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

MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS, 6 PATERSON STREET MUNDIJONG ON MONDAY 28th JUNE, 2004. THE PRESIDING MEMBER DECLARED THE MEETING OPEN AT 7.00PM AND WELCOMED MEMBERS OF THE PUBLIC PRESENT IN THE GALLERY, COUNCILLORS AND STAFF.

1. ATTENDANCES & APOLOGIES

PRESENT: Crs DL Needham.....Presiding Member
KR Murphy
AW Wigg
JA Scott
WJ Kirkpatrick
THJ Hoyer
JE Price
JC Star

APOLOGIES: Crs AJ Simpson..... Leave of Absence
IJ Richards..... Leave of Absence
Mr G Dougall Director Corporate Services

IN ATTENDANCE: Mr D Price Chief Executive Officer
Ms C Eldridge Acting Director Sustainable Development
Mr M BeaverstockDirector Asset Services
Mrs S Langmair Minute Secretary

GALLERY: 31

2. PUBLIC QUESTION TIME:

Public question time commenced at 7.01pm:

Peter Hodgson, 496 Soldiers Road, Cardup

Q In January 2003 the WA Planning Commission requested Council to remove a number of properties from the rural strategy review (including L40 Soldiers Road). The Department of Planning and Infrastructure (DPI) sent a letter to Council to get advice on this. DPI have advised Mr Hodgson they have never received a reply. Can Council confirm that they provided advice to the DPI.

A The Shire President took the question on notice.

Public question time concluded at 7.03pm:

3. PUBLIC STATEMENT TIME:

Public statement time commenced at 7.03pm:

Scott Hambley, Captain Keysbrook Volunteer Brigade on behalf of Emergency Services in the Shire

Regarding the Emergency Services Review. Original format of feedback from Captains was not followed. Review was delayed by 5-6 months and then Captains were rushed in their evaluations. Captains agreed with 16 of the 24 recommendations. Recommendation 24 is the most critical. The current proposal to Council is the best that could be achieved in the short time available. Volunteers must not be overburdened with paperwork. Volunteer fire fighters are only concerned with the safety of the community.

Public Statement Time concluded at 7.09pm:

4. PETITIONS & DEPUTATIONS:

Cr Murphy tabled a petition to the Presiding Member and made a brief statement summarising the petition relating to Lot 20 Tuart Road, Oakford.

COUNCIL DECISION

Moved Cr Price seconded Cr Star that the petition relating to Lot 20 Tuart Road, Oakford be accepted and referred to a Committee for consideration and report.

CARRIED 8/0

5. PRESIDENT'S REPORT:

6. DECLARATION OF COUNCILLORS AND OFFICERS INTEREST:

Cr Kirkpatrick declared an interest in P088/06/04 as he has a business relationship with the company seeking the extractive industry licence renewal for Lot 344 South Western Highway, Whitby.

Cr Hoyer declared an interest in item P086/06/04 as he has a business relationship with the partner company of WA Landfill Services.

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 – 24th May, 2004

COUNCIL DECISION

**Moved Cr Price seconded Cr Scott
That the minutes of the Ordinary Council Meeting held on 24th May, 2004 be confirmed.**

CARRIED 8/0

COUNCIL DECISION:

**Moved Cr Kirkpatrick seconded Cr Wigg that the order of business be changed so that item AS087/06/04 be considered before item C090/06/04 to allow the gallery to hear Councils decision in relation to the review of emergency services in the Shire.
 CARRIED 8/0**

AS087/06/04 REVIEW OF EMERGENCY SERVICES IN THE SERPENTINE JARRAHDAL SHIRE (A0874-02)		
Proponent:	Director Asset Services	In Brief Council and Fire and Emergency Services Authority negotiate a Memorandum of Understanding and Service Delivery Plan based on the establishment of a Community Emergency Services Manager position under a joint funding arrangement with roles and responsibilities subject to Service Delivery Plan negotiations. Council to be provided with the Final Report and recommendations of Review of Emergency Services in the Serpentine Jarrahdale shire for endorsement by its meeting of 27 September 2004.
Officer:	Mick Beaverstock Director Asset Services	
Signatures Author:		
Senior Officer:		
Date of Report	22 June 2004	
Previously	AS081/06/04 14 June 2004	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

On 3 June 2004 the Volunteer Emergency Services Executive Group (VESEG) consisting of Captains of the shires six Bush Fire Brigades, Deputy Chief Bush Fire Control Officer and Deputy Manager of the SES Unit were provided with copies of the Final Draft Report (the report) at a presentation by Fire and Emergency Services Authority (FESA) officers on the report recommendations. Summary documents were provided for circulation to the wider volunteer community at this presentation. The VESEG were requested to coordinate feedback on the draft document prior to 28 June 2004, the date on which the report was intended to be referred to Council for endorsement.

At its meeting of 14 June 2004, Asset Services Committee were provided with a copy of the Final Draft Report and resolved that Council be provided with the Final Report and recommendations for endorsement at its meeting of 28 June 2004.

During the Committee Meeting it was noted that requests had been made to Councillors by Brigade Captains for an extension of time to enable them to consult their membership and to provide feedback to Council on the report and its recommendations prior to being considered for final endorsement.

Several of the recommendations within the report will impact on Councils 2004/05 budget, to be adopted in July 2004, and the timing of the final report was aimed at enabling Council sufficient time to make allowance in the budget for implications associated with these recommendations. Prior to the Final Report being submitted to Council on 28 June 2004, Asset Services Committee requested that officers arrange a meeting of shire representatives on the Review Steering Group with the VESEG and other interested members prior to this

date to ensure that volunteers had the opportunity to address both officers and the Council representative on their concerns and comments in relation to the Final Draft Report.

Officers have been contacted by representatives of the VESEG following the Committee meeting regarding the resolution to submit the Final Report to Council in June. The VESEG have advised that the request for an extension was based on the timing of the document release and subsequent feedback period not being able to be accommodated within Brigade / Unit Meeting cycles. Whilst summary copies of the Final Draft Report were provided to VESEG for distribution to members in early June, it has been difficult as mentioned for these to be distributed to volunteers within this period. The VESEG is of the view that insufficient time exists for volunteers to read the Report thoroughly, discuss the content and recommendations with them and then refer comment back to Council.

The VESEG have met on a number of occasions since the Final Draft Report was initially provided to review the document and are preparing a submission which will provide feedback from this group. Importantly however the VESEG are aware that this submission will be reflective of their group only and may not incorporate all views of the Brigade / Unit members and may in fact conflict with the general consensus amongst volunteers and hence further time is sought.

It is noted also that consultation and feedback opportunities for volunteers were to be provided throughout the Review process as well as prior to finalisation of the Report for submission to Council. Given the conflict with timing of the comment period with meeting schedules of Brigades it is now apparent that while opportunity will be provided for VESEG, members will not have sufficient time.

Sustainability Statement

Effect on Environment: The negotiation of a Service Delivery Plan ensures Council policies (including environmental) and expectations can be included in deliverables and reported against in assessment in the performance of the partnership arrangement.

Adequate resourcing of emergency services within the shire is necessary to ensure the safety and security of the community and the environment, both built and natural.

Resource Implications: Access to FESA resources will assist in further progressing the current objectives of support to volunteer Brigades / Unit in relation to best practice emergency services delivery. Volunteer Emergency Services to date have implemented numerous initiatives into their practices which increase efficiency in regard to resource usage in undertaking this vital community function.

Use of Local, renewable or recycled Resources: The proposal aims to support the existing local volunteer services.

Economic Viability: While subject to final negotiations, the intention of the proposed partnership with FESA is to provide the shire with access to additional resources which are not currently able to be provided by Council due to financial constraints. A cost sharing arrangement is proposed for funding the CESM position.

Economic Benefits: Again the accessibility to additional resources and support not currently available will result from the creation of a CESM position.

Social – Quality of Life: The primary outcome sought from the Review of Emergency Services is a guide as to how emergency services delivery in the shire can approach best practice levels. It is acknowledged that significant progress has been made in this regard by volunteers under the existing arrangement however the ability to partner with FESA and obtain greater resourcing opportunities will assist in ensuring this progress continues. The primary function of emergency services is to ensure the safety, protection and wellbeing of

the community and additional resources being provided to this area will ultimately improve the quality of life of the community.

Social and Environmental Responsibility: The proposal aims to provide a higher level of support to community volunteers than is able to be provided by Council on its own. Volunteers will be invited, through a VESEG representative, to assist in the negotiations of the MOU and Service Delivery Plan to ensure the requirements of Council, community and volunteers will be addressed through the functions required of the CESM position.

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

Statutory Environment:

Nil directly related to the recommendation of this agenda item however future negotiations with regard to the role and responsibilities of the CESM will need to be in accordance with the requirements of the Bush Fires Act 1954, Local Government Act and Fire & Emergency Services Act.

Policy/Work Procedure Implications:

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

Financial Implications:

A Cost Sharing Agreement for the CESM position will be negotiated with FESA as a component of the MOU.

Strategic Implications:

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

1. People and Community

Objective 1: Good quality of life for all residents

Strategies:

6. Ensure a safe and secure community.

Objective 3: High level of social commitment

Strategies:

2. Build key community partnerships.

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.
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.

3. Economic

Objective 3: Effective management of Shire growth

Strategies:

1. Enhance economic futures for Shire communities.

4. Governance

Objective 1: An effective continuous improvement program

Strategies:

1. Identify and implement best practice in all areas of operation.
2. Promote best practice through demonstration and innovation.
4. Balance resource allocation to support sustainable outcomes.
5. Harness community resources to build social capital within the Shire.

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

Strategies

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

Objective 3: Compliance to necessary legislation

Strategies:

2. Develop a risk management plan.
3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation:

Required: Yes – within the Terms of Reference for the Emergency Services Review consultation and feedback to volunteers was required by the shire.

A meeting was held on 21 June 2004 between members of the VESEG, Councillor Kirkpatrick, Chief Executive Officer and Director Asset Services to discuss this item and the Review document. VESEG members, while still cautious of the effect the creation of a CESM position may have on emergency services delivery, agreed that the officer recommendations made in this item allow the matter to be progressed while ensuring VESEG had input into the decision making process.

Comment:

At present the provision of shire support and leadership to Bush Fire Brigades and the SES Unit, and function of Chief Bush Fire Control Officer, is undertaken through the shire position of Fire and Emergency Services Officer (FESO). This position was established in February 2001 with the primary intent, in addition to the support role, being to undertake emergency services response planning, incident control and management, coordination of volunteer training and ensuring implementation of policies and local laws relating to the operation of emergency services.

The current incumbent was appointed to this position on 22 February 2001 with the employment contract between the shire and officer expiring on 31 May 2003. Provision was made in the contract to negotiate an extension if acceptable to both parties. On 17 February 2003 the FESO was advised that, due to the continuation of the position being reliant on the outcomes of the Emergency Services Review, the shire was not able to negotiate an extension of the contract. The FESO was offered an extension of his existing contract conditions for a period of not less than 3 months after the presentation of the Review Report to Council. This arrangement was accepted by the FESO.

It is proposed that the endorsement of the Report and its recommendations is undertaken in two stages. The first being endorsement of the Recommendation 24 (option 6) that the shire and FESA negotiate a Memorandum of Understanding (MOU) and Service Delivery Plan to establish a Community Emergency Services Manager (CESM) position and the second being endorsement of the Report and other recommendations at a later date when sufficient time has been given to obtain feedback from the volunteer community. The establishment of the CESM position is as a replacement to the FESO position and not an additional position.

In dealing with the report in two Stages Council will provide direction to the future of the FESO role.

Officers are of the view that the establishment of the CESM position will be beneficial to the community. The Draft Final Report indicates that, while operations at a Brigade level are functioning very well, the shire is not presently resourced sufficiently to undertake its strategic obligations effectively. In this regard it is important to note that local government has ultimate accountability for certain obligations and responsibilities under the Bush Fires Act which cannot be delegated. By entering into a partnership with FESA, opportunity would exist for the shire to access additional resources from within FESA to both meet its statutory obligations and provide capacity for the CESM to progress further development, review and implementation of emergency management plans, Final Report recommendations and other strategic roles within the shire.

A working relationship currently exists between the FESO and FESA however a number of benefits through a formal partnership would occur including simplifying access to best practice information and technologies, direct support from FESA for shire prevention programs, expanded communication and peer networks, direct input into FESA policy and practices which can reflect shire perspectives and better understanding of resource accessibility within FESA. This will include access to training, resourcing to cover annual leave periods, support during periods of high workload and 24 hour / 7 day service delivery support. Under the Emergency Services Levy Guidelines, financial support to Council in the cost of operation of the FESO position is not available. The CESM position however can be funded up to 50% of operating costs.

In addition to these benefits to the shire and its emergency services, the new position would also provide alternative professional development and career advancement opportunities.

The creation of this position would occur through the shire and FESA entering into a MOU which outlines a partnership agreement between the two organizations, a Cost Sharing Agreement which covers costs associated with the position (e.g. salary, vehicle operating costs, etc) and a Service Delivery Plan in which the deliverables of the position and reporting measures are detailed.

Through the Service Delivery Plan the focus of the position will be lifted to strategic areas and the effectiveness of the position can be monitored through accountability mechanisms tracked through regular reporting.

Some concerns have been raised with regard to the impact of a joint funding arrangement with FESA on the time allocation which will be provided to the shire by the CESM, specifically a view that 50% of time will be spent undertaking activities for FESA in other areas. The roles and responsibilities of the CESM (and subsequently time allocation in undertaking these roles) is directly related to the deliverables agreed within the Service Delivery Plan.

There is no doubt that implementation of report recommendations, when endorsed by Council, will have to be undertaken over a period of time with the CESM primarily responsible for implementing the recommendations. The Service Delivery Plan, although subject to negotiation, will have required outputs for the efficient and effective support for the shires 6 Bushfire Brigades and 1 SES Unit. Within FESA the optimum level of responsibility for such a position is related to the support of 6 Brigades for that position to be fully allocated to a single area. It is therefore likely that, given both the number of Brigades / Units within the shire and the time required to effect change in regard to addressing strategic issues / recommendations finally adopted, the position will have no capacity to service other functions outside of the shire. Officers believe that the position should be dedicated solely to Serpentine Jarrahdale and that it be discussed with FESA on the basis of being non-negotiable in the development of the MOU.

Should Council resolve to negotiate an MOU with a view to creating the position of CESM, it is proposed that a Working Group is formed to undertake these negotiations with the MOU, Service Delivery Plan and Cost Sharing Agreement before it is referred to Council for endorsement. The MOU typically has a functional life of 2 to 3 years during which both parties can evaluate the success or otherwise of the arrangement. It is proposed that a reporting procedure on the effectiveness of the MOU be implemented with quarterly reporting on agreed Key Performance Indicators and an annual report to be provided to Council.

It is recommended that the Working Group be comprised of two Councillors, Director Asset Services and up to three members to be nominated by the Volunteer Emergency Services Executive Group. This will ensure the interests of Council, community and volunteers are considered in the development of the Service Delivery Plan.

As concerns have been raised in regard to the content of the Review Report, it is proposed that an extension of the consultation period of three months is provided to allow volunteers and other interested persons time to provide comment to the Steering Group. A Final Report and recommendations will be produced by the Steering Group which will then be submitted to Council and FESA for endorsement.

Voting Requirements: Normal

CRAS087 COUNCIL DECISION/Officer Recommended Resolution:

**Moved Cr Star seconded Cr Scott
Council agrees to:**

- 1 Undertake negotiations to establish a Memorandum of Understanding, Service Delivery Plan and Cost Sharing Agreement with Fire and Emergency Services Authority based on the establishment of a Community Emergency Services Manager position under a joint funding arrangement with roles and responsibilities subject to Service Delivery Plan agreement.**
- 2. Establish a working group, comprised of Councillor Kirkpatrick (Councillor Price, deputy), Councillor Star (Councillor Needham, deputy), Director Asset Services and up to three (3) members of the Volunteer Emergency Services Executive Group, to negotiate a Memorandum of Understanding, Service Delivery Plan and Cost Sharing Agreement with Fire and Emergency Services Authority as per 1 above. The working group will present a final report to Council by no later than 27 September 2004 and in doing so shall make a recommendation with regard to if Council should or should not agree to enter into the Memorandum of Understanding, Service Delivery Plan and Cost Sharing Agreement with Fire and Emergency Services Authority for the establishment of a Community Emergency Services Manager position. If the recommendation to Council by the working group is to enter into a Memorandum of Understanding, Service Delivery Plan and Cost Sharing Agreement, copies of the proposed draft documents will be provided with the final report to Council for their acceptance.**
- 3. Consider all other reviewed final recommendations at its meeting of 27 September 2004 contained in the Serpentine Jarrahdale Shire Review of Emergency Services which was presented to Asset Services Committee on 14 June 2004 following further consultation with relevant stakeholders.**

CARRIED 8/0

Council Note: It was requested that these meetings be held in the evenings to suit the volunteers.

REPORTS OF COMMITTEES:

C090/06/04 REQUEST FOR LEAVE OF ABSENCE – CR RICHARDS (A0024)		
Proponent:	Cr Richards	In Brief Recommend to approve leave of absence for Councillor Richards for three consecutive ordinary meetings.
Officer:	G.R. Dougall – Director Corporate Services	
Signatures Author:		
Senior Officer:		
Date of Report	31 May 2004	
Previously	N/A	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act 1995	
Delegation	Council	

Background

Councillor Richards has forwarded a written request to the President requesting a leave of absence from Council due to illness. The request is for three months, however council is only able to provide leave on a per ordinary meeting basis.

Statutory Environment:

Section 2.25 of the Local Government Act 1995 prescribes that council may grant leave of absence to members by resolution. Granting of leave cannot be for more than six consecutive ordinary meetings and the granting of leave is to be recorded in the minutes.

Policy/Work Procedure Implications:

There are no policy or work procedures relating to leave of absence.

Financial Implications:

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

Strategic Implications:

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

4. Governance

Objective 3: Compliance to necessary legislation

Strategies:

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

Community Consultation:

Not required.

Comment:

A member who is absent from three consecutive ordinary meetings without first obtaining leave of the council is disqualified from continuing as a member of council. The granting of this request will ensure Councillor Richards is able to retain his membership status.

Voting Requirements:

Normal

C090/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

**Moved Cr Wigg seconded Cr Star
 Councillor Richards be granted leave of absence for three (3) consecutive ordinary meetings from June 2004.
 CARRIED 8/0**

AS078/06/04 PROPOSED USE OF GRAVEL RESERVE 23328 KEYSBROOK FOR DRIVESAFE WA TRAINING COURSES (RS0111)		
Proponent:	Drive Safe Australia (WA)	In Brief <i>Drive Safe Australia (WA) requests Council permission to use Gravel Reserve 23328 to conduct driver training courses. Reserve 23328 is now reserved for community purposes and may be leased for the period of up to 21 years. It is recommended Council support this proposal.</i>
Owner:		
Officer:	Jenni Andrews – Reserves Officer	
Signatures Author:		
Senior Officer:		
Date of Report	21 May 2003	
Previously	AS066/05/03	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

Drive Safe Australia (WA), based in Serpentine, conducts courses for defensive driving, occupational and recreational four wheel drive training and road safety lectures. Drive Safe Australia (WA) requests the use of Gravel Reserve 23328 to conduct the practical component of the course. Department of Land Administration has approved the change of vested purpose of Reserve 23328 to community purposes (previously gravel extraction). The Reserve can now be leased for a period of up to 21 years.

The practical component of this course involves some short straight line braking at approximately 45-50km per hr. A strip around 6 metres wide and 400 metres long is to be graded to provide a flat surface for this exercise. The area proposed for the 400m gravel strip to be graded by Drive Safe will require the removal of around 20 small (30-100cm) eucalypts which have self seeded from a larger tree.

Previous decisions

- Council supports the proposal by Drive Safe Australia (WA) to conduct driver training courses on Gravel Reserve 23328, subject to Council being granted power to lease Reserve 23328 by Department of Land Administration
- On being granted the power to lease the matter be referred back to council
- License be issued for a 12 month period only.
- The License being subject to beneficial planting and other treatments including greenhouse gas offsets.

A copy of the Drive Safe Site Plan is with attachments marked AS078/06/04.

Sustainability Statement

Effect on Environment:

The proposed reserve is mostly barren with a large eucalypt tree and many self seeded eucalypts located on the Eastern boundary and some green waste dumping in the south western corner.

The area proposed for the 400m gravel strip to be graded by Drive Safe will require the removal of around 20 small (30-100cm) eucalypts which have self seeded from a larger tree. Council may consider requiring Drive Safe to conduct planting in another area of the reserve to compensate.

Resource Implications:

Reserve 23328 was previously vested to the Serpentine-Jarrahdale Shire for the purpose of gravel extraction. Gravel has not been excavated from this site for many years.

Drive Safe courses are conducted in groups of 1 to 10 people with up to 5 vehicles being used on site at the one time. Based on last year's figures, on average 1 to 2 courses were run per fortnight with 1-3 vehicles used.

Use of Local, renewable or recycled Resources:

Drive Safe will offer courses locally within the Shire of Serpentine Jarrahdale and regionally available to the Peel and South East Metropolitan area.

Economic Viability:

Reserve 23328 may need to be fenced from adjacent Reserve 16099 which is currently leased to Peter Butler for grazing.(This lease expires 31st July 2005). This has been discussed with Peter Butler and Drive Safe and it was agreed a fence would not be required initially although, if after a certain time it was seen as necessary, a electric fence will be erected.

Economic Benefits:

The Drive Safe programs will benefit local business as the Keysbrook Store is often used for catering these courses. The Keysbrook Fire Station/Community Hall has previously been used for training courses and may continue to do so.

Social – Quality of Life

The proposal will allow the provision of driver training to the community.

Social and Environmental Responsibility:

Not Applicable.

Social Diversity:

The proposal does not disadvantage any social groups.

Statutory Environment:

Section 3.54 of the Local Government Act 1995
Land Administration Act 1997

Policy/Work Procedure Implications:

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

Financial Implications:

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

Strategic Implications:

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

1. People and Community

Objective 1: Good quality of life for all residents

- Strategies:
 1. Provide recreational opportunities.
 6. Ensure a safe and secure community.
Objective 3: High level of social commitment

- Strategies:
 2. Build key community partnerships.

3. Economic

Objective 1: A vibrant local community

- Strategies:
 1. Attract and facilitate appropriate industries, commercial activities and employment.

Community Consultation.

Required: Yes

Support/Object: 3 properties , response as below.

Affected Property	Summary of Submission	Support/ Object	Officer's Comment	Action (Condition/ Support/ Dismiss)
Peter Butler – grazing licence holder of adjacent Reserve 16099	Correspondence.	Support	Noted	
Bob Peters – landowner adjacent to Gravel Reserve 23328.	Contact	Support	Noted	Condition that the Drive Safe courses do not produce excessive noise, as he breeds horses on the adjoining property
Jack Raishley – landowner adjacent to Reserve 16099.	Correspondence	Support	Noted	

Comment:

It is recommended that, if approval is given, this initially be for a period of one (1) year lease after which applicant can reapply subject to good behavior. This will allow Council to assess the performance of the applicant, instead of granting an unconditional approval.

Voting Requirements: Normal

Officer Recommended Resolution:

Council approve the leasing of Reserve 23328 to Drive Safe Australia for a period of 1 year.
 LOST 0/5

CRAS078/06/04 COUNCIL DECISION/Committee Recommended Resolution:

Moved Cr Hoyer seconded Cr Star

The leasing of Reserve 23328 to Drive Safe Australia for a period of 1 year be deferred to July meeting
CARRIED 8/0

Committee Note: The recommendation was changed to allow consultation with the new owner of the neighbouring property on the western side and to discuss with the applicant relocation of the gravel strip to a more suitable location on the reserve

AS084/06/04 100% WASTE STRATEGY (A1177)		
Proponent:	Shire of Serpentine Jarrahdale	In Brief Council is requested to consider a report and approve the implementation of the provision of 100% kerbside waste and recycling service coverage within the Shire.
Owner:	N/A	
Officer:	Bryce Coelho – Manager Asset Services	
Signatures Author:		
Senior Officer:		
Date of Report	23 rd May 2004	
Previously	AS016/09/03, AS053/02/04, AS059/04/04	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

At its meeting of 13 April 2004, Council considered an interim report on the provision of 100% kerbside waste and recycling service coverage within the Shire. The aim of this service was to provide a kerbside rubbish waste and recycle waste collection service to every single property within the Shire with the intention of closing the current Waste Transfer Stations due to the ongoing illegal dumping of rubbish at these stations.

From the interim report officers identified all properties that are not currently included in the kerbside waste collection service.

Property owners that are on the waste kerbside collection service pay an annual charge of \$175 for the provision of this service which include both the rubbish waste and recycle waste bin pick up. Properties outside the waste collection service pay an annual waste management levy charge of \$55. This entitles residents 4 tip passes and to utilize the transfer stations. This \$55 charge goes towards the cost of operating the Transfer Station facility.

A total of 3742 properties were identified as currently receiving a kerbside collection service while 105 properties currently remain unserved and are on the \$55 waste management levy fee.

From the meetings held with rubbish waste contractor SITA and recycle waste contractor Cleanaway, a list of inaccessible roads with properties that are not on the kerbside collection service were identified.

The table below is a copy of the list of inaccessible roads.

Inaccessible Road	Major Connecting Road
Balmoral Road	Jarrahdale Road
Farina Road	Jarrahdale Road
Gobby Road	South Western Hwy
Firms Road	Scrivener Rd
Scrivener Road	South Western Hwy
Johnson Road	Nettleton Road
Jubb Road	Jarrahdale Road
Reed Road	Jubb Road
Kiln Road	South Western Hwy
Scarp Road South	Kingsbury Drive
Selkirk Road	South Western Hwy

Inspections and assessments were undertaken on these roads by Shire officers. The basis behind these roads deemed inaccessible is shown in the following table.

