



Shire of  
Serpentine  
Jarrahdale

# Public Special Council Meeting

## CONFIRMED MINUTES

5.00pm

**Monday 7 May 2018**

- Purpose:**
1. Local Development Strategies for the Four Locales of Byford, Mundijong, Serpentine and Jarrahdale
  2. Rating Strategy 2018/2019 – Differential General Rates and General Minimum Rate Payments
  3. Confidential – Purchase of Land

Please note: As item 3 of this Agenda refers to a confidential matter, the item was discussed behind closed doors.

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#### In Person

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6 Paterson Street, Mundijong WA 6123  
Open Monday to Friday 8.30am-5pm (closed public holidays)



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The purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting. Persons should be aware that the provisions of the *Local Government Act 1995* (Section 5.25(1)(e)) and *Council's Standing Orders Local Law 2002 (as amended)* – Part 14, Implementing Decisions. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of Serpentine Jarrahdale expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.



Minutes of the Special Council Meeting of the Shire of Serpentine Jarrahdale held on Monday 7 May 2018 in the Council Chambers, Civic Centre, 6 Paterson Street, Mundijong.

The Shire President, Cr Rich declared the meeting open at 5.00pm and welcomed Councillors, Staff and members of the gallery, and acknowledged that the meeting was being held on the traditional land of the Noongar People and paid her respects to their Elders past and present.

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## Minutes

### 1. Attendances and apologies (including leave of absence):

#### In Attendance:

**Councillors:** M Rich ..... Presiding Member  
D Atwell  
M Byas  
R Coales  
B Denholm  
K McConkey  
J See

**Officers:** Mr K Donohoe ..... Chief Executive Officer  
Ms H Sarcich ..... Deputy CEO / Director Community Services  
Mr F Sullivan ..... Director Corporate Services  
Mr A Schonfeldt ..... Director Development Services  
Mr S Harding ..... Director Infrastructure Services  
Ms A Liersch ..... Agendas and Minutes Officer (Minute Taker)

#### Leave of Absence:

**Apologies:** Councillor S Piipponen; Councillor D Gossage

#### Observers:

Members of the Public – 6

Members of the Press – Nil

Shire Officers – Mrs K Bartley, Manager Corporate Services; Mrs A Sealy, PA to Director Corporate Services, Mr D van der Linde, Manager Strategic Planning.



## 2. Public question time:

### 2.1 Response to previous public questions taken on notice

Nil.

### 2.2 Public questions

Nil.

## 3. Public statement time:

Nil.

## 4. Petitions and deputations:

### 4.1 Deputation – Katherine Shirley, Taylor Burrell Barnett, regarding SCM005/05/18, in relation to the Byford Development Strategy and Rachel Chapman, Taylor Burrell Barnett, on behalf of Peet Limited, in relation to the draft Mundijong District Structure Plan.

*Katherine Shirley, Taylor Burrell Barnett, representing LWP.*

Our client, LWP, has an interest in this matter as it is presently responsible for the development of the Glades, Byford estate and is a major landowner within the Byford Town Centre Structure Plan area.

LWP would like to commend the Shire for its foresight and vision to review the existing planning frameworks for Byford, Mundijong and Serpentine and establish a Land Use Vision for the future.

However, in doing so, it is important for the Shire to acknowledge the significant amount of work completed over many years to secure Structure Plan, Subdivision, Local Development Plan and Development Approvals throughout the Shire, and particularly for the Glades Project, as part of a continued and ongoing planning review and update process.

At the outset it is important to note that the commentary provided as part of this deputation is limited on the basis that the report for this agenda item only became available late Friday afternoon, which has provided limited time for key stakeholders (such as LWP) to review the agenda item and draft Local Development Strategies. On this basis, LWP reserves its right upon completion of a more thorough document review to make further representations in respect of the Local Development Strategies.

In addition, whilst the document infers an extensive consultation process with key stakeholders including LWP, release of the document on Friday afternoon, was the first time the Local Development Strategies, their content and therefore recommended modifications have been made available to LWP and its consultant team.

LWP had requested any modifications that would impact on LWP landholdings be discussed with LWP prior to finalisation and release to the public, so that the impact of the proposed changes could be discussed for suitability and appropriateness. This has not occurred. As a result, there are aspects of the draft proposal that cannot be supported by LWP and these will form the basis of a more detailed submission.

