Strategy document has yet to be formally endorsed in its final state by the Councils in the Peel Region. Consequently, the Chair of the Steering Group, Mr David Templeman, MLA (Member for Mandurah) has written to Council advising of the latest status of the report and confirmed the request by PEDU that the report be tabled with each Council in the region and formally endorsed. ***A copy of this letter is with the attachments marked SM058.1/06/03.***

Council, in its review of the Strategic Plan, did in fact refer to the Peel 2020 document as part of this process, and consequently, a number of the Peel 2020 Strategies have been recognised within the recently adopted 2003 Strategic Plan for Serpentine Jarrahdale Shire.

Sustainability Statement

The Peel 2020 Sustainable Development Strategy at attachment SM058.2/06/03 is a document which promotes a sustainable development strategy for the Peel Region. It aims towards general agreement on priorities for future collaborative action that will build on the potential of the region. The strategy addresses the most critical challenges through a process that, as it is implemented, sees more sustainable outcomes in the region to 2020.

Statutory Environment:

The Regional Development Commission boards are established pursuant to the *Regional Development Commission's Act, 1993*.

Policy Implications:

Council has adopted a position of openly supporting and recognising that the shire has a strong focus in the Peel Region, whilst acknowledging that it does have existing

links with the metropolitan area, which need to be maintained. (SM012/08/01)

Financial Implications:

No Financial Implications are to be considered as part of this report.

Strategic Implications:

The 2003 Strategic Plan for Serpentine Jarrahdale is allied to Federal, State and Regional Plans which enhance sustainability for the shire. The State Sustainability Strategy, The State Regional Development Policy and the Peel 2020 Sustainable Development Plan have each been considered in its development. (2003 Strategic Plan, Key Result Area 4 – “Governance”)

Community Consultation:

The process undertaken by the Steering Group in developing the Plan included community consultation and feedback.

Voting Requirements:

Normal

CRSM058 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Price seconded Cr Simpson that Council endorses the Peel Sustainable Development Strategy 2020.
CARRIED 8/0

SM059/06/03 INTERIM AUDIT (A0001)		In Brief
Proponent	Audit Contract	
Officer	G R Dougall – Director Corporate Services	To discuss the audit process with the auditors and accept the scheduled audit timetable as submitted by the auditors, Grant Thornton.
Signatures - Author:		
Senior Officer:		
Date of Report	3 June 2003	
Previously		To amend the scheduled general meeting of elector date from that identified in Work Procedure CSWP2.
Disclosure of Interest		
Delegation	Council	

Background

Clause 5 of the audit contract requires the auditors to provide the timing of the audit entrance interview and timing of the interim audit. Grant Thornton has confirmed their interim audit to take place from Monday 9 June to Wednesday 11 June 2003.

The entrance interview will take place on Wednesday 11 June 2003 and is expected to be attended by the Grant Thornton Audit Manager Mr Cyrus Patell and auditor Amanda Pickering.

Comments

The entrance interview is an opportunity for councillors to meet the auditors and ask any issues directly with them prior to undertaking the audit process. ***A copy of the audit contract is included with the attachments and marked SM059.1/06/03.***

The auditors have also forwarded a proposed schedule of the audit process that they wish Council to accept. ***A copy of the auditors proposed schedule is included with the***

attachments and marked SM059.2/06/03. This schedule provides the suggested audit timetable and conclusion. The estimated completion date is provided as 20 November 2003. Council Work Procedure CSWP2 provides for the Annual Electors meeting to occur the first Wednesday in December. With a completion time of 20 November there will not be sufficient time to complete the annual report printing and have it adopted by Council prior to the first Wednesday in December as Council would need to adopt it in its entirety prior to having it printed. Councillors will need to consider whether they wish to change the annual elector meeting date to the second week in December and request the auditors to complete the audit in the first week in June. This may also require a committee accepting the annual report to allow enough time to get the document printed and ready for the electors meeting.

In the previous financial year Council did not provide a completed set of financial statements to the auditors until 16 October. This created issues with completing the sign off of the audit in time for the electors meeting in December as the audit partner is not always available to sign the audit certificate without prior notification of his time being required. Whilst it is anticipated that Council will be able to forward these statements earlier this year, the auditors will need to be mindful of other audit clients in determining their audit dates.

Section 5.54 of the Local Government Act 1995 requires local governments to accept their annual report either prior to 31 December each year when the auditors report is available or no longer than two months after the audit report becomes available if it is not available at 31 December. Section 5.27 of the Act requires that a general meeting of electors must be held once each financial year and not more than 56 days after the acceptance of the annual report.

Statutory Environment: Section 7.2 of the Local Government Act 1995

Policy Implications: There may need to be an adjustment to the Work Procedure CSWP2 if the timing of the audit completion cannot be modified.

Financial Implications: The audit cost this year will be \$5,280

Strategic Implications: No Strategic Implications.

Community Consultation: No community consultation required.

Voting Requirements: Normal

Officer Recommended Resolution

Council requests the audit schedule timetable to be changed to audit sign off on 31 October 2003 with the approval of Council auditors, Grant Thornton.

CRSM059 COUNCIL DECISION/Committee Recommended Resolution

Moved Cr Simpson seconded Cr Star that Council requests the audit schedule timetable to be changed to audit sign off on or before 7 November 2003 with the approval of Council auditors, Grant Thornton.
CARRIED 8/0

Note: The Officer Recommended Resolution was altered due to advice provided by Grant Thornton of their current availability in October.

SM060/06/03 SERPENTINE JARRAHDAL SHIRE TOURISM STRATEGY 2003-2008 (A0822-02)		
Proponent	Serpentine Jarrahdale Shire	In Brief Council to adopt the 2003-2008 Serpentine Jarrahdale Shire Tourism Strategy and to consider funding the recommendations in each financial year as part of annual Forward Financial Plan and budget deliberations. Council endorses the funding of the P/T Economic and Tourism Officer that the Chief Executive Officer be requested to employ a suitable person initially for up to 3 years at the commencement of the 2003/2004 financial year.
Officer	D.E Price – Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	12 June 2003	
Previously	SM007/08/02	
Disclosure of Interest		
Delegation	Council	

Background

Council appointed Ray Bird and Associates - RBA Consulting (the project consultants) in October 2002 to undertake to prepare the Serpentine Jarrahdale Shire (the Shire) Tourism Strategy (the Strategy) on behalf of the tourism operators and wider community interests of the Serpentine Jarrahdale (SJ) area.

The scope of the brief that was completed by RBA Consulting included:

- Review scale and scope of current visitor based industry in the region,
- Undertake consultation of local SJ tourism industry operators and tourism stakeholders,
- Consult with Perth based (outside the SJ region) tourism industry, Government departments and other relevant organisations and individuals,
- Examine the region's tourism aspects including heritage, cultural and environmental elements as they relate to tourism,
- Consider the level of involvement by SJ tourism interests in wider regional tourism marketing and branding initiatives,
- Identify relevant stakeholder group areas of responsibilities and roles,
- Identify potential visitor markets offering greatest potential to achieve required outcomes,
- Recommend strategies that will enable the successful development of tourism within the SJ destination.

In appointing the project consultant, Council also established a Serpentine Jarrahdale Tourism Strategy Working Group (the working group). Representatives on this group included:

- Serpentine Jarrahdale Shire (Cr Price and CEO)
- Serpentine Jarrahdale Tourism Association
- Peel Region Tourism Association
- Western Australian Tourism Commission
- Several local operators

The report was partly funded with assistance of a grant from the Regional Development Scheme, with the Council funding the remaining costs.

Comments

This study is the first strategic approach undertaken by the Shire that focuses specifically upon the development of tourism and has been motivated by Council's recognition of the growing socio-economic importance of the visitor industry to the region.

This work follows on from the Shire's broader Strategic Plan 2003 where tourism has been identified as playing *"an important part of the economic development of the community"* (Shire of Serpentine Jarrahdale Strategic Plan Vision Statement, February 2003).

A copy of the Final 2003 Serpentine Jarrahdale Tourism Strategy is with the attachments marked SM060.1/06/03.

The tourism strategy has been designed to support and integrate, where appropriate, the activities of other tourism industry stakeholder groups such as the Serpentine Jarrahdale Tourism Association, the Peel Region Tourism Association, the Western Australian Tourism Commission, the Peel Development Commission and the Peel Horse Industry Council.

Tourism is a broad pursuit that interlinks across numerous industry sectors and for a particular destination should never be viewed in isolation. In order to achieve a successful and economically sustainable local tourism industry, there must be a collective approach between local government and motivated local industry.

Without this cooperative understanding underpinning the efforts to develop tourism, rarely will a destination achieve its full visitor potential. In the case of SJ, these essential ingredients need to be present. The aim of this report is to bring these elements together and to develop and detail a range of highly actionable tourism development strategies that will establish and promote the Serpentine Jarrahdale destination as offering quality visitor experiences.

This report has endeavoured to reflect a realistic approach to the availability of resources by Shire and local industry that will be required to implement the recommendations over the next five (5) years. One of the recommendations in the report is that Council work closely with the Serpentine Jarrahdale Tourism Association to establish them as the "peak tourism" body in the Shire, as it is acknowledged that the development of tourism within the SJ region will be implemented in an environment of limited human and financial resources. Tourism is just one element of successful community development and management and therefore must compete for its share of resource allocation.

Economic and Tourism Development Officer

The report also recommends the establishment of initially a part time Economic and Tourism Development Officer, who's duties would include working with the S-J Tourism Association to implement the recommendations of the Tourism Strategy.

Council has previously identified a need for an Economic Development Officer in the 2002 People Plan and the 2003-2008 Forward Financial Plan and have allocated \$35,000 in it (0.6 FTE) in 2003/2004 to fund this position. This role is proposed to be approximately five (5) days per fortnight. Discussions have been taking place with the Peel Horse Industry Council and the Shires of Murray and Serpentine Jarrahdale on the Equine Executive role being integrated into the Economic and Tourism Development position for both local governments.

It is proposed that the Equine Executive role would be able to be integrated into the position of Economic and Tourism Development at this Council, and consequently remove the need for separate financial assistance, other than perhaps a Corporate membership. In return the Peel Horse Industry Council are proposing to fund and maintain a vehicle which would not be associated with the Council arrangements, but made available to the Economic and Tourism Development Officer in return for the continuation of Executive support to them.

The Shire of Murray have since confirmed in writing in a letter dated 3 June 2003 that funding for this arrangement will be listed for consideration in the 2003/2004 budget to participate in a shared arrangement with this Council to employ a part time Economic Development Officer for a trial period of twelve (12) months.

Given, the Equine Executive Officer's current contract expires on 30 June 2003, it is proposed that Council endorse the funding of the P/T Economic and Tourism Development Officer now so that a new contract for up to three (3) years can be negotiated with the current incumbent based on a part time arrangement initially proposed in the Tourism Strategy, Economic Development Strategy, People Plan and the Forward Financial Plan. This position would be focused on Economic and Tourism Development in Serpentine Jarrahdale and if the Shire of Murray agree in the budget to also fund a similar position a separate contract of employment can be offered by them.

Sustainability Statement

The potential for sustainable tourism development within the Serpentine Jarrahdale Shire that delivers real benefits to the local communities is clearly identified in this report. Strategic directions are laid out for each of the major stakeholder groups in the region and fall into the broad categories of product development, organisational, education and marketing.

Statutory Environment: Not applicable

Policy Implications: The 2003-2008 Serpentine Jarrahdale Tourism Strategy establishes a policy position and direction for the development of tourism in the Serpentine Jarrahdale area over the next five (5) years. It is recommending that Council partner with the Serpentine Jarrahdale Tourism Association to assist in them becoming the "peak tourism organisation" for the Shire.

Financial Implications: The report itself cost \$15,207.50 (GST Inc), with funding of \$7,500 being provided by way of a grant from the Regional Development Scheme to assist in this cost.

The Strategy recommends a financial commitment be made by Council over each of the five (5) years. Council has already allocated funds in the 2003-2008 Forward Financial Plan for the P/T Economic and Tourism Development Officer \$35,000 and the Peel Your Natural Choice Marketing Campaign \$11,000

Strategic Implications: This work follows on from the Shire's broader Strategic Plan 2003 where tourism has been identified as playing "*an important part of the economic development of the community*" (Shire of Serpentine Jarrahdale Strategic Plan Vision Statement, February 2003).

The final report will provide strategic direction for the next five (5) years for tourism in Serpentine Jarrahdale.

Community Consultation: The final draft report was considered and agreed to by the working group and the project consultants on Monday 9 June 2003, and by the Serpentine Jarrahdale Tourism Association at their meeting on Wednesday 11 June 2003.

Voting Requirements: Normal

CRSM060 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Price seconded Cr Wigg that

1. Council adopts the 2003-2008 Serpentine Jarrahdale Shire Tourism Strategy marked **SM060.1/06/03** and agrees to consider funding the recommendations in each financial year as part the of annual Forward Financial Plan and budget deliberations.
2. Council endorses the funding of the P/T Economic and Tourism Development Officer as detailed in the 2003-2008 Forward Financial Plan and requests the Chief Executive Officer to prepare a position description and offer the current Equine Executive Officer (or other parties if this offer is not accepted) the contract position of P/T Economic and Tourism Development Officer, initially for up to three (3) years, as proposed in the Tourism Strategy, Economic Development Strategy and People Plan.
3. Council requests the Chief Executive Officer to formally write to the members of the working group and formally thank them for their involvement in the development of the Tourism Strategy.

CARRIED 8/0

SM061/06/03 COUNCIL COMMUNITY SATISFACTION SURVEY (A0254)		
Proponent	Chief Executive Officer	In Brief Council agrees to express their interest in participating in this survey this year to Market Intelligence, and that funding be considered as part of the 2003/2004 budget deliberations.
Officer	D.E Price – Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	11 June 2003	
Previously	A108/01/00	
Disclosure of Interest		
Delegation	Council	

Background

Council last undertook a community satisfaction survey in 1999. The survey was very limited, but cost effective. ***A copy of the 1999 survey conclusions and recommendations is with the attachments marked SM061.1/06/03.***

The survey was conducted by "Market Intelligence".

Comments

Council have since 1999 chosen not to undertake any community surveys as the general view was that until Council started to promote and market the changes that it was undertaking and the improvements that were being progressed the communities perceptions would be difficult to change.

Market Intelligence have advised in the proposal at attachment SM061.2/06/03, Council is being asked to consider that during the inaugural syndicate study among WA-based LGAs we found:

2003 BENCHMARK

Over 85% of residents want to be consulted through the use of telephone, postal or Internet survey research

Given the high levels of support in the community for survey research, it is no surprise to find that almost 50% of local governments have instigated a community survey to understand how they are performing.

In most, if not all cases, these studies have been commissioned independently by each authority. This typically results in duplicated efforts, higher costs and a lack of meaningful benchmarks or comparative scores.

Of pressing concern, we have found that to date, satisfaction scores reported in Councils' Annual Reports have not been standardised. One Council may be reporting satisfaction using a 10-point scale, while another uses a less sensitive 5-point scale. And, while one Council asks 'overall satisfaction' at the beginning of a questionnaire, in other cases, Councils have collected overall satisfaction ratings after prompting residents about individual services. The second approach can be leading, having an impact on a resident's rating of overall satisfaction.

Following these observations, we cannot stress how important it is for Councils to use standardised measures for reporting.

Earlier this year six progressive and forward-thinking LGAs formed WA's first Council initiated market research syndicate.

The founding members are:

- City of Armadale
- Town of Claremont
- City of Cockburn
- City of Fremantle
- City of Joondalup
- City of Mandurah

HOW DOES THE PROGRAMME WORK?

Every Council in metropolitan WA is invited to join the syndicate.

When you decide to join the syndicate, a detailed scoping session is held to determine your specific requirements and to establish which modules you wish to invest in. Councils have the flexibility to choose from five modules to design a study that best satisfies their individual needs and resources.