Inaccessible Road	Major Connecting Road	Reasons
Balmoral Road	Jarrahdale Road	No turnaround
Farina Road	Jarrahdale Road	Narrow width, no proper turnaround
Gobby Road	South Western Hwy	Narrow width, steep gradient at sections
Firms Road	Scrivener Rd	Nil – contains existing turnaround
Scrivener Road	South Western Hwy	No turnaround
Johnson Road	Nettleton Road	No turnaround
Jubb Road	Jarrahdale Road	Narrow width, no proper turnaround
Reed Road	Jubb Road	Narrow width, no proper turnaround
Kiln Road	South Western Hwy	Narrow width, steep gradient, no turnaround
Scarp Road South	Kingsbury Drive	Nil – poor gravel condition
Selkirk Road	South Western Hwy	Narrow width, steep gradient, no turnaround

Properties identified that are potentially accessible to the kerbside collection service have been included in the service. A review of the optimum treatment that would lead to a 100% coverage outcome for these roads was then explored. Different options of treatment include possibility of constructing turnarounds, sealing roads, and installation of bin compounds at specific sites.

The following is a list of treatments that if provided will deliver a service to properties currently not accessible.

Inaccessible Road	Treatment
Balmoral Road	Construct turnaround
Farina Road	Seal road + improve existing turnaround
Gobby Road	Widen narrow section of road width + improve steep section
Firms Road	Nil
Scrivener Road	Construct turnaround + Install compound
Johnson Road	Construct turnaround
Jubb Road	Construct turnaround + Install compound
Reed Road	Construct turnaround + Install compound
Kiln Road	Construct turnaround + Install compound
Scarp Road South	Nil
Selkirk Road	Install compound

A copy of the Waste Survey Plan as previously shown in AS059.1/04/04 will be on visual display and includes the compound locations.

The compounds consist of a caged area on a sealed pad for the storage of rubbish waste 140L and recycle waste 240L bins. Each compound is specifically designed for residents on that road only and only they would have access to these compounds. Domestic bins were chosen for storage in these compounds instead of bulk bins because the operation of bulk bin collection requires a different pick up truck. A comparison of running costs for a separate truck for these collection points became cost prohibitive compared to utilizing existing trucks on current waste collection routes. Other advantages include:

- current collection dates can be retained,
- residents would look after their bins for they take ownership of them,
- it eliminates the conflict of one resident utilizing more bin capacity than another.

An effort was made to avoid locating the collection points along major roads such as South Western Highway due to aesthetic point of view and the attraction of illegal dumping from passing motorists and vandalism.

It is the intention of the Council to have a standard overall fee applicable to the whole of Shire. This single standard charge would cover the costs of the operation of these bin compounds and the costs to cover remote properties on inaccessible roads.

The current costs of operating the Keysbrook and Mundijong transfer station facilities are \$85,000. These costs include running costs and insurance.

To provide 100% waste and recycling services, capital costs for the installation of these treatments would be required. The cost estimate for these can be seen in the following table:

Inaccessible Road	Treatment	TOTAL
Balmoral Road	Construct turnaround \$10,000	\$10,000
Farina Road	Seal road + improve existing turnaround \$8,000 + \$2,000	\$10,000
Gobby Road	Widen narrow section of road + improve steep section \$20,000 + \$10,000	\$30,000
Firms Road	Nil	
Scrivener Road	Construct turnaround + Install compound \$10,000 + \$3,000	\$13,000
Johnson Road	Construct turnaround \$10,000	\$10,000
Jubb Road & Reed Road	Construct turnaround + Install compound \$10,000 + \$3,000	\$13,000
Kiln Road	Construct turnaround + Install compound \$15,000 + \$3,000	\$18,000
Scarp Road South	Nil	
Selkirk Road	Install compound \$3,000	\$3,000
TOTAL		\$107,000

2004/2005 Expected Waste Service Charge

As Council is aware, the cost of providing two Greenwaste and one Hardwaste collection was underestimated. An additional sum of \$30,000 is proposed to be allowed in the 2004/05 budget for these collections to continue. It is estimated that, to accommodate this increase, the service charge would be increased to \$182 per property.

To fund the implementation of 100% waste coverage service capital works, many options were considered. These included:

Option 1 (Raising waste charge service)

This option is based on construction of all truck turnarounds and bin compounds as soon as practicable and closure of transfer stations as of 1 July 2004.

Utilising \$24,000 available within the Waste Reserve Account to assist with the capital cost of construction, the total cost per service would be \$184.

While this option results in an increased charge, no reduction in service level occurs. The increase is required to cover the capital cost of works to enable the 100% waste strategy to be implemented in 2004/05 and is a one-off increase. Due to the closure of the transfer

stations and subsequent operating cost saving, Council will be in a position to consider a reduction in the waste charge in 2005/06.

Option 2 (Provide 1 x Greenwaste and 1 x Hardwaste collection)

This option is again based on construction of all truck turnarounds and bin compounds as soon as practicable and closure of transfer stations as of 1 July 2004, however only one greenwaste collection would be provided in 2004/05 instead of two.

Utilising \$24,000 available within the Waste Reserve Account to offset capital costs of construction, the total cost per service would be \$179.

This option is not recommended as, while it is lower than Option 1, it will be perceived by residents as not only an increase on the 2003/04 charge, but also a reduction in service through provision of only one greenwaste collection.

Option 3 (Implementation of 100% service over 2 years)

This option is based on construction of truck turnarounds and bin compounds over two financial years. Closure of Keysbrook transfer station would occur in 2004/05 and Mundijong in 2005/06.

This option is not recommended as the service charge would be \$191.00 in 2004/05, due to the capital cost of construction in addition to operating costs for Mundijong transfer station. This increase will effect the majority of ratepayers who will not benefit from any service improvement. A reduction in the service charge would occur in 2005/06 but the charge would still be above other options to cover completion of capital works. A further reduction would be achievable in 2006/07 when the 100% service is fully implemented.

In summary:

COST	OPTION 1	OPTION 2	OPTION 3
YEAR 1			
Capital Works	\$107,000	\$107,000	\$56,000
Keysbrook Transfer	\$0	\$0	\$0
Mundijong Transfer	\$0	\$0	\$46,000
Greenwaste 1	\$20,000	\$20,000	\$20,000
Greenwaste 2	\$20,000	\$0	\$20,000
Hardwaste	\$70,000	\$70,000	\$70,000
Tip Passes	\$30,000	\$30,000	\$30,000
COST PER SERVICE	\$184	\$179	\$191
YEAR 2			
Capital Works	\$0	\$0	\$51,000
Keysbrook Transfer	\$0	\$0	\$0
Mundijong Transfer	\$0	\$0	\$0
Greenwaste 1	\$20,000	\$20,000	\$20,000
Greenwaste 2	\$20,000	\$20,000	\$20,000
Hardwaste	\$70,000	\$70,000	\$70,000
Tip Passes	\$30,000	\$30,000	\$30,000
COST PER SERVICE	\$175	\$175	\$177
YEAR 3			
Capital Works	\$0	\$0	\$0
Keysbrook Transfer	\$0	\$0	\$0

Mundijong Transfer	\$0	\$0	\$0
Greenwaste 1	\$20,000	\$20,000	\$20,000
Greenwaste 2	\$20,000	\$20,000	\$20,000
Hardwaste	\$70,000	\$70,000	\$70,000
Tip Passes	\$30,000	\$30,000	\$30,000
COST PER SERVICE	\$175	\$175	\$175

A review of the optimum option has been carried out to ensure the needs of the community are attained and it is achievable. Option 1 is recommended as all capital works can be completed in 04/05 without compromising the current greenwaste and hardwaste kerbside collection service.

Sustainability Statement

Effect on Environment: The proposal aims to reduce the volume of waste illegally dumped and pollution of the environment from this waste.

Resource Implications: The proposal will minimize the volume of waste being disposed of in an uncontrolled manner, which will in effect minimize waste ending up in landfill.

The closure of waste transfer stations would also mitigate the use of these lands which will protect biodiversity.

Use of Local, renewable or recycled Resources: The proposal will encourage recycling of waste materials which also includes hardwaste.

Economic Viability: The adjustment to waste fees and charges for the implementation of a shire wide compulsory service will see a \$9.00 rise in cost to residents. However the costs borne by residents transporting waste to the transfer stations will diminish.

Economic Benefits: The economic benefit created by this proposal will be a reduction in costs to the community of clean up of illegal dumping activities.

Social – Quality of Life: An improvement in quality of life for the community could be claimed as a reduction in pollution will result which currently impacts neighboring residents directly. The proposal to close down the operation of transfer stations would facilitate crime and vandalism prevention.

Social and Environmental Responsibility: The proposal is designed to be environmentally responsible and also assists in encouraging residents to reduce the volume of waste to landfill and recycle as an alternative. It also creates opportunities for the whole community to participate in a service provided by the Shire.

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

Statutory Environment: Local Government Act 1995
The Health Act allows Council to introduce a compulsory waste service if required.

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

Financial Implications: An amount of \$24,000 to be taken out from Waste Reserve Fund to cover the cost for implementing the 100% waste coverage strategy.

Strategic Implications:

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

1. People and Community

Objective 1: Good quality of life for all residents

Strategies:

2. Develop good services for health and well being.

2. Environment

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

Strategies:

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

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

Strategies:

3. Reduce waste and improve recycling processes

4. Governance

Objective 1: An effective continuous improvement program

Strategies:

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

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

Strategies:

1. Improve coordination between Shire, community and other partners.

Objective 3: Compliance to necessary legislation

Strategies:

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

Community Consultation:

Required: Yes

Support/Object:

Affected Property	Summary of Submission	Support/Object	Officer's Comment	Action
L11 #527 Kiln Road	Too far to travel to compound.	Object	Becomes cost prohibitive to widen Kiln Road and install turn around at cul-de-sac end.	Dismiss
84 Reed Road	Foresee no problem	Support	Nil	Support
A Bagshawe	In agreement with compound. Concerned further restriction of access to rubbish tips may increase rubbish dumping in the bush.	Support	Nil	Support
Dodsley P/L Cherry Brook P/L	On behalf of Lots 16, 17, 18, 19, 20 Kiln Road. Too far to travel to compound.	Object	Becomes cost prohibitive to widen Kiln Road and install turn around at cul-de-sac	Dismiss

			end.	
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Required: Consultation to residents who are affected by this waste strategy was carried out in accordance to Council's Community Consultation framework. Method "A" was used where every affected households were written to with provision for feedback. All letters contained Council's proposal to implement 100% waste kerbside collection service on their road.

Comment:

The Keysbrook facility also currently services residents from the Yamba Estate in the Shire of Murray. The Shire of Murray has thanked the Shire of Serpentine-Jarrahdale for providing this service for the Yamba residents and has formally advised us that this service will no longer be required as of the 1st July 2004.

A number of properties were found to be on neither the \$175 kerbside collection charge nor the \$55 waste management levy charge in the course of this waste survey. Because one of the tasks in carrying out this survey involved manually checking every property against our rates record system, a number of properties were discovered to not be on any annual charge. These have been corrected over the course of the survey with Finance Department.

In addition, the Shire did not look at compromising the current annual hardwaste collection service to implement this strategy. The need for this provision became evident from the amount of hardwaste collected in 2003/2004 and the extent of hardwaste that was illegally dumped in the Keysbrook facility. All residents would still receive their standard 2 tip passes every year.

In conclusion it is recommended to put annual waste kerbside collection service charge up to \$184.00 per property and take \$24,000 from waste reserve for the commencement of 100% Waste Coverage Strategy from 1 July 2004. It should be noted that this charge could be reduced in 05/06 for the cost of capital works is a one off cost.

Voting Requirements: Normal

Officer Recommended Resolution:

Council approves:

1. Expenditure of \$24,000 from the waste reserve account to fund the installation of the following capital works for the 100% waste collection strategy:

Inaccessible Road	Treatment	TOTAL
Balmoral Road	Construct turnaround \$10,000	\$10,000
Farina Road	Seal road + improve existing turnaround \$8,000 + \$2,000	\$10,000
Gobby Road	Widen narrow section of road + improve steep section \$20,000 + \$10,000	\$30,000
Scrivener Road	Construct turnaround + Install compound \$10,000 + \$3,000	\$13,000
Johnson Road	Construct turnaround \$10,000	\$10,000
Jubb Road & Reed Road	Construct turnaround + Install compound \$10,000 + \$3,000	\$13,000
Kiln Road	Construct turnaround + Install compound \$15,000 + \$3,000	\$18,000
Selkirk Road	Install compound \$3,000	\$3,000
TOTAL		\$107,000

2. Closure of Keysbrook Transfer Station and Mundijong Transfer Station as at 1 July 2004.

- The calling of tenders for the construction of infrastructure required to implement the 100% Waste Collection Strategy

Committee Recommended Resolution/Alternative Motion:

Moved Cr Star seconded Cr Wigg

Council approves:

- Expenditure of \$24,000 from the waste reserve account to fund the installation of the following capital works for the 100% waste collection strategy:

Inaccessible Road	Treatment	TOTAL
Balmoral Road	Construct turnaround \$10,000	\$10,000
Farina Road	Seal road + improve existing turnaround \$8,000 + \$2,000	\$10,000
Gobby Road	Widen narrow section of road + improve steep section \$20,000 + \$10,000	\$30,000
Scrivener Road	Construct turnaround + Install compound \$10,000 + \$3,000	\$13,000
Kiln Road	Construct turnaround + Install compound \$15,000 + \$3,000	\$18,000
Selkirk Road	Install compound \$3,000	\$3,000
TOTAL		\$84,000

- Closure of Mundijong Transfer Station as at 1 July 2004.
- Closure of Keysbrook Transfer Station following the construction of appropriate facilities for pick up of Gobby Road residents and notices erected to advise of closure.
- The calling of tenders for the construction of infrastructure required to implement the 100% Waste Collection Strategy.
- That Johnson and Jubb Road have other options explored.

LOST 0/8

Council/Committee Note: The officer recommendation was changed to find a more cost effective option to service residents from Jubb, Reed and Johnson Roads and to accommodate affected residents in the interim period and the Keysbrook transfer station be kept open until relevant road works are completed and kerb side collection is in place.

During debate Cr Price foreshadowed that he would move deferring the closure of the Mundijong transfer station for two months if the motion under debate was lost.

CRAS084/06/04 COUNCIL DECISION

Moved Cr Price seconded Cr Star

Council approves:

- Expenditure of \$24,000 from the waste reserve account to fund the installation of the following capital works for the 100% waste collection strategy:

Inaccessible Road	Treatment	TOTAL
Balmoral Road	Construct turnaround \$10,000	\$10,000
Farina Road	Seal road + improve existing turnaround \$8,000 + \$2,000	\$10,000
Gobby Road	Widen narrow section of road + improve steep section \$20,000 + \$10,000	\$30,000
Scrivener Road	Construct turnaround + Install compound \$10,000 + \$3,000	\$13,000
Kiln Road	Construct turnaround + Install compound \$15,000 + \$3,000	\$18,000
Selkirk Road	Install compound \$3,000	\$3,000
TOTAL		\$84,000

2. Closure of Mundijong Transfer Station be deferred to no later than 3rd September, 2004 and notices erected and advertisements placed to advise of the closure.
 3. Closure of Keysbrook Transfer Station following the construction of appropriate facilities for pick up of Gobby Road residents and notices erected to advise of closure.
 4. The calling of tenders for the construction of infrastructure required to implement the 100% Waste Collection Strategy.
 5. That Johnson and Jubb Road have other options explored.
- CARRIED 8/0**

Council Note: The Committee recommended resolution was changed in point 2 by deferring the closure of the Mundijong transfer station for two (2) months and requesting placement of advertisements to advise of the closure.

CRD29/06/04 PEEL PHYSICAL ACTIVITY GROUP (A0174)		
Proponent:	Peel Physical Activity Group	In Brief
Owner:	N/A	Council is asked to consider a population based contribution of \$1,230 (similar to PEDU LGA contribution model) in the 2004/05 budget deliberations toward the Peel Physical Activity Group to allow implementation of the Group's strategic plan across the Peel Region through the Group's recently appointed Physical Activity Project Officer.
Officer:	Carolee McKee - Community Development Officer	
Signatures Author:		
Senior Officer:		
Date of Report	28.5.04	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Council	

Background

As a stakeholder in the Peel Physical Activity Group, Council provided a letter of support for the Group's application to the Premier Physical Activity Taskforce in October 2003 for funding assistance to appoint a Physical Activity Project Officer. The intent was to enable the co-ordination and implementation of the high level priority strategies in the Peel Physical Activity Strategic Plan, and to assist local governments in the Peel Region to co-ordinate priority physical activity projects.

The City of Mandurah offered to act as applicant, project manager and underwriter for the project, liaising with the Group for direction and advice. A \$5,000 cash contribution from local government was included in the application with no specific allocation determined per interested local government at that stage.

The funding was then offered verbally in November on the condition that the local government contribution be doubled to \$10,000. A letter was immediately sent to the five Peel local government authorities requesting a pro rata population based contribution. The timing was such that in order to secure the grant, there was no time to present the letter to Council.

During this time, an additional \$5,000 from the Department of Health was received by the Group which was used to secure the grant to employ the project officer, until all of the \$10,000 local government support could be sought through 2004/05 budget deliberations. This additional \$5,000 is to be used for project material costs, not factored into the original submission, once the \$10,000 local government contribution is received.

Peel Physical Activity Project Officer Wendy Taylor commenced in April on a one year initial contract. Further grants will be sought to enable the continuation of the position past April 2005.

A copy of the letter of request and the Peel Regional Recreation Advisory Committee Physical Activity Strategy are with the attachments marked CRD29/06/04.

Sustainability Statement

Effect on Environment:

Energy is being injected into progressing a more physically (and mentally) active culture, which in turn should lead to a healthier environment in which to live. This is a recipe for a more proactive and positive community.

Resource Implications:

The project aims to maximise resources by linking a specialist regional officer with local government officers, voluntary sector providers, government departments and local providers for education, health, sport and recreation and general practitioners to implement regional priorities of the Peel Physical Activity Strategy.

Strategies and actions include:

- Work with recreation centres to implement programs aimed at youth participation
- Promote participation through local government YAC's
- Ensure adequate numbers of skilled physical activity leaders and instructors exist
- Co-ordinate and promote activity programs for the general community and target groups
- Investigate the opportunities of engaging a mobile youth service throughout the region
- Investigate and conduct corporate physical activity programs where possible
- Work with schools to promote physical activity
- Work with medical practitioners to promote physical activity prescriptions
- Promote the conduct of programs such as the Active Women's program (DSR) and Sports Fun (schools)
- Work with the Seniors Recreation Council (peel Branch) to co-ordinate activities for seniors in the region

In the lead up to the opening of the new Serpentine Jarrahdale Recreation Centre, this means that the Physical Activity Project Officer will be able to work with the Shire's Asset Services team, in liaison with the Community Development Team, to implement regional physical activity strategies relevant to Serpentine Jarrahdale.

These strategies could also be applied to other groups including the Serpentine PCYC and the Jarrahdale Community Association's proposed activities. By working with the Project Officer, ideas and access to resources can be maximised.

Use of Local, renewable or recycled Resources:

The project aims to increase the capacity of local providers and potential providers of physical activity programs. It also supports local business.

One example of this is an action to:

- Seek funding to conduct local training courses to increase the number of qualified instructors, particularly servicing the small rural communities

Economic Viability:

The contribution being requested from Serpentine Jarrahdale is \$1,230. This equates to approximately 10c per resident towards a \$59,000 annual project. The benefit to Serpentine

Jarrahdale is, therefore, potentially far greater than the contribution requested and depends on the how proactive is our involvement with the officer.

There may be future annual requests for Council contributions, but again it anticipated that the benefit will be far greater than the contribution due to the pooling of funds, ideas, knowledge and resources.

Increased use of halls and recreation centres, as well as collaborative activities such as gaining funding to bring an activity to the region (eg mobile youth service) should also reduce future costs for council.

Economic Benefits:

It provides an opportunity to increase physical activity momentum in the lead up to the opening of our new district recreation centre, particularly in the area of youth.

It is anticipated that this will add to the patronage to the new centre when it opens, therefore increasing economic benefit.

The training of local people to provide physical activities will also benefit the community economically.

Social – Quality of Life

- The project aims to have a positive effect on the social environment in which people live.
- Increased physical activity correlates to increases in physical and mental health and wellbeing.
- It also encourages growth in new relationships and social capital.
- It provides training and support for groups and individuals.

Social and Environmental Responsibility:

The project aims to build community capacity to provide physical activity options on a local level, which can be linked at a regional level to maximise resources.

It encourages participation and partnerships and links agencies which traditionally work in isolation from one another.

Social Diversity:

The proposal is not elitist, it encourages participation in physical activity by a diverse range of social groups.

Statutory Environment: N/A

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

Financial Implications: A contribution of \$1,230 is requested. It was anticipated that this would be considered in the 2004/05 budget deliberations, however, it is recommended that this be allocated from unspent/unclaimed 2003/04 funds in CDO527 (Regional Funding)

Strategic Implications: This proposal relates to the following Key Sustainability Result Areas:-
1. People and Community
Objective 1: Good quality of life for all residents

Strategies:

1. Provide recreational opportunities.
2. Develop good services for health and well being.
3. Retain seniors and youth within the community.

Objective 3: High level of social commitment

Strategy:

2. Build key community partnerships.

4. Governance

Objective 1: An effective continuous improvement program

Strategy:

5. Harness community resources to build social capital within the Shire.

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

Strategies

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

Community Consultation:

Required: No

Comment:

It is recommended that Council contributes \$1,230 in June 2004 to assist the Peel Physical Activity Group to implement the Peel Physical Activity Strategic Plan, and works proactively with the Physical Activity Officer to maximise the benefit to Serpentine Jarrahdale and the Peel Region.

The benefit anticipated through this \$59,000 per annum project is far greater than the contribution of 10c per resident being requested due to the funding acquired and the pooling of resources, knowledge and ideas.

The ability to contribute now rather than following the adoption of the 2004/05 budget allows for immediate proactive liaison to commence. This is particularly timely for the lead up to the opening of the new district recreation centre, and the activities being planned by the Jarrahdale Community Association.

Voting Requirements: Normal

CRD29/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Wigg seconded Cr Hoyer

- 1 That Council thanks Wendy Taylor, Peel Physical Activity Officer for her presentation and endorses a contribution of \$1,230 from CDO527 in the 2003/04 budget to the Peel Physical Activity Group towards resourcing the implementation of the Peel Physical Activity Plan.
- 2 That the Peel Physical Activity Officer be advised that future funding requests be made prior to the financial year.

CARRIED 8/0

COUNCIL DECISION

**Moved Cr Price seconded Cr Hoyer that the Ordinary Council Meeting be closed to members of the public at this point, to allow the Council to discuss agenda item CRD30/06/04 as the information contains legal advice obtained which relates to this matter, in accordance with Section 5.23(d) of the Local Government Act 1995.
 CARRIED 8/0**

Members of the public left the Council meeting at 7.46pm.

CRD30/06/04 CONFIDENTIAL ITEM CONTROL OF OFF ROAD VEHICLES – LEGAL OPINION (A0002)		
Proponent:	Director Sustainable Development	In Brief This item was previously dealt with as CRD13/11/03. Council's decision required the further investigation and a legal opinion relating to the installation of a barrier on Lot 104 Foxton Drive (Reserve), Oakford
Owner:	N/A	
Officer:	Brian Owston – Senior Ranger	
Signatures Author:		
Senior Officer:		
Date of Report	8.6.04	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Council	

Voting Requirements: Normal

Committee/Officer Recommended Resolution:

Moved Cr Price seconded Cr Wigg

- 1 That as per the Legal Opinion supplied, Council not permit the construction of the non Australian Standard “obstacle”, as described, on any land within Council’s control.**
- 2 That Council considers the installation of two sets of double gates which comply with relevant Australian Standards, being 60cm in height, 1.2m apart and located at the south eastern entrance to Lot 104 Foxton Drive, and at the entrance to the dual purpose access on the south entrance to Bandicoot Creek off Nicholson Road, Oakford.**
- 3 That “No Access” signage be erected at the Foxton Drive entrance on the eastern side of Lot 104 Foxton Drive, Oakford.**

LOST 1/7

During debate Cr Murphy foreshadowed that he would move a motion to include the style and type of cavaletti barriers to be installed, making an application to the appropriate Minister regarding public access routes and signage for the multiple use trails if the motion under debate is lost.

The Chief Executive Officer reiterated the legal advice they had received pertaining to the proposed barriers prior to the matter being voted on.

FORESHADOWED MOTION:

Moved Cr Murphy seconded Cr Scott

1. One wooden cavaletti style barrier with an emergency vehicle access gate be permitted to be installed on the multiple use trail in Foxtton Drive for a trial period of twelve (12) months.
2. An application be made to the appropriate Minister for a declaration of the Shire's trails as public access routes under the provisions of the Land Administration Act 1997.
3. Suitable standard small signs be obtained and affixed at all access points to the multiple use trails.

LOST 2/6

During debate Cr Star foreshadowed that the matter be referred back to the working group and committee if the motions under debate were lost.

CRD30/06/04 COUNCIL DECISION/FORESHADOWED MOTION

Moved Cr Star seconded Cr Hoyer

That the matter be referred back to Trails Working Group and the Community & Recreation Development Committee to reconsider jointly and then refer back to Council.

CARRIED 8/0

Council Note: The committee recommended resolution was changed to reflect the Council's desire to reconsider this item.

Members of the public returned to the Council Chamber at 8.11pm.

Cr Hoyer declared an interest of impartiality in item CRD32.1/06/04 as he is a member of Rotary.

CRD32/06/04 INFORMATION REPORT		
Proponent:	Not applicable	In Brief Information report
Owner:	Not applicable	
Officer:	Carole McKee – Community Development Officer	
Signatures Author:		
Senior Officer:		
Date of Report	3.6.04	
Previously	N/A	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

CRD32.1/06/04 LEEUWIN SAILING ADVENTURE - SPONSORSHIP (A0164-02)

On 3 May 2004 a group of young people from the Serpentine Jarrahdale Shire recounted their experiences of a five day personal challenge and leadership adventure they experienced on board the SS Leeuwin during April.

Their presentation was made to the Rotary Club of Byford and Shire Councillors, joint sponsors of this youth initiative. Shire President, Denyse Needham, represented the Council and reported that the three young people sponsored all enjoyed their experience and were grateful for the opportunity to gain self confidence, leadership skills, group skills, fun and a better understanding of cultural differences.

Another group of young people presented their experiences of a RYPEN (Rotary Youth Programs of Enrichment) camp. This camp promoted similar concepts and principles to the Leeuwin Sailing Adventure.