The follow key matters are raised for the Shire's immediate consideration.

Understanding the relationship of the Local Development Strategies (Byford DSP and Town Centre Precinct Plan) in the context of the existing approved Structure Plans:



The DSP states that the “Local Development Strategies consolidate the abovementioned planning documents and will generally replace them or reconfirm their relevance in the planning framework.” The Glades Estate and Byford Town Centre are both covered by adopted Local LSP which guide its subdivision and development. Our Client has been steadily developing its landholding at The Glades in accordance with the approved LSP for a number of years. If existing approvals are in place, then LWP should be permitted to implement these without modification to the planning framework.

Consideration to the provision of Two District Ovals within LWP’s Cardup Precinct:

LWP has been working with the Shire to investigate opportunities to incorporate two district ovals within the Glades Cardup Precinct, south of Orton Road, despite having an approved LSP in place. A number of design concepts have been progressed over an 18-month period to locate these facilities subject to suitable topography and spatial requirements. The inclusion results in the loss of 50 residential lots to LWP which is significant. The draft Byford DSP does not acknowledge this work and the revised location has not been discussed with LWP, despite the Shire being aware that LWP are currently progressing the preparation of an LSP on the basis of the agreed location. Whilst, the draft DSP and action table states the provision of two District Ovals on Orton Road have been co-located with the combined Primary/High School Site, this location is not consistent with the location contemplated through the extensive design review process undertaken by LWP, and does not acknowledge the land area requirements and site / drainage constraints at the proposed location in addition to their being insufficient space to accommodate the provision of two District Oval’s between Orton Road and the Cardup Brook.

Furthermore, consideration to the provision of two District Ovals was conditionally supported by LWP on the premise that a suite of other planning matters are supported by the Shire. Whilst it is understood that the District Ovals are likely to form part of the DCP review, in the absence of this document there is no certainty of this outcome. The equitability of this is questioned given LWP is already a major contributor to the fund. The Shire fails to acknowledge this within the DSP.

Number of new/significant infrastructure items contemplated:

The inclusion of significant infrastructure items such as grade separated crossings at Orton Road and Abernethy Road is of significant concern, particularly if the intent is for the land acquisition and construction costs to be funded by the DCP. There is concern that that these costs are being transferred to landowners, presenting a significant cost burden to development in the area and inconsistent with the principles of SPP 3.6.

We have been made aware that the intent is for DCP Report No. 5 to be presented to Council in June 2018. However, we note the submission period for the Development Strategies is due to close on the 7<sup>th</sup> June. It is important that the draft DSP proposals are able to inform our consideration of both the draft DSP and Draft DCP concurrently. In order for this to occur advertising of the documents and adequate consultation periods need to align.

Availability of Technical Reports and Studies that support the DSP and Local Development Strategies:

It is noted that no technical studies have been provided in support of the recommendations and proposals under the DSP which makes it extremely difficult to make an informed assessment. It is requested that ALL technical studies such as LWMS, Traffic Assessment, Population Analysis, Retail Needs Assessment and Community



Needs Assessment are provided as part of the formal advertising of the proposal to better inform our review of the documents.

*Rachel Chapman, on behalf of Peet Limited.*

Our client, Peet Limited, has an interest in this item, being a major landowner and developer within the Mundijong District Structure Plan area, including land on Taylor, Bishop, Soldiers, Sparkman and Cockram Rds, as well as a landowner within the West Mundijong DSP area west of Tonkin Highway reserve.

Accordingly, I would like to make this brief deputation on behalf of Peet Limited and in relation to the Local Development Strategy for Mundijong, including the Mundijong District Structure Plan (Attachment 3 to agenda item 6.1).

TBB has been working with Peet Limited to advance planning for urban development of its landholdings in Mundijong since about 2006, including advancing structure planning in the form of an endorsed Structure Plan for Portion of Precinct E and a Structure Plan recommended for approval to the WAPC for portion of Precinct G.

Our main concern with the agenda item relates to the consultation process that the Shire and its consultants have employed in the preparation of the Mundijong District Structure Plan which is currently before Council for adoption for advertising tonight.