Evaluate

Essential for every LGA with an interest in benchmarking performance. Establish overall satisfaction, along with performance scores and importance ratings for 10 individual benchmark services and facilities.

Evaluate Plus

Select an additional 10 performance measures from a comprehensive list of questions, or you can create your own. These will be benchmarked when other Councils select the same measure.

Enhance

Find out why residents are dissatisfied, and how they'd like Council to improve.

Explore

LGAs have unique information needs and decisions to make. 'Explore' lets you ask bespoke questions, tailored to your specific requirements.

Inform

Identifies the most effective forms of information dissemination. We review local newspaper readership and use of the Internet.

Questionnaires are individually designed and agreed in consultation with each Council depending on which modules are selected.

Participating Councils are given the option of selecting their desired sample size. For statistical robustness a sample of 400 provides a sampling precision of +/-5% at the 95% confidence level and is recommended. Councils may, however, select smaller or larger sample sizes depending of their specific needs and budgets.

Data is collected within each participating Council's municipality. Respondents are randomly selected using an electronic form of the White Pages and geo-coding of numbers to ensure they are within the boundaries of each Council. Only respondents who satisfy the participation criteria are interviewed (i.e. over 18 years of age, and do not work in market research or for a local government authority). Professionally trained telephone interviewers conduct all interviewing by telephone.

The collected data is checked and validated prior to any analysis being undertaken. Professionally qualified and experienced researchers conduct all statistical analysis and reporting.

At every stage of the process stringent quality processes are adhered to ensuring that the information that is provided to participating Councils is statistically robust, reliable and accurate.

Council need to express their interest in participating in this financial years survey (August) by July if they wish to participate.

It is proposed that Council agree to express their interest in participating in this survey this year, and that funding be considered as part of the 2003/2004 budget deliberations.

Sustainability Statement

The survey may include opportunities whereby Council can obtain data from the community that assist in the delivery of sustainable outcomes.

Statutory Environment:

The Local Government Act encourages greater community participation and greater accountability of local governments to their communities. At the same time, residents are beginning to expect the same.

Policy Implications:

Council has no policy position on undertaking a community survey, however, service teams do undertake some community surveying on specific areas as part of their quarterly reporting and monitoring.

Financial Implications:

The programme has been developed to minimise the investment cost to Councils. We strongly believe that given the benefits and the flexibility of the programme no stand-alone study could compete on value.

The cost of involvement is dependent on the modules and sample size you select. The table below gives a breakdown of module costs for samples of 200 and 400 respondents. As a bonus, inform will be free to each participating Council in 2003.

	Smple Size		
	n=200	n=400	n=other
Evaluate (compulsory) • Overall satisfaction, plus • 10 benchmark services, and • Demographics	\$3,600	\$5,300	Please ask us for a quote

Evaluate Plus • Up to 10 additional services • 11+ additional services	\$1,900 Priced on request	\$3,200 Priced on request	
Enhance • For Evaluate services • For Evaluate Plus services	\$3,600 Priced on request	\$5,500 Priced on request	
Explore	Please ask us for a quote		
Inform	Free for 2003		

All prices exclude GST. The GST is calculated at 10% of the final costs.

Prices do not cover couriers, additional printing, or the hire of presentation equipment. If these costs are incurred they will be charged at cost + 5%.

Strategic Implications:

Council would obtain data which could be used to ensure that the Council is meeting the service level expectations of the community and Key Result Areas within the Strategic Plan.

Community Consultation:

This item is related to Council undertaking consultation with the community to gauge the level of satisfaction.

Voting Requirements:

Normal

CRSM061 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Price seconded Cr Simpson that Council agrees to express their interest in participating in this survey this year to Market Intelligence, and that funding be considered as part of the 2003/2004 budget deliberations.
CARRIED 8/0

SM062/06/03 INFORMATION REPORT		
Proponent	Chief Executive Officer	In Brief Information Report.
Officer	D.E Price – Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	30 May 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

SM062.1/06/03 LOCAL ECONOMIC DEVELOPMENT UNIT MEETING MINUTES (A0436)

The Minutes of the Local Economic Development Unit Meeting held on 30th April 2003 are with the attachments marked SM062.1/06/03.

SM062.2/06/03 HARVEST HIGHWAY MINUTES MAY 2003 (A1151)

The Minutes of the Harvest Highway Steering committee meeting held on 13th May 2003 are with the attachments marked SM062.2/06/03.

SM062.3/06/03 PEEL ECONOMIC DEVELOPMENT UNIT MEETING – APRIL 2003 (A0839)

The Minutes of the Peel Economic Development Unit Executive Group Meeting held on 3rd April 2003 are with the attachments marked SM062.3/06/03.

SM062.4/06/03 COMMON SEAL REGISTER REPORT – APRIL 2003 (A1128)

The Common Seal Register Report for the month of May 2003 as per Council Policy CSP30 Use of Shire of Serpentine Jarrahdale Common Seal is with the attachments marked SM062.4/06/03.

SM062.5/06/03 CHIEF EXECUTIVE OFFICER REPORT ON LOCAL GOVERNMENT MANAGERS AUSTRALIA NATIONAL CONGRESS AND EXPO - ADELAIDE - MAY 2003 (H0031)

The Chief Executive Officers Report on the Local Government Managers Australian National Congress and Expo and his visit to two local government authorities in South Australia in May 2003 is with the attachments marked SM062.5/06/03.

SM062.6/06/03 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - PEEL ZONE MEETING MINUTES MAY 2003 (A1164)

The Minutes of the Peel Zone Meeting held on 29th May 2003 are with the attachments marked SM062.6/06/03.

SM062.7/06/03 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - STATE COUNCIL SUMMARY MINUTES JUNE 2003 (A1164)

The Summary Minutes of the State Council Meeting held on 4th June 2003 are with the attachments marked SM062.7/06/03.

CRSM062 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Simpson seconded Cr Star that the Information Report to 11 June 2003 be received.

CARRIED 8/0

9. CHIEF EXECUTIVE OFFICER'S REPORT (A1118)

Chief Executive Officer advised that he had received a letter from the Anglican Schools Commission confirming that they have resolved not to proceed with the establishment of a high school in Mundijong. ***A copy of this advice is with the attachments marked IN03/5315.***

Council also received correspondence from the Parish of Serpentine-Jarrahdale who are disappointed by this decision. ***A copy of this correspondence is with the attachments marked IN03/5365.***

COUNCIL DECISION/Committee Recommended Resolution

Moved Cr Star seconded Cr Price that

1. Council representatives seek a meeting with local MP's and the Minister for Education, to put the Tungsten recommendations to the State in view of the reported rethinking of the future of the Armadale High School.
2. Council remains positive and open to approaches by other providers of a secondary school provided any such proposal is based on the Tungsten report and Council's resolved position on a high school in the Shire agreed at the April 2003 Council Meeting.
3. Council agrees to pursue the design and costing of the extension to the Mundijong Administration Building in the 2003/2004 budget.
4. The Chief Executive Officer be requested to advise the high school working group of this outcome following receipt of the Anglican Schools Commission letter.

CARRIED 8/0

Note: The Committee Recommended Resolution was amended by removing the word "alternatively" in the point 1, which did not alter the context of the motion.

SM063/06/03 CALLING OF TENDERS FOR THE MANAGEMENT OF THE DESIGN AND CONSTRUCTION OF THE SERPENTINE JARRAHDAL COMMUNITY RECREATION CENTRE (A0900-03)		
Proponent	Shire of Serpentine Jarrahdale	In Brief Approval is sought to request the submission of tenders from organisations short listed through the Expressions Of Interest process for the preparation of tender documentation, the assessment of tenders, and project management for the design and construction of the Serpentine Jarrahdale Community Recreation Centre.
Officer	Mick Beaverstock – Director Asset Services	
Signatures - Author:		
Senior Officer:		
Date of Report	13 June 2003	
Previously	SM052/04/03	
Disclosure of Interest		
Delegation	Council	

Background

At its meeting of 28 April 2003, Council resolved to call for expressions of interest for the preparation of tender documentation, the assessment of tenders, and project management for the design and construction of the Serpentine Jarrahdale Community Recreation Centre.

Statewide advertising for Expressions Of Interest was undertaken on 24 May 2003 with submissions closing on Friday 6 June 2003. A total of five (5) submissions were received.

It is a requirement that Council resolve to invite tenders from nominated organisations, short listed through this process, as tenders are not called publicly.

Comments

The Expressions Of Interest document provided a brief overview of the project and called for the provision of the following information:

1. Overview of the organisation;
2. Relevant experience - to demonstrate experience in the project management of community facilities similar to the Recreation Centre, including nominated referees;

3. Project Team – nominate personnel that would be allocated to this project and nominate their skills, roles and responsibilities as part of the project team;
4. Methodology – brief outline of the proposed methodology for this project including the intended reporting structure and interface with both the client (Shire of Serpentine Jarrahdale) and the designer/builder;
5. Quality Assurance – details and evidence of current Quality Assurance status the organisation has achieved; and
6. Insurance – details and evidence of Professional Indemnity Insurance, Public Liability Insurance and Workers Compensation Insurance.

Applicants were advised that the following criteria would be used to assess submissions with associated weightings:

1. Relevant Experience 30%
2. Project Team 30%
3. Project Methodology 20%
4. Quality Assurance 10%
5. Referee Interviews 10%
6. Insurance – not weighted however if the organisation does not have the required level of insurance cover then they would not be invited to tender.

Submissions were assessed by a panel comprised of the YMCA Recreation Business Development Manager, City of Rockingham Manager Recreation & Culture and Director Asset Services.

The scoring method agreed to by the evaluation panel was to score each criteria within a range of 0 to 10; with 0 being non-fulfilment of criteria and 10 being complete fulfilment of criteria.

Based on the information provided in the submissions, and referee interviews, the following assessment and rankings were determined:

Criteria Organisation	Relevant Experience (30%)	Project Team (30%)	Project Methodology (20%)	Quality Assurance (10%)	Referee Interview (10%)	Weighted Score	Ranking
Thomson Marquis	8.8	8.2	8.2	9.3	10	8.7	1
GHD	8.2	7.3	7.7	9.7	10	8.2	2
Incoll	7.0	6.7	8.3	9.7	10	7.7	3
Clifton Coney Stevens	7.5	7.0	6.3	9.7	10	7.6	4
PDA	5.3	5.7	8.0	9.7	10	6.9	5

Through the assessment process it is recommended that the top three ranked organisations be invited to submit tenders.

Sustainability Statement

Not applicable.

Statutory Environment:

Local Government Act 1995 (as amended)

Policy Implications:

Nil

Financial Implications:

Costs associated with the appointment of a specialist consultant to undertake this commission have been included in the project management cost allowances allocated to this project.

Strategic Implications: Nil

Community Consultation: Nil

Voting Requirements: Normal

CRSM063 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Scott seconded Cr Price that Council invites the submission of tenders for the preparation of tender documentation, the assessment of tenders, and project management for the design and construction of the Serpentine Jarrahdale Community Recreation Centre from the following organisations:

1. Thomson Marquis Project Management
2. GHD Pty Ltd
3. Incoll Management Pty Ltd

CARRIED 8/0

7.5 Planning Development & Environment Meeting – 16th June, 2003

COUNCIL DECISION

Moved Cr Price seconded Cr Wigg

That the minutes of the Planning Development & Environment Committee Meeting held on 16th June 2003 be received.

CARRIED 8/0

H14/06/03 APPOINTMENT OF AUTHORISED OFFICER(S) – LITTER ACT 1979 – AUTHORISED OFFICERS (A0002)		
Proponent	Chief Executive Officer	<u>In Brief</u> Appointment of authorised officers in accordance with the provisions of the Litter Act 1979
Officer	David Price - Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	20.05.03	
Previously	SM070/05/02	
Disclosure of Interest		
Delegation	Council	

Background

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

Comments

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.

Sustainability Statement N/A

Statutory Environment: Litter Act 1979

Policy Implications: No Policy Implications are known

<u>Financial Implications:</u>	No Financial Implications are known
<u>Strategic Implications:</u>	No Strategic Implications are known
<u>Community Consultation:</u>	Not required as these officers and their appointments have previously been advertised
<u>Voting Requirements:</u>	Normal

CRH14 COUNCIL DECISION/Committee/Officer Recommended Resolution

Litter Act 1979 – Authorised Officers

Moved Cr Wigg seconded Cr Star that for the purposes of the Litter Act 1979, the following officers of the Shire of Serpentine-Jarrahdale are formally appointed as authorised officers:

Brian Douglas Owston
Sarah Kirsty Downes
David George Gossage
David Clifton Richards
Joanne Abbiss
Peter Alexander Lockhart
Belinda Laing-Hughes

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

David Edward Price 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 8/0

P268/06/03 MUNDA BIDDI TRAIL (A0494)		
Proponent	Shire of Serpentine – Jarrahdale	In Brief Council has received a request to sponsor the Munda Biddi Trail for the next financial year. It is recommended that Council contribute \$1 000 from the draft 2003/2004 trails budget allocation to the Munda Biddi Trail Foundation.
Officer	Carlie Eldridge – Manager Sustainability Unit	
Signatures - Author:		
Senior Officer:		
Date of Report	4 June 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

Background

The Munda Biddi Trail is the latest addition to Western Australia's growing set of world class bush trails. The trail starts in the hills east of Perth at Mundaring and meanders through to the South West Region. The trail will be constructed in three 300 kilometre stages with completion in 2005 in Albany. Stage one of the trail which is under construction end in Collie, stage 2 extends to Pemberton and stage 3 ends to Albany. Stage one from Mundaring to Dwellingup is open and the trail passes through the Shire.

The trail is built under a partnership between the Department of Conservation and Land Management and a number of State Government Departments, local governments, businesses and the community.

Comments

The Munda Biddi Trail Foundation has put forward a proposal that Council contribute \$1 000 to \$2 000 to help develop and manage the nature based tourism facility. An allocation of \$1 000 has been made in the trails budget for the draft 2003/2004 financial year budget.

The trail offers many benefits to the Shire in economic and tourism development and is in keeping with our support of environmental management of bushland areas that allows a range of recreational activities and active nature based tourism.

In regards to economic and tourism development, the trail users stimulate local business through the need for accommodation and food required, it is estimated that users spend \$40 a day in our region. The trail also allows the shire to link other tourism activities which may attract trail users to future visits to the region.

A copy of the correspondence from the Munda Biddi Trail Foundation is with the attachments marked P268.1/06/03.

Sustainability Statement

Does the proposal/issue enhance the environment (built and natural) or minimise environmental damage through best practice in its field?

The track is a defined track constructed from existing paths and disused rail corridors and is designed predominantly for bike users. The path allows both bike riders and walkers recreational use of the bushland with minimal impact.

The track is constructed to best practice and to minimise damage to the environment through the creation of a defined user path.

Does the proposal/issue minimise resource use, eg. Energy, land, water, soil, compared to traditional development approaches?

The proposal reduces resource use through the provision of a bike trail to allow sustainable transport and holiday/travel alternatives.

Does the proposal/issue use locally available or produced resources?

The track brings users into the local area who will use locally available and produced resources.

Will the proposal/issue be economically viable in a way that incorporates its external costs?

The proposal is economically viable in that the track is a partnership approach between governments, the community and businesses. The proposal will have economic benefits for the local communities as users come into to get supplies.

Is the proposal/issue designed to be socially and environmentally responsible through building up the community and enabling full participation in its implementation?

This proposal is environmentally and socially responsible and the community is involved through volunteer programs and sponsorship in developing and maintaining the track.

Does the proposal/issue disadvantage any social groups?

No

Does the proposal/issue create long- term employment or economic benefit to current and future residents of the shire?