All participants had experienced personal gains from their experiences. For some this meant having the confidence to make a clear and confident speech in an unfamiliar surrounding. For others it meant a small step towards developing self assurance.

There is no doubt that these young people have benefited enormously from their experience and that this youth initiative is building the capacity of our next generation of adults in our communities.

CRD32.2/06/04 YOUTH ADVISORY COUNCIL (A1172)

The first SJYAC meeting for 2004 will be held at Mundijong Hall on Tuesday, 8 June 2004 from 6.00pm-7.30pm. This will be the first formal opportunity for Community Development Officer Robyn Brown to meet with the local youth. As per the YAC Terms of Reference (CRD09/10/03), an election of new office bearers will be held at the meeting. There will be some time to discuss ideas for future meetings, regarding speakers, issues and venues.

CRD32.3/06/04 YOUTH ACTIVITY GROUP (A0164-02)

The minutes of the Serpentine-Jarrahdale Youth Activity Group Inc meeting held in April 2004 are with the attachments marked CRD32.3/06/04.

CRD32.4/06/04 PEEL COMMUNITY DEVELOPMENT GROUP (A1123)

The minutes of the Peel Community Development Group for April 2004 are with the attachments marked CRD32.4/06/04. The Update Newsletter can be found at www.peel.wa.gov.au/content/thePDC/aboutPDC/publications.cfm.

CRD32.5/06/04 PEEL PHYSICAL ACTIVITY GROUP (A0174)

The minutes of the Peel Physical Activity Group for May 2004 are with the attachments marked CRD32.5/06/04.

CRD32.6/06/04 ARMADALE HOME HELP SERVICE (A0173)

A report from Armadale Home Help Service for March - May 2004 is with the attachments marked CRD32.6/06/04.

CRD32.7/06/04 SOUTH WEST GAMES (A1107/04)

An invitation has been received to attend the Annual General Meeting for the South West Games on 21 June 2004.

Serpentine Jarrahdale's experience in the 2003 games was more negative than positive due to the many complications experienced by both participants and coordinators.

It is not considered a priority to send an officer or a Councillor to attend the Annual General Meeting. There will be an opportunity to respond to a future invitation regarding participation in the next games, which will take place in 2007.

A report from the 2003 Shire Coordinators for Serpentine Jarrahdale has been circulated to Councillors separately.

CRD32.8/06/04 MENTAL HEALTH AND WELLBEING COMMITTEE (A0628)

The following Council Decision was made in December 2003:

Moved Cr Hoyer seconded Cr Price

- 1 *That Council nominates Cr Tom Hoyer as Council's delegate on the SJ Mental Health and Wellbeing Committee, and*
- 2 *That Council provides administrative assistance to the SJ Mental Health and Wellbeing Committee for the mail out inviting community leaders to attend the proposed February 2004 Mental Health & Wellbeing Forum.*

- The Mental Health and Wellbeing Committee is currently approaching the community forums regarding the forums providing a hosting role for the program the committee want to roll out across the Shire.
- Council has been asked to assist with access to a photocopier and folding machine so that the group can copy and fold 1,000 flyers.
- It is recommended that Council assist in this instance, but ask that the Mental Health and Wellbeing Committee put a request for any ongoing assistance in writing to Council so that any ongoing arrangement can be considered and agreed upon through one resolution.

CRD32.9/06/04 PEEL COMMUNITY DEVELOPMENT GROUP (A1123)

The following Committee Decision was made in May 2004:

- 1 *That Council thanks Paddi Creevey (Chairperson) and Cheryl Song Loong (Regional Community Development Coordinator) of the Peel Community Development Group*

for their presentation and congratulates them on the impact the Peel Community Development Group's work is having on the Peel region.

- 2 Council considers a population based contribution of \$3,000 in the draft 2004/05 budget deliberations.

During the end of year budget reviews, it has been ascertained that it will be possible to fund the \$3,000 out of unspent/unclaimed funds in the 2003/04 budget. This will be shown as a transfer of \$2,789 from CDO529 (Youth) to CDO527(Regional Funding) to enable the \$3,000 to be allocated.

CRD32.10/06/04 CENTRALS FOOTBALL CLUB CHANGE ROOMS – MUNDIJONG (RS0120)

Councillors Hoyer and Price and the Principal Building Surveyor met with members of the Centrals and Centrals Junior Football Clubs on Tuesday night, 4 May 2004. At this meeting the Clubs were advised that \$5,000 has been budgeted for preparation of plans for upgrading of the change rooms at the Mundijong Oval. The Clubs were unsure whether they would use the money to have plans prepared, or whether they may wish to use the money for preparation of a business plan to allow a complete upgrade of all facilities.

It is understood that the Clubs intend to progress the change rooms upgrade only and this would accord with the budget allocation. Depending upon how fast this is progressed, the funds may need to be carried over to the 2004/05 budget to allow this process to be completed.

Voting Requirements: ABSOLUTE MAJORITY

CRD32/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Star seconded Cr Hoyer

- 1 That Council accepts the May 2004 Information Report.
- 2 That in relation to CRD32.9/06/04, Council agrees to allocate \$3,000 to the Peel Community Development Group out of unspent/unclaimed funds in the 2003/04 budget. This involves transferring \$2,789 from CDO529 (Youth) to CDO527 (Regional Funding).
- 3 That in relation to CRD32.8/06/04, Council agrees to allocate assistance to the Mental Health and Wellbeing Group with access to a photocopier and folding machine.

CARRIED 8/0 ABSOLUTE MAJORITY

Council Note: Correction was made to part 3 regarding the name of the group. The Serpentine Jarrahdale Mental Health and Wellbeing Group is an external group, and is not a committee of this Council

SM050/06/04 RE-INTRODUCE A NEGATED MOTION AS PER COUNCIL STANDING ORDERS (A0039)		
Proponent:	Council	In Brief In accordance with Part 10.23 of Council Standing Orders 2002 (Gazetted 2003), Council is requested to agree to the re-introduction of a matter considered by Council in April 2004.
Owner:	Council	
Officer:	D E Price – Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	1 June 2004	
Previously	SM038/04/04	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

Council considered item SM038/04/04 “Review of Portfolio Group, Committee and Council Meetings” in April 2004. This item required an absolute majority and unfortunately this was not achieved and the matter was lost. The item has since been reviewed and in order for Council to deal with it inside of three (3) months, the following requirement is prescribed within the Council Standing Orders 2002:

“10.23 Negated Motions

A motion to the same effect as any motion that has been negated by the Council or committee, except those motions provided for in clause 14.1 (Implementing Decisions) of the Standing Orders, shall not again be entertained within a period of three (3) months except with the consent of the absolute majority of the Council or committee members.”

Statutory Environment:

Local Government Act 1995 and Council Standing Orders 2002 (Gazetted 7 May 2003)

Policy/Work Procedure Implications:

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

Financial Implications:

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

Strategic Implications:

Objective 3: Compliance to necessary legislation
Strategies:
 3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation:

Required: No

Comment:

Committee and Council are requested to agree by an absolute majority to re-introduce an item for Council consideration relating to the “Review of Portfolio Group, Committee and Council Meetings.”

Voting Requirements: ABSOLUTE MAJORITY

SM050/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

**Moved Cr Star seconded Cr Hoyer
Council agrees to re-introduce an item for consideration relating to the “Review of Portfolio Group, Committee and Council Meetings”.
CARRIED 8/0 ABSOLUTE MAJORITY**

SM051/06/04 REVIEW OF PORTFOLIO GROUP, COMMITTEE AND COUNCIL MEETINGS (A0039)		
Proponent:	Serpentine Jarrahdale Shire	In Brief Council is requested to adopt the recommendations made following a review of the Portfolio group, Committee and Council Meetings in March and April 2004.
Owner:	Not applicable	
Officer:	D E Price – Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	8 June 2004	
Previously	SM038/04/04, P002/07/03	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

Council agreed to trial the Portfolio group in 2003 on the following basis:

“At the six (6) month point the Portfolio group will undertake a review of the success of the concept and decide on what works and what does not work so that the second six (6) months of the trial can be made under set conditions so that when the final review and recommendation about the future of delegations is made, a full and comprehensive trial and evaluation has been made. Alternatively, they may decide to recommend to Council the introduction of more concept forums into other areas of Council.”

A review of the success of the portfolio group was undertaken at a workshop attended by Councillors (Cr Needham, Cr Price, Cr Hoyer, Cr Murphy, Cr Simpson, Cr Scott and Cr Wigg) and Staff (Chief Executive Officer, Director Sustainable Development, Director Asset Services, Director Corporate Services, Manager Planning and Regulatory Services, Manager Sustainability Unit and Manager Asset Services) on the 2 March 2004.

At this workshop it was further agreed that a review of the current Council and committee structure and days would also be undertaken by the Chief Executive Officer (CEO), and that a draft report would be prepared and referred back to Councillors and staff for discussion. This occurred and was considered at a second workshop held on the 26 March 2004.

A report was presented to Council for consideration in April 2004, however due to several concerns that Council wanted to further discuss the item was not supported. A further workshop was held with Council and Executive staff on Monday, 24 May to discuss these matters. The item has now been amended to address some of the issues Council felt needed to be reconsidered and is presented back to Council for adoption.

A copy of the final report and recommendations are provided with the attachments marked SM051.1/06/04.

Sustainability Statement Not applicable

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

Policy/Work Procedure Implications: The Department of Local Government and Regional Development "Operational Guidelines No 5" - Council Forums, has been referenced to assist in developing the attachment associated with this item.

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

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

4. Governance

Objective 1: An effective continuous improvement program

Strategies:

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

Objective 3: Compliance to necessary legislation

Strategies:

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

Community Consultation:

Required: Advertisement of the proposed changes is required in accordance with the Local Government Act 1995

Comment:

Comments are made below under the heading of each area that was reviewed.

A) Portfolio Group

The decision of Council to trial the "Portfolio group" was made for several reasons, however, an important reason was the recognition that a loss of corporate knowledge within the organisation has been a factor particularly in the regulatory areas. It was also felt that the increasing of delegations from Council to staff was one area that significant resource savings in the regulatory areas could be made. The introduction of a Portfolio group has been confirmed as having been successful by staff, and the general consensus from Councillors was that it worked well but could still be further improved.

Areas identified that could enhance the Portfolio group at the 2 March 2004 Workshop included:

1. The portfolio group role should be maintained, however Council needed to take into consideration advice provided within the Local Government Operational Guideline No 5 "Council Forums" recently released by the Department of Local Government and Regional Development (DLGRD). One such consideration is that the term "Portfolio Group" be amended to "Concept Forums".
2. Finding a better time/day for the workshop (it is currently held late in the day after a committee and it was felt this was a disadvantage).
3. Some items being referred to a Concept Forum should now be dealt with by officers under delegation, without the need for referral. This has since been addressed in a separate item to Council in March 2004.
4. Councillors and staff need to ensure time is set aside during each Concept Forum to offer training and development, particularly in the area of planning.
5. Concept Forums could be expanded to include items from other areas of Council's business.
6. Concept Forums should be opened up to all Councillors to attend.

Advice contained in the "Operational Guideline No 5" put out by the Department of Local Government and Regional Development, suggests that the Concept Forums should only deal with matters which are in their preliminary stages. Discussions between members is to be limited to those issues which are in the preliminary development stages. Items already listed on a Council meeting agenda are not to be discussed.

This will not preclude officers from referring items, that by nature should be considered by committee and Council, directly to committee and Council without the matter being initially considered by the Concept Forum.

B) Committees

Council currently has six (6) committees. Council has introduced delegated authority to four (4) of these committees. At the workshop it was considered appropriate to review how we can improve this part of our business also.

Of the six (6) committees, currently five (5) are active committees which meet monthly:

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

The sixth (6th) committee specifically deals with Staff Management matters, however, in recent times this committee has not met as a committee (as this is a recognised committee of Council any formal meeting would have to be advertised with an agenda etc), but rather as a group to make a recommendation to the Strategic Management Committee. It is proposed following the May 2005 elections that Council nominate four (4) delegates to deal with Staff Management matters and that these Councillors undertake the function of CEO recruitment and review, but provide a report to Council via committee for consideration, rather than act as a committee.

It is also proposed that in accordance with section 5.8 "Establishment of Committees" (note: absolute majority required) under the Local Government Act 1995, Council introduce two (2) new committees and have them meet once each per month after the May 2005 elections. It is recommended that prior to the May 2005 elections, the proposed two (2) new Committees are "subject to a trial period during the months of January, February and March 2005, with a review workshop to proceed the March Committee meeting to assess the effectiveness and

efficiencies that have been gained from the changes. To enable this to occur Council will need to resolve (note: absolute majority required) to disband the following committees;

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

By resolving to disband the above committees, Councillors membership of these committees are also discontinued as per section 5.11 Tenure of Committee Membership of the Local Government Act 1995. By doing this Council will remove any ambiguity or conflicts which may arise with the proposed trial of two (2) new committees. The delegated authority granted to four (4) of the six (6) existing committees under Council delegation AF 22 will also be disbanded as a result of this decision of Council.

If following the trial period, Councillors are supportive of the new changes they will automatically remain in place, however, if there is not support for the new system a report will be presented to Council in April 2005 recommending further changes to the Committee structure before the May 2005 elections.

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

1. *Sustainable Development Committee*

Functions
Planning
Environment
Health
Building
Rangers
Community Development
Economic Development
Tourism

2. *Corporate Governance and Asset Management Committee*

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

Both committees will be afforded the full delegation of Council as per section s5.16 and s5.17 of the Local Government Act 1995 (note: absolute majority required) and be able to exercise the powers and duties that are necessary or convenient for the proper management of the functions listed for each.

In accordance with section 5.9, 5.10 and 5.11 of the Local Government Act 1995 and Part 17 Committees of the Council of Councils Standing Orders Local Law 2002, the membership is proposed to be seven (7) elected members and three (3) elected members as deputies. It was originally proposed that if the committee voted 6/1 to pass an item requiring an "Absolute Majority" that it should be able to be dealt with under delegation, as this would still

equate to an absolute majority vote. This was not supported by the majority of Councillors at the workshop and has now been deleted.

The “Terms of Reference for use of Delegation by Committee” attached at SM051.2/06/04 has been amended to reflect this and any other changes proposed in this item.

It is also proposed that both committees will be held on the third Tuesday of each month, with Sustainable Development commencing at 9.00am and Corporate Governance and Asset Management commencing at 1.00pm following lunch. By having Sustainable Development first the intention is to provide certainty for members of the public who may wish to attend this meeting (items on this agenda are generally the ones that community would like to ask questions or make statements on).

At the workshop held on 26 March 2004 it was suggested that with the reduction in committees that consideration be given to regularly rotating the chairs. Councillors also felt that a situation where by the same Councillor chaired both committees concurrently should if possible be avoided. S5.12 of the Local Government Act 1995 prescribes the process to be followed to elect chairs and deputy chairs of committees. The Local Government Act 1995 appears silent on the length of term a person may be appointed to a committee or to undertake the function of Presiding member and Deputy Presiding member of a committee. Advice sought from the Department of Local Government and Regional Development suggests that it would be prudent for Council, to on each occasion they wanted to appoint a new Presiding member, that the whole committee membership should also be re-appointed as per s5.10 and s5.11 of the Local Government Act 1995 and Part 17 of Councils Standing Orders Local Law 2002.

It therefore appears that committees may agree to elect the Presiding member and Deputy Presiding member as described in the Local Government Act 1995 under s5.12, s5.13, s5.14 on a rotational basis, however it would be quite onerous if this was to occur on a frequent basis given the advice provided regarding the appointment of committee members on each occasion this occurs. It is therefore suggested that if it is to occur perhaps it should be on a not less than six (6) monthly basis. It is recommended also that upon each occasion a Council member is elected to a committee the term of the committee is included in the decision.

Under s5.44 of the Act, that the CEO may delegate the responsibility to conduct the election of a Presiding member of a committee. It would be reasonable to delegate this authority to the three (3) Directors so that anyone of the Executive could fulfill this requirement. It would then be the responsibility of the Presiding member of the Committee to conduct the election process to appoint the Deputy Presiding member.

C) Council

No change to Council time of 7.00pm is proposed, and the Council meeting date will remain the fourth Monday of each month.

Voting Requirements: ABSOLUTE MAJORITY

SM051/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Murphy seconded Cr Wigg

A) Council agrees to the introduction of Concept forums subject to the following:

1. Council continues to conduct one (1) Concept forum meeting per month, and that in the interim between July 2004 and 31 December 2004 the current time and date (third Monday at 3.00pm) remain in place and that it be undertaken in accordance with parts A3 and A4 of this recommendation.
2. Following 31 December 2004 until 31 March 2005 and then subject to changes proposed in part C of this recommendation being in place after the May 2005 elections that a Council Concept forum is held on the first Tuesday of every month at 9.00am to 12.00 noon.
3. Council Concept Forum be conducted based on the eleven (11) procedures recommended by the Department of Local Government and Regional Development as previously provided to Council in April 2004 (attachment SM038.1/04/04).
4. a) Concept Forums will only deal with matters which are in their preliminary stages. Therefore, any use of delegations by senior staff, particularly in the Planning area, which may be better discussed with Councillors before a final decision under delegation is made, must only be referred to the Concept Forum in their preliminary stage of consideration.
b) Council Concept forum be expanded to include Councillor training and development.

B) Council resolves that the following Committees be disbanded and all associated memberships to no longer continue after 31 December 2004:

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

C) Council agrees to the following as described in C1, C2, C3, C4, D and E during a trial period in the months of January, February and March 2005 (the trial period). Following the trial period a review workshop will be held after the March 2005 Committee meeting date to assess the effectiveness and efficiencies that have been gained from the changes. If Councillors are supportive of the new changes as described in C1, C2, C3, C4, D and E they will automatically remain in place, however, if there is not support for the new system a report will be presented to Council in April 2005 recommending changes to the Committee structure before the May 2005 elections.

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

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

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

a) Sustainable Development Committee

Functions

Building
Community Development
Economic Development
Environment
Health
Planning
Rangers
Tourism

b) Corporate Governance and Asset Management Committee

Functions

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

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

a) Sustainable Development Committee

Functions

Building
Community Development
Economic Development
Environment
Health
Planning
Rangers
Tourism

b) Corporate Governance and Asset Management Committee

Functions

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

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

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

4. Each Committee (Sustainable Development Committee and Corporate Governance and Asset Management Committee) will meet once per month on the third Tuesday of each month, with Sustainable Development Committee commencing at 9.00am and Corporate Governance and Asset Management Committee commencing at 1.00pm and this is to be advertised as required by the Local Government Act 1995.

D) Council agrees to the Ordinary Council Meeting being on the fourth Monday of each month at 7.00pm.

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

CARRIED 8/0 ABSOLUTE MAJORITY

SM052/06/04 ELECTION STRATEGY (A0046)		
Proponent:	Council	In Brief Council is requested to adopt an Election Strategy for the forth coming State and Federal Government Elections. The Election Strategy will harness potential that can arise from the forthcoming election particularly with the designation of the new seat of Serpentine Jarrahdale.
Owner:	Council	
Officer:	D E Price – Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	1 June 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Background

The election strategy has been developed to recognise the importance of political awareness in support of Shire priorities. It is also important for the Shire to have well developed priorities and to ensure the Council and community is well informed and has a common position on these priorities.

Council work shopped the development of the election strategy in February 2004. A number of Federal and State issues were identified as “priority projects” for the election strategy. **A complete list of these are now provided for Council at attachment SM052.1a/06/04 following a request for supplementary information by the Strategic Management Committee that this be included with this item.** This summary includes an analysis of the level of awareness and support for each project.

It is important to acknowledge that whilst Council will be asked to focus on three (3) “priority projects” at the state level, (in alphabetical order) being High School in Mundijong, Jarrahdale Heritage Park and Tonkin Highway Extension (Orton Road to South Western Highway) that the other lobbying priorities at both a Federal and State level will also remain a part of the overall lobbying strategy.

A copy of the Lobbying Strategy Priority Projects is attached and marked SM052.1/06/0. This indicates the proposed format and initial steps for the three (3) agreed priority projects.

Sustainability Statement

Effect on Environment: The lobbying strategy is developed to support the priority projects of the Shire. Each of the projects will already have received Council support and will have undergone specific assessment regarding environmental factors. Therefore, this proposal in itself supports the overall sustainability directions of the Shire.

Economic Viability: The resources required by the Election Strategy are largely non-monetary apart from apportionment of existing Shire management resources to the overall strategy and specific officer time for the detailed actions. It is expected that an initial focus will be required to increase the profile of the priority projects and that traveling costs may be involved in a higher level of political interaction. Costs for advertising and other means of raising media profile may be required. However, these costs will be short term and will bring a commensurately high level of overall benefit to the Shire.

Economic Benefits: The Election Strategy focuses on projects that will provide significant economic gains to the Shire. The Tonkin Highway Extension will increase business opportunity in the Shire and the Jarrahdale Heritage Park expects to have good employment outcomes, particularly in the tourism and tourism support sectors. While the high school is prioritised primarily for social benefit, it is also expected to generate local employment.

Social – Quality of Life The underlying objective of the Election Strategy is to gain greater political support to realise priority projects for the Serpentine Jarrahdale community and hence increase quality of life in the Shire. The priority projects were identified on the basis of:

- * strong community support as evidenced by community surveys and through the Shire strategic plan;
- * importance to a majority of the residents;
- * high potential of positive outcomes; and
- * likelihood of short-term, achievable progress.

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Social and Environmental Responsibility. Implementation of the strategy fosters partnerships and community involvement across the Shire. All three (3) priority projects and the overall increased level of awareness of the Shire will benefit all areas of the Shire. It is envisaged that as the strategy progresses, partners as identified in the project profile and relevant community groups/members will be drawn into the process.

Responsibilities are identified for the specific projects. The CEO and Shire President would have overall responsibility for integration of the project activities to achieve a positive, higher profile for the Shire that will be of benefit for future projects/issues.

Statutory Environment: No specific statutory procedures must be followed, except those for individual projects that may be identified as the strategy progresses.

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

Financial Implications: The budget will need to be absorbed within current and 2004/2005 Council budget allocations.

Strategic Implications: This proposal relates to all of the Key Sustainability Result Areas in an integrated way, promoting overall development of the Shire in line with the Strategic Plan. However, the priority projects do target the following specific areas:-

1. People and Community

Objective 1: Good quality of life for all residents

Strategies:

2. Develop good services for health and well being.
3. Retain seniors and youth within the community.
5. Value and enhance the heritage character, arts and culture of the Shire.

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

Strategies:

1. Increase information and awareness of key activities around the Shire and principles of sustainability.
2. Develop compatible mixed uses and local employment opportunities in neighbourhoods.

4. Foster a strong sense of community, place and belonging.
5. Protect built and natural heritage for economic and cultural benefits.

Objective 3: High level of social commitment

Strategies:

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

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.
5. Reduce green house gas emissions.

3. Economic

Objective 1: A vibrant local community

Strategies:

1. Attract and facilitate appropriate industries, commercial activities and employment.
2. Identify value-adding opportunities for primary production.
3. Develop tourism potential.
4. Promote info-technology and telecommuting opportunities.

Objective 2: Well developed and maintained infrastructure to support economic growth

Strategies:

1. Improved freight, private and public transport networks.

Objective 3: Effective management of Shire growth

Strategies:

1. Enhance economic futures for Shire communities.
2. Represent the interests of the Shire in State and Regional planning processes.
3. Integrate and balance town and rural planning to maximise economic potential.

4. Governance

Objective 1: An effective continuous improvement program

Strategies:

1. Identify and implement best practice in all areas of operation.
4. Balance resource allocation to support sustainable outcomes.
5. Harness community resources to build social capital within the Shire.

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

Strategies

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

Objective 3: Compliance to necessary legislation

Strategies:

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

Community Consultation:

Required: No

Comment:

The election strategy is important not only because of the potential benefits each project will provide for the future development of Serpentine Jarrahdale, but also because it is timely in political terms. Investment in raising the profile of the Serpentine Jarrahdale Shire in political processes at this time will enable Council to make the most of an advantage which currently exists with the establishment of the state seat of Serpentine Jarrahdale.

A consistent and strategic approach to lobbying will provide a clearer voice for the Serpentine Jarrahdale community within the political process and ensure support for major projects rather than losing potential social capital in dispersed effort on a wider range of priorities.

Councillors have been involved in development of this strategy, and have been supportive of its approach to date. It is now necessary to place a greater emphasis on implementation of the strategy in a more formal way to ensure that actions are properly coordinated and results recorded.

In order to be effective and reactive to the environment associated with the political process, Council will need to provide authority to the Chief Executive Officer to act as may be required in certain circumstances at short notice. An example of this would be the recent requirement to visit Canberra virtually immediately following advice which indicated that this would be in the interest of Council, or the placement of a media release or similar to ensure that Council retains a voice throughout the process. Therefore, it is also suggested that Council delegates authority to the Chief Executive Officer to implement the election strategy as required/defined, provided that costs are contained within budget parameters.

Voting Requirements: **ABSOLUTE MAJORITY**

SM052/06/04 Officer Recommended Resolution:

1. Council adopts the "Lobbying Strategy Priority Projects" as the priority projects for the Serpentine Jarrahdale Shire for the 2004/2005 Federal and State Elections.
2. Council agrees to progress with the election strategy format as proposed and support the process as required.
3. Council delegates authority to the Chief Executive Officer to implement the Election Strategy as required/defined, provided that costs are contained within budget parameters.

During debate Cr Star foreshadowed that she would move a motion to include that this item not be considered as confidential, if the motion under debate was lost.

SM052/06/04	COUNCIL	DECISION/Committee	Recommended
Resolution/Foreshadowed Motion:			
Moved Cr Star seconded Cr Price			
<ol style="list-style-type: none"> 1. Council adopts the “Lobbying Strategy Priority Projects” as the priority projects for the Serpentine Jarrahdale Shire for the 2004/2005 Federal and State Elections. 2. Council agrees to progress with the election strategy format as proposed and support the process as required. 3. Council delegates authority to the Chief Executive Officer to implement the Election Strategy as required/defined, provided that costs are contained within budget parameters. 4. This item not be considered as confidential when referred to Council in the June 2004 Council agenda. 			
CARRIED 7/1 ABSOLUTE MAJORITY			

Committee Note: The Officer Recommended Resolution was altered by adding a part 4 as the Committee felt there was no reason to keep the item confidential when it was being considered by Council.