The District Structure Plan infers an extensive consultation process has taken place with key stakeholders including Peet, however, I would like to stress that that the release of the documents on the agenda on the City's website on Friday afternoon was the first time that we have had the opportunity to view the Local Development Strategies, including the Mundijong District Structure Plan.

We are disappointed that the Shire has not undertaken any meaningful consultation with key stakeholders and we are concerned that they have been rushed to Council. In our quick review of the documents, we have found numerous inconsistencies between the draft Structure Plan and Precinct Plans, and inconsistencies with the existing approved District Structure Plan which have not been discussed and explained.

We are concerned that if the Mundijong District Structure Plan is rushed to advertising now, Council will be subjected to additional costs associated with necessary rework and readvertising, all of which can be avoided if major landowners are given the opportunity to provide meaningful input and modifications undertaken, prior to formal advertising. We understand the preparation of these Local Development Strategies has already been at a huge cost to Council, so time should be given to getting it right before releasing to the general community.

We would like to stress that we have not had sufficient time to undertake a detailed review of the Mundijong District Structure Plan and the implications for the Peet landholdings, but we note that there is significant information missing from the documents on the Agenda. In particular, we note that the Shire officers have not included copies of the existing approved DSPs and SPs for Councillors to be able to appreciate the extent of variations between what has already been approved and what is now proposed, nor have any technical reports which should have underpinned the DSPs been included (like a Traffic and Transport Assessment or Retail Assessment), nor any notes or agreed outcomes from any meetings with agencies and other stakeholders (Appendix 1 is only a summary of surveys, despite being referred to in the report as comprising 'Outcomes of the stakeholder engagement processes').

We ask that Council give consideration to the matters outlined in this deputation before making a decision to proceed with advertising.



**4.2 Deputation – Ross Duckham, RobertsDay, Planning Design Place on behalf of Whitby Estate in Mundijong regarding SCM005/05/18.**

Good evening and thanks for the opportunity to speak.

A summary of matters raised is as follows:

- We have had limited time to review the Local Development Strategy (LDS) since the agenda was released on Friday afternoon.
- From what we have seen and experienced there are four items to cover in the deputation:
  - Consultation.
  - Road Connections.
  - District Centre.
  - The Process and Strategy Generally.
- On consultation, both the meetings with RobertsDay and Golden Group are not accurate:
  - The meeting with Golden Group (actually DMG) was a one hour meeting called by the Shire with no agenda, at which one Shire attendee was ten minutes late and the other was 30 minutes late. A plan was presented with flaws immediately noted and provided to the Shire but no confirmation of the meeting was received.
  - The meeting with RobertsDay can only refer to a meeting held last August (before the LDS processes started), and only discussed the Whitby activity centre, not the LDS.
- On Road Connections, our main concern is the second connection to South West Highway:
  - It appears to be removed in the LDPs, contrary to the approved district structure plan and local structure plan.
  - Substantial planning has been undertaken based on two connections.
  - We believe in developing a connected community – concentrating traffic on one connection will divide Whitby and create a traffic sewer through the estate.
- The District Centre depicted in the LDS is of some concern:
  - The location depicted is different from the approved local structure plan.
  - We are working on the activity centre at present and its location may change but no position has been finalised on this yet.
  - Accordingly we request that the centre be located as per the approved structure plan, straddling the main street.
- The LDS Process Generally:
  - The issues above are known only because of specific questions we've asked of staff. We don't know answers to questions we aren't asking.
  - The LDS departs significantly from the approved local and district structure plans. These approved documents and the principles underlying them seem to have been discarded too quickly. The Shire should have due regard to these documents, just as we are required to do.
  - These documents are important, which is why they should not be rushed.



- If they are advertised too quickly, with major flaws, the Shire may need to re-advertise and modify the documents.
- We don't expect complete agreement on every detail of the plan before advertising but there is an opportunity for some major issues to be understood and addressed before publicising the document.

- Accordingly we request that the LDS be deferred for these reasons.

## 5. Declaration of Councillors and Officers interest:

Councillor Atwell declared an Indirect Financial Interest in SCM007/05/18, as he constructed a Fire Break for the owner in November 2017. Councillor Atwell will leave the Chambers when this item is discussed.