The track provides long term economic and employment benefit to local business especially food and tourism businesses through bringing tourists both day trippers and people on longer trips. As the track becomes better known and is extended to Albany there will be a growth in demand for short stay accommodation and food and equipment supplies.

Statutory Environment: Not applicable

Policy Implications: Not applicable.

Financial Implications: Funding of \$1 000 has been put in the draft 2003/2004 budget for approval

Strategic Implications: Council's Strategic Plan Strategies state:

- 1.1.1 *Provide recreational opportunities.*
- 1.2.5 *Protect built and natural heritage for economic and cultural benefits.*
- 2.1.2 *Develop partnerships with community, academia and other management agencies to implement projects in line with Shire objectives.*
- 3.1.3 *Develop tourism potential.*

Community Consultation: Community consultation has not been undertaken.

Voting Requirements: Normal

Officer Recommended Resolution

Council considers the contribution of \$1 000.00 towards the Munda Biddi Trails Foundation from the draft 2003/2004 Trails budget allocation.

CRP268 Committee Recommended Resolution

1. Council considers the contribution of \$1,000.00 towards the Munda Biddi Trails Foundation from the draft 2003/2004 Trails budget allocation.
2. Council of \$500.00 towards signage at the entry and exit points of the Mundi Biddi trail to the of Jarrahdale that would direct users of the trail to the town centre.

Note: The Officer Recommended Resolution was altered to enable the trail to have signage at the entry and exit points directing users to the Jarrahdale Town Centre.

COUNCIL DECISION

Moved Cr Price seconded Cr Scott that

1. Council considers the contribution of \$1,000.00 towards the Munda Biddi Trails Foundation from the draft 2003/2004 Trails budget allocation.
2. Council considers an allocation of \$500.00 in the draft 2003/2004 budget towards signage at the entry and exit points of the Mundi Biddi trail to the town Centre and local business of Jarrahdale that would direct users of the trail to the town centre.

CARRIED 8/0

Note: The committee recommendation was amended to ensure the allocation of funds are considered in the draft budget and more specifically to identify signage requirements.

P274/06/03 PROPOSED MODIFIED LAND FILL FOOTPRINT – SOUTH CARDUP LANDFILL SITE – LOT 10 SHALE ROAD, CARDUP (P00066/02)		
Proponent	West Australian Landfill Services	In Brief Council to receive an application to modify the approved landfill footprint by placing landfill in the area between Stages 1 and 2 whereby the final landform will be a single continuous mound with reduced slopes that are easier to maintain and revegetate. It is recommended that Council accepts the proposal is suitable for determination by Council without public advertising. The net increase in the landfill footprint is proposed at 2.8 Ha and will increase the volume of the landfill from 3.0 M cubic metres up to 4.8 M cubic metres and thereby extend the operational life of the facility from 9.5 years up to 15 years.
Officer	Henry Dykstra – Town Planning Consultant	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

Owner: West Australian Landfill Service
Owner's Address: 116 Kurnall Road, Welshpool
Applicant: West Australian Landfill Service
Applicant's Address: 116 Kurnall Road, Welshpool
Date of Receipt: 17 April 2003
Advertised: Not a statutory requirement by the Council
Submissions: Not Applicable
Lot Area: 17.9ha
L.A Zoning: Special Use No. 1 (Waste Disposal), Composting and Associated Landfill activities
MRS Zoning: Rural
Byford Structure Plan: Not applicable
Rural Strategy Policy Area: Basic Raw Materials Extraction
Rural Strategy Overlay: Landscape Protection Policy Overlay
Municipal Inventory: Not applicable
Townscape/Heritage Precinct: Not applicable
Bush Forever: Not applicable
Date of Inspection: 12 May 2003 – Town Planning Consultant

Proposal

Succinctly, the proposal by West Australian Landfill Service (WALS) is to excavate and then to place landfill in the area between Stage 1 (Existing Landfill) and Stage 2 (Shale Pit) whereby the final landform will be a single continuous mound with reduced slopes that will be easier to maintain and revegetate.

The modified footprint will reduce the size of existing Stage 2 by 1.2 Ha, and will increase by approximately 4 Ha between the existing Stages 1 and 2. This net increase in the landfill footprint of 2.8 Ha will increase the volume of landfill from 3.0M cubic metres up to 4.8M cubic metres.

The existing sedimentation dam will be relocated further down the valley, and the drain that currently deviates between Stages 1 and 2 is proposed to be diverted around the western edge of the entire landfill footprint, returning to the same point in the north west corner of the site.

The proposal will maintain the current operating methods and rate of landfilling. The increased airspace will extend the estimated operational life from 9.5 years up to 15 years.

Background

The existing approved Stages 1 and 2 of the Cardup landfill site have been the subject of a Public Environmental Review (PER) that was prepared and advertised during 1993, and was granted Ministerial approval in May 1994.

In June 1994, Council refused an application for land fill on the subject site.

In September 1994, Council reconsidered the proposal and granted approval to valley fill (Stage 1) and shale pit fill (Stage 2). The land was subsequently given a Special Site zoning under Scheme Amendment No. 30 to the Shire of Serpentine-Jarrahdale Town Planning Scheme in order to reflect the approved land fill activity.

Scheme Amendment No. 30 was gazetted in 1996.

West Australian Landfill Services (WALS) own and operate the south Cardup landfill facility. The first stage of landfill was constructed in September 1999, some five (5) years after Council had resolved to grant planning consent. Stage 1 is now nearing completion.

Over the past 3 years, the operation has been subject to annual DEP licence approval, involving monitoring and inspection by DEP officers.

Comments

Strategic Plans/Structure Plans

Council's Rural Strategy identifies the subject land as Raw Material Extraction policy area. The surrounding land is identified for both rural purposes and raw material extraction areas. The Watkins Road rural living area on the western side of South West Highway represents the nearest identified rural living area under Council's Rural Strategy.

Council's Rural Strategy also includes the subject land within the Landscape Protection policy area that covers much of the escarpment.

Town Planning Scheme No. 2

The subject land is zoned "Special Site No. 1" under the Shire of Serpentine-Jarrahdale Town Planning Scheme No. 2, with the permitted use under this zone described as "Waste Disposal, Composting and Associated Landfill Activities". Council has the discretion to grant approval to the proposed modified landfill footprint, and may do so with or without public advertising of the proposal. In this context, it is noteworthy that the Special Site zoning of the land has previously been subject to a full public advertising period as part of Scheme Amendment No. 30.

Council Policies

The application generally conforms with Council's Landfill Guidelines (PWP3), in terms of the required information to accompany the application. Some additional detail on the revegetation strategies and securities will need to be provided and confirmed as a prerequisite to a determination on Planning Approval.

The original landfill development commenced prior to the establishment of Council's Landscape Protection Policy. The proposal itself is unlikely to result in increasing the visual exposure of the activity, and will certainly provide the opportunity to review and improve the rehabilitation and revegetation mechanisms that have been implemented to date. An improved mechanism will result in a better outcome in terms of restoring the visible landscape.

External Policies

The existing landfill operations have been subject to a Public Environmental Review (PER) by the Environmental Protection Authority (EPA), with Ministerial conditions applied to the Environmental Approval. In accordance with the requirements of the EPA legislation and the Ministerial conditions, this proposal has been referred for comment to the Department of Environment (DOE). Comment is sought particularly to determine whether this proposal can be considered in the context of the PER and Ministerial conditions applicable to the current Stages 1 and 2. The DOE has not yet responded to the proposal, and until such a response is received Council is constrained from making any decision that would result in the proposal being implemented should Council be of a mind to approve the application.

The DOE also requires an Annual Works Approval licence to be sought for the landfill operation, with such a licence incorporating certain conditions and requirements.

Community Consultation

The rezoning of the subject land in 1995/96 to specifically accommodate the landfill activity, was subject to a 42 day public advertising period, after which the rezoning was granted final approval by Council and the Minister for Planning. The existing Special Site zoning of the land provides Council with discretion to grant approval to the proposed modified landfill footprint. The zoning does not require that this proposal be advertised for public comment.

Clause 6.2.1 of the Town Planning Scheme does provide Council with discretion to undertake public advertising of a proposal where Council considers this to be necessary. Should Council wish to impose a public advertising requirement on this proposal, this would involve letters to adjoining land owners and a public notice in the local newspaper advertising the proposal for a period of 21 days for public comment. If advertising for public comment were pursued by Council, it may also be useful to arrange with the Applicant an organised public tour of the facility.

Land Capability

The site is already operating as an approved landfill facility in accordance with previous assessments, including a PER and conditions set by Council, the Minister for Environment and the annual DOE Licence Approval. Hence, the capability of the land to accommodate this activity has already been established, and appropriate management measures put in place.

Servicing

No additional services to the site will be necessary. However, given the extended operating life of the facility, the condition of Shale Road will need to be maintained for a longer period. This can be secured via a suitable planning condition.

The internal operations also involve the placement of internal and underground infrastructure including water pipes, pumps, bores, gas pipes etc. It is important that the internal infrastructure is properly recorded on surveyed and engineering plans for future reference. In this context it is noteworthy that under the 1994 Planning Approval and the developers commitments, the southern 18.99 Ha portion of the site will be offered to Council for an amount of \$1 at the completion of the post closure period.

Finally, in terms of servicing, the proposal has been referred to Main Roads WA to seek comment on the suitability and safety of the Shale Road intersection with South Western Highway, particularly in view of the extended operational life of the facility. Comments from Main Roads are still pending, and will be included in the final determination of this proposal.

Environmental Impact

The key environmental issues relevant to this proposal are discussed as follows:

1. Clearing of Additional Vegetation

The modified landfill footprint will result in an existing vegetation area approved for clearing within Stage 2 being exchanged for an equivalent area of vegetation in the northern part of the site between Stages 1 and 2. The only additional vegetation to be cleared under the modified footprint is an area of approximately 7000m² to the south of Stage 1 and east of Stage 2.

A flora and fauna survey has been undertaken by the proponent. Only one area of native bushland was identified as having significance due to the presence of Declared Rare Flora species. This bushland area occurs immediately south west of Stage 2 (Shale Pit) and is proposed to be appropriately fenced, with the existing track through this area being converted to a diversion drain.

2. Drainage and Nutrient Management

The current method of landfill ensures that the landfill area is a “closed system”, where leachates are captured and recycled through sealed settlement and evaporation ponds.

The site run-off from internal roads and drains is constantly managed to ensure no water passes through the landfill area. Surface run-off is channeled through diversion drains to the undisturbed valley system in the north east of the site, where there is an existing storage dam. This proposal includes the construction of a wetland within the existing valley system to ensure management of site run-off while providing a visible demonstration of the quality of the water and its environment.

The method of wetland establishment in this valley system has been discussed on site with the proponent and the retention of existing landform and vegetation has been emphasised as a priority. It will be possible to apply a Planning Condition requiring the preparation of detailed wetland construction plans prior to any works in this area.

3. Visual Impact/Revegetation

The current landfill activities and landfill “face” is quite visible from the South West Highway. It is evident that the operators continually work towards minimising the area of exposed “face” by covering the fill with soil and by temporarily overlaying the working “face” with a sheet or a material cover. This also assists in controlling the potential for wind-blown materials.

To date, the revegetation of the site has been very limited and requires a review of the revegetation strategy and enforcement mechanism. Whilst the July 1999 Landfill Management Plan did include some general objectives and strategies for revegetation, this plan has obviously not been effective, and hence requires review and reinforcement.

A practical and enforceable rehabilitation plan should include the following essential elements:

- * Identification of revegetation areas required surrounding the landfill area;
- * Details of plant species and density of planting within these surrounding areas;
- * A performance bond or mechanism to ensure planting is undertaken and maintained throughout the landfill operations;
- * Identification of numerous planned landfill cells and stages;
- * Details of plant species and density of planting within each cell/stage;
- * A performance bond/mechanism to ensure that planting is completed for a single cell/stage prior to Council allowing landfill activity to continue in a subsequent cell/stage; and

- * A performance bond/mechanism to ensure that the planting within each cell/stage is maintained throughout the landfill operations.

Social/Economic Implications

In terms of localised social implications, it is noteworthy that the revised landfill footprint maintains at least a 50m perimeter buffer to site boundaries, and in fact, results in the northern portion of Stage 2 (approved) being pulled back to achieve a much greater setback from the northern boundary.

Further, from a local perspective, the revised landfill footprint will not alter the operations, however, the operational life of the facility will be increased by an estimated 5.5 years.

At a district and regional level, the Cardup landfill site is extremely significant given that it is one of only five such facilities servicing the Metropolitan Area. The Cardup facility has the second highest annual capacity, and only two (2) of the other facilities have an operational life that exceeds the Cardup facility.

The proposal offers some direct positive economic benefits to the Local Authority in terms of Council having the right of free tipping which is estimated by the company to amount to approximately \$100,000 per annum. With an extended life of 9.5 years, the value to the Local Authority is quite apparent.

Sustainability Statement

Does the proposal/issue enhance the environment (built and natural) or minimise environmental damage through best practice in its field?

The proposal builds upon an existing landfill operation utilising existing infrastructure. Stage 2 which was previously approved involves the filling of a large excavation area along the escarpment, and hence will ultimately assist in returning the landform and vegetation closer to its original form.

Does the proposal/issue minimise resource use, eg. Energy, land, water, soil, compared to traditional development approaches?

The proposal will result in a more efficient use of the existing landfill site, and provide the site with an increased operational life.

Does the proposal/issue use locally available or produced resources?

The landfill operation accepts waste from both the local area and the wider region.

Will the proposal/issue be economically viable in a way that incorporates its external costs?

Yes.

Is the proposal/issue designed to be socially and environmentally responsible through building up the community and enabling full participation in its implementation?

The existing landfill operation has been through a Public Environmental Review (PER) by the EPA and further, the rezoning of the land for this purpose has also been through a public consultation period.

Does the proposal/issue disadvantage any social groups?

All social groups contribute in some way to the need for the landfill facility and hence, are not disadvantaged. Provided the perimeter buffer requirements to the landfill area are maintained and improved, and the operating methods continue to accord with the statutory requirements, this proposal is unlikely to disadvantage any particular social group.

Does the proposal/issue create long term employment or economic benefit to current and future residents of the shire?

At least five (5) on site employees are local residents of the Shire. Further, 3 – 4 trucks servicing the facility are from an Oakford based transport company.

<u>Statutory Environment:</u>	Town Planning & Development Act 1928 Town Planning Scheme No. 2
<u>Policy Implications:</u>	Council's Landfill Guidelines
<u>Financial Implications:</u>	No direct financial implications to Council
<u>Strategic Implications:</u>	Objective 2.2.4 and 1.2.4.3 of Council's 2003 Strategic Plan.
<u>Community Consultation:</u>	No statutory requirement
<u>Voting Requirements:</u>	Normal

Officer Recommended Resolution

1. Council receives the Development Application for the modified landfill footprint proposed at the Cardup Landfill site and accepts that the proposal is suitable for determination by Council without the need for public advertising given that:
 - a) The subject land is specifically and exclusively zoned for the purpose of waste disposal, composting and associated landfill activities;
 - b) The rezoning of the land in 1995/1996 underwent a complete statutory advertising process;
 - c) The existing approved Stages 1 and 2 landfill have been the subject of a Public Environmental Review which also involved a period of public advertising and public submissions;
 - d) The proposed modified footprint retains its minimum setback from all property boundaries, and in fact in some locations provides a larger setback than envisaged under the original approval; and
 - e) This proposal provides an added opportunity to require additional improvements, in particular the revegetation of the site.
2. Upon advice being received from the Department of Environment, the proposal be referred back to Council for formal determination.

CRP274 COUNCIL DECISION/Committee Recommended Resolution

Moved Cr Wigg seconded Cr Kirkpatrick that

1. Council receives the Development Application for the modified landfill footprint proposed at the Cardup Landfill site.
2. Council requires the proposal to be advertised for public comment as this proposal is a matter of public interest.
3. Upon advice being received from the Department of Environment, the proposal be referred back to Council for formal determination.