SM052/06/04 SUPPLEMENTARY INFORMATION:

Supplementary information has been included in the “Background” of this report as requested by the Strategic Management Committee.

SM053/06/04 DELEGATES VOTING ENTITLEMENTS – WALGA ANNUAL GENERAL MEETING (A0163-06)			
Proponent:	Western Australian Local Government Association	In Brief	
Owner:	Western Australian Local Government Association	To nominate voting delegates to attend the Western Australian Local Government Association Annual General Meeting.	
Officer:	S Langmair – Personal Assistant to Chief Executive Officer		
Signatures Author:			
Senior Officer:			
Date of Report	11 June 2004		
Previously	SM001/07/03		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act		
Delegation	Council		

Background

The Western Australian Local Government Association has requested local governments to nominate their delegates for the Western Australian Local Government Association (WALGA) Annual General Meeting (AGM) of the Associations during the Local Government Week Conference 2004. This meeting will take place on Sunday, 8 August 2004.

It traditionally has been Councillor delegates to the South East Metropolitan Zone who participated on behalf of Council at the WALGA AGM.

Sustainability Statement Not applicable

Statutory Environment: Individual Association constitutions

Policy/Work Procedure Implications: This item will form a new Policy called “DELEGATES VOTING ENTITLEMENT – WALGA ANNUAL GENERAL MEETING”

Financial Implications: There will be a cost associated with Councillors attending the local government week conference. Council has provided in the 2003-2004 budget funds to enable five (5) interested Councillors to attend the 2004 Local Government Week.

Strategic Implications: No strategic implications

Community Consultation:

Required: No

Comment:

The Serpentine Jarrahdale Shire under the single association structure has voting rights as a member of the South East Metropolitan Zone, it is suggested that Council establish a policy whereby the delegates with voting rights (South East Metropolitan Zone) be offered the first opportunity to attend the AGM of WALGA to represent this Council.

It is further proposed that under the policy the Council representatives for the Peel Zone of WALGA be the first and second deputy.

Voting Requirements: Normal

SM053/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Price seconded Cr Hoyer
Council agrees that the following Policy be adopted:

DELEGATES VOTING ENTITLEMENTS – WALGA ANNUAL GENERAL MEETING

Council representatives from the South East Metropolitan Zone and the Peel Zone of the Western Australian Local Government Association are able to be nominated as the Serpentine Jarrahdale Shire voting delegates, for the Annual General Meetings of the Western Australian Local Government Association.

In each case the Council representatives from the South East Metropolitan Zone will be nominated as the voting delegates and the Western Australian Local Government Association Peel Zone representatives as the first and second deputy.
CARRIED 8/0

SM054/06/04 INFORMATION REPORT		
Proponent	Chief Executive Officer	In Brief Information Report.
Officer	D.E Price – Chief Executive Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	1 June 2004	
Previously		
Disclosure of Interest		
Delegation	Council	

SM054.1/06/04 SHIRE DELEGATION TO CANBERRA – 3 JUNE 2004 (A0108)

A report on the Shire delegation to Canberra on 3 June 2004 is in the attachments marked SM054.1/06/04.

SM054.2/06/04 COMMON SEAL REGISTER REPORT – MAY 2004 (A1128)

The Common Seal Register Report for the month of May 2004 as per Council Policy CSP30 Use of Shire of Serpentine Jarrahdale Common Seal is with the attachments marked SM054.2/06/04.

SM054.3/06/04 ECONOMIC & TOURISM DEVELOPMENT OFFICER REPORT – JUNE 2004 (A0436-05)

The Economic and Tourism Development Officer report of priorities for June 2004 are with the attachments marked SM054.3/06/04.

SM054.4/06/04 PEEL ECONOMIC DEVELOPMENT UNIT MEETINGS - 3 JUNE 2004 (A0839-05)

The minutes of the Peel Economic Development Unit Special General Meeting and Executive Group Meeting minutes are in the attachments marked SM054.4/06/04.

SM054.5/06/04 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – SOUTH EAST METROPOLITAN ZONE MEETING MINUTES – 19 MAY 2004 (A1164)

The minutes of the Western Australian Local Government Association South East Metro Zone meeting held on 19th May 2004 are in the attachments marked SM054.5/06/04.

SM054.6/06/04 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – PEEL ZONE MEETING MINUTES – 27 MAY 2004 (A1164)

The Minutes of the Western Australian Local Government Association Peel Zone Meeting held on 27th May 2004 are in the attachments marked SM054.6/06/04.

SM054.7/06/04 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – STATE COUNCIL MEETING MINUTES - 2 JUNE 2004 (A1164)

The Minutes of the Western Australian Local Government Association State Council Meeting held on 2nd June 2004 are in the attachments marked SM054.7/06/04.

SM054.8/06/04 JARRAHDAL E HERITAGE PARK MANAGEMENT COMMITTEE MINUTES – MAY 2004 (P05576/06)

The Minutes of the Jarrahdale Heritage Park Management Committee Meeting held on 3rd May 2004 are in the attachments marked SM054.8/06/04.

SM054.9/06/04 UPDATE ON FUNDING APPLICATIONS FOR 2003-2004 (A0994)

The report provided in attachment SM054.9a/06/04 provides Council with a summary of the funding programs that were pursued in 2002/2003 and are currently being pursued in 2003-2004 by the contract Executive Officer (Sustainable Development Facilitation) to leverage additional funding towards Council funded projects, or related projects with a link to the 2003 Council Strategic Plan.

In summary, Council has been able to access the following grant monies toward many Shire wide projects over the past two (2) years;

2002-2003 - \$1,458,880

2003-2004 - \$955,000 to date
(as per attachment SM054.9a/06/04)

Total funding received to date since 2002 is \$2,413,880. This needs to be considered against the Council cash contribution of approximately \$4,335,000 towards this project in the 2002/2003 and 2003/2004 financial years. Effectively Council has or/will now deliver approximately \$6,750,000 worth of projects to the community for Councils initial investment.

For each year of appointment the Executive Officer costs have been 2002-2003 = \$25,000 and in 2003-2004 = \$25,000.

Quotations for the provision of Executive Officer Services were advertised in the Western Australian Newspaper on Thursday, 27th May 2004.

When the period for submissions closed, one (1) submission had been received (Sustainable Development Facilitation - current contract Executive Officer service provider).

The brief for quotations stated the following:

Conditions of Engagement: Appointment will be annual and subject to the adoption of the a) 2004/2005 and b) 2005/2006 budgets respectively.

Conditions of engagement will also be in accordance with "General Conditions of Contract for the Engagement of General Services - Consultants"
(refer SM054.9b/06/04)

Hourly Rate: Consultants will be required to quote a fixed hourly rate for a) 2004/2005 and b) 2005/2006 inclusive of all disbursements and travel costs associated with the successful execution of the role. It is anticipated that the role will attract up to 300 hours per annum work, and be for a maximum period of two (2) years, however this will be subject to an annual review and the conditions of engagement detailed above.

Sustainable Development Facilitation have provided a quotation of \$75 (GST excl) per hour, which is an increase on the current hourly rate of \$66 (GST excl) per hour, however, the conditions of engagement offer Council the opportunity to secure this new hourly rate for a two (2) year period.

The brief suggested that up to 300 hours per annum of work would be required. Based on the maximum work of 300 hours at \$75 per hour Council would need to budget \$22,500 in 2004-2005 and 2005-2006. In the current budget (2003/2004) an allocation of \$30,000 was provided for the contract Executive Officer role, however following the 3/4 year review this was revised down to \$25,000 (SM039/04/04) for these services, however, in a decision which Council considered with regard to the full time appointment of the Economic and

Tourism Development Officer, it was flagged that this amount would be reduced in 2004-2005 with the surplus funding being used to enable the full time appointment of an Economic and Tourism Development Officer.

Funding for this role has been included in the 2004-2014 Forward Financial Plan, and therefore it is recommended to Council that they agree to the retention of the contract Executive Officer services as provided by Sustainable Development Facilitation for 2004/2005, as quoted at \$75 (GST excl) per hour as per the quotation brief for "Hourly Rate" and also accept the quoted rate of \$75 (GST excl) per hour as per the quotation brief for "Hourly Rate" for 2005-2006, however advise that final appointment for 2005-2006 will be made in accordance with the "Conditions of Engagement" as per the brief.

SM054/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution

Moved Cr Kirkpatrick seconded Cr Price

1. Council agrees to appoint Sustainable Development (as described in item SM054.9/06/04) to undertake the role of Executive Officer as per Council's brief Q07 2003/2004 at the quoted "hourly rate" of \$75 (GST excl) per hour and also accepts the quoted "hourly rate" of \$75 (GST excl) for 2005-2006, on the condition that final appointment for 2005-2006 will be made in accordance with the "Conditions of Engagement" as described in the brief.
2. The Information Report to 16 June 2004 be received.

CARRIED 8/0

B18/06/04 ADOPTION OF LOCAL LAW – FENCES (A0090/02)			
Proponent:	Director Sustainable Development	In Brief	
Owner:	N/A	Council is requested to adopt the amended Local Law – Fences as ratified in October 2003.	
Officer:	Wayne Chant - Principal Building Surveyor		
Signatures Author:			
Senior Officer:			
Date of Report	2.6.04		
Previously	B05/10/03, B01/07/03, B29/05/02		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest		
Delegation	Council		

Background

In accordance with the provisions of the Local Government Act 1995, a review has been undertaken of Council's Local Law – Fences. The amended Local Law was advertised state-wide and the only submission received came from the Department of Local Government and Regional Development. This submission related to formatting of the Local Law only, with a suggestion to incorporate Citation, Repeal and Application Clauses as well as incorporating a date field within the sealing clause.

The Department of Local Government and Regional Development also suggested that the definition relating to dangerous fences be removed as the word dangerous does not appear within the body of the Local Law.

A copy of the Local Law – Fences incorporating the modifications suggested by the Department of Local Government and Regional Development, is with the attachments marked B18/06/04.

Sustainability Statement

The adoption and enactment of these 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.

Statutory Environment: Local Government Act 1995

Policy/Work Procedure Implications: The work procedure CSWP19 Local Law Procedural - checklist was followed and complied with. These Local Laws are compatible with existing Council Policies and Management processes

Financial Implications: Enforcement of the Local Laws: Council's Legal Budget and cost of gazettal notice. The approximate costs are as follows:
(i) Gazettal Notice \$600
(ii) Advertising \$375
There is no budget allocation for these costs

Strategic Implications: This proposal relates to the following Key Sustainability Result Areas:-
1. People and Community
Objective 1: Good quality of life for all residents
Strategies:
5. Value and enhance the heritage character, arts and culture of the Shire.
6. Ensure a safe and secure community.
2. Environment
Objective 1: Protect and repair natural resources and processes throughout the Shire
Strategy:
1. Increase awareness of the value of environmental requirements towards sustainability.
3. Economic
Objective 3: Effective management of Shire growth
Strategy:
1. Enhance economic futures for 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
Strategy:
3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

Community Consultation:

The Local Law was advertised for public comment. Only one submission was received as noted previously.

Comment:

The Local Law has been workshopped, reviewed, ratified by Council, and advertised for public comment. To complete the gazettal process, Council is requested to formally adopt the Local Law – Fences.

Voting Requirements: **ABSOLUTE MAJORITY**

The Presiding person to read aloud or cause to be read aloud, a summary of the purpose and effect of the proposed local law (s.3.12(2))

Serpentine Jarrahdale Local Law: Fences

The purpose of this Local Law is to ensure owners or occupiers of any land, vacant or otherwise within the district, erect, install and maintain boundary and internal fencing to a standard so as to achieve a specific purpose, maintain the aesthetic value and amenity of the community and to comply with specific standards as prescribed within the context of this Local Law and other standards as specified.

B18/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Price seconded Cr Kirkpatrick

That Council:

- 1 Makes the amended Local Law – Fences.**
- 2 Publishes the amended Local Law – Fences in the Government Gazette and enacts the amended Local Law - Fences for the Municipality of the Shire of Serpentine–Jarrahdale, fourteen (14) days after the gazetted date.**
- 3 Repeals the Local Law – Fences as gazetted 1 July 1997.**
- 4 Upon publication of the Local Laws in the Government Gazette, a public notice will be placed in the West Australian Newspaper, library and on all notice boards within the Shire.**

CARRIED 8/0

B19/06/04 PROPOSED ADDITIONS TO SHIRE OF SERPENTINE-JARRAHDAL ADMINISTRATION OFFICE – LOT 157 #6 PATERSON STREET, MUNDIJONG (RS0136/01)		
Proponent:	Shire of Serpentine-Jarrahdale	In Brief A concept floor plan has been prepared to link the administration office and library buildings with a new entry and provide additional office space to accommodate anticipated staff increases. Council is requested to endorse the proposed office additions floor plan and costing for inclusion in the Principal Activities Plan as a project to be undertaken in the 2007/2008 financial year.
Owner:	Shire of Serpentine-Jarrahdale	
Officer:	Wayne Chant - Principal Building Surveyor	
Signatures Author:		
Senior Officer:		
Date of Report	8.6.04	
Previously	N/A	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Council	

Background

Included in the 2003/2004 budget was an amount to progress conceptual plans for proposed additions to the Mundijong Administration Office. These plans were to increase floor area to accommodate future staff and to provide a single point of entry for both the administration building and library, thus enabling customer services staff to assist library staff in times of high demand.

A working group was formed and, in conjunction with an architect, draft floor plans were prepared. These plans were then made available for staff review. Following consideration of staff feedback, the draft floor plan was further modified with the resultant final draft prepared for Council consideration. **A copy of the final draft floor plan is with the attachments marked B19/06/04.**

Sustainability Statement

Effect on Environment: The design of the proposed additions includes the creation of a new wing with courtyards maximizing natural light infiltration to the addition without compromising existing natural light access.

The front elevation must comply with the Paterson Street Design Guidelines as well as complementing the existing office and library buildings.

Resource Implications: Details of building services were not part of the design brief, however, the design maximises natural light exposure and provides good solar orientation. At detailed design stage, energy efficient building services will be included.

Economic Viability: The architect has provided a cost estimate based on price per square metre data:

Component	Estimate	Estimate including GST
Additions (246 m ²)	\$336,650	\$370,315
Refit if existing building	\$230,000	\$253,000
Headworks fees	\$55,000	\$60,500
Consultants fees	\$55,000	\$60,500
Total	\$676,650	\$744,315 (2003/04 dollars)

The proposed office addition will provide for an additional 250 square metres of floor area and up to 21 additional workstations from the existing 43. According to the Principal Activities Plan, this will accommodate anticipated staff increases beyond 2013.

By linking the office building and library, library space may be utilised for future office expansion subject to relocation of the library off-site. The three winged design also lends itself to future expansion to the rear should additional office space be required.

Statutory Environment:

Design, documentation and construction of the additions must be undertaken in accordance with tendering provisions of the Local Government Act 1995. Amalgamation of reserves will be required as the library and office buildings are on separate reserves. Correspondence from the Department of Land Information indicates that amalgamation can be achieved with the creation of a new graphic for a cost of approximately \$350.00

Policy/Work Procedure Implications:

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

Financial Implications:

Council has an allocation of \$2,100,000 in the Forward Financial Plan for 2007/08 for construction of a new administration building/additions to the present administration building together with a further \$150,000 for new office furniture. The estimate for the addition is \$744,315. This includes a \$253,000 allowance for refit of the existing building. This estimate is in 2003/04 dollars and, given the time frame of this project, it would be prudent to have the additions costed by a quantity surveyor closer to the design and documentation stage.

Strategic Implications:

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

1. People and Community

Objective 1: Good quality of life for all residents

Strategies:

5. Value and enhance the heritage character, arts and culture of the Shire.
6. Ensure a safe and secure community.

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

Strategies:

1. Increase information and awareness of key activities around the Shire and principles of sustainability.
2. 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:

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

3. Economic

Objective 1: A vibrant local community

Strategies:

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

Objective 2: Well developed and maintained infrastructure to support economic growth

Strategy:

2. Consider specific sites appropriate for industry /commercial development.

Objective 3: Effective management of Shire growth

Strategies:

1. Enhance economic futures for Shire communities.
2. Represent the interests of the Shire in State and Regional planning processes.
3. Integrate and balance town and rural planning to maximise economic potential.

4. Governance

Objective 1: An effective continuous improvement program

Strategies:

1. Identify and implement best practice in all areas of operation.
2. Promote best practice through demonstration and innovation.
3. Regularly update information services and IT capacity to support programs and projects.
4. Balance resource allocation to support sustainable outcomes.

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

Strategies:

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

Objective 3: Compliance to necessary legislation

Strategies:

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

Community Consultation:

Required: No

Comment:

The proposed additions, if proceeded with, would not compromise the possibility of utilising the existing office building as a high school. The layout of the building would still lend itself to use as a high school with increased classroom space. By linking the office building and library, library space may be utilised for future office expansion beyond 2013 should the library be relocated off-site.

Voting Requirements: Normal

Officer Recommended Resolution:

Council resolves to:

- 1 Endorse the sketch floor plan SK2.01, prepared by A. Scott Hambley, Architect as the concept plan for additions to the Mundijong Administration Office in the 2007/08 financial year for a cost of \$621,650 (excluding GST).
- 2 Include an amount of \$55,000 (excluding GST) in the Principal Activities Plan for the 2006/07 financial year for design and documentation of the proposed office additions.
- 3 Amalgamate Reserve N^o 4330 and Reserve N^o 30867 into a single Reserve.

B19/06/04 COUNCIL DECISION/Committee Recommended Resolution

Moved Cr Kirkpatrick seconded Cr Star

Council resolves to:

- 1 Endorse the sketch floor plan SK2.01, prepared by A. Scott Hambley, Architect as the general concept plan and footprint for the future additions to the Mundijong Administration Office in the 2007/08 financial year at a cost of \$621,650 (excluding GST) (2003/04 estimate).
- 2 Include an amount of \$55,000 (excluding GST) in the Principal Activities Plan for the 2006/07 financial year for design and documentation of the proposed office additions.
- 3 Amalgamate Reserve N^o 4330 and Reserve N^o 30867 into a single Reserve in 2006/07, if required.

CARRIED 8/0

Committee Note: The reasons for changing the Officer Recommended Resolution:

- 1 Councillors wished to accept the floor plan in principle but requested the opportunity for input into the final design.
- 2 Amalgamation of the Reserves would only be appropriate if the high school proposal is unsuccessful.

Cr Kirkpatrick declared an interest in item P088/06/04 and left the Council meeting at 8.18pm.

P088/06/04 EXTRACTIVE INDUSTRY LICENCE RENEWAL – LOT 344 SOUTH WESTERN HIGHWAY, WHITBY (P00035/01)		
Proponent:	WA Blue Metal	In Brief To consider the issue of an extractive industry licence in accordance with the Local Laws for Extractive Industries for crushed and screened granite for a period up to 31 December 2004. It is recommended that the extractive industry licence be granted.
Owner:	WA Blue Metal	
Officer:	Brad Gleeson – Manager Planning and Regulatory Services	
Signatures Author:		
Senior Officer:		
Date of Report	10 June 2004	
Previously	P053/12/03	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Owner: Ransberg Pty Ltd
 Owner's Address: 41 Spearwood Avenue, Bibra Lake
 Applicant: WA Blue Metal
 Applicant's Address: As above
 Date of Receipt: 29 April 2004
 Advertised: N/A
 Submissions: N/A
 Lot Area: 81 Ha.
 L.A Zoning: Rural
 MRS Zoning: Rural
 Byford Structure Plan: N/A
 Rural Strategy Policy Area: Raw materials extraction
 Rural Strategy Overlay: Landscape Protection Policy area
 Municipal Inventory: N/A
 Townscape/Heritage Precinct: N/A
 Bush Forever: N/A
 Date of Inspection: 26/27 June 2003

Background

Council at its meeting held on 22 December 2003 resolved to grant an Extractive Industry licence for a period of six months ending 30 June 2004.

A copy of the conditions imposed on the extractive industry licence is with attachments marked P088.1/06/04.

Sustainability Statement

Effect on Environment:

The area is currently used as an extractive industry operation. Extractive industries have the potential to have a significant effect on the environment if the operations are not undertaken in accordance with statutory approvals and licence conditions. Possible impacts on the environment include noise, dust, water quality, vegetation and visual amenity. These issues

are examined at the time of site visits by Shire officers and if any complaints are received from the public.

Site visits are planned during the heavy rainfall months to audit the conditions set out in this report, check that specific storm water discharge issues raised during the previous site visits have been addressed and to ensure issues raised since last winter have been addressed.

Resource Implications and Use of Local, renewable or recycled Resources:

The proposal will extract a large volume of granite over the life of the extractive industry.

Economic Viability:

The extraction of granite has the potential to significantly alter the existing landscape, reduce the visual amenity of the area and reduce biodiversity on the land, which cannot be priced as a monetary value.

Economic Benefits:

The operation provides employment opportunities for the community.

Social – Quality of Life, Social and Environmental Responsibility and Social Diversity:

The proposal may impact upon the community if the operations do not comply with statutory approvals and licence conditions.

Statutory Environment:

Local Government Act 1995.
Town Planning and Development Act.
Extractive Industries – Local Law

Extractive Industries Local Law

Extracts from the Local Law are outlined below

Part 2 - Licensing Requirements for an Extractive Industry

EXTRACTIVE INDUSTRIES PROHIBITED WITHOUT LICENCE

- 2.1 A person must not carry on an extractive industry -
- (a) Unless the person is the holder of a valid and current licence; and
 - (b) Otherwise than in accordance with any terms and conditions set out in, or applying in respect of, the licence.

Penalty \$5000 and a daily penalty not exceeding a fine of \$500 in respect of each day or part of a day during which an offence has continued.

PAYMENT OF ANNUAL LICENCE FEE

- 3.2 On or before 31 December in each year, a licensee must pay to the local government the annual licence fee determined by the local government from time to time.

RENEWAL OF LICENCE

- 4.3(4) Upon receipt of an application for the renewal of a licence, the local government may-
- refuse the application; or
 - approve the application on such terms and conditions, if any, as it sees fit.

Policy/Work Procedure Implications:

Landscape Protection Policy area.

The objectives of this policy are:

1. To preserve the amenity deriving from the scenic value of the Darling Scarp;
2. To maintain the integrity of landscapes within the Landscape Protection Area;
3. To protect and enhance the landscape, scenic and townscape values through control over design, building materials and siting of development and land uses rather than prohibition of development and land use as such;
4. To maintain the integrity of landscapes in the line of sight view corridor along identified scenic routes in the Shire, including but not limited to South Western Highway, Nettleton Road, Jarrahdale Road, Admiral Road, Kingsbury Drive and both the North-South and East-West Railway lines and natural water courses;
5. To provide developers and landowners with a statement describing the requirements for the subdivision and development within the Landscape Protection Area.

Financial Implications:

Extractive industry annual licence fee for 2004 has been paid.

Strategic Implications:

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

1. People and Community

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

Strategies:

1. Increase information and awareness of key activities around the Shire and principles of sustainability.
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.
3. Encourage protection and rehabilitation of natural resources.
4. Reduce water consumption.

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

Strategies:

1. Implement known best practice sustainable natural resource management.

3. Economic

Objective 1: A vibrant local community

Strategies:

1. Attract and facilitate appropriate industries, commercial activities and employment.

Objective 2: Well developed and maintained infrastructure to support economic growth

Strategies:

2. Consider specific sites appropriate for industry /commercial development.

4. Governance

Objective 3: Compliance to necessary legislation

Strategies:

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

Community Consultation:

Required: No

Comment:

An inspection was undertaken in June 2003, revealing a significant number of outstanding planning and environmental issues associated with the extractive industry operation. Staff have held a number of meetings with the landowners and their consultants over the last 12 months. These meetings have provided advice and given direction on how the conditions can be satisfied.

The current licence conditions were required to be satisfied at various dates over the last six months, during the term of the current licence, which was granted in December 2003.

Condition 1 – Annual report

This report has not been submitted.

Condition 2 – Environmental Management System (EMS)

The owner has submitted a document which describes a proposed environmental management system (EMS).

The Environmental Officer advises:

In response to condition 2, the Shire has received a document which describes a proposed environmental management system (EMS) for the mine site. During the preparation of this document, the company's environmental consultant sought further advice from the Shire regarding the format and legal implications of the required document. A legal opinion was sought by the Shire and subsequently the company was given detailed written advice regarding the exact document format required. The company was also given an extended deadline to 30th April for the preparation of this document.

The company took advantage of the extended deadline. However, the document received does not follow the detailed written advice regarding the exact document format required and it is difficult to see how it could provide the basis of an effective on site environmental management system without a significant amount of additional work.

Six months ago when the six month license was issued to this company, Shire officers made it clear that there was an expectation that this company would be required to improve its performance in relation to the licence conditions. As part of these discussions, the officers also committed to improving communication with the company and both parties agreed to work together towards effective management.

Towards this end, Shire officers have gone to some lengths to clarify the previous condition requiring the preparation of an EMS document for approval. Shire officers also arranged a

luncheon for local extractive industry operators and organised highly qualified and experienced guest speakers to present on the topic of EMS.

This company has expressed a preference that the large number of licence conditions be amalgamated within an EMS document. However, in the absence of an EMS document which follows the required format, this option cannot be supported. As the Shire's role is to regulate environmental impacts and not to regulate how company's operate, it is recommended that while we still continue to encourage and support the development and implementation of an EMS, we do not require the company to produce a document as a condition until they are ready to do so. An advice note to this effect has been added to the licence.

Condition 3 – Staging plan

A staging plan has not been lodged.

Conditions 11 – Stabilisation/ Revegetation Plan

A stabilisation plan was submitted on 9 April 2003 and approved by the Shire on 5 May 2003. Additional information regarding rehabilitation was prepared by Landform Research and forwarded to the DEP on 16 July 2003. Ripping, seeding and planting have been completed in July 2003, as detailed in their letter of 9 April 2003. The revegetation plan received on 9 April 2003 was deemed satisfactory by planning staff.

The Shire has received a rehabilitation plan. This document includes descriptions of how revegetation and weed control is to be undertaken. However, the extent and locations of various revegetation and weed control treatments is not clearly delineated on a map and no completion dates are provided. Because these and other details need to be worked through with the company, the rehabilitation plan has not yet been approved. However, progress is being made and as long as agreement can be reached in relation to required plant densities, community structures and a likely end use for the site, the rehabilitation plan can be finalised.