## 6. Receipt of minutes or reports and consideration of adoption of recommendations from Committee meetings held since the previous Council meetings:

### 6.1 Reports for consideration:

<b>SCM005/05/18 - Local Development Strategies for the Four Locales of Byford, Mundijong, Serpentine and Jarrahdale (SJ2362)</b>	
<b>Author:</b>	Deon van der Linde - Manager Strategic Planning
<b>Senior Officer/s:</b>	Andre Schonfeldt – Director Development Services
<b>Date of Report:</b>	30 April 2018
<b>Disclosure of Officers Interest:</b>	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

### Introduction

In September 2017 Council awarded contract RFT 08/2017 to deliver Development Strategies for the four locales of Byford, Mundijong, Serpentine and Darling Range / Jarrahdale to Hames Sharley. Through an intensive process of consultation with stakeholders, the community and the appointed consultants, four Local Development Strategies have been drafted. This item to Council presents the Local Development Strategies and requests that Council deem them acceptable for formal advertising to the stakeholders and community. Officers recommend that Council agree to proceed to advertising.





### **Relevant Previous Decisions of Council**

OCM087/07/17 - Adoption of the Shire of Serpentine Jarrahdale Strategic Community Plan 2017-2027 and Corporate Business Plan 2017-2021 (E17/5579) - The Corporate Business Plan, included two Development Strategy projects to be competed in the 2017/2018 Financial year.

CEC001/07/17 – CONFIDENTIAL – Chief Executive Officer Employment Contract – Performance Criteria (SJ2071) – As part of this resolution Council required two additional development strategies to be prepared.

OCM126/09/17 – Tender RFT08/2017: Appointment of Consultant to Produce Individual Development Strategies for the Four Locales of Byford, Mundijong, Serpentine and Darling Range / Jarrahdale - Council awarded the contract to Hames Sharley.

### **Background**

The consultants were appointed in September 2017 for the preparation and delivery of individual Local Development Strategies for the four locales of Byford, Mundijong, Serpentine and Darling Range / Jarrahdale. Each Local Development Strategy primarily consists of a District Structure Plan, a Development Contribution Scheme and a Development Contribution Plan. They also contain concept plans and precinct plans that will allow for the implementation of the Local Development Strategies.

The main considerations of the project are that the Shire is still one of the fastest growing local government area in Australia. The quality of life, strong community spirit, solid economic base and low housing costs have increased attraction for residents in the area. However, 130,000 new residents are set to call the Shire home by 2050. This success brings with it a number of challenges, predominantly associated with the pressures associated with growth. Whilst land availability is not a constraint in the Shire, the SJ2050 vision clearly highlights that there is a desire to retain the existing natural environment and concentrate urban development around existing centres.

The project reviewed all current structure plans, development contribution plans and other supporting documents for the four locales to provide a suite of Local Development Strategies that align with the SJ2050 vision, Strategic Community Plan and Corporate Business Plan within the State Planning Framework and the Shire's own local planning framework. The Development Strategies comprise of the following documentation:

- a) District Structure Plan Report & Map
- b) Concept plans, including precinct plans
- c) Stakeholder engagement outcomes report.

The Development Contribution Plans that will also be part of the final Local Development Strategies will be included when the District Structure Plans have been finalised.

The initial intent of the various Local Development Strategies is summarised below:

#### **Byford Development Strategy**

- Achieve greater diversity of housing types to provide choice, adaptability and to accommodate a range of incomes, households, life stages and the changing demographics of Byford.



- To improve accessibility and enhance community connections by achieving greater housing densities in proximity to the Byford Town Centre, neighbourhood activity centres, schools, community facilities, public open space and transport nodes and corridors.
- Preserve the Byford Trotting Complex precinct to promote the well-established equestrian heritage in Byford by, addressing an appropriate interface between the residential areas and the rural living areas surrounding the Byford Trotting Complex.
- Investigate the potential for urban expansion within the consolidated land parcel south of the Byford urban area and east of the future Tonkin Highway, whilst preserving a rural green belt.
- Integration of the new railway station to complement the town centre activities and access.

#### Mundijong Development Strategy

- Achieve a diversity of housing choice to accommodate a range of incomes, households and life stages and to deliver housing products which will attract people to live in Mundijong Whitby.
- Determine the most appropriate location of the town centre to achieve distinctive urban precincts within the surrounding Mundijong Whitby areas.
- Integrate new housing and urban development with the older urban development patterns and housing as well as natural areas in a sensitive manner.
- Integrate environmentally sustainable and resource efficient housing product.
- Investigate an urban expansion within the consolidated land parcels north and south of the Mundijong Whitby urban areas.