Advice Note:

1. Director Sustainable Development to determine an appropriate advertising period once a response is received from the Department of Environment.

CARRIED 8/0

Note: The Officer Recommended Resolution was altered because public comment is appropriate due to the considerable community interest and the significant visual impact on the scarp.

Note: Council requested that a note of thanks be made to the WA Landfill Services for their presentation on this matter.

P272/06/03 RETROSPECTIVE APPLICATION FOR THE PLACEMENT OF FILL – LOT 110 KARGOTICH ROAD, OAKFORD (P00105/03)		
Proponent	E Dekkers	In Brief That Council approves a retrospective application dated 7 January 2003 for the placement of fill on Lot 110 Kargotich Road, Oakford subject to conditions.
Officer	Michael Davis – Planning Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	21 March 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

Owner: Portio Pty Ltd
 Owner's Address: Lot 110 Kargotich Road, Oakford 6121
 Applicant: E Dekkers
 Applicant's Address: Lot 110 Kargotich Road, Oakford 6121
 Date of Receipt: 8 January 2003
 Advertised: Application was advertised to surrounding landowners until 19 March 2003
 Submissions: 2 letters of 'Objection' were received
 Lot Area: 2.0273 ha
 L.A Zoning: Special Rural
 MRS Zoning: Rural
 Byford Structure Plan: Not applicable
 Rural Strategy Policy Area: Rural Living B Policy Area
 Rural Strategy Overlay: Not applicable
 Municipal Inventory: Not applicable
 Townscape/
 Heritage Precinct: Not applicable
 Bush Forever: Nil
 Date of Inspection: 31 March 2003

Background

Council has received a retrospective application for the filling of Lot 110 Kargotich Road, Oakford following several complaints received from landowners in the area.

A copy of the site plan is with the attachments marked P272.1/06/03.

Development Control Unit April 2003

Council's Development Control Unit (DCU) at it's meeting held 17 April 2003 resolved to request the applicant to provide scaled survey drawing indicating natural ground level shown as AHD. The applicant has subsequently provided the requested drawing to Council.

A copy of the plan entitled "Existing Levels" is with the attachments marked P272.2/06/03.

Comments

Scheme Requirements

The following clause within Council's Town Planning Scheme No.2 is applicable to the subject application:

“3.2.5 If the use of the land for a particular purpose is not specifically mentioned in the zoning table and cannot reasonably be determined as falling within the interpretation of one of the use categories the Council may:

- a) determine that the use is not consistent with the objectives and purpose of the particular zone and is therefore not permitted; or*
- b) determine that the proposed use may be consistent with the objectives and purpose of the zone and thereafter follow the advertising procedures of Clause 6.3 in considering an application for planning consent”.*

As the filling of a property is a ‘use not listed’ under Council’s Town Planning Scheme, Council has the option of (a) or (b) above.

Rural Strategy

The subject land is located within the ‘Rural Living B’ Policy Area of the Shire’s Rural Strategy.

It is considered that the retrospective application for fill is not in direct conflict with the objectives of the ‘Rural Living B’ Policy Area.

Residential Design Codes

The Residential Design Codes contain the following guidelines with respect to fill in relation to residential development:

“A1.4 Filling behind the street setback line and within one metre of a common boundary {shall be}:

*Not more than 0.5m above the natural level at the boundary; or
Retained in accordance with...[the following]:*

A2 Retaining walls set back from common boundaries in accordance with the setback provisions [contained within the Residential Design Codes].”

The intention of the above guidelines is to encourage development that retains the visual impression of the natural level of a site, as seen from the street or from an adjoining property. The Residential Design Codes guidelines in respect to fill have been referenced here to illustrate the need to consider how the height of fill placed on a property can have an impact on adjoining properties and the streetscape.

The applicant states that the property has been raised approximately 0.3m (30cm) as a result of the fill. The fill has been placed up to the boundaries of the property. At the site inspection it appeared that the property had been raised approximately 0.5m (50cm) at some parts of the property as a result of the fill.

It is recommended that the fill be battered along the boundaries of the subject property.

Community Consultation

Council referred the retrospective application for the filling of Lot 110 Kargotich Road, Oakford to surrounding landowners for comment, in accordance with Council policy. 2 letters of ‘Objection’ were received.

The following concerns were raised in the 2 letters of ‘Objection’:

- * Concern regarding vast amount of soil that has been dumped on the property which has resulted in the property being raised approximately 0.5 metres higher than the surrounding properties;

- * The fill reaches the neighbouring fence and is supposedly nearly half the fence height;
- * As of yet, no drains have been constructed as proposed in the subject application;
- * Concern raised over potential soil and water runoff as a result of the filling;
- * The landowners would like the fill moved back from the boundary line and a drainage plan in place.

The above concerns are addressed below:

- * With respect to Point 1 above, it is acknowledged that a significant degree of fill has been placed on the subject land and it is further noted that Council approval was required but had not been obtained for the placement of fill. It is recommended that the fill heights be limited to those shown on the on the plan entitled "Lot 10 Kargotich Road Existing Levels", dated 7 May 2003. This condition will prevent any further fill being placed on the subject property;
- * With respect to Point 2 above, it is acknowledged that the fill does extend to the extremities of the lot boundaries. The fill is at a maximum, 50cm above the natural ground level and is not half the fence height;
- * With respect to Point 3 above, it is recommended that a condition be placed on the retrospective approval which requires the landowner to contain all stormwater on-site;
- * With respect to Point 4 above, it is recommended that a condition be placed on the retrospective approval which requires the fill to be battered along the lot boundaries of the subject property and that no fill or runoff is to spill on to the neighbouring properties.

Environment

The retrospective filling of the property has the potential to have an impact on groundwater levels as well as drainage and water runoff on the property.

Emergency Management

It is considered that the retrospective application for the filling of the subject property will not have a direct impact on emergency management or emergency vehicle access.

Sustainability Statement

Does the proposal/issue enhance the environment (built and natural) or minimise environmental damage through best practice in its field?

It is considered that the level of filling of the property has the potential to impact on the natural lie of the land which will have an impact on drainage and stormwater management on the property.

The fill used on the property is clean topsoil.

Does the proposal/issue minimise resource use, eg. Energy, land, water, soil, compared to traditional development approaches?

It is considered that the proposal will not use excessive resources compared to traditional development approaches.

Does the proposal/issue use locally available or produced resources?

The material obtained for the filling of the subject property was sourced from the Vale Estate located at Canningvale.

Will the proposal/issue be economically viable in a way that incorporates its external costs?

Not applicable.

Is the proposal/issue designed to be socially and environmentally responsible through building up the community and enabling full participation in its implementation?

The retrospective filling of a property may set a precedent for further unapproved filling of land within the Shire.

The application was referred to surrounding landowners for comment, in accordance with Council Policy.

Does the proposal/issue disadvantage any social groups?

It is considered that the proposal will not disadvantage any social groups.

Does the proposal/issue create long term employment or economic benefit to current and future residents of the shire?

Council has recently approved a shade house on the subject property, which has the potential to generate employment and income to current and future residents of the Shire. However, the proposal is not directly linked with the shade house operation.

Statutory Environment: Town Planning and Development Act 1928, Town Planning Scheme No.2

Policy Implications: Not applicable

Financial Implications: There will be no direct financial implications to Council as a result of this application

Strategic Implications: This proposal relates to Strategy 2.1 of Key Result Area – Environmental in Council's Strategic Plan, which is:

“Encourage best practice environmental management”.

And Strategy 1.4, of Key Result Area – People and Community, which is:

“Strengthen community groups and promote meaningful community input into Council decision”.

Community Consultation: Council referred the application to surrounding landowners in accordance with Council Policy. 2 letters of 'Objection' were received.

Voting Requirements: Normal

Officer Recommended Resolution

- A. Council, in accordance with Section 3.2.5(b) of Town Planning Scheme No. 2 determines that the placement of fill is a use which is consistent with the objectives and purpose of the Special Rural zone.
- B. Council approves a retrospective application dated 7 January 2003 for the placement of fill on Lot 110 Kargotich Road, Oakford subject to the following conditions:

1. The property levels are not to exceed those identified on the plan entitled “Lot 10 Kargotich Road Existing Levels”, dated 7 May 2003 subject to any modifications required as a consequence of any conditions of this approval.
2. The fill is to be battered along all boundaries of the subject lot. The gradient of cut and fill batters is not to exceed 1 in 6, comprise clean fill and be stabilised to the satisfaction of Council.
3. All stormwater to be disposed of within the confinement of the property. Direct disposal of stormwater onto the road or neighbouring properties is not permitted.
4. The area within 3 metres of all boundaries of the lot is to be kept at the pre-development ground level, consistent with the ground level of adjoining properties.

Advice Notes:

1. The applicant is advised that given prior planning approval was not obtained for the fill, failure to obtain further planning approvals (where required), may attract immediate legal action by Council.
2. This planning approval is for the retrospective placement of fill only. Further planning approvals will need to be obtained for the ponds.
3. With respect to Condition 4, the applicant is advised that in order to achieve Condition 4 the fill previously placed on the lot will need to be removed within three metres of the lot boundaries.

CRP272 COUNCIL DECISION/Committee Recommended Resolution

Moved Cr Star seconded Cr Scott

- A. Council, in accordance with Section 3.2.5(b) of Town Planning Scheme No. 2 determines that the placement of fill is a use which is consistent with the objectives and purpose of the Special Rural zone.
- B. Council approves a retrospective application dated 7 January 2003 for the placement of fill on Lot 110 Kargotich Road, Oakford subject to the following conditions:
 1. The property levels are not to exceed those identified on the plan entitled “Lot 10 Kargotich Road Existing Levels”, dated 7 May 2003 subject to any modifications required as a consequence of any conditions of this approval.
 2. The fill is to be battered along all boundaries of the subject lot. The gradient of cut and fill batters is not to exceed 1 in 6, comprise clean fill and be stabilised to the satisfaction of Council.
 3. All stormwater to be disposed of within the confinement of the property. Direct disposal of stormwater onto the road or neighbouring properties is not permitted.
 4. The area within 3 metres of all boundaries of the lot is to be kept at the pre-development ground level, consistent with the ground level of adjoining properties within 30 days of the date of this approval.
 5. The proponent is required to take all practicable measures to minimise the fire hazard on the property to the satisfaction of Council’s Fire and Emergency Services Officer.

Advice Notes:

1. The applicant is advised that given prior planning approval was not obtained for the fill, failure to obtain further planning approvals (where required), may attract immediate legal action by Council.
2. This planning approval is for the retrospective placement of fill only. Further planning approvals will need to be obtained for the ponds.
3. With respect to Condition 4, the applicant is advised that in order to achieve Condition 4 the fill previously placed on the lot will need to be removed within three metres of the lot boundaries.

CARRIED 8/0

Note: The Officer Recommended Resolution was altered because the item had not stated that the fill material is principally mulch and the committee were concerned that the potential fire hazard had not been adequately addressed in the Officers Recommended Resolution.

P280/06/03 SERPENTINE CATTLE HOLDING YARDS – LOT 25 LIGHTBODY ROAD, MARDELLA (P00213-02)		
Proponent	Cr Needham	In Brief Council writes to the Department of Environment requesting that stock kept in the holding yards be relocated to a farm should extraordinary delays in shipping occur and that Council be advised whether the proponent has complied with any conditions set by the Department of Environment.
Officer	Joanne Abbiss - Director Sustainable Development	
Signatures - Author:		
Senior Officer:		
Date of Report	16/06/03	
Previously		
Disclosure of Interest		
Delegation	Council	

CRP280 COUNCIL DECISION/Committee Recommended Resolution

Moved Cr Price seconded Cr Kirkpatrick

1. The Director Sustainable Development writes to the Department of Environment stating Councils opinion that when it is obvious that the stock in the holding yards cannot be shipped in the usual time that they should be taken from the facility to a suitable farm.
2. Council be advised if all the conditions required by the Department of Environment of the proponent have been complied with.

CARRIED 8/0

8. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

9. CHIEF EXECUTIVE OFFICER'S REPORT

10. URGENT BUSINESS:

COUNCIL DECISION

Moved Cr Price seconded Cr Kirkpatrick
That Item P282/06/03 be dealt with as an item of new business of an urgent nature
CARRIED 8/0

P282/06/03 TENDER C05/2002-03 BRIEF TO UNDERTAKE SCHEME REVIEW & PREPARATION OF LOCAL PLANNING STRATEGY (A0874-02)		
Proponent	Shire of Serpentine Jarrahdale	In Brief Council to consider the tenders for the Scheme Review and Preparation of Local Planning strategy. It is recommended that Council not award the tender.
Officer	Brad Gleeson, Manager Planning and Regulatory Services and Carlie Eldridge, Manager Sustainability Unit	
Signatures - Author:		
Senior Officer:		
Date of Report	20 June 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

Background

At its meeting of 28 January 2003, Council resolved to call for tenders for the review of Town Planning Scheme No. 2 and preparation of a Local Rural Strategy.

Statewide advertising for Tender submissions was undertaken on Saturday 8th March and Saturday 15th April 2003 with submissions closing on 3rd April 2003. A total of three submissions were received.

Comments

The tender documents provide an overview of the project. The overall goal of the project is to provide a statutory planning framework which reflects the vision and expectations of the community within the constraints of the Model Scheme Text.

Preliminary discussions concerning the Scheme Review, and past feedback received by Council from ratepayers, businesses, community groups and visitors to the region is that the following objectives need to be addressed within the Town Planning Scheme Review process:

- to introduce scheme objectives based on sustainable development;
- to introduce a decision making framework for development based on a triple bottom line approach;
- to provide an innovative statutory instrument for proactive, coherent and comprehensive planning which the future development of the Shire requires;
- to facilitate where possible practical and measurable reduction of greenhouse gas emissions;
- to include provision relating to water use and reuse and use of renewable energy;
- to provide a forward planning framework addressing the pressures for development and contemporary and emerging planning issues;
- to provide for development which is more ecologically sustainable and integrated with natural resource management;
- to involve the community in the review process providing a foundation of shared values for the new scheme;

- to provide an opportunity for a more comprehensive, systematic and integrated examination of the role of statutory controls and the planning framework for achieving the goals and aspirations of the community underpinned by the philosophies of sustainable development;
- to review issues arising from current structure planning, including the need to allow for interim development within the Mundijong urban cell;
- to ensure a land bank of commercial and industrial land to facilitate the establishment of new and innovative enterprises;
- to provide greater flexibility of uses in zoning by such means as flexible/mixed use zones;
- to provide clearly stated objectives for zones based on sustainable development;
- to provide performance based criteria for land use within zones based on land capability;
- to provide for urban development which meets the criteria for “urban villages” in the Green Towns Study and the settlement strategy reflected in the Rural Strategy.

Applicants were advised that the following criteria would be used to assess submissions with associated weightings:

Description of Qualitative Criteria	Weighting
Composition and qualifications of the Study Team proposed, identifying the Principal Consultant and the sub-consultants and including a breakdown of the responsibilities of each team member (i.e. the area in which their particular expertise will be required and estimated time each team member will spend on the project). Curriculum vitae's of each member including relevant referees must be included;	15%
Previous experience of the Consultant, including description of projects that demonstrate work of a similar nature to the proposed study with information on the project types, scale and total value. Relevant experience should be highlighted, as well as those projects where all members included in the proposed study team have previously worked together, noting the type and success of those particular projects;	15%
A statement of the methodology to be employed by the Consultant for the study, indicating how the project will be undertaken so as to ensure that the objectives of the study will be achieved and an effective management plan produced. The methodology will follow the required information and consultation needs outlined in the Consultant's brief;	30%
A proposed time frame for the project with commencement and completion dates for the whole project and all its stages, as well as a statement on the availability of all members of the study team to meet the proposed time – frame;	15%

A statement on ability of Consultant to meet all deliverables required as outlined in the Consultant's Brief;	15%
Total costing of the study will need to be included.	10%

The assessment of the three tenders are outlined below:

Table markings:

Criteria	Selection Criteria A (15%)	Selection Criteria B (15%)	Selection Criteria C (15%)	Selection Criteria D (15%)	Selection Criteria E (15%)	Selection Criteria F (15%)	Total score (100)
Organisation							
Simon Bain	8.625	7.875	21	9	9.375	4.25	60.125
Belton Taylforth	7.875	7.875	18	4.5	7.875	3	49.125
Hames Sharley	8.625	7.5	7.875	10.5	7.875	5.5	47.875

Staff have reviewed the tenders and do not believe the tender should be awarded as Council's objectives and evaluation criteria outlined in the project brief have not been demonstrably met.