This condition has been reworded to reflect the current status of the site.

Conditions 12 – Fuel/ chemical storage

Details of a self-bunded wrap for the fuelling pad was submitted by the applicant on 22 October 2003. This was assessed by the Environmental Officer who approved the concept plans and provided comment on the detail.

Condition 15 – Height of clay overburden stockpile to be reduced

This condition has not been complied with.

Shire officers advised the appellants that the visual impact of the additional height of the clay overburden is likely to be inconsistent with Condition 3-1 of the Ministerial Statement #318 (27 July 1983). The reason the licence condition was imposed was as a consequence of unauthorised earthworks undertaken prior to 2002 that in the view of Council breached the intent of the aforementioned Ministerial condition. Given the difficulty in policing compliance with a subjectively worded Ministerial condition, Council chose to impose a quantitative measure as a licence condition (RL 228m) to remove any ambiguity regarding what was acceptable.

The applicant was advised on 5 May 2003 that staff would only support such a variation if WA Blue Metal could demonstrate that an increase in height above RL228m would not adversely affect landscape values. The current height of the clay stockpile is 239 metres which is 11 metres higher than that required under this condition. No further additional

information has been submitted by the applicant in support of retaining the unauthorised and overheight fill on the property.

This condition will remain on the licence as the issue remains unresolved.

Condition 16 – Perimeter buffer

Some encroachment may have taken place in the perimeter buffer in order to gain access to the toe of the clay stockpile and enable installation of the rock wall. The applicant was required to confirm encroachment in the 20 metre buffer area at the licence renewal application by 15 November 2003. This has not occurred.

This condition to remain.

Condition 23 – 25 (Inc.) – Water quality (sediment dam)

The applicant advises:

Temporary silt traps were installed. It is not possible to construct larger permanent silt traps without compromising other licence and Minister conditions.
No requirement for settlement dams in original approvals.
Existing settlement dams are operating efficiently.
Only one breach that compromised the water quality of the brook, recorded from 32 water samples in 5 years in relation to oil drum storage.

Staff are not satisfied that the existing temporary silt traps will ensure that water quality in the brook is not compromised. These conditions will remain.

Condition 29-30 – Water testing

The applicant advises:

There is no intent on the part of licensee to stall the reporting of results. Sometimes water quality is improved by more than 10% as it passes by the quarry.
The origins of the condition are questioned and were raised with the Shire on 6 May 2003.

This condition is deemed to be justifiable based on staff's concerns of adverse impacts on the brook due to the quarry operations. These conditions will remain.

Conditions 33 – 35 (Inc.) – Habitat protection

The applicant advises:

Weed spraying is carried out every year.
50 metre buffer zone along Manjedal Brook will be surveyed and marked.
Slope failure was an unforeseeable event that had to be rectified by extensive earthworks and rock wall construction in the summer of 2002/2003.
Temporary silt traps installed until stockpile is consolidated and revegetation takes place.

Fencing or some other form of demarcation (eg survey pegs) has not been erected around the buffer zone. Onsite it was observed that vegetation within the 50 metre buffer area to the Mandejal Brook was being disturbed, as stockpile and sediment runoff had smothered the vegetation. These matters will need to be investigated by the Department of Environment (DoE).

These conditions will remain.

Condition 36 - Noise

This condition is due 30 June 2004. The report has not been submitted to date.

This condition will remain.

Conclusion

There are 16 conditions outstanding on the current extractive industry licence that have not yet been signed off by officers.

In December 2003, Council considered two options relating to the issue of an extractive industry licence for the property as outlined below:

- Option 1 Grant an extractive industry licence to the landowner for a further six months;
or
Option 2 Refuse to grant an extractive industry licence to the landowner.

Council at this time decided to grant an extractive industry licence for a period of six months until 30 June 2004.

A meeting with company representatives at the beginning of the last licence period was positive. However, there seems to have been very little change in the way this company operates during the last six months. Although it is recommended that a further six month licence is granted, Shire staff do not consider it likely that full compliance will be reached by the end of this period unless there is a significant shift in the way the company operates. Shire officers are therefore working on a compliance program for this property.

It is recommended that the extractive industry licence be granted for a six month period until 31 December 2004, in accordance with the updated and revised licence conditions.

Voting Requirements: Normal

P088/06/04 Officer Recommended Resolution:

That an extractive industry licence for crushed and screened granite extraction at Lot 344 South Western Highway, Whitby be granted to Ransberg Pty Ltd trading as WA Bluemetal for a six month period expiring on 31 December 2004, subject to the following conditions:

OPERATING CONDITIONS

PLANNING

1. No works including any haulage roads are to be exposed to the view from the South Western Highway and the Swan Coastal Plain.
2. The Shire shall be notified via facsimile 24 hours prior to each blasting carried out on the site.
3. Provide the Shire of Serpentine-Jarrahdale with at least 10 days advance noticed in writing of the intention to cart excavated materials from the land.
4. Cause signs to be erected on the haulage road warning "Caution – Trucks using Road" during times of cartage, at least at the beginning and end of the haulage route to the South Western Highway, and at all intersections.
5. Ensure the main access road from South Western Highway to Lot 344 is sealed and maintained so as to not produce dust emissions.

DUST

6. Ensure water trucks or sprinklers are used to wet roads, access ways and trafficked areas so that no visible particulates (including dust) crosses the boundary of the land.

7. The licensee shall prevent the generation of visible particulates (including dust) from all stockpiles crossing the boundary of the land by using appropriate dust suppression techniques, including but not limited to water sprays, sprinklers or canons.

NOISE

8.
 - a) Measure and record for each blast, the air-blast over-pressure on the curtilage of a premises approved for the purpose of blast monitoring in accordance with the *Environmental Protection (Noise) Regulations 1997*.
 - b) In the event that air-blast over-pressure levels in excess of the limits prescribed in the *Environmental Protection (Noise) Regulations 1997* are recorded, the licensee shall notify the Shire and provide a written report within 7 days of the event occurring.
 - c) Ensure that the peak particle velocity from any single blast does not exceed 10 millimetres per second.
 - d) Ensure that not more than one blast in any ten consecutive blasts (regardless of the interval between each blast) shall exceed a peak particle velocity of 5 millimetres per second.
 - e) Measure and record for each blast, the peak particle velocity on any point of a premises approved for the purpose of blast monitoring, at least the longest dimension of the foundations of a building or structure away from such building or structure.
9. In the event that ground vibration levels in excess of 10 millimetres per second peak particle velocity are recorded, the licensee shall notify within 7 days of the event occurring, provide a written report to the Shire.

WATER QUALITY

10. Ensure that any discharge of water from the land including runoff from unsealed access tracks and roadways and any other unvegetated areas, other than directly to sewer or septic systems, shall be via treatment in silt traps, detention ponds, settling ponds or other effective mechanism to remove suspended materials to the satisfaction of the Shire.
11. All water treatment traps, bunds, sumps, detention and settling ponds are to be regularly maintained to minimize the discharge to the environment of total suspended solids and total suspended solids and to prevent siltation of surface streams.
12. Ensure that any water directly or indirectly discharged from the premises, shall not exceed the following concentration limits:
 - a) 80 milligrams per litre for total suspended solids; and
 - b) 5 milligrams per litre for oil and grease (hexane soluble).
13. The quality of the water leaving the property is to be within 10% of the quality of water entering the land at all times.

ENVIRONMENT

14. Maintain a vegetated buffer zone extending at least 50 metres either side of the Manjedal Brook. This buffer zone shall be defined by fencing or other suitable means by the 30 December 2004 to the satisfaction of the Shire.
15. No interruptions or obstructions to the flow of Manjedal Brook are to occur as a result of extractive works.
16. The proponent shall ensure no vegetation is disturbed and stockpiled materials do not encroach into the Manjedal Brook within the Manjedal Brook buffer zone described in the EPA Licence Condition 41.
17. The proponent shall control declared weeds throughout the site (including Paterson's Curse and Cottonbush), to the satisfaction of the Shire.

GENERAL

18. Storage of environmentally hazardous chemicals including, but not limited to, fuel, oil or other hydrocarbons (where the total volume of each substance stored on the premises exceeds 250 litres) within low permeability (10⁻⁹ metres per second or less) compound(s) designed to contain not less than 110% of the volume of the largest storage vessel or inter-connected system, and at least 25% of the total volume of vessels stored in the compound.

The compound(s) shall:

- a) be graded or include a sump to allow recovery of liquid;
- b) be chemically resistant to the substances stored;

include valves, pumps and meters associated with transfer operations wherever practical - otherwise the equipment shall be adequately protected e.g. bollards and contained in an area designed to permit recovery of chemicals released following accidents or vandalism;

- i) be designed such that jetting from any storage vessel or fitting will be captured within the bunded area - see for example *Australian Standard 1940-1993* Section 5.9.3 (g);
 - ii) be designed such that chemicals which may react dangerously if they come into contact, are in separate bunds in the same compound or in different compounds; and
 - iii) be controlled such that the capacity of the bund is maintained at all times e.g. regular inspection and pumping of trapped uncontaminated rain water.
19. Immediately remove and dispose of any liquid resulting from spills or leaks of chemicals including fuel, oil or other hydrocarbons, whether inside or outside the low permeability compound(s).
20. Not store, or permit to be stored, any explosives or explosive devices other than with the approval of the Shire and the Department of Minerals and Energy. The proponent shall ensure that no chemicals or potential liquid contaminants are disposed of on-site.
21. Keep a register of the extent, location, environmental implications and remedial actions taken for any accidental contamination of soil or water resources in a logbook to be kept on-site and available for immediate inspection by the Shire.
22. Payment of the annual licence fee by 1 December 2004 for the extractive industry licence for 2005.

SUBMISSION OF TECHNICAL DOCUMENTS TO COUNCIL

23. The applicant shall prepare and submit the following technical documents to the satisfaction of the Shire by 30 September 2004. These documents will be reviewed by the Shire and will form part of consideration with regard to a future licence being granted for this land:-
- (a) A detailed and comprehensive annual report for 2003/2004 on site performance in respect to conditions attached to the licence. This report is to include the following:
 - i) a scaled plan and cross sections at 1 metre contours of the quarry operation depicting:
 - cadastral boundaries, contour lines, access roads, drains, sediment traps, water features, and development exclusion zones such as Manjedal Brook;
 - the extent and height of existing stockpiles;
 - the extent of the quarry site suspected to be infected by *Phytophthora*;

- the extent of excavation and rehabilitation works proposed to be established up to 31 December 2004;
- the extent and height of any stockpiles proposed to be established up to 31 December 2004;
- ii) an excavation report detailing:
 - include the amount of granite, blue-metal, clay and shale extracted and the amount of clay and blue-metal transported off-site;
 - the estimated extent and depth of excavation works proposed to be undertaken up to 31 December 2004;
- iii) a rehabilitation and revegetation report detailing:
 - the extent, species list and current stem density of each stage of rehabilitation works undertaken during each licensed period since 1999;
 - the extent, species list and seeding/planting density of rehabilitation works to be undertaken up to 31 December 2004;
- iv) a weed control report detailing:
 - the extent, species list, density and control methods and eradication success rate for weed species present within each rehabilitation stage;
 - the extent and species of weeds present in 2003;
 - targets, timing, and weed control methods proposed to be undertaken between 1 January 2005 and 31 December 2005;
- b) an audit report as to site performance in respect to all conditions attached to the licence;
- c) the location, identification and sizes of any areas proposed to be used for stockpiling excavated material, treated material, overburden and soil storage on the land.
- d) A Staging Plan indicating the future works to be undertaken on the subject land including the location, extent and timing of mining and rehabilitation works. The Staging Plan shall demonstrate a progression of works which will aim to minimise visual impact of the works from the coastal plain and be shown in five (5) year stages.
- e) A Vegetation Management Plan that identifies requirements for weed control, protection of existing vegetation, and the densities, distributions and proposed endpoint community structures of areas to be rehabilitated using indigenous trees, shrubs and groundcover plant species.
- f) A dust modelling report relating to the holding and extraction areas on the land and to include information relating to the prevailing winds, buffers, screening and other proposed dust control measures. A Dust Complaint Management plan identifying potential sources of complaints and response procedures to complainants and regulatory authorities is to be prepared.
- g) An acoustic consultants report that identifies all potential sources of noise, shows noise contours and details proposed noise management measures for each source and other more peripheral measures such as buffers and screening.
- h) A Drainage Plan detailing the amounts of storm water runoff and residence times in detention basins and other water quality treatment structures to show their effectiveness of their design in the removal of particulate materials.
- i) A Water Sampling Program is to be designed and documented to the satisfaction of the Shire to provide:
 - i) Water samples are to be taken in accordance with the approved Water Sampling Program at a minimum frequency of three times a year with at least two of those readings being taken within five hours after separate significant (25mm) rainfall events.
 - ii) Water samples are to be analysed for total suspended solids and for hydrocarbon concentrations at an accredited laboratory.
 - iii) Water sample results are to be forwarded to the Shire.

- iv) On receipt of water sample data which is non compliant with the target levels set out, the licensee shall ensure that an immediate inspection of, and obvious repairs to, all the drainage and treatment systems on the premises is undertaken and shall notify the Shire within 24 hours and provide a written report with evidence to satisfy the Shire that measures have been taken to prevent a recurrence.

Advice Notes:

1. The licensee is encouraged to develop and implement an environmental management system (EMS) using the conditions on this licence. If the Shire approves such a document, the licensee conditions could be redrafted to remove individual conditions and instead refer to the approved EMS document.
2. For the purpose of condition 13 "Quality" refers to the concentrations of total suspended solids, hydrocarbons, nutrients and heavy metals.
3. Compliance with Mines Act 1978, Mining Regulations 1981, Council's Extractive Industry Local Law and the Mines Safety and Inspection Act 1974.
4. The development, operation and rehabilitation of the quarry to be in accordance with the document "Environmental Management of Quarries" published by the Department of Minerals and Energy, 1994.
5. Operational and blast noise to comply with the Environmental Protection (Noise) Regulations 1997 at all times.
6. A further licence renewal application for the subject land must be submitted to Council by the 1 December 2004 in accordance with the Shire of Serpentine Jarrahdale's Extractive Industry Local Law and renewal would be subject to full compliance with the above conditions.
7. The monitoring points for visibility from the coastal plain are to be Thomas Road, Kargotich Road and Mundijong Road.
8. Information regarding Greenhouse Gas Emissions can be obtained from the Cleaner Production Unit at Curtin University.
9. Relative to condition 23 (c), the Vegetation Management Plan shall:
 - a) Include a scaled map of the whole premises which can be placed as an overlay over the most recent aerial photography;
 - b) Locate on the map, and both identify and describe how existing indigenous vegetation is to be protected or not to be retained as a result of extractive industry activities, firebreaks, drainage, the provision of power and any other activities that may impact vegetation;
 - c) Locate on the map and both identify and describe the management of existing exotic vegetation;
 - d) Locate on the map and describe the management of dead standing trees;
 - e) Locate on the map and identify both the types and magnitudes of weed infestations and describe weed management to be undertaken;
 - f) Locate on the map and describe the species, sizes, planting densities, soil preparation and plant protection for plants within and/or buffering natural water courses, drains, constructed dams, nutrient stripping or compensation basins, vegetation buffers, wildlife corridors, visual screening and reinstated agricultural land;
 - g) Clearly state auditable targets for vegetation management including weed control and revegetation outcomes for audit;
 - h) Locate fire breaks on the map.
10. Revegetation of bushland areas is to be with provenance stock of locally occurring native plant species must achieve a minimum survival of 500 locally native tree stems and 10,000 locally native shrub and ground cover stems per hectare when a minimum of 80% of the plants are at least three years old and must achieve a plant diversity of at least 60% of the plant diversity at an agreed natural community reference site and must be managed adaptively for a minimum of five years after successfully establishing 80% of the required plants to comply with the density target above, to approximate the community structure of an agreed natural community reference site.

During debate Cr Star foreshadowed that she would move a motion to include that should substantial progress be made within three months Council would be prepared to consider at that stage, a longer licence, if the motion under debate was lost.

P088/06/04 COUNCIL DECISION/Committee Recommended Resolution/Foreshadowed Motion

Moved Cr Price seconded Cr Hoyer

That an extractive industry licence for crushed and screened granite extraction at Lot 344 South Western Highway, Whitby be granted to Ransberg Pty Ltd trading as WA Bluemetal for a six month period expiring on 31 December 2004, subject to the following conditions:

OPERATING CONDITIONS

PLANNING

1. No works including any haulage roads are to be exposed to the view from the South Western Highway and the Swan Coastal Plain.
2. The Shire shall be notified via facsimile 24 hours prior to each blasting carried out on the site.
3. Provide the Shire of Serpentine-Jarrahdale with at least 10 days advance noticed in writing of the intention to cart excavated materials from the land.
4. Cause signs to be erected on the haulage road warning "Caution – Trucks using Road" during times of cartage, at least at the beginning and end of the haulage route to the South Western Highway, and at all intersections.
5. Ensure the main access road from South Western Highway to Lot 344 is sealed and maintained so as to not produce dust emissions.

DUST

6. Ensure water trucks or sprinklers are used to wet roads, access ways and trafficked areas so that no visible particulates (including dust) crosses the boundary of the land.
7. The licensee shall prevent the generation of visible particulates (including dust) from all stockpiles crossing the boundary of the land by using appropriate dust suppression techniques, including but not limited to water sprays, sprinklers or canons.

NOISE

8.
 - a) Measure and record for each blast, the air-blast over-pressure on the curtilage of a premises approved for the purpose of blast monitoring in accordance with the *Environmental Protection (Noise) Regulations 1997*.
 - b) In the event that air-blast over-pressure levels in excess of the limits prescribed in the *Environmental Protection (Noise) Regulations 1997* are recorded, the licensee shall notify the Shire and provide a written report within 7 days of the event occurring.
 - c) Ensure that the peak particle velocity from any single blast does not exceed 10 millimetres per second.
 - d) Ensure that not more than one blast in any ten consecutive blasts (regardless of the interval between each blast) shall exceed a peak particle velocity of 5 millimetres per second.
 - e) Measure and record for each blast, the peak particle velocity on any point of a premises approved for the purpose of blast monitoring, at least the longest dimension of the foundations of a building or structure away from such building or structure.

9. In the event that ground vibration levels in excess of 10 millimetres per second peak particle velocity are recorded, the licensee shall notify within 7 days of the event occurring, provide a written report to the Shire.

WATER QUALITY

10. Ensure that any discharge of water from the land including runoff from unsealed access tracks and roadways and any other unvegetated areas, other than directly to sewer or septic systems, shall be via treatment in silt traps, detention ponds, settling ponds or other effective mechanism to remove suspended materials to the satisfaction of the Shire.
11. All water treatment traps, bunds, sumps, detention and settling ponds are to be regularly maintained to minimize the discharge to the environment of total suspended dissolved solids and total suspended solids and to prevent siltation of surface streams.
12. Ensure that any water directly or indirectly discharged from the premises, shall not exceed the following concentration limits:
- a) 80 milligrams per litre for total suspended solids; and
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13. The quality of the water leaving the property is to be within 10% of the quality of water entering the land at all times.

ENVIRONMENT

14. Maintain a vegetated buffer zone extending at least 50 metres either side of the Manjedal Brook. This buffer zone shall be defined by fencing or other suitable means by the 30 December 2004 to the satisfaction of the Shire.
15. No interruptions or obstructions to the flow of Manjedal Brook are to occur as a result of extractive works.
16. The proponent shall ensure no vegetation is disturbed and stockpiled materials do not encroach into the Manjedal Brook within the Manjedal Brook buffer zone described in the EPA Licence Condition 41.
17. The proponent shall control declared weeds throughout the site (including Paterson's Curse and Cottonbush), to the satisfaction of the Shire.

GENERAL

18. Storage of environmentally hazardous chemicals including, but not limited to, fuel, oil or other hydrocarbons (where the total volume of each substance stored on the premises exceeds 250 litres) within low permeability (10^{-9} metres per second or less) compound(s) designed to contain not less than 110% of the volume of the largest storage vessel or inter-connected system, and at least 25% of the total volume of vessels stored in the compound.

The compound(s) shall:

- a) be graded or include a sump to allow recovery of liquid;
- b) be chemically resistant to the substances stored;

include valves, pumps and meters associated with transfer operations wherever practical - otherwise the equipment shall be adequately protected e.g. bollards and contained in an area designed to permit recovery of chemicals released following accidents or vandalism;

- i) be designed such that jetting from any storage vessel or fitting will be captured within the bunded area - see for example *Australian Standard 1940-1993* Section 5.9.3 (g);

- ii) be designed such that chemicals which may react dangerously if they come into contact, are in separate bunds in the same compound or in different compounds; and
 - iii) be controlled such that the capacity of the bund is maintained at all times e.g. regular inspection and pumping of trapped uncontaminated rain water.
19. Immediately remove and dispose of any liquid resulting from spills or leaks of chemicals including fuel, oil or other hydrocarbons, whether inside or outside the low permeability compound(s).
20. Not store, or permit to be stored, any explosives or explosive devices other than with the approval of the Shire and the Department of Minerals and Energy. The proponent shall ensure that no chemicals or potential liquid contaminants are disposed of on-site.
21. Keep a register of the extent, location, environmental implications and remedial actions taken for any accidental contamination of soil or water resources in a logbook to be kept on-site and available for immediate inspection by the Shire.
22. Payment of the annual licence fee by 1 December 2004 for the extractive industry licence for 2005.

SUBMISSION OF TECHNICAL DOCUMENTS TO COUNCIL

23. The applicant shall prepare and submit the following technical documents to the satisfaction of the Shire by 30 September 2004. These documents will be reviewed by the Shire and will form part of consideration with regard to a future licence being granted for this land:-
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 - i) a scaled plan and cross sections at 1 metre contours of the quarry operation depicting:
 - cadastral boundaries, contour lines, access roads, drains, sediment traps, water features, and development exclusion zones such as Manjedal Brook;
 - the extent and height of existing stockpiles;
 - the extent of the quarry site suspected to be infected by Phytophthora;
 - the extent of excavation and rehabilitation works proposed to be established up to 31 December 2004;
 - the extent and height of any stockpiles proposed to be established up to 31 December 2004;
 - ii) an excavation report detailing:
 - include the amount of granite, blue-metal, clay and shale extracted and the amount of clay and blue-metal transported off-site;
 - the estimated extent and depth of excavation works proposed to be undertaken up to 31 December 2004;
 - iii) a rehabilitation and revegetation report detailing:
 - the extent, species list and current stem density of each stage of rehabilitation works undertaken during each licensed period since 1999;
 - the extent, species list and seeding/planting density of rehabilitation works to be undertaken up to 31 December 2004;
 - iv) a weed control report detailing:

- the extent, species list, density and control methods and eradication success rate for weed species present within each rehabilitation stage;
 - the extent and species of weeds present in 2003;
 - targets, timing, and weed control methods proposed to be undertaken between 1 January 2005 and 31 December 2005;
- b) an audit report as to site performance in respect to all conditions attached to the licence;
- c) the location, identification and sizes of any areas proposed to be used for stockpiling excavated material, treated material, overburden and soil storage on the land.
- d) A Staging Plan indicating the future works to be undertaken on the subject land including the location, extent and timing of mining and rehabilitation works. The Staging Plan shall demonstrate a progression of works which will aim to minimise visual impact of the works from the coastal plain and be shown in five (5) year stages.
- e) A Vegetation Management Plan that identifies requirements for weed control, protection of existing vegetation, and the densities, distributions and proposed endpoint community structures of areas to be rehabilitated using indigenous trees, shrubs and groundcover plant species.
- f) A dust modelling report relating to the holding and extraction areas on the land and to include information relating to the prevailing winds, buffers, screening and other proposed dust control measures. A Dust Complaint Management plan identifying potential sources of complaints and response procedures to complainants and regulatory authorities is to be prepared.
- g) An acoustic consultants report that identifies all potential sources of noise, shows noise contours and details proposed noise management measures for each source and other more peripheral measures such as buffers and screening.
- h) A Drainage Plan detailing the amounts of storm water runoff and residence times in detention basins and other water quality treatment structures to show their effectiveness of their design in the removal of particulate materials.
- i) A Water Sampling Program is to be designed and documented to the satisfaction of the Shire to provide:
- i) Water samples are to be taken in accordance with the approved Water Sampling Program at a minimum frequency of three times a year with at least two of those readings being taken within five hours after separate significant (25mm) rainfall events.
 - ii) Water samples are to be analysed for total suspended solids and for hydrocarbon concentrations at an accredited laboratory.
 - iii) Water sample results are to be forwarded to the Shire.
 - iv) On receipt of water sample data which is non compliant with the target levels set out, the licensee shall ensure that an immediate inspection of, and obvious repairs to, all the drainage and treatment systems on the premises is undertaken and shall notify the Shire within 24 hours and provide a written report with evidence to satisfy the Shire that measures have been taken to prevent a recurrence.

Advice Notes:

1. The licensee is encouraged to develop and implement an environmental management system (EMS) using the conditions on this licensee. If the Shire approves such a document, the licensee conditions could be redrafted to remove individual conditions and instead refer to the approved EMS document.