#### Serpentine Development Strategy

- Provide for a range of housing choices and lot sizes while preserving the character of the existing Serpentine townsite.
- Provide more opportunities for housing to accommodate greater populations to sustain the neighbourhood centre.
- Ensure responsive design outcomes to respond to the existing settlement pattern of the Serpentine townsite.
- Integrate universal and sustainable design principles.

#### Jarrahdale Development Strategy

- Recognise and preserve the rich heritage of the Jarrahdale settlement.
- Maintain a strong connection to the landscape and environment within the townsite of Jarrahdale.
- Create a unique sense of place within the Jarrahdale townsite, which will attract greater tourism markets.
- Guidance of the built form to represent the character of Jarrahdale.
- Identify opportunities to encourage development and activities that promote tourism.



## **Community / Stakeholder Consultation**

Significant community consultation was done to facilitate the drafting of the Local Development Strategies. During the process, thirty-one sessions were held where stakeholders had the opportunity to interact with the options and discuss ideas regarding the areas.

*Nine Workshops:* Four community workshops in Byford, Mundijong, Serpentine and Jarrahdale, a Youth Workshop at Byford Secondary College, Industry Reference Group Workshops for Byford and Mundijong and Landowner Group for West Mundijong.

*Nine stakeholder meetings:* Byford Progress Association, Racing & Wagering, IGA Byford, YMCA SJ Recreation Centre, Coles, Woolworths, Consolidated UT, Byford Secondary College and Salvados Catholic College & Education Department.

*Six meetings with Developers:* Golden Group, Qube, LWP, Harley Dykstra, Roberts Day and Peet.

*Seven meetings with Government Agencies:* Mainroads WA, Public Transport Authority, Metronet, Department of Planning, Lands & Heritage, Department of Education, Department of Water.

In addition, there was a significant on-line presence asking for input through nine surveys. The engagement surveys included Activities & Events, Equine, Community Facilities, Dogs, Transport, Sport & Recreation, Environment, Employment and Education & Training. This engagement was open for more than two months starting on 15 December 2017 and concluding on 8 March 2018. During this time there were 1189 responses. The information gathered through the above processes was used to guide the concepts and final land use and precinct plans.

### Future engagement plan

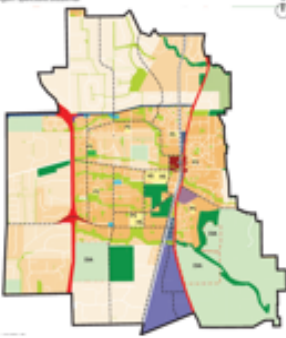

If Council agrees to the advertising of the Local Development Strategies the following engagement process is envisaged.

1. Formal statutory advertising of the four District Structure Plans as required by Clause 18 of the Regulations for a period of 28 days from 10 May 2018 to 7 June 2018 focused on landowners, agencies and developers. Responses will have to be provided in a prescribed manner and format. This advertising will include:
  - a. Statement to affected owners where possible;
  - b. Local newspaper;
  - c. Website;
  - d. Signs on site where prominent changes are proposed; and
  - e. Public inspection at administration building during office hours.
2. Informal advertising focused on the Concept plans and Precinct plans which will allow residents to understand what the future developments in their area may be:
  - a. An information session to be held at the Recreation Centre in Byford on Thursday 24 May from 5-9pm which will allow residents to ask questions regarding the Local Development Strategies and prepare for any formal submissions.
  - b. A stall manned by officers of the Council on four consecutive days from 16 to 20 May 2018 at the main shopping centres in the four locales.



- c. On-line engagement through the Shaping SJ portal. Officers envisage that this may take the form of Social pinpoint where respondents can click on the map and give comment.
- d. This will be backed up by Facebook prompts to get residents to engage with the process.

An e-mail will also be sent to the attendees of the various workshops and stakeholder meetings advising them of the advertising and asking them to engage in the process whether the formal District Structure Plan process or the more informal process.