Planning Projects in the Shire

The two major planning projects that were programmed to be commenced in the second half of 2003 are the review of the Town Planning Scheme and preparation of a Detailed Area Plan for Byford.

These two projects have been reviewed to determine which project should be given the highest priority for commencement. As these two major planning projects will involve a considerable amount of project management, it is recommended that:

1. The Byford Detailed Area Plan be commenced as soon as practicably possible with a deadline for completion by no later than June 2004; and
2. The Scheme review be reconsidered in the second half of the 2003/4 financial year.

Town Planning Scheme No. 2

Staff are constantly reviewing the operation of the current Scheme to ensure that the Council's and community's expectations for the orderly development of land in the Shire are being met. If any major issues are identified in relation to the operation of the Scheme, the Planning Service can prepare an amendment to the Scheme as deemed necessary.

Finances

\$25,000 previously allocated to the TPS review will be carried forward from the 2002/3 budget and allocated to the Detailed Area Plan for the Byford townsite. \$75,000 has been allocated in the 2003/4 budget for the review of the Scheme.

Sustainability Statement

Does the proposal/issue enhance the environment (built and natural) or minimise environmental damage through best practice in its field?

The preparation of a new town planning scheme is the most important land use planning initiative Council will undertake for many years. A new scheme will embrace and encapsulate all the initiatives Council has been grappling with in relation to sustainable land use planning.

Does the proposal/issue minimise resource use, eg. Energy, land, water, soil, compared to traditional development approaches?

An objective of the project brief is to introduce a decision making framework for development based on a triple bottom line approach.

Does the proposal/issue use locally available or produced resources?

Not applicable.

Will the proposal/issue be economically viable in a way that incorporates its external costs?

Preparation of a new planning scheme is a Governance obligation and will be funded from General Revenue.

Is the proposal/issue designed to be socially and environmentally responsible through building up the community and enabling full participation in its implementation?

Preparation of a new town planning scheme will involve significant public participation.

Does the proposal/issue disadvantage any social groups?

Preparation of a new town planning scheme will involve significant public participation. It is not anticipated that any social groups will be disadvantaged by the project.

Does the proposal/issue create long term employment or economic benefit to current and future residents of the shire?

A new planning scheme will provide a framework for sustainable employment and economic growth in the Shire for the medium term.

Statutory Environment: Local Government Act 1995, Local Government Tender Regulations, Purchasing Policy.
Town Planning and Development Act 1928 (as amended)

Policy Implications: Preparation of a new town planning scheme and local planning strategy to guide development in the Shire for at least five years after gazettal. A local planning strategy must include a vision for the Shire 15 years hence.

Financial Implications: The 2002-2003 budget allocation of \$25,000 for commencement of a review of Council's Town Planning Scheme will be redirected to the Detailed Area Plan project in Byford. The 2002-2007 Principal Activities Plan includes an allocation of \$75,000 for this project in 2003-2004.

Note: Funds allocated for Scheme review in 2002/3 will be used for the DAP for Byford Townsite. Any shortfall will be funded from the \$75,000 allocation for the Scheme review in 2003/4 budget.

Strategic Implications: *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.

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.
2. Develop partnerships with community, academia and other management agencies to implement projects in line with Shire objectives.
3. Encourage protection and rehabilitation of natural resources.
4. Reduce water consumption.
5. Reduce green house gas emissions.
6. Value, protect and develop biodiversity.

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

Community Consultation: The Scheme review will involve community consultation.

Voting Requirements: Normal

COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Price seconded Cr Star

1. Council not award the tender to undertake a Scheme Review and Preparation of a Local Planning Strategy.
2. Council reconsider the Scheme Review and Preparation of a Local Planning Strategy in the second half of the 2003/2004 financial year.
3. The Manager Planning and Regulatory Services prepares a report to Council canvassing alternate methodologies for preparation of the Scheme review prior to the second half of 2003/2004.

CARRIED 8/0

COUNCIL DECISION

Moved Cr Price seconded Cr Simpson
That Item P283/06/03 be dealt with as an item of new business of an urgent nature
CARRIED 8/0

P283/06/03 TENDER C06/2202-03 PREPARATION OF DETAILED AREA PLAN – BYFORD TOWNSITE (A0890 & A1142)		
Proponent	Shire of Serpentine-Jarrahdale	In Brief Council to consider the tenders for the Preparation of Detailed Area Plan – Byford Townsite. It is recommended that Council negotiate with the preferred tenderer and give delegated authority to the Chief Executive Officer to award or not award the tender.
Officer	Brad Gleeson - Manager Planning & Regulatory Services & Carlie Eldridge - Manager Sustainability Unit	
Signatures - Author:		
Senior Officer:		
Date of Report	20 June 2003	
Previously	P234/03/03	
Disclosure of Interest		
Delegation	Council	

Background

At its meeting of 24 March 2003, Council resolved to call for tenders for the Preparation of Detailed Area Plan (DAP) - Byford Townsite.

Statewide advertising for Tender submissions was undertaken on Saturday 29th March and Saturday 5th April 2003 with submissions closing on 15th April 2003. A total of two (2) submissions were received. Submissions were assessed in May 2003.

Comments

The tender documents provided a brief overview of the project. The tender required the DAP to address/include details and provisions in relation to the following matters:

- a) A vision statement for the whole of the precinct;
- b) A statement of objectives for the whole of the precinct;
- c) Detailed site analysis;
- d) A landscape master plan for public land throughout the whole of the precinct including:
 - Finished site levels;
 - A drainage and nutrient management strategy complying with Council's adopted Urban Water Management Strategy for the Development Area;
 - Integrated cycle and pedestrian paths linked to regional network;
 - Domain interface between public/private domain/streetscapes (eg fences, setbacks allows for the future character of the precinct to be assessed);
 - Community safety (active street frontages, lighting etc.;
- e) Building envelopes;
- f) Distribution of land uses within a lot;
- g) Private open space including provisions relating to solar passive landscaping;
- h) Services;
- i) Vehicular access, parking, loading and unloading areas, storage yards and rubbish collection closures;
- j) The location, orientation and design of buildings and the space between buildings;
- k) Advertising signs, lighting and fencing;
- l) Protection of sites of heritage, conservation or environmental significance where appropriate;

- m) Development controls and guidelines relating to matters including:
 - Use of energy efficient building materials and other energy efficiency measures;
 - Solar orientation;
 - Use of minimum R2 roof insulation;
 - Use 4 or 5 star solar hot water systems rated for flexibility;
 - Use of AAA rated plumbing fittings and fixtures;
 - Water reuse or water tanks for irrigation;
- n) A waste management strategy to minimise construction waste to landfill;
- o) Any other sustainability initiatives that an applicant wants to put forward for Council consideration

Applicants were advised that the following criteria would be used to assess submissions with associated weightings:

Description of Qualitative Criteria	Weighting
Composition and qualifications of the Study Team proposed, identifying the Principal Consultant and the sub-consultants and including a breakdown of the responsibilities of each team member (i.e. the area in which their particular expertise will be required and estimated time each team member will spend on the project). Curriculum vitae's of each member including relevant referees must be included;	15%
Previous experience of the Consultant, including description of projects that demonstrate work of a similar nature to the proposed study with information on the project types, scale and total value. Relevant experience should be highlighted, as well as those projects where all members included in the proposed study team have previously worked together, noting the type and success of those particular projects;	15%
A statement of the methodology to be employed by the Consultant for the study, indicating how the project will be undertaken so as to ensure that the objectives of the study will be achieved and an effective management plan produced. The methodology will follow the required information and consultation needs outlined in the Consultant's brief;	30%

A proposed time frame for the project with commencement and completion dates for the whole project and all its stages, as well as a statement on the availability of all members of the study team to meet the proposed time – frame;	15%
A statement on ability of Consultant to meet all deliverables required as outlined in the Consultant's Brief;	15%
Total costing of the study will need to be included.	10%

Table markings:

Criteria	Selection Criteria A (15%)	Selection Criteria B (15%)	Selection Criteria C (15%)	Selection Criteria D (15%)	Selection Criteria E (15%)	Selection Criteria F (15%)	Total score (100)
Organisation							
Statewest Surveying and Planning	9	8.5	16.5	8.0	7.5	7.0	56.5
Hames Sharley	Non conforming tender						

One tender did not meet the qualitative criteria to assess the tender as information regarding the use of sub-contractors, financial profile and matters relation to litigation were not addressed.

The tender from Statewest Surveying and Planning complied with the requirements of the tender. It is recommended that staff meet with Statewest Surveying and Planning to clarify the scope of the project. To ensure no further delays are incurred in making a decision on this tender, it is also recommended that the Chief Executive Officer be delegated authority to either award or not award the tender.

Finances

An amount of \$30,000 has been allocated in the 2002/2003 budget and this will be carried forward to part fund this project in the 2003/2004 budget. An amount of \$25,000 which was allocated in the 2002/3 budget for the review of the Town Planning Scheme and has not been used, will also be allocated to this project. This provides a total of \$55,000 for the project in 2003/2004.

Any funding shortfall that may occur after negotiations have been completed with the preferred tenderer will be funded from the \$75,000 allocation in the 2003/2004 budget for the review of the Town Planning Scheme. A separate report relating to the tenders for the review of the Town Planning Scheme is included in this agenda.

Sustainability Statement

Does the proposal/issue enhance the environment (built and natural) or minimise environmental damage through best practice in its field?

The purpose of the Urban Development zone is to provide for the orderly planning of large areas of land in a locally integrated manner and within a regional context, whilst retaining flexibility to review planning with changing circumstances

Does the proposal/issue minimise resource use, eg. Energy, land, water, soil, compared to traditional development approaches?

The Byford Structure Plan is based on the Liveable Neighbourhoods Community Code and has been adapted for local circumstances. Liveable Neighbourhoods is essentially a New Urbanist approach to urban development. Many commentators describe New Urbanism as reflecting only moderate sustainability. This is because New Urbanism does not address issues fundamental to the sustainability of cities such as transport demand management (and other behavioural issues) and nor does it address minimisation of materials and energy usage. The Byford Structure Plan does, however, represent an improvement in urban sustainability compared to traditional suburban development.

The Byford Structure Plan covers a substantial development area, and the level of the plan detail is therefore necessarily broad. Detailed area plans will translate the broader policy and philosophical requirements of the Byford Structure Plan to the local neighbourhood level.

Does the proposal/issue use locally available or produced resources?

Not applicable.

Will the proposal/issue be economically viable in a way that incorporates its external costs?

The external costs of land development include such things as road accident costs, air pollution, noise pollution and travelling time costs. The indirect costs of land development include such things as emergency services, general municipal services and social services such as health and education. There is relatively strong evidence that development in inner and middle areas of a city generates lower external and indirect costs than development in outer areas. This is largely a result of higher population densities, availability of existing infrastructure and the contiguous nature of development. The Future Perth project makes the following comments about the cost subsidisation of urban development:

“Most Australian cities exist within a strong development culture which presses for expansion of urban areas on a subsidized basis. This practice does not allow for the internalisation of environmental and social costs into property prices and values and, accordingly, these costs must be borne by the community.”

Is the proposal/issue designed to be socially and environmentally responsible through building up the community and enabling full participation in its implementation?

Urban development at Byford is still in the planning stage. There has been significant community consultation through the 1994 Green Towns Study and preparation of the Draft Byford Structure Plan itself. To a lesser extent opportunity for community consultation was also provided when Amendment No. 69 to Town Planning Scheme No. 2 was prepared and prior to this when alterations to the Metropolitan Region Scheme were put in place in 1996 for the Byford and Mundijong urban cells. The community of Byford will be given the opportunity to participate in the preparation of a Detailed Area Plan for the existing Byford town site.

Does the proposal/issue disadvantage any social groups?

Planning for Byford as represented by work carried out to date does not inherently disadvantage any social group.

Two of the stated purposes of the Urban Development zone are to allow for:

- Variety in the range of lot sizes and dwelling types within communities, consistent with a cohesive and attractively built environment
- Provision of open space and recreation networks, appropriate community services, school sites and other recreational facilities

Does the proposal/issue create long- term employment or economic benefit to current and future residents of the shire?

Two of the stated purposes of the Urban Development zone are to allow for:

- Provision of retail, commercial, industrial and mixed use facilities to service the needs of residents within the communities, and integration of these facilities with social and recreational services, so as to maximise convenience; and
- Provision of retail, commercial, business park and industrial facilities to provide local employment opportunities.

The Byford Structure Plan addresses these issues in accordance with current policy and practice. It is not anticipated that a substantial reduction in journeys to work outside the Shire will result from implementation of the Byford Structure Plan. However, full implementation of the structure plan relies on provision of electric rail to Byford. This will result in a modal shift away from private motor vehicles. Thereby increasing the sustainability of Byford.

Statutory Environment: Local Government Act 1995, Local Government Tender Regulations, Purchasing Policy.
Town Planning and Development Act 1928 (as amended)
Town Planning Scheme No. 2
Draft Byford Structure Plan

Policy Implications: New Detailed Area Plan for Byford Townsite

Financial Implications: 2002/2003 budget amount of \$30 000. \$25 000 of funds allocated for the TPS 3 review in 2002/2003 will be redirected and carried forward from the 2002/2003 budget and also used for the DAP for Byford Townsite. Any shortfall will be funded from the \$75,000 allocation for the TPS3 review in 2003/4 budget.

Strategic Implications: *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.

Community Consultation: Part of the project will involve community consultation. Community Consultation has already been undertaken in the preparation of the Byford Structure Plan.

Voting Requirements: **ABSOLUTE MAJORITY**

COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Simpson seconded Cr Price
Council grants delegated authority to the Chief Executive Officer to:

1. Negotiate with Statewest Surveying and Planning for the Preparation of the Detailed Area Plan – Byford Townsite; and
2. Subject to 1 above, and the financial parameters outlined in the above “Financial Implications”, either award or not award the tender.

CARRIED 8/0 ABSOLUTE MAJORITY

COUNCIL DECISION

Moved Cr Murphy seconded Cr Simpson
That Cr Star's item be considered as an item of new business of an urgent nature
CARRIED 8/0

C136/06/03 LAND TAX RELATING TO LAND ZONED CONSERVATION (A0299)		
Proponent	Cr Jan Star	In Brief
Officer		
Signatures - Author:		
Senior Officer:		
Date of Report	23 rd June 2003	
Previously		
Disclosure of Interest		
Delegation	Council	

COUNCIL DECISION

Moved Cr Star seconded Cr Price
That Council seek a meeting with the Treasurer on the matter of Land Tax being applied to land zoned Conservation and to raise with the Treasurer the issue of exemption not being provided should land owner's Business Plans not prove acceptable.
CARRIED 8/0

11. COUNCILLOR QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN:

12. CLOSURE:

There being no further business the meeting concluded at 7.53pm.