2. For the purpose of condition 13 “Quality” refers to the concentrations of total suspended solids, hydrocarbons, nutrients and heavy metals.
3. Compliance with Mines Act 1978, Mining Regulations 1981, Council’s Extractive Industry Local Law and the Mines Safety and Inspection Act 1974.
4. The development, operation and rehabilitation of the quarry to be in accordance with the document “Environmental Management of Quarries” published by the Department of Minerals and Energy, 1994.
5. Operational and blast noise to comply with the Environmental Protection (Noise) Regulations 1997 at all times.
6. A further licence renewal application for the subject land must be submitted to Council by the 1 December 2004 in accordance with the Shire of Serpentine Jarrahdale’s Extractive Industry Local Law and renewal would be subject to full compliance with the above conditions.
7. The monitoring points for visibility from the coastal plain are to be Thomas Road, Kargotich Road and Mundijong Road.
8. Information regarding Greenhouse Gas Emissions can be obtained from the Cleaner Production Unit at Curtin University.
9. Relative to condition 23 (c), the Vegetation Management Plan shall:
 - a) Include a scaled map of the whole premises which can be placed as an overlay over the most recent aerial photography;
 - b) Locate on the map, and both identify and describe how existing indigenous vegetation is to be protected or not to be retained as a result of extractive industry activities, firebreaks, drainage, the provision of power and any other activities that may impact vegetation;
 - c) Locate on the map and both identify and describe the management of existing exotic vegetation;
 - d) Locate on the map and describe the management of dead standing trees;
 - e) Locate on the map and identify both the types and magnitudes of weed infestations and describe weed management to be undertaken;
 - f) Locate on the map and describe the species, sizes, planting densities, soil preparation and plant protection for plants within and/or buffering natural water courses, drains, constructed dams, nutrient stripping or compensation basins, vegetation buffers, wildlife corridors, visual screening and reinstated agricultural land;
 - g) Clearly state auditable targets for vegetation management including weed control and revegetation outcomes for audit;
 - h) Locate fire breaks on the map.
10. Revegetation of bushland areas is to be with provenance stock of locally occurring native plant species must achieve a minimum survival of 500 locally native tree stems and 10,000 locally native shrub and ground cover stems per hectare when a minimum of 80% of the plants are at least three years old and must achieve a plant diversity of at least 60% of the plant diversity at an agreed natural community reference site and must be managed adaptively for a minimum of five years after successfully establishing 80% of the required plants to comply with the density target above, to approximate the community structure of an agreed natural community reference site.
11. Should substantial progress be made within three months Council would be prepared to consider at that stage, a longer licence.

CARRIED 6/1

Committee Note: The Officer Recommended Resolution was altered by adding Advice Note 11 to allow companies to address their operational needs.

Cr Wigg requested that his name be recorded as voting against this motion as compliance with conditions remain outstanding.

Cr Kirkpatrick returned to the Council meeting at 8.29pm.

P089/06/04 EXTRACTIVE INDUSTRY LICENCE RENEWAL – LOT 6 NETTLETON ROAD, BYFORD (P04655/04)		
Proponent:	Austral Bricks	In Brief To consider the issue of an extractive industry licence in accordance with the Local Laws for Extractive Industries for shale production for a period up to 31 December 2004. It is recommended that the extractive industry licence be granted.
Owner:	Austral Bricks	
Officer:	Brad Gleeson – Manager Planning and Regulatory Services	
Signatures Author:		
Senior Officer:		
Date of Report	8 June 2004	
Previously	P048/12/03 December 2003	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Owner: Austral Bricks
 Owner's Address: Locked Bag 100 Midland 6936
 Applicant: Statewest Surveying and Planning
 Applicant's Address: PO Box 1377 Midland WA 6936
 Date of Receipt: 24 November 2003
 Advertised: N/A
 Submissions: N/A
 Lot Area: 39.68 ha.
 L.A Zoning: Special Use
 MRS Zoning: Urban deferred
 Byford Structure Plan: N/A
 Rural Strategy Policy Area: Raw materials extraction
 Rural Strategy Overlay: Landscape Protection Policy area
 Municipal Inventory: N/A
 Townscape/Heritage Precinct: N/A
 Bush Forever: N/A
 Date of Inspection: 2 July 2003

Background

Council at its meeting held on 22 December 2003 resolved to grant an extractive industry licence for a period of six months ending 30 June 2004.

A copy of the conditions imposed on the extractive industry licence is with attachments marked P089.1/06/04.

Sustainability Statement

Effect on Environment:

The area to be extracted has previously been cleared of any native vegetation. The extractive industry has the potential to cause impacts on the environment by way of noise, vegetation, visual amenity, dust and water quality. These matters are examined at the time of site visits by Shire officers and if any complaints are received from the public.

Resource Implications and Use of Local, renewable or recycled Resources:

The proposal will extract a large volume of shale over the life of the extractive industry.

Economic Viability:

The extraction of shale has the potential to significantly alter the existing landscape, reduce the visual amenity of the property and reduce biodiversity on the subject land, which is not taken into account in the economic cost of the operation.

Economic Benefits:

The operation provides employment opportunities for the community.

Social – Quality of Life and Social and Environmental Responsibility and Social Diversity:

The proposal may impact upon the community if the operations do not comply with statutory approvals and licence conditions. The application for an extractive industry licence renewal is not referred to surrounding landowners for comment.

Statutory Environment: Local Government Act 1995.
Town Planning and Development Act 1928.
Extractive Industries – Local Law.

Extracts from the extractive industries local law is outlined below:

Part 2 - Licensing Requirements for an Extractive Industry

EXTRACTIVE INDUSTRIES PROHIBITED WITHOUT LICENCE

- 2.1 A person must not carry on an extractive industry -
- (a) Unless the person is the holder of a valid and current licence; and
 - (b) Otherwise than in accordance with any terms and conditions set out in, or applying in respect of, the licence.
- Penalty \$5000 and a daily penalty not exceeding a fine of \$500 in respect of each day or part of a day during which an offence has continued.

PAYMENT OF ANNUAL LICENCE FEE

- 3.2 On or before 31 December in each year, a licensee must pay to the local government the annual licence fee determined by the local government from time to time.

RENEWAL OF LICENCE

- 4.3(4) Upon receipt of an application for the renewal of a licence, the local government may-
- a) refuse the application; or
 - b) approve the application on such terms and conditions, if any, as it sees fit.

**Policy/Work Procedure
Implications:**

Landscape Protection Policy area.

The objectives of this policy are:

- 1. To preserve the amenity deriving from the scenic value of the Darling Scarp;
- 2. To maintain the integrity of landscapes within the Landscape Protection Area;

3. To protect and enhance the landscape, scenic and townscape values through control over design, building materials and siting of development and land uses rather than prohibition of development and land use as such;
4. To maintain the integrity of landscapes in the line of sight view corridor along identified scenic routes in the Shire, including but not limited to South West Highway, Nettleton Road, Jarrahdale Road, Admiral Road, Kingsbury Drive and both the North-South and East-West Railway lines and natural water courses;
5. To provide developers and landowners with a statement describing the requirements for the subdivision and development within the Landscape Protection Area.

Financial Implications:

Extractive industry annual licence fee for 2004 has not yet been paid. The fee will need to be paid by 30 June 2004 prior to the issue of the extractive industry licence.

Strategic Implications:

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

1. People and Community

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

Strategies:

1. Increase information and awareness of key activities around the Shire and principles of sustainability.
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.
3. Encourage protection and rehabilitation of natural resources.

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

Strategies:

1. Implement known best practice sustainable natural resource management.

3. Economic

Objective 1: A vibrant local community

Strategies:

1. Attract and facilitate appropriate industries, commercial activities and employment.

Objective 2: Well developed and maintained infrastructure to support economic growth

Strategies:

2. Consider specific sites appropriate for industry /commercial development.

4. Governance

Objective 3: Compliance to necessary legislation

Strategies:

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

Community Consultation:

Required: No

Comment:

An inspection was undertaken on 2 July 2003, revealing a number of planning and environmental issues existed on this site. A report outlining the results of this inspection was presented to Council on 22 September 2003. A letter was sent to the landowner on 6 October 2003 advising of the outstanding issues that were required to be addressed and setting deadlines for the completion of these matters.

Council concluded the re-issue of this licence on 22 December 2003 as mentioned in the Background of this report.

Current outstanding licence conditions

The licence conditions were required to be satisfied at various dates over the last 6 months, during the term of the current licence which was issued in December 2003.

Condition 1 – Annual report

This report has not been submitted.

This condition will be need to remain on the licence.

Condition 9 – Stormwater management plan

The stormwater management plan has been reviewed by the Director Asset Services. The calculations presented indicate that the recommended treatments to maximise detention and settling times would function adequately in performing this task. Detention basins are required to be installed immediately and further detailed plans will need to be submitted to the Shire for approval.

Condition 10 – Staging Plan

This report has not been submitted. The applicant has previously submitted an aerial photo showing a range of works over the next five years. The applicant advises that works have followed the previously submitted staging programme, which generally focused on the eastern face of the quarry.

The information provided is not satisfactory to comply with this condition. The owner is required to submit a plan showing the progression of works which aim to minimise the visual impact of works if viewed from the coastal plain. This condition will be need to remain on the licence.

Condition 11 – Environmental Management System (EMS)

The owner has submitted a document which describes a proposed environmental management system. The Environmental Officer advises:

During the preparation of this document, the company's environmental consultant sought further advice from the Shire regarding the format and legal implications of the required document. A legal opinion was sought by the Shire and subsequently the company was given detailed written advice regarding the exact document format required. The company was also given an extended deadline to 30th April for the preparation of the document.

The company took advantage of the extended deadline, and the EMS document received complies with the broad requirements of the original license condition. This document does not however, follow the detailed written advice regarding the exact document format required and this precludes the company's preferred option to remove the extensive number of individual conditions from the license in lieu of an approved EMS document.

Six months ago when the first six month license was issued to this company, Shire officers made it clear that there was an expectation that this company would improve its performance in relation to the license conditions. As part of these discussions, the officers also committed to improving communication with the company and both parties agreed to work together towards effective management.

Towards this end, Shire officers have gone to some lengths to clarify the previous condition requiring the preparation of an EMS document for approval. Shire staff also arranged a luncheon for local extractive industry operators and organized highly qualified and experienced guest speakers to present on the topic of EMS.

This company has expressed a preference that the large number of licence conditions be amalgamated within an EMS document. However, in the absence of an EMS document which follows the required format, this option cannot be supported at present. As the Shire's role is to regulate environmental impacts and not to regulate how company's operate, it is recommended that while we still continue to encourage and support the development and implementation of an EMS, we do not require the company to produce a document as a condition until they are ready to do so. An advice note to this effect has been added to the license.

Conditions 12 and 14 – Revegetation plan and weeds

A rolling rehabilitation management plan has been submitted, summarizing the methods used for rehabilitation of the site and to provide a framework to direct future rehabilitation and a plan by which the success of rehabilitation can be assessed. This document refers to most areas of the mine site being rehabilitated to parkland cleared agricultural land and other areas being rehabilitated as vegetation buffers. The document indicates that the locations of these treatments is dependent on the vegetation that existed prior to excavation as well as details of an eradication programme for declared weeds.

The applicant advises, that the rehabilitation of the site is constrained by the continued works programme however where opportunities present, work has been initiated.

The extent and location of these treatments is not clearly delineated on a map and no planting dates are provided. Because of a lack of detail, the rehabilitation plan will need further work prior to approval. However, progress is being made and with further guidance from the Shire regarding required plant densities, community structures and a likely end use for the site, the rehabilitation plan can be finalised.

This condition will be need to remain on the licence.

Conclusion

There are 6 conditions on the extractive industry licence that have not yet been signed off by officers.

In December 2003, Council considered two options relating to the issue of an extractive industry licence for this property. The options were:

- Option 1 Grant an extractive industry licence to the landowner for a further six months;
or
Option 2 Refuse to grant an extractive industry licence to landowner.

Council decided to grant an extractive industry licence for a period of 6 months until 30 June 2004.

This company has recently changed ownership and a concerted effort has been made to resolve the outstanding licence conditions over the last 6 months. It is considered likely that the Shire will be able to achieve full compliance of this company by the end of this second six month licence.

It is recommended that Council grant a new extractive industry licence for a six month period up to 31 December 2004. If all licence conditions are completed at the time of the next site inspection prior to the expiry of the licence, then Council could consider reverting back to an extractive industry licence for a period of 12 months.

Voting Requirements: Normal

P089/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Hoyer seconded Cr Price

That subject to the payment of the extractive industry licence fee for 2004 by 30 June 2004, an extractive industry licence for shale extraction at Lot 6 Nettleton Road, Byford be granted to Austral Bricks for a six month period expiring on 31 December 2004, subject to the following conditions:

OPERATING CONDITIONS

PLANNING

1. No works including any haulage roads are to be exposed to the view from the South Western Highway and the Swan Coastal Plain.
2. The Shire shall be notified via facsimile 24 hours prior to each blasting carried out on the site.
3. Provide the Shire of Serpentine-Jarrahdale with at least 10 days advance noticed in writing of the intention to cart shale from the land.
4. Cause signs to be erected on the haulage road warning "Caution – Trucks using Road" during times of cartage, at least at the beginning and end of the haulage route to the South Western Highway, and at all intersections.

DUST

5. Ensure water trucks or sprinklers are used to wet roads, access ways and trafficked areas so that no visible particulates (including dust) crosses the boundary of the land.
6. Prevent the generation of visible particulates (including dust) from all stockpiles crossing the boundary of the land by using appropriate dust suppression techniques, including but not limited to water sprays, sprinklers or canons.

NOISE

7. a) measure for each blast, the air-blast over-pressure on the curtilage of a premises approved for the purpose of blast monitoring in accordance with the *Environmental Protection (Noise) Regulations 1997*.

- b) In the event that air-blast over-pressure levels in excess of the limits prescribed in the *Environmental Protection (Noise) Regulations 1997* are recorded, the licensee shall notify the Shire and provide a written report within 7 days of the event occurring.
- c) ensure that the peak particle velocity from any single blast does not exceed 10 millimetres per second.
- d) ensure that not more than one blast in any ten consecutive blasts (regardless of the interval between each blast) shall exceed a peak particle velocity of 5 millimetres per second.
- e) measure for each blast, the peak particle velocity on any point of a premises approved for the purpose of blast monitoring, at least the longest dimension of the foundations of a building or structure away from such building or structure.

8. In the event that ground vibration levels in excess of 10 millimetres per second peak particle velocity are recorded, the licensee shall notify within 7 days of the event occurring, provide a written report to the Shire.

WATER QUALITY

9. Ensure that any discharge of water from the land including runoff from unsealed access tracks and roadways and any other unvegetated areas, other than directly to sewer or septic systems, shall be via treatment in silt traps, detention ponds, settling ponds or other effective mechanism to remove suspended materials to the satisfaction of the Shire.
10. All water treatment traps, bunds, sumps, detention and settling ponds are to be regularly maintained to minimize the discharge to the environment of total suspended dissolved solids and total suspended solids and to prevent siltation of surface streams.
11. The licensee shall ensure that any water directly or indirectly discharged from the premises, shall not exceed the following concentration limits:
a) 80 milligrams per litre for total suspended solids; and
b) 5 milligrams per litre for oil and grease (hexane soluble).
12. The Quality of the water leaving the property is to be within 10% of the Quality of water entering the land at all times.

ENVIRONMENT

13. Maintain a vegetated buffer zone extending at least 50 metres either side of the Manjedal Brook. This buffer zone shall be defined by fencing or other suitable means by the 30 December 2004 to the satisfaction of the Shire.
14. No interruptions or obstructions to the flow of Manjedal Brook are to occur as a result of extractive works.
15. The proponent shall ensure no vegetation is disturbed and stockpiled materials do not encroach into the Manjedal Brook within the Manjedal Brook buffer zone described in the EPA Licence Condition 41.
16. The proponent shall control declared weeds throughout the site (including Paterson's Curse and Cottonbush), to the satisfaction of the Shire.

GENERAL

17. Store environmentally hazardous chemicals including, but not limited to, fuel, oil or other hydrocarbons (where the total volume of each substance stored on the premises exceeds 250 litres) within low permeability (10^{-9} metres per second or less) compound(s) designed to contain not less than 110% of the volume of the largest storage vessel or inter-connected system, and at least 25% of the total volume of vessels stored in the compound.

The compound(s) shall:

- a) be graded or include a sump to allow recovery of liquid;
- b) be chemically resistant to the substances stored;

include valves, pumps and meters associated with transfer operations wherever practical - otherwise the equipment shall be adequately protected e.g. bollards and contained in an area designed to permit recovery of chemicals released following accidents or vandalism;

- i) be designed such that jetting from any storage vessel or fitting will be captured within the bunded area - see for example Australian Standard 1940-1993 Section 5.9.3 (g);
- ii) be designed such that chemicals which may react dangerously if they come into contact, are in separate bunds in the same compound or in different compounds; and
- iii) be controlled such that the capacity of the bund is maintained at all times e.g. regular inspection and pumping of trapped uncontaminated rain water.

- 18. Immediately remove and dispose of any liquid resulting from spills or leaks of chemicals including fuel, oil or other hydrocarbons, whether inside or outside the low permeability compound(s).
- 19. The licensee shall not store, or permit to be stored, any explosives or explosive devices other than with the approval of the Shire and the Department of Minerals and Energy. The proponent shall ensure that no chemicals or potential liquid contaminants are disposed of on-site.
- 20. The proponent shall keep a register of the extent, location, environmental implications and remedial actions taken for any accidental contamination of soil or water resources in a logbook to be kept on-site and available for immediate inspection by the Shire.
- 21. Payment of the annual licence fee by 1 December 2004 for the extractive industry licence for 2005.

SUBMISSION OF TECHNICAL DOCUMENTS TO COUNCIL

- 22. The applicant shall prepare and submit the following technical documents to the satisfaction of the Shire by 30 September 2004. These documents will be reviewed by the Shire and will form part of consideration with regards to future licence being granted for this land.

- a) A detailed and comprehensive annual report for 2003/2004 on site performance in respect to conditions attached to the licence. This report is to include the following:
 - i) amount of shale extracted and the amount of shale transported off-site;
 - ii) works completed throughout the licence period;
 - iii) landscaping and revegetation works undertaken;
 - iv) operation specifications;
 - v) specific details as to site performance in respect to conditions attached to the licence;
 - vi) outline of proposed works and activities for the coming year;
 - vii) the location and depth of the proposed excavation of the land;
 - viii) the location of existing and proposed thoroughfares or other means of vehicle access to and egress from the land; and
 - ix) the location of the areas proposed to be used for stockpiling excavated material, treated material, overburden and soil storage on the land.

- b) A Staging Plan indicating the future works to be undertaken on the subject land including the location, extent and timing of mining and rehabilitation works. The Staging Plan shall demonstrate a progression of works which will aim to minimise visual impact of the works from the coastal plain and be shown in five (5) year stages.
- c) A Vegetation Management Plan that identifies requirements for weed control, protection of existing vegetation, and the densities, distributions and proposed endpoint community structures of areas to be rehabilitated using indigenous trees, shrubs and groundcover plant species.
- d) A dust modelling report relating to the holding and extraction areas on the land and to include information relating to the prevailing winds, buffers, screening and other proposed dust control measures. A Dust Complaint Management plan identifying potential sources of complaints and response procedures to complainants and regulatory authorities is to be prepared.
- e) An acoustic consultants report that identifies all potential sources of noise, shows noise contours and details proposed noise management measures for each source and other more peripheral measures such as buffers and screening.
- f) The submission of an updated Stormwater Management Plan detailing the amounts of storm water runoff and residence times in detention basins and other water quality treatment structures to show their effectiveness of their design in relation to the water quality conditions of this licence.
- g) A Water Sampling Program is to be designed and documented to the satisfaction of the Shire to provide:
 - i) Water samples are to be taken in accordance with the approved Water Sampling Program at a minimum frequency of three times a year with at least two of those readings being taken within 5hrs after separate significant (25mm) rainfall events.
 - ii) Water samples are to be analysed for total suspended solids and for hydrocarbon concentrations at an accredited laboratory.
 - iii) Water sample results are to be forwarded to the Shire.
 - iv) On receipt of water sample data which is non compliant with the target levels set out, the licensee shall ensure that an immediate inspection of, and obvious repairs to, all the drainage and treatment systems on the premises is undertaken and shall notify the Shire within 24 hours and provide a written report with evidence to satisfy the Shire that measures have been taken to prevent a recurrence.

Advice Notes:

1. The licensee is encouraged to develop and implement an environmental management system (EMS) using the conditions on this licence. If the Shire approves such a document, the licensee conditions could be redrafted to remove individual conditions and instead refer to the approved EMS document.
2. For the purpose of condition 12 “Quality” refers to the concentrations of total suspended solids, hydrocarbons, nutrients and heavy metals.
3. Compliance with Mines Act 1978, Mining Regulations 1981, Council’s Extractive Industry Local Law and the Mines Safety and Inspection Act 1974.
4. Compliance with the conditions of the Shire of Serpentine – Jarrahdale planning approval dated 29 September 2000.
5. The applicant is to liaise with Council’s Director Asset Services in relation to the use of Kiln Road as an alternative access to Nettleton Road.
6. The development, operation and rehabilitation of the quarry to be in accordance with the document “Environmental Management of Quarries” published by the Department of Minerals and Energy, 1994.

7. **Operational and blast noise to comply with the Environmental Protection (Noise) Regulations 1997 at all times.**
8. **A further licence renewal application for the subject land must be submitted to Council by the 1 December 2004 in accordance with the Shire of Serpentine Jarrahdale's Extractive Industry Local Law and renewal will be subject to full compliance with the above conditions.**
9. **The monitoring points for visibility from the coastal plain are to be Thomas Road, Kargotich Road and Mundijong Road.**
10. **Information regarding Greenhouse Gas Emissions can be obtained from the Cleaner Production Unit at Curtin University.**
11. **Relative to condition 22 (c), the vegetation Management Plan shall:**
 - a) **Include a scaled map of the whole premises which can be placed as an overlay over the most recent aerial photography;**
 - b) **Locate on the map, and both identify and describe how existing indigenous vegetation is to be protected or not to be retained as a result of extractive industry activities, firebreaks, drainage, the provision of power and any other activities that may impact vegetation;**
 - c) **Locate on the map and both identify and describe the management of existing exotic vegetation;**
 - d) **Locate on the map and describe the management of dead standing trees;**
 - e) **Locate on the map and identify both the types and magnitudes of weed infestations and describe weed management to be undertaken;**
 - f) **Locate on the map and describe the species, sizes, planting densities, soil preparation and plant protection for plants within and/or buffering natural water courses, drains, constructed dams, nutrient stripping or compensation basins, vegetation buffers, wildlife corridors, visual screening and reinstated agricultural land;**
 - g) **Clearly state auditable targets for vegetation management including weed control and revegetation outcomes for audit;**
 - h) **Locate fire breaks on the map.**
12. **Revegetation of bushland areas is to be with provenance stock of locally occurring native plant species must achieve a minimum survival of 500 locally native tree stems and 10,000 locally native shrub and ground cover stems per hectare when a minimum of 80% of the plants are at least three years old and must achieve a plant diversity of at least 60% of the plant diversity at an agreed natural community reference site and Must be managed adaptively for a minimum of five years after successfully establishing 80% of the required plants to comply with the density target above, to approximate the community structure of an agreed natural community reference site.**

CARRIED 7/1

Cr Wigg requested that his name be recorded as voting against this motion.

Cr Hoyer declared an interest in item P086/06/04 and left the Council meeting at 8.33pm.

P086/06/04 POWER GENERATION FACILITY – LOT 200 SHALE ROAD, WHITBY (P06020/06)		In Brief To install and operate a landfill gas power generation facility to convert landfill gas to electricity. Recommendation that the application be approved.
Proponent:	Landfill Management Services Pty Ltd	
Owner:	Western Australian Landfill Services	
Officer:	Brad Gleeson – Manager, Planning and Regulatory Services	
Signatures Author:		
Senior Officer:		
Date of Report	8 June 2004	
Previously	Nil	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Owner: Western Australian Landfill Services
 Owner's Address: 116 Kurnall Road, Welshpool WA 6106
 Applicant: Landfill Management Services
 Applicant's Address: 2/269 Abbotsford Road, Bowen Hills, Queensland 4006
 Date of Receipt: 19 March 2004
 Advertised: N/A
 Submissions: N/A
 Lot Area: 16.9 hectares
 L.A Zoning: Special Use
 MRS Zoning: Rural
 Byford Structure Plan: N/A
 Rural Strategy Policy Area: Raw Materials Extraction
 Rural Strategy Overlay: N/A
 Municipal Inventory: N/A
 Townscape/Heritage Precinct: N/A
 Bush Forever: N/A
 Date of Inspection: 31 May 2004

Background

The property is currently used as a landfill facility.

A copy of the site plans and elevation plan is with attachments marked P086.1/06/04.

The facility will be ultimately capable of generating approximately 4MW of electricity and will be fuelled by landfill gas extracted from the landfill. Initially, the facility will be constructed with one 1MW generating unit with staged development to a maximum of 4MW generating units. This assessment has been completed on the basis of the anticipated maximum development to produce approximately 4MW. The electricity will be connected into the Western Power electricity grid.

The project is a waste to energy opportunity that produces accredited renewable energy with reduced environmental impacts over displaced coal fired generation. Gas will be collected from the current operation facility as well as the completed areas.

Major components of the facility will be a series of acoustic enclosures each containing the internal combustion engine generator, a gas processing unit, electricity transformer and control equipment. The generating unit is 35 metres by 22 metres in area. The existing site is cleared and no vegetation is required.

Sustainability Statement

Effect on Environment:

The proposal will enhance the environment by controlling landfill gas migration that is currently flared and generate electricity. The waste gas will be used to generate electrical power that will be placed back into the Western Power grid. The development implements and supports renewable energy technologies.

The landfill gas was previously uncontrolled and seeped from the site with the commensurate wastage of the energy resource, risk of explosions and health and amenity problems. A gas extraction system has been installed comprising a system of vertical gas production wells across the landfill area. The pipes are linked and delivered to the existing flare compound.

The development is unlikely to generate any emissions that will impact upon the environment. The proposal is to improve the environmental management of the landfill by the control of methane and potentially odorous gas. Construction and operation can be carried out without any impacts upon local conservation values or rare species/ecosystems.

Effects from the installation and operation of the project will have the following equivalent environmental benefits:

Reduction of approximately 156,000 tonnes of carbon dioxide equivalent greenhouse gas emissions from the combustion of landfill gas produced at the site; and

Abatement of approximately 32,000 tonnes of carbon dioxide emissions from the displacement of coal to produce 4 MW of electrical energy.

According to the United States Environmental Protection Agency, Methane Outreach Programme, the combustion of landfill gas has the following equivalent benefits:

Removal of approximately 40,000 cars from the road each year; or

Reduction in use of approximately 420,000 barrels of oil each year; or

Plantation of approximately 16,000 hectares of trees each year.

Resource Implications:

The proposal introduces renewable energy technologies and reuse of a byproduct of the landfill operations i.e. waste gas.

Use of Local, renewable or recycled Resources:

The development involves the construction of a building that may use local materials in the building and construction. The power generation facility will be interconnected with the local electricity grid to enable the sale of electricity produced. LMS and West Australian Landfill Services Pty Ltd have formed an alliance to achieve the shared objectives of environmental management of landfill gas and optimal utilisation of energy available.