<b>FORMAL (Structure plan)</b>	<b>INFORMAL (Concept / Precinct plans)</b>
<ul style="list-style-type: none"><li>• Mostly for agencies, developers and landowners</li><li>• To comply with planning regulations</li><li>• Technical feedback on the prescribed form.</li></ul> 	<ul style="list-style-type: none"><li>• Mostly for the residents and the community in general</li><li>• To inform residents and stakeholders what is expected to happen in the future</li><li>• Feedback hardcopy or online.</li></ul> 

It needs to be noted that the processes are not mutually exclusive and anyone is free to provide comment through either process. Residents and other stakeholders can also meet individually with officers to discuss their submissions.

A report, with a summary of the submissions and responses to them, will be brought back to Council. This will highlight any amendments to the Local Development Strategies (the District Structure Plans and Concept/Precinct Plans) which will be incorporated within the Council's statutory planning process and the Corporate business plan.

Once agreement is reached on the outcomes of the Local Development Strategies following on advertising the Development Contributions Schemes (the financial component of how we will fund the developments) will be linked to the District Structure Plans. This will then also be advertised again as prescribed in the Regulations.

### **Statutory Environment**

The District Structure Plans that form the main components of the Local Development Strategies were drafted in accordance with the following statutory requirements:



*Planning and Development Act 2005:* The Act provides for a system of land use planning and development in the State and for related purposes.

*Shire of Serpentine Jarrahdale Local Planning Scheme No.2:* Local planning schemes set out the way land is to be used and developed, classify areas for land use and include provisions to coordinate infrastructure and development within the local government area.

*Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 Deemed Provisions for Local Planning Schemes Part 4 Structure Plans:* The Regulations affect arrangements for local planning strategies, schemes and amendments.

*Planning and Development (Local Planning Schemes) Regulations 2015 Structure Plan Framework:* The Structure Planning Framework constitutes the manner and form in which a structure plan and activity centre plan is to be prepared, pursuant to Section 2, Part 4, clause 16 and Section 2, Part 5, clause 32 of the Planning and Development (Local Planning Schemes) Regulations 2015.

*State Planning Policy 3.6 – Development Contributions for Infrastructure (SPP 3.6):* SPP3.6 establishes the principles underlying development contributions and the form, content and process for the preparation of a development contribution plan under the local planning scheme.

## **Comment**

The Local Development Strategies present a balance between the needs, wants, ideas and requirements of the various stakeholders. The outcomes of the consultation is attached to the item. Care has been taken to understand the reasoning behind the previous planning frameworks and the outcomes and rationale has been retained where it was deemed appropriate.

### Basis for Local Development Strategies

Local Development Strategies are based on a number of important strategic plans and documents which include amongst others:

- Previous District Structure Plans for Byford, Mundijong and West Mundijong and their supporting technical plans.
- Previous Local Structure Plans for the Byford District Structure Plan area (including the Byford Town Centre Local Structure Plan and Local Planning Policies), Mundijong District Structure Plan area precincts A, E, G and Serpentine Local Structure Plan with their supporting studies.
- Previous strategies including the Activity Centres Strategy, Byford Town Centre Access & Parking Strategy, West Mundijong Implementation Strategy with their supporting technical studies.
- Development Contribution Plans for Byford, West Mundijong, draft Development Contribution Plan for Mundijong and the George street Local Planning Policy.
- Unofficial documents that were and/or are used such as Jarrahdale Heritage Park documentation, Byford Art Strategy, Byford Progress Association Byford Town Centre Strategy.

The Local Development Strategies consolidate the abovementioned planning documents and will generally replace them or reconfirm their relevance in the planning framework.



### Reason for changes to the Local Development Strategies and District Structure Plans

The reasons for the changes to the plans and more specifically the District Structure Plans are to better reflect a number of State and local policy changes and incorporate a significant number of strategic documents that have been produced since the DSP's were adopted, and some strategic decisions that impact on the District Structure Plans in Serpentine Jarrahdale. Although this list is not exhaustive, it provides a good indication of the high-level decision making that has influenced the documents.

#### *State planning framework*

- Planning and Development (Local Planning Schemes) Regulations 2015;
- Draft Government Sewerage Policy 2016;
- Perth and Peel @ 3.5 Million - The South Metropolitan Peel Sub-regional Planning Framework;
- Perth Transport Plan @ 3.5 Million;
- Lower Serpentine hydrological studies Conceptual model report;
- State strategic infrastructure decisions;
- Metronet and related studies; and
- Westport and related studies.