13. INFORMATION REPORT – COMMITTEE DELEGATED AUTHORITY:

13.1 Corporate Services

C126/06/03 FEES AND CHARGES REVIEW – 2003/2004 (A1157)		
Proponent	Local Government Act 1995	<u>In Brief</u> To recommend the proposed list of fees and charges for inclusion in the 2003/2004 draft budget.
Officer	G.R. Dougall – Director Corporate Services	
Signatures - Author:		
Senior Officer:		
Date of Report	05/05/03	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM065/05/02	

CRC126 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Star seconded Cr Simpson:

The proposed list of fees and charges for the 2003/2004 financial year be included with the draft 2003/2004 budget for consideration.

CARRIED 5/0

C127/06/03 STATE RECORDS ACT 2000: IMPLEMENTATION OF THE SERPENTINE-JARRAHDALE RECORD KEEPING PLAN UNDER THE ACT (A1121)		
Proponent	Government of WA – Auditor General	<u>In Brief</u> Development of Record Keeping Policy to Comply with the State Records Act 2000
Officer	Jane Larke	
Signatures - Author:		
Senior Officer:		
Date of Report	05/05/03	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM065/05/02	

CRC127 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Simpson seconded Cr Scott:

Council develop a Record Keeping Policy that incorporates all the items specified in the State Records Act 2000, including revision of the current e-mail policy, addressing Councillors' Mail issues and records created by third parties during the course of contracts or legal agreements.

CARRIED 5/0

C128/06/03 OVERDRAFT EXTENSION (A0020)		
Proponent	Western Australian Treasury Corporation	<u>In Brief</u> Approval is sought to extend the overdraft facility from \$100,000 to \$500,000.
Officer	G.R. Dougall – Director Corporate Services	
Signatures - Author:		
Senior Officer:		
Date of Report	07/05/03	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM065/05/02	

CRC128 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Star seconded Cr Simpson:

Council's bank overdraft facility be extended from \$100,000 to \$500,000.

CARRIED 5/0

C130/06/03 CONFIRMATION OF PAYMENT OF CREDITORS (A0917)		
Proponent	Director Corporate Services	<u>In Brief</u> To confirm the creditor payments made during May 2003
Officer	N. Jahn– Finance Officer	
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM065/05/02	

CRC130 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Simpson seconded Cr Wigg:

Council notes the payments authorised and made by the Chief Executive Officer, exercising his delegated authority and detailed in the list of invoices for the month of May, 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

C131/06/03 DEBTOR ACCOUNTS WITH A BALANCE IN EXCESS OF \$1,000 (A0917)		
Proponent	Director Corporate Services	<u>In Brief</u> To receive the statement of debtors over \$1,000 as at 31 May 2003
Officer	N. Jahn – Finance Officer	
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM065/05/02	

CRC131 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Simpson seconded Cr Scott:

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 31 May 2003.

CARRIED 5/0

C132/06/03 SUNDRY DEBTOR OUTSTANDING ACCOUNTS (A0917)		
Proponent	Director Corporate Services	<u>In Brief</u> To receive the sundry debtor balances as at 31 May 2003
Officer	N. Jahn – Finance Officer	
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM065/05/02	

CRC132 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Simpson seconded Cr Wigg:
Council receive and note the report on Sundry Debtor Outstanding Accounts as at 31 May 2003.
CARRIED 5/0

C133/06/03 RATE DEBTORS REPORT (A0917)		
Proponent	Director Corporate Services	<u>In Brief</u> To receive the rates report as at 31 May 2003
Officer	Ray Pryce – Senior Finance Officer - Rates	
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM065/05/02	

CRC133 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Simpson seconded Cr Star:
Council receive and note the report the Rate Debtors accounts as at 31 May 2003.
CARRIED 5/0

C134/06/03 INFORMATION REPORT		
Proponent	Director Corporate Services	<u>In Brief</u> To receive the information report to 31 May 2003
Officer	Various	
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM065/05/02	

CRC134 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Simpson seconded Cr Star:
The information report to 3 June 2003 be received.
CARRIED 5/0

13.2 Asset Services

AS074/06/03 SIGNAGE FOR SERPENTINE SPORTS RESERVE (RS0006)		
Proponent	Serpentine Sports Committee	In Brief <i>The Serpentine Sports Committee has requested financial assistance to erect information signs in the Serpentine Sports Reserve. It is recommended that funding be considered in the formulation of the 2003/2004 budget.</i>
Officer	Brett Dunn – Reserves Officer	
Signatures - Author:		
Senior Officer:	Mick Beaverstock	
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM065/05/02	

CRAS074 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Star seconded Cr Hoyer that an allowance of \$1,100 be made in the draft 2003/2004 budget for the erection of proposed signage for Serpentine Sports Reserve.
CARRIED 5/0

AS075/06/03 SOLAR STREET LIGHT ABERNETHY & KARGOTICH ROAD (A0451-02)		
Proponent	Various Residents	In Brief <i>The Council is requested to consider the options for repair or removal and relocation of the solar powered street light at the intersection of Abernethy & Kargotich Roads.</i>
Officer	Patrick Rose	
Signatures - Author:		
Senior Officer:	Mick Beaverstock	
Date of Report	27 th May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS075 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Wigg that the Solar Street Light at the intersection of Abernethy & Kargotich Road remain and repairs be undertaken as required to maintain the light in operating condition.
CARRIED 5/0

AS076/06/03 TENDER C07/2002-03 DRY HIRE OF SELF PROPELLED, PNEUMATIC MULTI TYRED & SMOOTH DRUM ROLLERS (A1085/03)		
Proponent	Shire of Serpentine Jarrahdale	In Brief Council is requested to approve the recommended tenderer for the Dry Hire of Self Propelled Compactive Equipment for the period 1 July 2003 to 30 June 2004.
Officer	Paul Bachman, Contract Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS076 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Star that the tender submitted by Mayday Earthmoving for the Dry Hire of Self Propelled Pneumatic, Multi Tyred and Smooth Drum Rollers C07/2002-03 be accepted for the period of 1 July 2003 to 30 June 2004 at the following rates (GST inclusive):

Vibrating Steel	Static Steel	Static Multi-tyred	Static Multi-tyred	Double Drum Vib.	Deliver/Retrieve
Roller 9-12 tonnes	Roller 8-12 tonnes	Roller 11-15 tonnes	Roller 30 tonnes	Roller 2-4 tonnes	
\$264.00 per day	\$242.00 per day	\$258.50 per day	\$231.00 per day	\$231.00 per day	\$225.00 per mobilisation

CARRIED 5/0

AS077/06/03 TENDER C08/2003-03 SUPPLY OF EXTRUDED CONCRETE KERBING (A0527/03)		
Proponent	Shire of Serpentine Jarrahdale	In Brief <i>Council is requested to approve the recommended tenderer for the supply of Extruded Concrete Kerbing for the period 1 July 2003 to 30 June 2004</i>
Officer	Paul Bachman, Contract Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS077 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Star that the tender submitted by Glenview Machine Kerbing for the Supply Placement and Finishing of Extruded Concrete Kerbing C08/2002-03 be accepted for the period of 1 July 2003 to 30 June 2004 at the following rates (GST inclusive).

Mountable \$/m		Semi-mountable \$/m		Barrier \$/m		Handwork + \$/m	Pram Ramp (item)	Island Nose (item)
0-90m	\$15.20	0-90m	\$15.20	0-90m	\$15.20	\$5.50	\$175.00	\$23.00
100-499m	\$10.05	100-499m	\$10.05	100-499m	\$10.05			
500-999m	\$10.05	500-999m	\$10.05	500-999m	\$10.05			
Over 1000m	\$9.50	Over 1000m	\$9.50	Over 1000m	\$9.50			

CARRIED 5/0

AS078/06/03 TENDER C09/2002-03 SUPPLY & DELIVERY OF CRUSHED LIMESTONE (A1086/03)		
Proponent	Shire of Serpentine Jarrahdale	In Brief <i>Council is requested to approve the recommended tenderer for the Supply and Delivery of Crushed Limestone for the period 1 July 2003 to 30 June 2004</i>
Officer	Paul Bachman, Contract Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS078 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Scott that the tenders for both Postans and Baldivis Quarries as submitted by WA Limestone Pty Ltd for the Supply & Delivery of Crushed Limestone C09/2002-03 be accepted. The Postans Quarry to be accepted for use in works relative to the Central, North and East Wards and the Baldivis Quarry be used for the South Ward for period of 1 July 2003 to 30 June 2004 at the following rates (GST inclusive):

Quarry	Item Description	Tender Unit	Price Tendered
Abercrombie Rd Postans Quarry	75mm Crushed Limestone	\$/Tonne	4.07
	19mm Crushed Limestone	\$/Tonne	7.70
Millar Rd Baldivis Quarry	75mm Crushed Limestone	\$/Tonne	4.95
	19mm Crushed Limestone	\$/Tonne	7.70

Kms	WA Limestone (Postans) (\$/km)	WA Limestone (Baldivis) (\$/km)
0 – 4	0.40	0.40
5 – 9	0.25	0.25
10 – 14	0.19	0.19
15 – 19	0.16	0.16
20 – 24	0.14	0.14
25 – 29	0.13	0.13
30 – 34	0.13	0.12
35 – 39	0.12	0.12
40 – 44	0.12	0.12
45 – 49	0.12	0.12
50+	0.12	0.12

CARRIED 5/0

AS079/06/03 TENDER C10/2002-03 SUPPLY SPRAYING & COVERING OF BITUMEN PRIMER SEALS & RESEALS FINANCIAL YEAR 2003-2004 (A0984/03)		
Proponent	Shire of Serpentine Jarrahdale	In Brief <i>Council is requested to approve the recommended tenderer for the supply of Bitumen Primer-seal and Sealing Works for the period 1 July 2003 to 30 June 2004</i>
Officer	Paul Bachman, Contract Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS079 COMMITTEE DECISION/Officer Recommended Resolution:

Moved Cr Hoyer seconded Cr Scott that the tender submitted by RNR Contracting for the Supply of Bitumen Primer-Seals & Sealing Works C10/2001-02 be accepted for the period of 1 July 2003 to 30 June 2004 at the following rates (GST inclusive).

Item	Description	Quantity	Unit	\$/m ²
1.0	10mm Reseal			
1.1	Supply and Apply 10mm reseal	<1500	m2	5.01
1.2	Supply and Apply 10mm reseal	1500 to 4000	m2	3.50
1.3	Supply and Apply 10mm reseal	4000 to 6000	m2	3.00
1.4	Supply and Apply 10mm reseal	6000 to 10000	m2	2.17
1.5	Supply and Apply 10mm reseal	>10000	m2	2.05
2.0	14mm Reseal			
2.1	Supply and Apply 14mm reseal	<1500	m2	5.17
2.2	Supply and Apply 14mm reseal	1500 to 4000	m2	3.70
2.3	Supply and Apply 14mm reseal	4000 to 6000	m2	2.60
2.4	Supply and Apply 14mm reseal	6000 to 10000	m2	2.58
2.5	Supply and Apply 14mm reseal	>10000	m2	2.58
3.0	14mm Primer-Seal			
3.1	Supply and Apply 14mm Primer-seal	<1500	m2	5.17
3.2	Supply and Apply 14mm Primer-seal	1500 to 4000	m2	3.70
3.3	Supply and Apply 14mm Primer-seal	4000 to 6000	m2	2.60
3.4	Supply and Apply 14mm Primer-seal	6000 to 10000	m2	2.58
3.5	Supply and Apply 14mm Primer-seal	>10000	m2	2.58
4.0	Variations			
4.1	Variation to Binder Application Rate		litres	\$0.66
4.2	Variation of 10mm Aggregate Spread Rate		m3	\$41.47
4.3	Variation of 14mm Aggregate Spread Rate		m3	\$41.47
5.0	Supply & Spray 14mm Primer Seal			
5.1	Supply and Spray only 14mm Primer Seal	<1500	m2	\$1.35
5.2	Supply and Spray only 14mm Primer Seal	1500 to 4000	m2	\$1.23
5.3	Supply and Spray only 14mm Primer Seal	4000 to 6000	m2	\$1.05
5.4	Supply and Spray only 14mm Primer Seal	6000 to 10000	m2	\$1.05
5.5	Supply and Spray only 14mm Primer Seal	>10000	m2	\$1.05

CARRIED 5/0

AS080/06/03 TENDER C11/2002-03 SUPPLY OF TREE PRUNING SERVICE (A0528/03)		
Proponent	Shire of Serpentine Jarrahdale	In Brief <i>Council is requested to approve the recommended tenderer for the Supply of Tree Pruning Services for the period 1 July 2003 to 30 June 2004</i>
Officer	Paul Bachman, Contract Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS080 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Star that the tender submitted by R&G Tree Services for the Supply of Tree Pruning Service C11/2003-04 be accepted for a period of 1 July 2003 to 30 June 2004 at the following rates (GST inclusive):

Two man team \$/hr	\$121.00
Three man team \$/hr	\$181.50
Four Man Team \$/hr	\$242.00
Stump grinder \$/cm	\$1.00

CARRIED 5/0

AS081/06/03 TENDER C12/2002-03 SUPPLY OF CASUAL LABOUR HIRE (A0982/03)		
Proponent	Shire of Serpentine Jarrahdale	In Brief <i>Council is requested to approve the recommended tenderer for the Supply of Casual Labour Hire for the period 1 July 2003 to 30 June 2004.</i>
Officer	Paul Bachman, Contract Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS081 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Star seconded Cr Scott that the tender submitted by Drake Australia for the Supply of Casual Labour Hire C12/2002-03 be accepted for the period of 1 July 2003 to 30 June 2004 at the following rates (GST inclusive).