Economic Viability and Benefits:

This development produces economic benefits for the landowner and community with the reuse of waste products to produce electricity.

Social – Quality of Life, Social and Environmental Responsibility and Social Diversity:

The development provides a positive social and environmental outcome for the community and the business operator. No socio-economic issues have been identified by the proponent.

Statutory Environment: Town Planning Scheme No. 2.
Environmental Protection Act

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

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

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

1. People and Community

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

Strategies:

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

2. Environment

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

Strategies:

1. Increase awareness of the value of environmental requirements towards sustainability.
5. Reduce green house gas emissions.

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

3. Economic

Objective 1: A vibrant local community

Strategies:

1. Attract and facilitate appropriate industries, commercial activities and employment.

4. Governance

Objective 3: Compliance to necessary legislation

Strategies:

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

Community Consultation:

Required: No

Comment:

The site is zoned Special Use in Town Planning Scheme No. 2 with the permitted uses for this property being waste disposal, composting and associated landfill activities. The proposed power generation facility is associated with the existing use of the land of a landfill facility by use of the waste gases that occur as a result of the landfill operations.

The development is required to be licensed by the Department of Environment.

Environmental issues

The applicants have completed an environmental assessment for the project. This involved conducting an environmental review which documents the potential environmental impacts that may be anticipated due to the construction and operation of the facility. The aim is to ensure that potential environmentally sensitive issues and constraints are identified, sufficiently assessed and described early in the evaluation and feasibility stage to ensure that the operators are able to take appropriate action to minimise environmental impacts of the development.

The project will have major environmental benefits to the community and is a positive initiative by the landowner.

Voting Requirements: Normal

P086/06/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Price seconded Cr Star

That the application for a Power Generation Facility at Lot 201 Shale Road, Whitby be approved subject to the following conditions:

- 1. If the development, subject of this approval, is not substantially commenced within two (2) years from the date of this letter, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without further approval being sought and obtained from Council.**
- 2. Development is to be in accordance with the submitted plans (drawing numbers 2005-CA-002 dated 19 March 2004) However, minor variations may be approved by Manager Planning and Regulatory Services if deemed necessary and if in accordance with the objectives of the Scheme.**
- 3. Approval for any clearing must be obtained from the Manager Planning and Regulatory Services to ensure that no flora and fauna habitats are unnecessarily destroyed.**
- 4. A building licence must be applied for and issued by Council before any work commences on the site.**
- 5. Notwithstanding the detailed specifications required to be submitted for a building licence approval, a separate schedule of colour and texture of the building materials shall be submitted and approved to the satisfaction of the Manager Planning and Regulatory Services prior to the issue of a building licence and before the commencement of any work or use authorised by this approval.**
- 6. All stormwater to be disposed of within the property. This shall be achieved by either soakwells or spoon drains and the grading of driveways and paved areas onto lawns or landscaped areas preventing direct disposal of stormwater onto the road or neighbouring properties.**
- 7. A landscape plan must be submitted (in triplicate) to Council's Planning Services and approved, prior to the issue of a building licence. For the purpose of this condition a detailed landscaped plan for the purpose of screening of the building shall be drawn to a scale of 1:100 and shall show the location, name and mature heights of existing and proposed trees and shrubs.**

- 8. Revegetation/landscaping shall be implemented in accordance with Condition 6 and thereafter maintained within six months of the practical completion of works to the satisfaction of the Manager, Planning and Regulatory Services.**

Advice Notes:

1. Approval is required from the Department of Environment for the proposed works.
2. The applicant shall submit, at the time of application for a building licence, documentation in compliance with the Building Regulations 1989 and the Building Code of Australia, including in particular detailed plans and specifications for site works, including finished ground and floor levels, storm water and roof runoff disposal, existing easements, parking areas including pavement type, lighting, loading bays, and refuse bulk bin areas, if applicable, to the satisfaction of Council.
3. A Geotechnical Report covering the area affected by development on the lot being submitted by a professional engineer (structural) to the satisfaction of the Council before the Council is required to issue a building licence, and before the commencement or carrying out of any work or use authorised by this approval.
4. The noise generated by the use and occupation of the premises including, machinery motors or vehicles is not to exceed the levels as set out under the Environmental Protection Act Regulations.

CARRIED 7/0

Cr Hoyer returned to the Council meeting at 8.35pm

P087/06/04 PROPOSED EXTENSION TO EXISTING PLANT NURSERY (FLORA PLANTS) - LOT 40 (22) ROWLEY ROAD, OAKFORD (P01975/04)		
Proponent:	R Dekkers	In Brief Two new glasshouses at Flora Plant nursery of 8736 square metres and 90 square metres in area. It is recommended that the application be approved subject to appropriate conditions.
Owner:	Portio Pty Ltd	
Officer:	M Kenny - Senior Planner	
Signatures Author:		
Senior Officer:	Carlie Eldridge - Acting Director Sustainable Development	
Date of Report	8 June 2004	
Previously	Nil	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Council	

Date of Receipt: 12 February 2004
 Advertised: Yes
 Submissions: Written - nil; Verbal - one
 Lot Area: 4.0469 hectares
 L.A Zoning: Rural
 MRS Zoning: Rural
 Byford Structure Plan: N/A
 Rural Strategy Policy Area: Special Rural
 Rural Strategy Overlay: Peel-Harvey Coastal Plain Catchment Area
 Municipal Inventory: N/A

Townscape/Heritage Precinct: N/A
Bush Forever: No but conservation category wetland in south east corner of property.
Date of Inspection: 17 March 2004

Background

The application was received on 12 February 2004 however, additional information was requested with regard to staffing numbers, the operation of the business and the cost of development. This information was received on 17 March 2004. Referral of the application to the Department of Environment and Water and Rivers Commission was not carried out until all information had been received.

The subject site is used for the propagation and wholesale of flowering plants. Planning approval for the wholesale nursery and greenhouse complex was originally granted by Council at their Ordinary meeting held on 27 March 1994. Existing structures on the site comprise a 4 000 square metre glasshouse, an office building of approximately 100 square metres, two dwellings and various outbuildings.

The site is predominantly cleared and built on or under cultivation except the extreme south east corner of the site, which contains a conservation category wetland.

Flora Plant nursery proposes to construct two new glasshouses. One will be 90 square metres in area and will be used for Orchid propagation. The other glasshouse will have a floor area of 8 736 square metres and will be used for general flowering plant production. The new glasshouses will extend over the area currently used for open-air cultivation.

A copy of the site plan, elevation drawing and a map identifying the location of the wetland are with attachments marked P087.1/06/04.

Sustainability Statement

Effect on Environment: The Department of Environment (DoE) assessed aerial photography covering the subject site taken in 2000 and 2003. This demonstrated that between 2000 and 2003 the proponents have cleared the rear half of the property and it is currently being used for the purpose of in-ground propagation of plants. The removal of the native wetland vegetation has resulted in significant degradation of the conservation category wetland (located in the south east portion of the site) to the extent that the DoE consider the classification of "conservation category wetland" to no longer be accurate. The DoE have consequently decided to amend their dataset to remove the classification.

The new glasshouses proposed will enable the cessation of the unauthorised in-ground propagation and will provide a totally enclosed above ground pot plant nursery. If appropriately managed, this will enable controlled nutrient application, minimise the amount of water required for irrigation and may enable waste water retention and re-use.

Resource Implications: The controlled environment provided by a fully enclosed, above ground method of propagation has the ability to significantly reduce the amount of water required for the plants due to reduction in loss of moisture through evaporation and the potential for retention and re-use of waste water.

Additionally, nutrient application will be better able to be controlled within the glasshouse environment resulting in less wastage and significant reduction in the potential for nutrients to enter groundwater. The current in-ground propagation carries significant risk of excess nutrients entering groundwater, particularly given the wetland located on the property.

Use of Local, renewable or recycled Resources: Not known.

Economic Viability: The proposal could be economically viable in a way that incorporates its external costs with the implementation of a nutrient and irrigation management plan to reduce land and waterway pollution and reduce water use through retention and re-use of waste water. The use of a controlled enclosed environment for plant propagation will assist in preventing nutrient leaching from fertilisers, enable propagation with minimal use of pesticides and prevent potential spray drift of pesticides onto adjacent properties and reduce odours from fertilisers that may impact on neighbouring properties.

Economic Benefits: The nursery currently employs 13 staff members and the proposal will provide employment for an additional two persons.

Social – Quality of Life This proposal may improve the quality of life for adjacent properties through the reduction in potential odours, pesticide drift and nutrient leaching into groundwater as well as possibly reducing the draw on current groundwater stocks for irrigation purposes through the implementation of a controlled, enclosed propagation environment as opposed to the current open air, in-ground propagation occurring on the site.

Social and Environmental Responsibility: Not Applicable.

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

Statutory Environment:

Advertising of the proposal for public comment was not required by any provision of the town planning scheme. However, given the scale and nature of the development it was considered appropriate to refer the proposal to neighbours for comment.

Under State Planning Policy 2.1 "Peel Harvey Coastal Plain Catchment Area", the application is required to be referred to the Department of Environment and the Department of Agriculture as it constitutes "Intensive Agriculture".

The application was also required to be referred to the Water and Rivers Commission with regard to the Conservation Category Wetland.

Policy/Work Procedure Implications:

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

Financial Implications:

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

Strategic Implications:

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

1. People and Community

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

Strategies:

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

2. Environment

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

Strategies:

3. Encourage protection and rehabilitation of natural resources.

4. Reduce water consumption.

5. Reduce green house gas emissions.
6. Value, protect and develop biodiversity.

3. Economic

Objective 1: A vibrant local community

Strategies:

1. Attract and facilitate appropriate industries, commercial activities and employment.

4. Governance

Objective 3: Compliance to necessary legislation

Strategies:

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

Community Consultation:

Required: Not required but was carried out due to the scale and nature of the development. Support/Object: No submissions received. However, an adjoining neighbour advised that the proponents had filled or modified an existing drainage channel at the rear of the subject site with the result that stormwater runoff from the subject site flows directly into the neighbours property. As a result the rear horse paddock on the neighbours property is seasonally inundated and unable to be used during the winter months.

Comments from External Government Agencies

Department of Agriculture: No response

Water and Rivers Commission: DoE advise that they respond on behalf of both themselves and the Water and Rivers Commission.

Department of Environment:

"A review of aerial photography and wetland mapping for the site indicates that the proponent has substantially increased the horticultural development of the property during the period 2000-2003. This has resulted in the clearing of native wetland vegetation and degradation of the Conservation Category Wetland (CCW) located on the southern portion of the lot. As a result, the wetland classification is no longer accurate, and the DoE will amend its dataset to reflect the current situation.

Whilst not wishing to condone the proponent's previous activities, the proposal appears to provide an opportunity to cease the current traditional horticultural activity, and replace it with an appropriately managed, totally enclosed above ground pot plant nursery. The DoE therefore has no objection to the development subject to the following conditions and advice.

Nutrient and Irrigation Management Plan

The proponent should be required to prepare and implement a Nutrient and Irrigation Management Plan (NIMP) to the satisfaction of the DoE. This document will need to focus on the management of nutrient and irrigation applications and detail the design of the proposed development with regard to the retention and treatment or reuse of wastewater generated by the proposal.

Stormwater Management

All stormwater generated by the proposed development should be retained and infiltrated on site.

Groundwater Abstraction

The DoE would like to advise the proponent that the property is located within the Perth Groundwater Area where there are issues of groundwater quality and availability. The proponent is reminded that the operation of the irrigation scheme for the proposal must comply with the conditions of the current groundwater licence GWL 152145(1)".

Comment:

Nurseries can pose a risk to groundwater quality if the application of fertilisers and pesticides, water usage and waste disposal are not properly managed. As detailed above in this report, the proponent has carried out unauthorised clearing and implemented in-ground propagation of plants on the subject site in recent years. This has led to the degradation of the existing wetland to the extent that the DoE no longer intend to classify the wetland as a Conservation Category Wetland. This wetland also extends onto the adjoining property to the east. On this property to the east the wetland is contained within a Bush Forever site. Accordingly, it is important that if this new development is approved appropriate measures are put in place to prevent any further damage occurring to the wetland.

The conversion of the in-ground propagation area to a controlled, enclosed in-pot operation will go a long way in preventing further damage to the wetland. However, it is necessary to ensure that the glasshouse is operated in a manner which prevents leachates (fertilisers, pesticides etc.) entering the ground. Minimisation of water use also needs to be addressed. If the development is approved, that approval should be conditional upon the operation of the business being in accordance with the Water and Rivers Commission's Water Quality Protection Note (March 2002) – Nurseries and Garden Centres. As recommended by the DoE the proponents should be required to prepare and implement a Nutrient and Irrigation Management Plan in accordance with the Water and Rivers Commission's Water Quality Protection Note – Nutrient and Irrigation Management Plans (October 1998).

Copies of the abovementioned Water Quality Protection Notes are with the attachments marked P087.2/06/04.

Stormwater

Stormwater disposal is of particular significance to this development given the enormous expanse of the existing and proposed glasshouse roofs (in excess of 12 000 square metres). There is already an existing problem with stormwater runoff from the property affecting neighbouring properties. Part of this problem has been caused by the filling of a stormwater channel that existed along the southern boundary of the site. The development must be designed to enable all stormwater runoff from roofs and hardstand areas to be disposed of on-site. Methods of disposal such as the use of an on-site detention basin will need to be implemented. Given that the development is one which has a high water usage it would be appropriate to insist that any stormwater disposal system and waste water disposal (ie runoff from watering of pot plants) incorporate retention and re-use of the water for irrigation purposes. This can be addressed in the Nutrient and Irrigation management plan.

Revegetation

Revegetation of the wetland area in the southern end of the lot should be required. In this regard a condition requiring the preparation and implementation of a revegetation plan should be imposed. The revegetation plan will also need to address issues related to bush-fire control/protection of assets and should incorporate screening vegetation between buildings and adjoining properties.

Parking

There are currently 13 people employed in the nursery and the proponent advises that this will increase to 15 staff. Only minimal visitor parking will be required as the business operates as a wholesale rather than a retail nursery. Additionally, adequate on-site parking is required for vehicles associated with the operation of the business (trucks, vans, forklifts and the like) and for visiting trucks either delivering goods to the premise or wholesale purchasing of stock. A minimum of two parking spaces (either enclosed or open) are required for each of the two dwellings on the property. Accordingly, the parking requirements for the business are estimated to comprise:

Staff Parking	15 Car Bays
Visitor Parking	1 Car Bay
Loading Bays	1 adjacent to the service entrance to each of the glasshouses and storage sheds
Truck Parking	Adequate for all vehicles and plant kept on site.

A minimum standard of limestone or compacted gravel should be required for all vehicle accessways and parking areas.

Rural Strategy

The subject site and adjoining properties are within the Rural Living B Policy area under the Shire's Rural Strategy. As such immediately adjacent properties may have the potential to be subdivided down from 4 hectares to 2 hectares in the future. Alternatively, expansion and consolidation of the intensive nursery use on Lot 40 may have the effect of preventing further subdivision of adjoining properties and may restrict the types of issues such as odour, appearance, noise, dust and spray drift of pesticides which need to be managed such that there is minimal impact on adjacent properties.

The issues are addressed through various pieces of legislation (ie the Environmental Protection (Noise) Regulations), the Shire's Health Local Law and the abovementioned revegetation plan. The controlled environment provided by the enclosed glasshouse will assist considerably in addressing odour, dust and spray drift issues.

It is recommended that the application be approved subject to standard conditions for commercial developments and the special conditions detailed above.

Voting Requirements: Normal

P087/06/04 Officer Recommended Resolution:

That the application for the addition of two glasshouses to the existing plant nursery on Lot 40 Rowley Road, Oakford be approved subject to the following conditions:

1. The proponent shall prepare and implement a Nutrient and Irrigation Management Plan (NIMP) to the satisfaction of the DoE and the Shire. This document will need to focus on the management of nutrient and irrigation applications and detail the design of the proposed development with regard to the retention and treatment or reuse of wastewater generated by the proposal and shall be prepared in accordance with the Water and Rivers Commission's Water Quality Protection Note (October 1998) Nutrient and Irrigation Management Plans (attached).
2. The operation of the nursery to be in accordance with the Water and Rivers commission's Water Quality Protection Note (March 2002) entitled "Nurseries and Garden Centres" (copy attached).
3. Roof and storm water shall be managed and disposed of in such a manner as will not adversely affect any adjoining property, by the creation of an on-site detention system.
4. No polluted waters, including but not limited to waste waters or turbid stormwater arising from the existing or proposed development or use of this land, shall be discharged into the stormwater drainage system or any water course.
5. Mosquito and Midge control to be incorporated into storm water system design with consideration given to water retention times and compensating basin construction.
6. A revegetation plan (including revegetation of the wetland area and screening vegetation between vehicle accessways, parking areas and buildings and the boundaries of the lot) shall be submitted for Shire approval within 28 days of development approval being issued;
7. All revegetation shall comply with Council's Info Note PS03 – Landscaping and Revegetation. The revegetation shall meet the requirements for nutrient management and screening of the development contained in conditions 1 and 6 above;

8. Revegetation is to be implemented and maintained in accordance with the approved plan with planting works to be completed by 30 September 2004;
9. The location of external fans, air conditioners and the like shall be to the satisfaction of the Shire and installed to prevent loss of amenity to the area by its appearance, noise, emission or otherwise.
10. The applicant shall submit, at the time of application for a building licence, documentation in compliance with the Building Regulations 1989 and the Building Code of Australia 1996, including in particular detailed plans and specifications for site works, including finished ground and floor levels, storm water and roof runoff disposal, existing easements, parking areas including pavement type, lighting, loading bays, and refuse bulk bin areas, if applicable, to the satisfaction of Council.
11. A Geotechnical Report covering the area affected by development on the lot being submitted by a professional engineer (structural) to the satisfaction of the Council before the Council is required to issue a building licence, and before the commencement or carrying out of any work or use authorised by this approval.
12. The submission of an acoustic consultant's report demonstrating compliance with the report's recommendations that the proposed development is capable of containing all noise emissions in accordance with the limitations of the Environmental Protection Act 1996 to the satisfaction of Council.
13. The provision of 15 on site car parking bays for staff, one parking bay for visitors, and truck parking and loading bays adequate to service the development in a location to the satisfaction of the Shire in addition to a minimum of two parking spaces (either open or enclosed) for each dwelling.
14. The vehicle parking and accessways shall be designed, constructed and drained to a compacted gravel, limestone or similar material standard to the satisfaction of the Shire prior to the occupation of the development for the use hereby permitted.
15. No vehicle associated with the operation of the nursery is to be permitted to stand on any road verge or street at any time.
16. No retail sales to be conducted from the subject premises.
17. All advertising signs require the submission of a separate application to the Shire.
18. Hours of wholesale trading to be within normal business hours – Monday to Friday, 8.00am to 5.30pm.
19. A building licence must be applied for and issued by Council before any work commences on the site.
20. Classification Certificate being obtained prior to occupancy requiring an on-site practical completion inspection.

Advice Notes:

1. The DoE would like to advise the proponent that the property is located within the Perth Groundwater Area where there are issues of groundwater quality and availability. The proponent is reminded that the operation of the irrigation scheme for the proposal must comply with the conditions of the current groundwater licence GWL 152145(1).
2. The noise generated by the use and occupation of the premises including, machinery motors or vehicles is not to exceed the levels as set out under the Environmental Protection (Noise) Regulations 1997.
3. This approval relates only to development approval pursuant to the provisions of the Town Planning and Development Act 1928 (as amended), and does not relate to structural aspects of the building.
4. The applicant is advised that approval from the Water and Rivers Commission is required prior to the establishment of any land use involving the storage or use of any chemical, petroleum or other substance or any process capable of producing any waste or discharge.
5. Native vegetation is valued and protected in the Shire of Serpentine-Jarrahdale. You are advised that Council's Town Planning Scheme requires separate approval for the clearing of native trees in most instances if approval for this is not given above.
6. The construction or deepening of drains outside of the above approval requires separate approval by the Commissioner of Soil and Land Conservation.

7. The applicant is advised that this planning consent does not absolve the applicant or owner from time to time from complying with the restrictions contained in any restrictive covenant, estate covenants or easement pertaining to the site. This is the case even if this planning consent is in respect of a development which if constructed or carried out, would necessarily breach such a covenant or easement. Any such restrictive covenant, estate covenant or easement is a matter of private rights between the applicant or owner from time to time and the owner and owners of the land with the benefit of that restrictive covenant, estate covenant or easement, and this planning consent does not authorise a breach of such private rights or prevent such owners from enforcing such rights.

LOST 0/5

During debate Cr Star foreshadowed that she would move a motion to include another condition stating that the remaining part of the wetland and a five metre buffer is to be fenced to the satisfaction of the Shire, if the motion under debate was lost.

P087/06/04 COUNCIL DECISION/Committee Recommended Resolution/Foreshadowed Motion:

Moved Cr Price seconded Cr Star

The application for the addition of two glasshouses to the existing plant nursery on Lot 40 Rowley Road, Oakford be approved subject to the following conditions:

1. The proponent shall prepare and implement a Nutrient and Irrigation Management Plan (NIMP) to the satisfaction of the DoE and the Shire. This document will need to focus on the management of nutrient and irrigation applications and detail the design of the proposed development with regard to the retention and treatment or reuse of wastewater generated by the proposal and shall be prepared in accordance with the Water and Rivers Commission's Water Quality Protection Note (October 1998) Nutrient and Irrigation Management Plans (attached).
2. The operation of the nursery to be in accordance with the Water and Rivers Commission's Water Quality Protection Note (March 2002) entitled "Nurseries and Garden Centres" (copy attached).
3. Roof and storm water shall be managed and disposed of in such a manner as will not adversely affect any adjoining property, by the creation of an on-site detention system.
4. No polluted waters, including but not limited to waste waters or turbid stormwater arising from the existing or proposed development or use of this land, shall be discharged into the stormwater drainage system or any water course.
5. Mosquito and Midge control to be incorporated into storm water system design with consideration given to water retention times and compensating basin construction.
6. A revegetation plan (including revegetation of the wetland area and screening vegetation between vehicle accessways, parking areas and buildings and the boundaries of the lot) shall be submitted for Shire approval within 28 days of development approval being issued;
7. All revegetation shall comply with Council's Info Note PS03 – Landscaping and Revegetation. The revegetation shall meet the requirements for nutrient management and screening of the development contained in conditions 1 and 6 above;
8. Revegetation is to be implemented and maintained in accordance with the approved plan with planting works to be completed by 30 September 2004;
9. The location of external fans, air conditioners and the like shall be to the satisfaction of the Shire and installed to prevent loss of amenity to the area by its appearance, noise, emission or otherwise.
10. The applicant shall submit, at the time of application for a building licence, documentation in compliance with the Building Regulations 1989 and the

- Building Code of Australia 1996, including in particular detailed plans and specifications for site works, including finished ground and floor levels, storm water and roof runoff disposal, existing easements, parking areas including pavement type, lighting, loading bays, and refuse bulk bin areas, if applicable, to the satisfaction of Council.**
11. **A Geotechnical Report covering the area affected by development on the lot being submitted by a professional engineer (structural) to the satisfaction of the Council before the Council is required to issue a building licence, and before the commencement or carrying out of any work or use authorised by this approval.**
 12. **The submission of an acoustic consultant's report demonstrating compliance with the report's recommendations that the proposed development is capable of containing all noise emissions in accordance with the limitations of the Environmental Protection Act 1996 to the satisfaction of Council.**
 13. **The provision of 15 on site car parking bays for staff, one parking bay for visitors, and truck parking and loading bays adequate to service the development in a location to the satisfaction of the Shire in addition to a minimum of two parking spaces (either open or enclosed) for each dwelling.**
 14. **The vehicle parking and accessways shall be designed, constructed and drained to a compacted gravel, limestone or similar material standard to the satisfaction of the Shire prior to the occupation of the development for the use hereby permitted.**
 15. **No vehicle associated with the operation of the nursery is to be permitted to stand on any road verge or street at any time.**
 16. **No retail sales to be conducted from the subject premises.**
 17. **All advertising signs require the submission of a separate application to the Shire.**
 18. **Hours of wholesale trading to be within normal business hours – Monday to Friday, 8.00am to 5.30pm.**
 19. **A building licence must be applied for and issued by Council before any work commences on the site.**
 20. **Classification Certificate being obtained prior to occupancy requiring an on-site practical completion inspection.**
 21. **Remaining part of the wetland and a five metre buffer is to be fenced to the satisfaction of the Shire.**

Advice Notes:

1. **The DoE would like to advise the proponent that the property is located within the Perth Groundwater Area where there are issues of groundwater quality and availability. The proponent is reminded that the operation of the irrigation scheme for the proposal must comply with the conditions of the current groundwater licence GWL 152145(1).**
2. **The noise generated by the use and occupation of the premises including, machinery motors or vehicles is not to exceed the levels as set out under the Environmental Protection (Noise) Regulations 1997.**
3. **This approval relates only to development approval pursuant to the provisions of the Town Planning and Development Act 1928 (as amended), and does not relate to structural aspects of the building.**
4. **The applicant is advised that approval from the Water and Rivers Commission is required prior to the establishment of any land use involving the storage or use of any chemical, petroleum or other substance or any process capable of producing any waste or discharge.**
5. **Native vegetation is valued and protected in the Shire of Serpentine-Jarrahdale. You are advised that Council's Town Planning Scheme requires separate approval for the clearing of native trees in most instances if approval for this is not given above.**
6. **The construction or deepening of drains outside of the above approval requires separate approval by the Commissioner of Soil and Land Conservation.**

7. The applicant is advised that this planning consent does not absolve the applicant or owner from time to time from complying with the restrictions contained in any restrictive covenant, estate covenants or easement pertaining to the site. This is the case even if this planning consent is in respect of a development which if constructed or carried out, would necessarily breach such a covenant or easement. Any such restrictive covenant, estate covenant or easement is a matter of private rights between the applicant or owner from time to time and the owner and owners of the land with the benefit of that restrictive covenant, estate covenant or easement, and this planning consent does not authorise a breach of such private rights or prevent such owners from enforcing such rights.

CARRIED 7/1

Committee Note: The Officer Recommended Resolution was changed by adding condition 21 stating that the remaining part of the wetland and a five metre buffer is to be fenced to the satisfaction of the Shire.

8. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

CRD34/06/04 COMMUNITY SAFETY AND CRIME PREVENTION PARTNERSHIP AGREEMENT (A0101)		
Proponent:	Cr THJ Hoyer	In Brief Council is asked to enter into a Community Safety and Crime Prevention Partnership Agreement with the Office of Crime Prevention and allow the Shire President to sign the agreement.
Owner:	N/A	
Officer:	Carole McKee - Community Development Officer	
Signatures Author:		
Senior Officer:		
Date of Report	21.6.04	
Previously	CRD23/04/04	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Council	

Background

Invitations from the Minister for Police & Emergency Services, via the Office of Crime Prevention, to participate in the new Structure have been extended to all Local Government Authorities.

In 2003, the State Government reviewed the Safer WA Regional Committee Structure and has selected a new Local Safety and Crime Prevention model which has been trailed in Queensland for over eighteen (18) months.

Thirty (30) Councils, including Serpentine Jarrahdale, have been selected to participate in the pilot in Western Australia.

CRD23/04/04 COUNCIL DECISION/Committee/Officer Recommended Resolution:

Moved Cr Simpson seconded Cr Scott

Council requests the Director Sustainable Development to negotiate a draft partnership agreement with the Department of the Premier & Cabinet and Office of Crime Prevention to

progress towards participation in the new Community Safety and Crime Prevention Program and the establishment of the Serpentine Jarrahdale Community Safety and Crime Prevention Committee. The draft partnership agreement will then be presented to Council for their approval.
CARRIED 9/1

The draft Community Safety and Crime Prevention Partnership Agreement is with the attachments marked CRD34/06/04.

Sustainability Statement

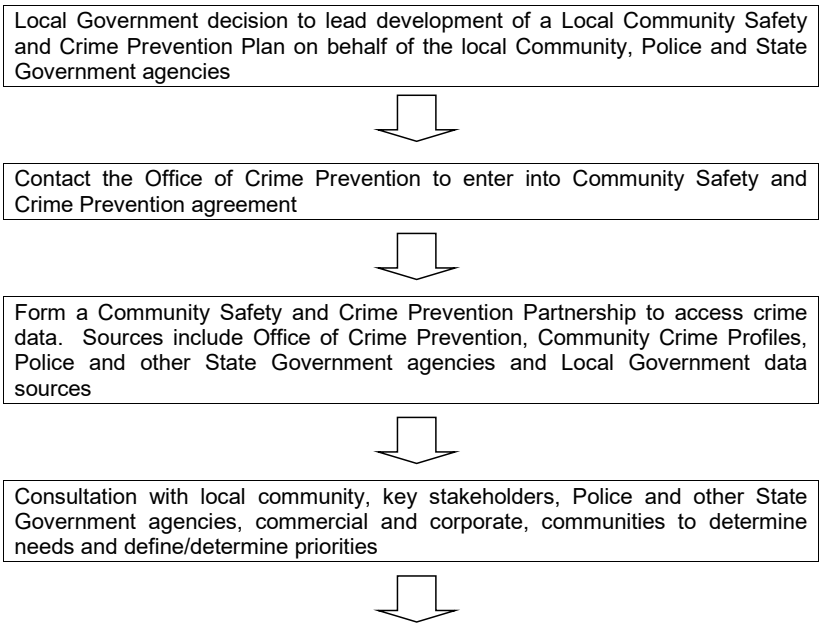
Economic Viability:

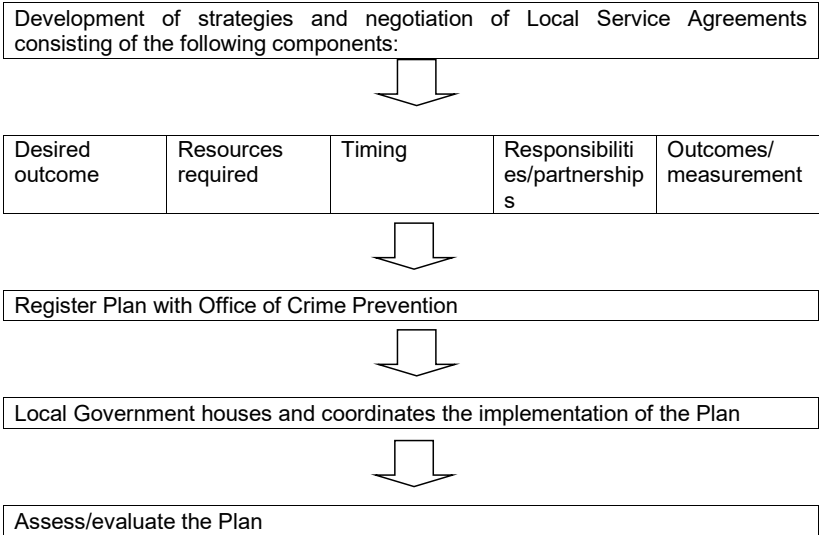
Staff Resources:

The draft partnership agreement states that the successful implementation of this program will be achieved through utilizing the limited resources of Council to greatest effect by empowering the community and encouraging participation from agencies, community champions and existing representative groups. The Community Development Officer's interpretation of the following model is that it aims to have minimum impact on Council Officer time. The initial \$10,000 funding provided by the Department of Premier & Cabinet will be used to develop the community safety crime prevention plan. The committee would initiate and drive the process. Officer time would be required to auspice the funding, to process the acquittal and to provide information on Council initiatives with safety outcomes.

The mechanism for monitoring officer involvement can be through monthly evaluations reported as notes to the Crime Prevention Committee's minutes through the appropriate committee information report. The partnership allows for an exit clause at any time if the project is not viable. Any unspent funds would have to be returned.

Process of Developing a Local Community Safety and Crime Prevention Plan:





How Will The New Model Work?

- 1 Office of Crime Prevention invites Local Governments to facilitate local Safer Communities and Crime Prevention Partnership.
- 2 Memorandum of Understanding signed between Office of Crime Prevention and Local Government.

Funding
Planning Manual
Local Crime Profiles
Advice and support for the planning process
- 3 Local Government convenes local partnership comprising agency and community stakeholders.
- 4 Partnership develops plan and submits to Office of Crime Prevention for registration.
- 5 Partnership determines appropriate mechanism to monitor, review, evaluate and report on progress of the local plan.
- 6 Local Government provides a support role for the partnership and manages funds.
- 7 Local Government provides a link between the local community and the Office of Crime Prevention.
- 8 Office of Crime Prevention provides advice and support as requested.

Ongoing Costs/Funding:

Participation will trigger an immediate external funding stream of \$10,000.00 for start-up purposes.

Up to \$40,000 potential future funding is available for the implementation stage. This includes an incentive grant of up to \$20,000 as a one-off payment over the period of the approved plan to assist the community address a priority issue identified as part of the plan.

Further funding can be applied for through a number of funding programs as tabled in Community Safety and Crime Prevention Partnership Fund 2003/04 attached to CRD 23/04/04. This will allow external funding to be better channelled through to groups for implementation and provides priority status for initiatives covered in the plan.

This has the potential to reduce future costs to Council through reduction in crime and associated costs.

Economic Benefits: The proposal should have economic benefits through crime prevention strategies that benefit local businesses and possibly reduced insurance premiums. This is likely to include increases in land value, business retention and investment. A local person may be employed by the committee as the administrative officer.

Social – Quality of Life Production of a Crime Prevention Plan has the potential to improve quality of life by focusing on the promotion of social interaction and healthy activities and by reducing community fears and apprehensions.

Social and Environmental Responsibility: The proposal will promote the capacity and self reliance of our communities and build the resilience and security of our citizens. Fostering partnerships and enabling full participation will be the hall marks of its implementation. Cr Hoyer has already tentatively engaged the following groups: Neighbourhood/Rural Watch; Police; LEMAC; Jarrahdale and Byford Forums.

The Safer Community WA Serpentine Jarrahdale Crime Prevention (SCWA SJ CP) Group and the Shire will engage with both government agencies and the community in the development, implementation and review of the Safer Community & Crime Prevention Plan.

The Minister for Community Safety, as a partner in this strategic alliance, agrees to facilitate the implementation by relevant Government agencies of the strategies contained in the plan and to reasonably provide resources to assist this implementation. This includes the provision of access to funding programs and support for a multi-agency approach.

Social Diversity: The proposal aims to assist all social groups through crime prevention, providing for diversity in our community. Social groups include: youth, seniors, indigenous, ethnic minorities, disabled, families. All aspects of social life will be promoted with the formation of a Serpentine Jarrahdale Safer Communities WA Crime Prevention Committee.

Statutory Environment: None

Policy/Work Procedure Implications:

The Crime Prevention Strategy may affect a number of policies depending on the outcomes such as the new engineering standards for sub divisions; Crime Prevention Through Environmental Management (CPTM) and Crime Prevention Through Environmental Design (CPTD).

Financial Implications:

There are no initial financial implications to Council related to this application/issue. Funding is provided externally by the State Government, for the development and administration of the committee and further external funding for project work initiated by the committee.

Strategic Implications:

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

1 People and Community

Objective 1: Good quality of life for all residents

Strategies:

2 Develop good services for health and well being.

- 3 Retain seniors and youth within the community.
- 4 Respect diversity within the community.
- 6 Ensure a safe and secure community.

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

Strategies:

- 1 Increase information and awareness of key activities around the Shire and principles of sustainability.
- 3 Design and develop clustered neighbourhoods in order to promote liveability.

Objective 3: High level of social commitment

Strategies:

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

4 Governance

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

Strategy

- 3 Develop specific partnerships to effectively use and leverage additional resources.

Community Consultation:

Required: Not at this stage

The Serpentine Jarrahdale community has been surveyed on a number of occasions to determine the issues of importance for residents.

Comment:

By entering into this agreement the parties are in essence committing to the achievement of the strategies and outcomes that will be contained in the SCWASJCP Plan. The plan will be evidence based, with a focus on community safety where resilience and self-reliance are guiding principles that serve to prevent crime and to reduce the effects of crime. The plan will define the relationships, communication and performance considerations.

The SCWASJCP Committee will regularly report to and seek the endorsement of the Community & Recreation Development Committee for the plan.

Our Shire population is projected to double in the next ten (10) years. In order to prepare for this, progressing a new Community Safety and Crime Prevention initiative will offer elements of detail area planning and related social project opportunities for each locality and for the whole Shire.

Participation will trigger an immediate external funding stream of \$10,000.00 for start-up purposes. Pilot projects will be the basis for further external funding and will offer direction and purpose for the Serpentine Jarrahdale Safer Communities WA Crime Prevention Committee.

Voting Requirements: Normal

CRCRD34 COUNCIL DECISION/Officer Recommended Resolution:

Moved Cr Price seconded Cr Murphy
Council agrees to:

1. Enter into a Community Safety and Crime Prevention Partnership Agreement with the Office of Premier and Cabinet through the Office of Crime Prevention and allow the Shire President to sign the agreement
2. Nominate Councillor Hoyer as Chairperson of the Safer Communities WA Serpentine Jarrahdale Crime Prevention Group.

CARRIED 8/0

Council Note: Minor correction in part 2 the Serpentine Jarrahdale Crime Prevention Group as it is not a committee of Council.

Council Note: Item AS087/06/04 was considered before item C090/06/04.

9. CHIEF EXECUTIVE OFFICER'S REPORT

10. URGENT BUSINESS:

11. COUNCILLOR QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN:

12. CLOSURE:

There being no further business the meeting closed at 8.40pm.

I certify that these minutes were confirmed at the ordinary council meeting held on 26th July, 2004

.....
Presiding Member

.....
Date

13. INFORMATION REPORT – COMMITTEE DELEGATED AUTHORITY:

C089/06/04 PAYMENT OF COUNCILLOR FEES AND REIMBURSEMENTS (A1048)		
Proponent:	Council	In Brief
Officer:	G.R. Dougall – Director Corporate Services	To recommend that claiming of expenses for Councillors whilst on leave of absence be left to individual councillor discretion subject to normal proof of expense being complied with. To adopt a policy in relation to leave of absence for more than two consecutive ordinary meetings.
Signatures Author:		
Senior Officer:		
Date of Report	31 May 2004	
Previously	C022/10/03	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act 1995	
Delegation	Committee in accordance with resolution SM046/05/04	

C089/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

1. Councillors be able to claim for reimbursement of expenses during periods of leave of absence at their individual discretion, subject to normal proof of the expense being incurred being applied.
2. The following policy be adopted in accordance with Leave of Absence:

COUNCILLORS ON LEAVE OF ABSENCE

Whilst on a leave of absence for three or more consecutive meetings the following shall apply to members:

- 1) Members will receive copies of all agendas and minutes for Committee's and Council;
- 2) A deputy shall replace that member during the period of leave of absence on any internal and external committee/community group meetings as the Council representative; and
- 3) Access to Council vehicles is not permitted.

CARRIED 5/0

C091/06/04 RATE MODELLING FOR 2004/2005 BUDGET (1239)		
Proponent:	Director Corporate Services	In Brief
Officer:	G.R Dougall – Director Corporate Services	To conduct a rate modelling workshop for the 2004/2005 budget.
Signatures Author: Senior Officer:		
Date of Report	04/06/04	To advertise the consensus from this workshop for budget consideration in accordance with section 6.36 of the Local Government Act 1995.
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act 1995.	
Delegation	Committee in accordance with resolution SM046/05/04	

C091/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

1. A rate modelling workshop be held to calculate the differential rates for the 2004/2005 budget,
2. The intention to rate determined by consensus at this workshop be advertised for public comment in accordance with section 6.36 of the local Government Act 1995 and incorporated into the draft 2004/2005 budget for consideration.

CARRIED 5/0

Note: The workshop is to be held at the conclusion of the Corporate Services Meeting.

C092/06/04 CONFIRMATION OF PAYMENT OF CREDITORS (A0917)		
Proponent:	Director Corporate Services	In Brief
Owner:	N/A	To confirm the creditor payments made during May 2004
Officer:	S. O'Meagher – Finance Officer	
Signatures Author: Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM054/05/03	

C092/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

Council notes the payments authorised under delegated authority and detailed in the list of invoices for the month of 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

C093/06/04 DEBTOR ACCOUNTS WITH A BALANCE IN EXCESS OF \$1,000 (A0917)		
Proponent:	Director Corporate Services	In Brief
Owner:	Not Applicable	
Officer:	Lauren Whitshed – Customer Support Officer	To receive the statement of debtors over \$1,000 as at 31 May 2004
Signatures Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM054/05/03	

C093/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council receive and note the report on Debtors accounts with a balance in excess of \$1,000 outstanding for 90 days or greater as at 31 May 2004.
 CARRIED 5/0**

C094/06/04 SUNDRY DEBTOR OUTSTANDING ACCOUNTS (A0917)		
Proponent:	Director Corporate Services	In Brief
Owner:	Not Applicable	
Officer:	Lauren Whitshed – Customer Support Officer	To receive the sundry debtor balances as at 31 May 2004
Signatures Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM054/05/03	

C094/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council receive and note the report on Sundry Debtor Outstanding Accounts as at 31 May 2004.
 CARRIED 5/0**

C095/06/04 RATE DEBTORS REPORT (A0917)		
Proponent:	Director Corporate Services	In Brief
Owner:	Not Applicable	
Officer:	V Delbridge – Finance Officer - Rates	To receive the rates report as at 31 May 2004
Signatures Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM054/05/03	

C095/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council receive and note the report the Rate Debtors accounts as at 31 May 2004.
 CARRIED 5/0**

C097/06/04 CONFIDENTIAL ITEM – LEGAL MATTER SJA 1129 of 2002 (A1126-02)		
Proponent:	Council	In Brief
Owner:	Council.	
Officer:	D.E Price – Chief Executive Officer	LEGAL MATTER SJA 1129 of 2002.
Signatures Author:		
Senior Officer:		
Date of Report	11 June 2004	
Previously	SM003.8/07/02	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM054/05/03	

C097/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

**McLeod's are instructed not to further pursue a strikeout of LEGAL MATTER SJA 1129 of 2002 but to resist the appeal on its merits.
 CARRIED 5/0**

C096/06/04 INFORMATION REPORT		
Proponent:	Director Corporate Services	In Brief To receive the information report to 31 May 2004
Owner:	Not Applicable	
Officer:	Various	
Signatures Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM054/05/03	

C096/06/04 Officer Recommended Resolution:

The information report to 31 May 2004 be received.
CARRIED 5/0

AS079/06/04 WRIGHT ROAD MUNDIJONG SPEED ZONING (R0005)		
Proponent	Main Roads WA	In Brief Council is requested to consider the request from Main Roads to reduce the speed limit on Wright Road from Watkins Road to Bilya Avenue from 80 km/h to 60km/hr.
Officer	Patrick Rose Senior Technical Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	7 th May 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

CRAS079/06/04 COMMITTEE DECISION/Officer Recommended Resolution

Council support the Main Roads WA request to reduce the speed limit on Wright Road from Watkins Road to Bilya Avenue from 80km/hr to 60km/hr.
CARRIED 5/0

AS080/06/04 HOPKINSON ROAD SPEED ZONING (R0013)		
Proponent:	Main Roads WA	In Brief Council is requested to consider the request from Main Roads to reduce the speed limit on Hopkinson Road from Thomas Road to Cardup Siding and Gossage Road to Bishop Road from the current Open Speed Limit to 90 km/h.
Owner:		
Officer:	Patrick Rose	
Signatures Author:		
Senior Officer:		
Date of Report	21 st May 2004	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

CRAS080/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council support Main Roads WA recommendation to reduce the speed zoning on Hopkinson Road from Thomas to Cardup Siding & Gossage Road to Bishop Road from Open Limit to 90km/hr.
CARRIED 5/0**

AS081/06/04 REVIEW OF EMERGENCY SERVICES IN THE SHIRE OF SERPENTINE JARRAHDAL (A0874-02)		
Proponent:	Director Asset Services	In Brief Following a presentation of the findings and recommendations of the Emergency Services Review, officers are to present the final Report and Recommendations to Council for endorsement.
Officer:	Mick Beaverstock Director Asset Services	
Signatures Author:		
Senior Officer:		
Date of Report	4 June 2004	
Previously	AS035/02/03	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

CRAS081/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Council be provided with the Final Report and recommendations of Review of Emergency Services in the Shire of Serpentine Jarrahdale for endorsement at its meeting of 28 June 2004.
CARRIED 5/0**

Committee Note: That Asset Services Committee have requested Council representatives on the Steering Committee meet with Brigade Captains and interested members prior to 28 June 2004 and their concerns be considered.

AS082/06/04 HEAVY VEHICLE ACCESS WITHIN SERPENTINE JARRAHDAL SHIRE (A0512-03)		
Proponent:	Director Asset Services	In Brief Councillor Kirkpatrick and Councillor Wigg to represent Council on a Working Group to recommend roads for oversize vehicle permit approval.
Officer:	Mick Beaverstock Director Asset Services	
Signatures Author:		
Senior Officer:		
Date of Report	31 May 2004	
Previously	CRAS067/05/04	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

CRAS082/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

**Councillor Kirkpatrick and Councillor Wigg represent Council on a Working Group to recommend roads for endorsement by Council for oversize vehicle permit approval.
CARRIED 5/0**

AS083/06/04 TENDER C16/2003-04 SUPPLY OF TREE PRUNING SERVICE UNDER POWER LINES (A0528/04)		
Proponent	Shire of Serpentine Jarrahdale	In Brief That the tender for the Supply of Tree Pruning Services Under Power Lines for the period 1 st July 2004 to 30 th June 2005 not be awarded and that the works be completed through the quotation 'Lump Sum' process.
Officer	Jason Elliott, Contract Administration Officer	
Signatures - Author:		
Senior Officer:		
Date of Report	27 th April 2004	
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM046/05/04	

CRAS083/06/04 COMMITTEE DECISION/Officer Recommended Resolution

**Council not award Tender C16/2003-04 Supply of Tree Pruning Service Under Power Lines and that the works be completed through the quotation 'Lump Sum' process.
CARRIED 5/0**

AS085/06/04 GREAT SOUTHERN AND CENTRAL WHEATBELT FREIGHT STUDY SUMMARY REPORT (A0519)		
Proponent:	Department for Planning and Infrastructure	In Brief
Officer:	Mick Beaverstock Director Asset Services	Council is requested to formally endorse the transport strategies as presented in the Great Southern and Central Wheatbelt Freight Study Summary Report – May 2004.
Signatures Author:		
Senior Officer:		
Date of Report	8 June 2004	
Previously	CRAS060/04/04	Council is further requested to again advise the Department for Planning and Infrastructure that the extension of Tonkin Highway to South Western Highway via the alignment of Orton Road is considered a short term strategy.
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

CRAS085/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

Council endorses the transport strategies presented in the Great Southern and Central Wheatbelt Freight Study Summary Report (May 2004) noting that Council considers the extension of the Tonkin Highway to South Western Highway via the alignment of Orton Road to be a short term strategy.
CARRIED 5/0

AS086/06/04 INFORMATION REPORT		
Proponent	Director Asset Services	In Brief To receive the information report to the 31 May 2004
Officer		
Signatures - Author:		
Senior Officer:		
Date of Report		
Previously		
Disclosure of Interest		
Delegation	Committee in accordance with resolution SM046/05/04	

CRAS086/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

The Director Asset Services' report to the 31 May, 2004 be received.
CARRIED 5/0

CRD31/06/04 PEEL MARKETING ALLIANCE SHIRE REPRESENTATIVE (A0839-05, A1166)		
Proponent:	Peel Marketing Alliance	In Brief Nominations of Shire representatives to the Peel Marketing Alliance and their inaugural Annual General Meeting – 25 th June, 2004
Owner:	Not applicable	
Officer:	David E Price – Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	08-06-2004	
Previously	SM001/07/02, SM032/02/04	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee – in accordance with resolution SM046/05/04	

CRD31/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

1. Council notes the Peel Marketing Alliance Constitution marked attachment CRD31/06/04.1.
2. Council agrees to the rotational schedule for representation on the Peel Marketing Alliance as detailed in attachment CRD31/06/04.2.
3. Council agrees to appoint Cr Price as the Serpentine Jarrahdale Shire representative and the Chief Executive Officer, or his nominee, as deputy on the Peel Marketing Alliance until May 2005.
4. Council agrees to appoint an executive representative and deputy for the Serpentine Jarrahdale Shire on the Peel Marketing Alliance for the remainder of the term of appointment following the May 2005 elections.

CARRIED 5/0

CRD33/06/04 COMMUNITY INDICATORS HEALTH CHECK PROGRAM (A0301)		
Proponent:	Chief Executive Officer	In Brief The Community Indicators Program will progress integrated local development in each town of the Shire. It will support the community forums to generate primary data and develop local action plans. The program will harness recent Shire initiatives, support existing processes and add value to outcomes achieved.
Owner:	N/A	
Officer:	David E Price – Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	Self explanatory	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act if no interest	
Delegation	Committee – in accordance with resolution SM046/05/04	

CRD33/06/04 COMMITTEE DECISION/Officer Recommended Resolution:

Council agrees to support the progress of the Community Indicators Program as proposed and the process as required.
CARRIED 5/0

B20/06/04 INFORMATION REPORT		
Proponent:	N/A	In Brief
Owner:	N/A	
Officer:	Wayne Chant - Principal Building Surveyor	Information report
Signatures Author:		
Senior Officer:		
Date of Report	09.06.04	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	<i>Committee – in accordance with resolution SM046/05/04</i>	

B20/06/04 COMMITTEE DECISION/Officer Recommended Resolution

- 1 That Council accepts the May 2004 Information Report.
- 2 Council agrees to appoint G Leuzzi & Associates to provide contract building surveying services in accordance with Quotation Q07/2003-04 for the 2004/05 financial year and extend this service for the 2005/06 financial year subject to budget funding.

CARRIED 5/0

H14/06/04 INFORMATION REPORT		
Proponent:	N/A	In Brief
Owner:	N/A	
Officer:	Tony Turner - Principal Environmental Health Officer	Information report
Signatures Author:		
Senior Officer:		
Date of Report	04.06.04	
Previously		
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee – in accordance with resolution SM046/05/04	

H14/06/04 COMMITTEE DECISION/Officer Recommended Resolution

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

P085/06/04 TOWNSCAPE PROJECTS – FUNDING APPLICATIONS 2003/2004 BUDGET (A0806-02, A0301/03, A1173/02)		
Proponent:	Jarrahdale Community Association, Serpentine Community Forum, Mundijong Heritage Group and R Leighton (Serpentine)	In Brief In early May a request was made to the community groups to make applications for townscape projects they had planned to undertake in the near future to allow Council to determine projects to be funded from the 2003/2004 budget and prioritise projects in regards to future townscape project funding. This report recommends that the Serpentine and Mundijong projects be funded from the 2003/2004 townscape funds and the Jarrahdale project be constructed as part of the 2004/2005 Asset Services program of works.
Owner:	Not applicable	
Officer:	Carlie Eldridge - Manager Sustainability Unit	
Signatures Author:		
Senior Officer:		
Date of Report	10 June 2004	
Previously Disclosed of Interest	Not applicable No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
Delegation	Committee in accordance with resolution SM046/05/04	

P085/06/04 Committee Decision/Officer Recommended Resolution:

That from the 2003/2004 townscape budget the Shire provides the following:

1. \$3 000 to be allocated in the 2004/2005 Asset Services Budget for the Design and Construction of a drinking fountain at the Jarrahdale skatepark subject to receiving approval from the Jarrahdale Heritage Park Management Committee.
2. \$6 000 for the design of the entry to Serpentine from the South Western Highway and the development of the park area at the corner of Wellard and Karnup Roads, Serpentine.
3. \$2 000 to be used to leverage funds for the construction of the Diamond Crossing in the Mundijong Linear Park by the Mundijong Heritage Group.

CARRIED 5/0

P090/06/04 INFORMATION REPORT		
Proponent	Director Sustainable Development	In Brief Information Report.
Officer	Lisa Fletcher – Support Officer Sustainable Development	
Signatures - Author:		
Senior Officer:		
Date of Report	1 June 2004	
Previously		
Disclosure of Interest		
Delegation	Committee - In accordance with Resolution SM054/05/03	

P090/06/04 Committee Decision/Officer Recommended Resolution

The Information Report to 16 June 2004 be received.
CARRIED 5/0