#### *Local planning framework*

- Draft Local Planning Strategy;
- Draft Local Planning Scheme No.3;
- Rural Strategy Review 2013;
- Community Infrastructure and Public Open Space Strategy;
- Community Infrastructure Implementation Plan;
- Local Structure Plans for Byford, Mundijong and Serpentine;
- Infrastructure provisioning and changes in staging;
- Shifting on policy positions regarding rail-crossings being required to be grade-separated as the default option;
- Economic Development Strategy;
- Strategic planning for the West Mundijong industrial area;
- Council decisions regarding planning matters in the TPS2 area;
- Strategic Land Use Management Plan;
- District Water Management Strategy study; and
- Various technical studies to determine the road hierarchy and road widths in Mundijong.

The Strategic direction that has influenced the District Structured Plans is listed in Sections 4.1 to 4.8 of the District Structure plans. The actions that are required following on from the changes to the District Structure plans are also listed in these tables. The tables address aspects such as Land Use & Activity, Movement & Access, Service Infrastructure, Natural Environment and Heritage & Culture.

Additionally the Strategic direction / priorities that affect the Concept plans and precinct plans are listed in tables in Section 5 of the report. These Actions will be required to implement the vision based on the land uses designated in the District Structure Plan.



### Development Contribution Plans

The Development Contribution Plans that will form part of the Local Development Strategies will be finalized once the outcomes from the engagement have been included in the District Structure Plans and Concept Plans. This has been done to ensure that modifications to the plans will only need to be remodeled once when the District Structure plans have been finalized.

This will mean that the Byford Structure Plan revision 4 provisions will remain in place for longer than a year. It is however anticipated that the updated revision 5 (a major revision as required in terms of the plan itself) will be a better reflection of the current and future situation.

### Attachments

- [SCM005.1/05/18](#) – Outcomes of the Engagement Strategy (E18/3654)
- [SCM005.2/05/18](#) – Byford Local Development Strategy (E18/4196)
- [SCM005.3/05/18](#) – Mundijong Local Development Strategy (E18/4197)
- [SCM005.4/05/18](#) – Serpentine Local Development Strategy (E18/4198)
- [SCM005.5/05/18](#) – Jarrahdale Local Development Strategy (E18/4199)

### Alignment with our Strategic Community Plan

<b>Outcome 2.1</b>	A diverse, well planned built environment
<b>Strategy 2.1.1</b>	Actively engage in the development and promotion of an effective planning framework

### Financial Implications

There are no direct financial implications in deeming the Local Development Strategies satisfactory for advertising. The strategies do however propose a number of actions and initiatives that will have a significant impact on future long term financial planning. Additionally the Development Contribution Plans will have a significant on the long-term financial planning of the Shire. This will have to be assessed in specific detail once submissions received have been evaluated and the budget projections are done.

### Risk Implications

An important aspect that needs consideration with any large project are the risks associated with the project.

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Future funding of Shire asset construction	Likely (4)	Minor (2)	Moderate (5-9)	Financial Impact - 2 Minor - \$50,000 - \$250,000	Accept Officer Recommendation



and ongoing maintenance					
Negative perception from stakeholders	Possible (3)	Insignificant (1)	Moderate (5-9)	Reputation - 2 Minor - Substantiated, localised impact on key stakeholder trust or low media item	Accept Officer Recommendation

The risks in the Risk Matrix can be mitigated with the risk management methodologies indicated and they allow the project to continue with a relatively low risk. Continued reporting on the progress of the project and following project management protocols will be required. Officers are satisfied that the risks presented can be mitigated through the outlined project management procedures. Whilst the Reputational risks and Financial risk may be considered High for the lifetime of the project, the mitigation measures will reduce these risks to medium and as a result the risks are not required to be included in the Risk Register.

### Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic	
		1	2	3	4	5	
Likelihood	Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)	
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)	
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)	

### Conclusion

The item brings Local Development Strategies for the four Locales of Byford, Mundijong, Serpentine and Jarrahdale, to be considered suitable for formal advertising. Through an intensive process of consultation with stakeholders, the community and the appointed consultants four Local Development Strategies have been drafted. This item to Council presents the Local Development Strategies and requests that Council deem them acceptable for formal advertising to the stakeholders and community. Officers recommend that Council deem the Local Development Strategies acceptable for formal advertising.