Skills	
Machine Operators	\$/hr/person
Motor Grader	23.65
Front End Loader	23.65
Roller Driver	22.97
Truck Driver	23.97
Ride-on Mower	22.97
General	
General Hand	21.99
Work Site Traffic Controller	22.97
Concrete Finisher	23.65
Horticulturist	23.65

CARRIED 5/0

AS082/06/03 TENDER C13/2002-03 SUPPLY AND PLACEMENT OF HOT ASPHALT (A0526/03)		
Proponent	Shire of Serpentine Jarrahdale	In Brief <i>Council is requested to approve the recommended tenderer for the Supply and Laying of Hot Asphalt for the period 1 July 2003 to 30 June 2004.</i>
Officer	Paul Bachman, Contract Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS082 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Scott that the tender submitted by Boral Asphalt for the Supply and Lay of Hot Asphalt C13/2002-03 be accepted for the period of 1 July 2003 to 30 June 2004 at the following prices (GST inclusive):

Job Size 0-25T		(\$/Tonne)	Job Size 101-200T		(\$/Tonne)
Mix Type	Marshall Blow		Mix Type	Marshall Blow	
20mm	50	168.00	20mm	50	106.00
20mm	75	168.00	20mm	75	106.00
14mm	35	168.00	14mm	35	106.00
14mm	50	168.00	14mm	50	106.00
14mm HD GAP	75 3-5 voids	168.00	14mm HD GAP	75 3-5 voids	106.00
14mm HD GAP	75 4-7 voids	168.00	14mm HD GAP	75 4-7 voids	106.00
10mm HD GAP	75 3-5 voids	168.00	10mm HD GAP	75 3-5 voids	107.00
10mm HD GAP	75 4-7 voids	168.00	10mm HD GAP	75 4-7 voids	107.00
10mm HD GAP	35	168.00	10mm HD GAP	35	107.00
10mm HD GAP	50	168.00	10mm HD GAP	50	107.00
10mm HD GAP	75	168.00	10mm HD GAP	75	108.00
7mm	35	168.00	7mm	35	108.00
7mm	50	168.00	7mm	50	108.00

Job Size 26-50T		(\$/Tonne)	Job Size 201-300T		(\$/Tonne)
Mix Type	Marshall Blow		Mix Type	Marshall Blow	
20mm	50	148.00	20mm	50	101.00
20mm	75	148.00	20mm	75	101.00
14mm	35	148.00	14mm	35	101.00
14mm	50	148.00	14mm	50	101.00
14mm HD GAP	75 3-5 voids	148.00	14mm HD GAP	75 3-5 voids	101.00
14mm HD GAP	75 4-7 voids	148.00	14mm HD GAP	75 4-7 voids	101.00
10mm HD GAP	75 3-5 voids	148.00	10mm HD GAP	75 3-5 voids	102.00
10mm HD GAP	75 4-7 voids	148.00	10mm HD GAP	75 4-7 voids	102.00
10mm HD GAP	35	148.00	10mm HD GAP	35	102.00
10mm HD GAP	50	148.00	10mm HD GAP	50	102.00
10mm HD GAP	75	148.00	10mm HD GAP	75	103.00
7mm	35	148.00	7mm	35	103.00
7mm	50	148.00	7mm	50	103.00

Job Size 51-100T		(\$/Tonne)	Job Size 301-400T		(\$/Tonne)
Mix Type	Marshall Blow		Mix Type	Marshall Blow	
20mm	50	122.00	20mm	50	99.00
20mm	75	122.00	20mm	75	99.00
14mm	35	122.00	14mm	35	99.00
14mm	50	122.00	14mm	50	99.00
14mm HD GAP	75 3-5 voids	122.00	14mm HD GAP	75 3-5 voids	99.00
14mm HD GAP	75 4-7 voids	122.00	14mm HD GAP	75 4-7 voids	99.00
10mm HD GAP	75 3-5 voids	123.00	10mm HD GAP	75 3-5 voids	100.00
10mm HD GAP	75 4-7 voids	123.00	10mm HD GAP	75 4-7 voids	100.00
10mm HD GAP	35	123.00	10mm HD GAP	35	100.00
10mm HD GAP	50	123.00	10mm HD GAP	50	100.00
10mm HD GAP	75	124.00	10mm HD GAP	75	101.00
7mm	35	124.00	7mm	35	101.00
7mm	50	124.00	7mm	50	101.00

Job Size 400T+		(\$/Tonne)
Mix Type	Marshall Blow	
20mm	50	97.00
20mm	75	97.00
14mm	35	97.00
14mm	50	97.00
14mm HD GAP	75 3-5 voids	97.00
14mm HD GAP	75 4-7 voids	97.00
10mm HD GAP	75 3-5 voids	98.00
10mm HD GAP	75 4-7 voids	98.00
10mm HD GAP	35	98.00
10mm HD GAP	50	98.00
10mm HD GAP	75	99.00
7mm	35	99.00
7mm	50	99.00

Job Size (\$/tonnes)								
Mix Type	Marshall Blow	0-25	26-50	51-100	101-200	201-300	301-400	400+
RED ASPHALT LATERITE WITH 1% RED OXIDE								
7mm	35	194.00	176.00	154.00	147.00	146.00	145.00	144.00
7mm	50	192.00	174.00	152.00	145.00	144.00	143.00	142.00
10mm	35	194.00	176.00	154.00	147.00	146.00	145.00	144.00
10mm	50	192.00	174.00	152.00	145.00	144.00	143.00	142.00
14mm	35	Not available						
14mm	50	Not available						
RED ASPHALT – DOG WITH 3% RED OXIDE								
7mm	35	215.00	215.00	193.00	177.00	173.00	172.00	171.00
7mm	50	215.00	215.00	192.00	176.00	172.00	171.00	170.00
10mm	35	215.00	215.00	193.00	177.00	173.00	172.00	171.00
10mm	50	215.00	215.00	192.00	176.00	172.00	171.00	170.00
14mm	35	215.00	215.00	191.00	174.00	170.00	169.00	168.00
14mm	50	215.00	215.00	191.00	174.00	170.00	169.00	168.00

CARRIED 5/0

AS083/06/03 TENDER C14/2002-03 FLEET TRUCKS FOR BULK CARTAGE & INDIVIDUAL TRUCKS FOR GENERAL CARTAGE (A0362/03)		
Proponent	Shire of Serpentine Jarrahdale	In Brief Council is requested to approve the recommended tenderer for the supply of Fleet Trucks for Bulk Cartage for the period 1 July 2003 to 30 June 2004. It is recommended that the General Cartage component of the tender not be awarded.
Officer	Paul Bachman, Contract Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS083 COMMITTEE DECISION/Officer Recommended Resolution:

Moved Hoyer seconded Cr Wigg :-

1. That the tender submitted for Fleet Trucks for Bulk Cartage and Individual Trucks for General Cartage C14/2002-03 by All Earth Contracting for the period of 1 July 2003 to 30 June 2004 be accepted for the Bulk Cartage component only at the following rates (GST inclusive):

DISTANCE	(\$/tonne/km)
0-4	\$3.30
5-9	\$3.30
10-14	\$3.58
15-19	\$3.80
20-24	\$4.07
25-29	\$4.76
30-34	\$5.15
35-39	\$5.85
40-44	\$6.29
45-49	\$7.16
50+	\$7.26

2. That no tender be awarded for the General Cartage component and officers seek quotations for the hire of suitable trucks on an "as-needs" basis for the period 1 July 2003 to 30 June 2004.

CARRIED 5/0

AS086/06/03 INFORMATION REPORT		
Proponent		In Brief <i>To receive the information report to the 31 May, 2003</i>
Officer		
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM054/05/03	

CRAS086 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Scott seconded Cr Hoyer that the information report to the 30 May 2003 be received .
CARRIED 5/0

13.3 Community & Recreation Development

CRD24/06/03 JARRAHDAL COMMUNITY ASSOCIATION (A0301/01)		
Proponent		<u>In Brief</u> Council is requested to endorse the nomination of council's Jarrahdale Community Association delegate onto the Jarrahdale Community Association Management Committee at the Jarrahdale Community Association Annual General Meetings
Officer	Carole McKee - Community Development Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	29.05.03	
Previously		
Disclosure of Interest		
Delegation	Committee – in accordance with resolution SM065/05/02	

COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Needham seconded Cr Price that Cr Kirkpatrick, Council's current representative on the Jarrahdale Community Association, nominate for a position on the Jarrahdale Community Association Management Committee at the Annual General Meeting.
CARRIED 5/0

CRD25/06/03 INFORMATION REPORT		
Proponent		<u>In Brief</u> <i>Information Report</i>
Officer	Carole McKee - Community Development Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	29.05.03	
Previously		
Disclosure of Interest		
Delegation	Committee – in accordance with resolution SM065/05/02	

COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Murphy seconded Cr Price that Council accepts the May 2003 Information Report.
CARRIED 5/0

CRD31/06/03 CONTROL OF OFF ROAD VEHICLES (A0828)		
Proponent	Director Sustainable Development	<u>In Brief</u> Update Council on actions being undertaken to deal with increased off road vehicle activities within the Shire and proposals to reduce the activity
Officer	Brian Owston – Senior Ranger	
Signatures - Author:		
Senior Officer:		
Date of Report	27.05.03	
Previously	C053/11/02	
Disclosure of Interest		
Delegation	Committee – in accordance with resolution SM065/05/02	

COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Wigg seconded Cr Murphy

- 1 That Council accepts the report.
- 2 The Senior Ranger, OIC Mundijong Police, Senior Ranger Water Corporation and a representative from a key motorcycle user group further investigate the proposed solutions and provide a report back to Council for consideration.
- 3 That Council approves the Senior Ranger undertaking further investigation into:
 - (a) additional resource availability
 - (b) grant or funding schemes to assist with the provision of resources
 - (c) insurance and legislative implications in relation to the proposed solution
- 4 To defer any application or decision relating to two informal proposals to establish an off road vehicle area within the Shire until further investigation of insurance and litigation issues has been completed and reported to Council in September 2003.
- 5 That a proposed “Off Road Vehicle Action Plan” report be presented to Council in September 2003.

CARRIED 5/0

13.4 Building Services

B26/06/03 INFORMATION REPORT		
Proponent	N/A	<u>In Brief</u> Information report
Officer	Wayne Chant - Principal Building Surveyor	
Signatures - Author:		
Senior Officer:		
Date of Report	06.06.03	
Previously		
Disclosure of Interest		
Delegation	Committee – in accordance with resolution SM054/05/03	

COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Needham seconded Cr Wigg that Council accepts the May 2003 Information Report.

CARRIED 5/0

13.5 Health Services

H15/06/03 INFORMATION REPORT		
Proponent	N/A	<u>In Brief</u> Information report
Officer	David Richards - Environmental Health Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	06.06.03	
Previously		
Disclosure of Interest		
Delegation	Committee – in accordance with resolution SM054/05/03	

COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Wigg seconded Cr Needham that Council accepts the information report for May 2003.

CARRIED 5/0

13.6 Planning Development & Environment

E026/06/03 INFORMATION REPORT		
Proponent	Shire of Serpentine-Jarrahdale	In Brief Information Report.
Officer	Dr Sue Osborne - Environmental Officer & Carlie Eldridge - Manager Sustainability Unit	
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

CRE026 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Scott, seconded Cr Wigg that the Information Report to 5 June 2003 be received.
CARRIED 5/0

P267/06/03 FORMER BURNBRAE ORPHANAGE (P04868)		
Proponent	Shire of Serpentine – Jarrahdale	In Brief The WAPC owns Locations 3033 and 3034 Byford now contained in the Darling Range Regional Park. Due to changes in the leasing arrangements an historic building, the former Burn Brae orphanage, located on the site may be now available for community uses.
Officer	Carlie Eldridge – Manager Sustainability Unit	
Signatures - Author:		
Senior Officer:		
Date of Report	4 June 2003	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

CRP267 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Needham, seconded Cr Wigg that

1. The Manager Sustainability Unit be requested to submit options and potential uses Council would like the Department for Planning and Infrastructure to consider regarding the future of Burnbrae Orphanage for the benefit of the local community.
2. Any future uses proposed to the Department for Planning and Infrastructure should be cost neutral to Council both for acquisition and maintenance.

CARRIED 5/0

P269/06/03 APPEAL AGAINST COUNCIL'S DECISION ON AN APPLICATION FOR STABLES AND KENNELS ON LOT 60 BOOMERANG ROAD, OLDBURY (P03088)		
Proponent	Shire of Serpentine-Jarrahdale	In Brief Committee is asked to endorse a statement on behalf Council responding to an appeal against Council's decision on an application for stables and kennels on Lot 60 Boomerang Road, Oldbury.
Officer	Joanne Abbiss - Director Sustainable Development	
Signatures - Author:		
Senior Officer:		
Date of Report	10 June 2003	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

CRP269 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Needham, seconded Cr Scott that Committee endorses the statement at attachment **P269.1/06/03** to be forwarded to the appellant in the Town Planning Tribunal Appeal against Council's decision on an application for stables and kennels on Lot 60 Boomerang Road, Oldbury.
CARRIED 5/0

P277/06/02 PROPOSED REZONING - LOT 1 BUTCHER ROAD, DARLING DOWNS (P00026/01)		
Proponent	Gray & Lewis Planning Consultant	In Brief Application seeks approval to rezone Lot 1 Butcher Road, Darling Downs, from 'Rural' to 'Rural Living A' in order to facilitate the creation of nine (9) lots. It is recommended that the Shire initiate an Amendment to Town Planning Scheme No. 2.
Officer	David Spencer – Senior Planner and Brad Gleeson – Manager, Planning and Regulatory Services	
Signatures - Author:		
Senior Officer:		
Date of Report	28 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

CRP277 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Needham, seconded Cr Murphy that

- A. The applicant be required to insert a section in the Amendment report describing site sustainability principles and how they will be applied to the estate. These principles shall include measures to prevent loss of solar access to the dwellings from proposed vegetation outside the building envelope.
- B. The applicant be required to modify the scheme amendment documentation to delete from Special Provision 1 – Discretionary Uses (AA), the following:

Stables
- C. The applicant making the following modifications to the Subdivision Guide Plan:

1. Deletion of the five metre wide multi-use trail located on the northern boundary of the subject lot and from within the Thomas Road Reserve;
 2. Building envelopes to be depicted for proposed Lots 8 & 9.
 3. A notation to be shown on the plan to state that no direct access will be permitted to Lot 8 from Thomas Road and that access will be restricted to Butcher Road.
 4. The location of the building envelopes to be modified to provide a 15 metre setback to the front boundary.
 5. A notation to be shown on the plan to state that no planting of trees that will grow above three metres in height between the building envelope and the side property boundary will be permitted.
Planting on the lots shall be at a density of 600 stems per hectare
 7. The Plan is to be drawn to scale to depict proposed vegetation to cover at least 23 percent of each lot. The vegetation buffer adjacent to the western boundary of the lots shall be a minimum of ten metres in width.
- D. Subject to A, B and C above, Council pursuant to Section 7 of the Town Planning and Development Act 1928 (as amended) resolve to initiate an Amendment to Town Planning Scheme No. 2 to rezone Lot 1 Butcher Road, Darling Downs, from Rural to Rural Landscape Living A, subject to the preparation of formal scheme amendment maps with the amendment to include the following Special Provisions and any other deemed appropriate by Council:
1. Within the Rural Living A zone the following land uses are permitted, or are permitted at the discretion of the Council.

Use classes permitted (P)
Single House
Public Recreation
Public Utility

Discretionary Uses (AA)
Ancillary Accommodation
Home Occupation

All other uses are prohibited.
 2. No dwelling shall be approved by the Council unless it is connected to a alternative wastewater 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.
 3. No indigenous vegetation and trees shall be destroyed or cleared except, but subject to the developer of the estate/landowner obtaining the prior consent of the Council in writing, where such vegetation is dead, diseased or where the clearing is required for the purpose of a firebreak, dwelling, outbuilding, fence, drainage systems, driveways and/or to accommodate the discretionary uses identified under Provision 1.
 4. The subdivider shall, in accordance with the endorsed Subdivision Guide Plan prepare a Revegetation Plan in accordance with the Planning Guidelines for Nutrient Management and Council's Information Note PS03 – Landscaping and Revegetation and submit the plan for Council's approval, prior to subdivision of the land.
 5. The Revegetation Plan shall be implemented by the subdivider prior to subdivision of the land.
 6. The subdivider shall, in accordance with the endorsed Subdivision Guide Plan prepare a Schedule of Landscaping for this estate and plant indigenous trees

- and shrubs of a species and a density and distribution to the satisfaction of the Council prior to the transfer of a lot(s) to a new owner.
7. 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.
 8. The subdivider shall prepare and implement a Fire Management Plan prior to the subdivision of the land that identifies and implements 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 Council and the Fire and Emergency Services.
 9. Notwithstanding the obligations of the subdivider under Clause 5.12.9e of the Scheme, the subdivider shall drain the land and provide detention areas in accordance with a Drainage Concept Plan provided prior to the commencement of the on-ground-works. Those easements and reserves required by Council or the Water Corporation shall be provided to the Council or the Water Corporation at the time of subdivision to provide for the ongoing maintenance of the drainage system components. The Drainage Concept Plan shall be prepared to meet the requirements of Council's Local Planning Policy No. 6 – Water Sensitive Design and will maximise infiltration of roof and hard surfaces runoff as close to source as possible. Piped networks, where installed, are to be kept as small as practicable and incorporate gross pollutant and sediment trapping devices prior to outfall to infiltration areas.
 10. At the time of the building application for 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.
 11. Relocation of building envelopes shall only be permitted where the sustainable site planning principles can be demonstrated to the satisfaction of Council.
 12. A Section 70A Notification being placed on the title advising prospective purchasers that the lots are affected from noise from the adjoining railway line.

CARRIED 5/0

P270/06/03 PROPOSED HOME BUSINESS – FAMILY DAY CARE CENTRE - LOT 12 WANLISS STREET, JARRAHDAL (P04008/01)		
Proponent	S Lincoln	In Brief That Council approves an application dated 30 April 2003 for a Home Business (family day care centre) on Lot 12 Wanliss Street, Jarrahdale subject to conditions.
Officer	Michael Davis – Planning Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	16 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

CRP270 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Needham, seconded Cr Scott that

- A. Council, in accordance with Section 3.2.5(b) of Town Planning Scheme No. 2 determines that a Family Day Care Centre is a use which is consistent with the objectives and purpose of the Public Purposes zone.
- B. Council approves an application dated 30 April 2003 for a Home Business (family day care centre) on Lot 12 Wanliss Street, Jarrahdale subject to the following conditions:
 1. The applicant to obtain a licence to operate the premises as a "Family Day Care Centre" as required under the Community Services Child Care Regulations 1988;
 2. Licence to operate as a Family Day Care Centre under the Community Services Child Care Regulations 1988 is to be maintained at all times of operation of the family day care centre;
 3. Operating hours to be restricted to a drop off time of no earlier than 7.00am and a pick up time of no later than 7.00pm Monday to Friday;
 4. The operation of the family day care centre is to be limited to an area of 50m2 in accordance with Council's definition of a Home Business;
 5. Not more than 7 children to be on the premises at any given time, which includes not more than 4 children up to the age of six years, including any children of the carer in that group;
 6. Premises to be subject to occasional inspection by Council's Environmental Health Services section;
 7. Advertising signage for the land use is prohibited;
 8. Development/land use to comply at all times with the Environmental Protection (Noise) Regulations 1997;
 9. Compliance with Health (Food Hygiene) Regulations 1993;
 10. Compliance with Australian New Zealand Food Standards Code;
 11. The use is not to cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection due to the emission of light, noise, vibration, electrical interference, vapour, steam, soot, ash, dust, grit, oil liquid wastes or waste products or the unsightly appearance of the dwelling house or domestic outbuilding on or the land on which the business is conducted;
 12. No vehicle in connection with the operation of the family day care centre is to be parked on the road verge.

CARRIED 5/0

P271/06/03 PROPOSED TRANSPORT DEPOT - LOT 501 NETTLETON ROAD, BYFORD (P00202/02)		
Proponent	Alan Newbey	In Brief Council approves an application dated 13 March 2003 for 'Transport Depot' on Lot 501 Nettleton Road, Byford subject to conditions.
Officer	Michael Davis – Planning Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	7 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

CRP271 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Wigg, seconded Cr Needham that Council approves an application dated 13 March 2003 for a 'Transport Depot' on Lot 501 Nettleton Road, Byford subject to the following conditions:

DESCRIPTION AND DURATION

1. Development to be in accordance the plan entitled "Block Plan" subject to any modifications required as a consequence of any conditions of this approval.
2. This approval is valid for a two year period commencing from the date of this approval letter. Prior to the date of expiry of this planning approval, a new planning application for a 'Transport Depot' must be lodged with Council and subsequently approved by Council, if it is the intention of the landowner to continue the operation of the 'Transport Depot'.
3. Approval is specific to the applicant only and does not run with the land; and does not permit the servicing or maintenance of the truck on the subject land.
4. Panel repairs, painting, mechanical servicing, wash-down or degreasing of any commercial vehicle, in part or whole, shall not occur on-site.
5. The new shed to be used for office area and staff tearoom only.
6. The shed extension is not to be used for the storage of goods without separate approval being obtained from Council.
7. No more than four (4) commercial vehicles are to be parked on the site.

BUILDING

8. A building licence is to be obtained prior to the commencement of development.

ENVIRONMENTAL HEALTH

9. Office to have toilets and basin fitted. Separate approval from Council's Health Service for effluent disposal is required prior to the commencement of development.

OPERATIONS

10. Commercial vehicles are not to be started or returned for parking on or adjacent to the property between the hours of 6pm to 6am, unless otherwise approved in writing by the Director Sustainable Development.

ENGINEERING WORKS

11. Crossover to Nettleton Road and the asphaltting of Nettleton Road adjacent to the crossover to be upgraded, constructed and drained to the satisfaction/specification of Council's Director Asset Services prior to commencement of development.

AMENITY

12. The use is not to cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection due to the emission of light, noise, vibration, electrical interference, vapour, steam, soot, ash, dust, grit, oil liquid wastes or waste products or the unsightly appearance of subject land or any structure built thereon.
13. The development or use of the land must not cause a dust nuisance to neighbours. Where appropriate all practicable measures shall be taken to prevent/control dust nuisance and such measures shall be implemented within the time and in the manner directed by the Director Sustainable Development.

Advice Notes:

1. With regard to Condition 2, the applicant is advised that Council has issued a temporary approval for the purposes of allowing the community to determine whether this use of the land is consistent with their expectations of amenity within the local area. Upon conclusion of the first two years of this temporary approval, the applicant may apply for an approval for a five (5) year period. The decision on whether to grant further approval will be substantially guided by the feedback received from surrounding residents, and whether the applicant has complied with the conditions of this approval to the satisfaction of the Director Sustainable Development.
2. With regard to Condition 4, the applicant is advised that approval to service or repair the commercial vehicle on site would require a separate approval from Council, and must include construction of a suitably designed service facility.
3. The applicant is advised non-hazardous goods and materials may be kept within the commercial vehicle whilst parked overnight, providing they do not adversely impact local amenity or expose local residents to an increased risk of harm.

CARRIED 5/0

P273/06/03 PROPOSED POND – LOT 213 BANGAP PLACE, OAKFORD (P05718/01)		
Proponent	M Abrahams	In Brief That Council approves an application dated 1 April 2003 for a pond on Lot 213 Bangap Place, Oakford subject to conditions.
Officer	Michael Davis – Planning Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	15 April 2003	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

CRP273 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Murphy, seconded Cr Scott that

- A. Council, in accordance with Section 3.2.5(b) of Town Planning Scheme No. 2 determines that a pond is a use which may be consistent with the objectives and purpose of the Special Rural zone.
- B. Council approves an application dated 1 April 2003 for a pond on Lot 213 Bangap Place, Oakford subject to the following conditions:

1. A Revegetation Plan is to be submitted to Council's satisfaction within 28 days of the date of this approval. The wetland is to be revegetated by establishing a minimum of three rows of locally native wetland plants in accordance with the Shire of Serpentine Jarrahdale's Information Note PS03 – Landscape and Revegetation;
2. No deciduous trees shall be planted where their leaves could enter the wetland;
3. The pond shall not be stocked with wildlife other than locally native species;
4. Water within the wetland is not to be used for irrigation without a licence from the Water and Rivers Commission;
5. A notification is to be placed on the title that indicates that only locally native wetland species are to be placed in the pond and no deciduous trees shall be planted where their leaves could enter the wetland;
6. The pond is not to be channeled into the Birriga Drain;
7. There shall be no sale of the fauna kept in the pond. The pond shall be for domestic purposes only;
8. A Notification under Section 70A of the Transfer of Land Act 1893 must be registered over the certificate of title to the land, the subject of the proposed development to notify owners and prospective purchasers of the land that restrictions apply to the use of the pond as stipulated in condition 5, 6 and 7. The Section 70A Notification shall be prepared by the Shire's solicitors to the satisfaction of the Shire of Serpentine-Jarrahdale and all costs of and incidental to the preparation of and registration of the Section 70A Notification including the Shire's solicitors' costs shall be met by the applicant or the owner of the land;

Advice Notes:

1. A licence from the Water and Rivers Commission is required if water is to be pumped into or out of the wetland;
2. Advice regarding the selection of appropriate wetland flora and fauna is available from the Community Landcare Centre, which is located in Paterson Street, Mundijong.
3. This planning approval is for the construction of the pond only. Further approvals will need to be obtained (where required).

CARRIED 5/0

P275/06/03 RETROSPECTIVE APPLICATION – ANCILLARY ACCOMMODATION – LOT 14 DALLEY STREET, BYFORD (P05545/01)		
Proponent	A & A Newbey	In Brief That Council approves a retrospective application for an existing ancillary accommodation dated 7 April 2003 on Lot 14 Dalley Street, Byford subject to conditions.
Officer	Michael Davis – Planning Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	14 May 2003	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

CRP275 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Needham, seconded Cr Wigg that Council grants retrospective planning approval for the use of a portion of the existing residence for the purposes of ancillary accommodation in accordance with the application dated 7 April 2003 on Lot 14 Dalley Street, Byford subject to the following conditions:

1. Any occupier of the ancillary accommodation shall be a member of the family of the occupier of the main dwelling;
2. The portion of the building indicated on the approved plans attached here to, to be occupied as ancillary accommodation and not to be used for any other purpose.
3. In relation to conditions 1 and 2, a Notification under Section 70A of the Transfer of Land Act 1893 must be registered over the certificate of title to the land, the subject of the proposed development, prior to 30 July 2003 to notify owners and prospective purchasers of the land that restrictions apply to the use of the ancillary accommodation as stipulated in conditions 1 and 2. The Section 70A Notification shall be prepared by the Shire's solicitors to the satisfaction of the Shire of Serpentine-Jarrahdale and all costs of and incidental to the preparation of and registration of the Section 70A Notification including the Shire's solicitors' costs shall be met by the applicant or the owner of the land.

CARRIED 5/0

P276/06/03 FINAL ADOPTION OF AMENDMENT NO. 127 TO TOWN PLANNING SCHEME NO.2 - MULTIPLE DWELLINGS ON RURAL LAND (A1127)		
Proponent	Shire of Serpentine-Jarrahdale	In Brief Council, pursuant to Section 7 of the Town Planning and Development Act 1928 (as amended) resolves to finalise Amendment No. 127 to Town Planning Scheme No.2
Officer	Michael Davis – Planning Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	4 June 2003	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

CRP276 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Scott , seconded Cr Needham that Council, pursuant to Section 7 of the Town Planning and Development Act 1928 (as amended) resolves to finalise Amendment No. 127 to Town Planning Scheme No.2 as follows:

TOWN PLANNING AND DEVELOPMENT ACT 1928 (AS AMENDED)

SHIRE OF SERPENTINE-JARRAHDAL

TOWN PLANNING SCHEME NO.2

The Shire of Serpentine-Jarrahdale under and by virtue of the powers conferred upon it in that behalf of the Town Planning and Development Act 1928 (as amended), hereby amends the above Town Planning Scheme by:

1. Deleting clause 5.4.3 and clause 5.4.4 relating to more than one dwelling on rural land.
2. Adding clause 5.10.3 Multiple dwellings within the Rural Zone

5.10.3 Multiple dwellings within the Rural Zone

- (i) In the Rural Zone only one dwelling unit is permitted per lot for lots up to four hectares in area.
- (ii) For lots having an area greater than four hectares in the Rural Zone, an application for more than one dwelling on a lot in the "Rural Zone" will not be supported unless the additional dwelling(s) provides -
 - (a) accommodation for workers employed for agricultural and intensive agricultural activities on that holding in accordance with Council's definition for "Rural Workers Dwelling"; and
 - (b) the dwellings should generally be clustered in one location, to avoid future subdivision pressure and minimise constraints on adjoining uses; and
 - (c) all services to the dwellings from the lot boundary (including access roads) are shared where practicable.

3. Adding the following definitions to the Scheme as follows:

Ancillary Accommodation – means self-contained living accommodation on the same lot as a single house that may be attached or detached from the single house.

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

Grouped Dwelling – means a dwelling that is one of a group of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above another, except where special conditions of landscape or topography dictate otherwise, and excludes any dwelling which is the sole dwelling on a fee simple or survey strata lot.

Multiple Dwelling – means a dwelling in a group of more than one dwelling on a lot where any part of a dwelling is vertically above part of any other.

Rural Workers Dwelling – means a dwelling:

- a) which is on land upon which there is already erected a dwelling and which is occupied by persons engaged in occupation of any of the following uses on that same lot: Cottage Industry; Feedlot; Fish Farming; Horticultural Pursuit; Pig Farming; Poultry Farming; Rural Industry or Rural Use; and
- b) which can also accommodate family members involved in the operation of the agricultural enterprise on that land.

4. Amend Table 1 – Zoning Table by:

- (i) Deleting 'Use Class 54' as follows:

'54. Residential:

- a) Single*
- b) Attached*
- c) Grouped'*

- (ii) Including the following 'Use Classes' in alphabetical and sequential number order and re-number the existing 'Use Classes' accordingly:

Residential:

- a) Ancillary Accommodation
- b) Dwelling
- c) Grouped
- d) Multiple

Rural Workers Dwelling

5. Including the following 'Use Symbols' in Table 1 – Zoning Table against the listed 'Use Classes' below:

USE CLASSES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
54. Residential:															
(a) Ancillary Accommodation	AA					AA	AA	AA							
(b) Dwelling	P					P	P	P							
(c) Grouped	AA														
(d) Multiple Dwelling	SA														
59. Rural Workers Dwelling								IP							

USE CLASSES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
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TABLE I - ZONING TABLE

KEY TO COLUMNS

1. Residential	6. Special Residential	11. Rural Living B
2. Commercial	7. Special Rural	12. Farmlet
3. Showroom/Warehouse	8. Rural	13. Conservation Zone
4. Light Industry	9. Special Use	14. Agriculture Protection
5. General Industry	10. Rural Living A	15. Urban Development

6. Altering the “Residential Building” ‘Use Symbol’ in Table 1 - zoning table:

From ‘AA’ use in the “Residential” and “Rural” zones to ‘SA’ in the “Residential” and “Rural” zones as follows:

USE CLASSES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
55. Residential Building	SA							SA							

TABLE I - ZONING TABLE

KEY TO COLUMNS

1. Residential	6. Special Residential	11. Rural Living B
2. Commercial	7. Special Rural	12. Farmlet
3. Showroom/Warehouse	8. Rural	13. Conservation Zone
4. Light Industry	9. Special Use	14. Agriculture Protection
5. General Industry	10. Rural Living A	15. Urban Development

CARRIED 5/0

P278/06/03 INFORMATION REPORT			
Proponent	Director Sustainable Development	In Brief Information Report.	
Officer	Lisa Fletcher – Support Officer Sustainable Development		
Signatures - Author:			
Senior Officer:			
Date of Report			
Previously			
Disclosure of Interest			
Delegation	Committee - In accordance with Resolution SM054/05/03		

CRP278 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Wigg, seconded Cr Murphy that the Information Report to 10 June 2003 be received.

CARRIED 5/0

P279/06/03 RESOLUTION TO RECOMMEND REMOVAL OF SECTION 20(5) FROM THE TOWN PLANNING AND DEVELOPMENT ACT 1928 (A0781)			
Proponent	Cr Jan Star	In Brief Council are asked to endorse a resolution recommending removal of Section 20(5) from the Town Planning and Development Act 1911.	
Officer	Joanne Abbiss – Director Sustainable Development		
Signatures - Author:			
Senior Officer:			
Date of Report	13/06/03		
Previously			
Disclosure of Interest			
Delegation	Committee - In accordance with Resolution SM054/05/03		

CRP279 COMMITTEE DECISION/Officer Recommended Resolution

Moved Cr Price, seconded Cr Wigg that

1. Council endorse the resolution contained in attachment P279.1/06/03 recommending removal of Section 20(5) from the Town Planning and Development Act 1928 and requests that the resolution be placed on the agenda of the Western Australian Local Government Association Annual General Meeting for 2003.
2. Council forwards attachment P279.1/06/03 to the Minister for Planning and Infrastructure with the specific motion contained therein to be amended to refer to the Shire of Serpentine-Jarrahdale as the recommending body
3. Council forwards attachment P279.1/06/03 to the Department for Planning and Infrastructure with the specific motion contained therein to be amended to refer to the Shire of Serpentine-Jarrahdale as the recommending body

CARRIED 5/0

I certify that these minutes were confirmed at the ordinary council meeting held on 28th July, 2003

.....
Presiding Member

.....
Date