**Voting Requirements:** Simple Majority

SCM005/05/18 Officer Recommendation:

That Council:

1. Accepts the draft Byford Local Development Strategy, Mundijong Local Development Strategy, Serpentine Local Development Strategy and Jarrahdale Local Development Strategy as the basis for future development of the four locales.
2. Agrees that the formal consultation process as outlined in the report should commence for Byford Local Development Strategy, Mundijong Local Development Strategy, Serpentine Local Development Strategy and Jarrahdale Local Development Strategy.
3. Pursuant Schedule 2, Part 4, Clause 17 of the Planning and Development (Local Planning Schemes) Regulations 2015 deems the Byford District Structure Plan contained in the Byford Local Development Strategy to be compliant with clause 16(1) and deem it satisfactory for advertising in terms of clause 18 of the Regulations.
4. Pursuant Schedule 2, Part 4, Clause 17 of the Planning and Development (Local Planning Schemes) Regulations 2015 deems the Mundijong District Structure Plan contained in the Mundijong Local Development Strategy to be compliant with clause 16(1) and deem it satisfactory for advertising in terms of clause 18 of the Regulations.
5. Pursuant Schedule 2, Part 4, Clause 17 of the Planning and Development (Local Planning Schemes) Regulations 2015 deems the Serpentine District Structure Plan contained in the Serpentine Local Development Strategy to be compliant with clause 16(1) and deem it satisfactory for advertising in terms of clause 18 of the Regulations.
6. Pursuant Schedule 2, Part 4, Clause 17 of the Planning and Development (Local Planning Schemes) Regulations 2015 deems the Jarrahdale District Structure Plan contained in the Jarrahdale Local Development Strategy to be compliant with clause 16(1) and deem it satisfactory for advertising in terms of clause 18 of the Regulations.
7. Following on from the advertising of the District Structure Plans as per 3, 4, 5 and 6 above and submissions submitted in this regard, request the Chief Executive Officer to bring the amendments to the Local Development Strategies to Council for final adoption.
8. Following on from the advertising of the District Structure Plans as per 3, 4, 5 and 6 above and submissions submitted in this regard, request the Chief Executive Officer to bring the associated Development Contribution Plans to Council to enable the respective scheme amendments to be advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.



**SCM005/05/18**

**COUNCIL DECISION / Alternate Councillor Motion:**

**Moved Cr McConkey, seconded Cr Atwell**

**That Council:**

- 1. Accepts the draft Byford Local Development Strategy, Mundijong Local Development Strategy, Serpentine Local Development Strategy and Jarrahdale Local Development Strategy as the basis for future development of the four locales.**
- 2. Agrees that the consultation process as outlined in the report should commence for Byford Local Development Strategy, Mundijong Local Development Strategy, Serpentine Local Development Strategy and Jarrahdale Local Development Strategy for a period of two months after which submissions to be presented to Council for its consideration and the initiation of a formal advertising process in accordance with Town Planning Regulations.**

**CARRIED UNANIMOUSLY 7/0**

**Reason for difference to Officers Recommendation:**

**The Officers Recommendation was amended to extend the advertising period to allow for further consultation with Developers and the Community.**



<b>SCM006/05/18 – Rating Strategy 2018/2019 – Differential General Rates and General Minimum Rate Payments (SJ2510)</b>	
<b>Authors:</b>	Kellie Bartley – Manager Corporate Services
<b>Senior Officer/s:</b>	Frazer Sullivan – Director Corporate Services
<b>Date of Report:</b>	25 April 2018
<b>Disclosure of Officers Interest:</b>	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

### Introduction

This report recommends that Council approves the proposed Differential General Rates and General Minimum Payments (as published in the Statement of Rating Objectives and Reasons) for public comment, as required by section 6.36 of the *Local Government Act 1995*.

### Relevant Previous Decisions of Council

SCM002/05/17 – Rating Strategy 2017/2018 – Differential General Rates and General Minimum Payments.

### Background

Rate revenue is a substantial source of discretionary revenue for the Shire of Serpentine Jarrahdale, accounting for approximately two thirds of operating revenue in the 2017/2018 Budget. The *Local Government Act 1995* (the Act) empowers local governments to impose general rates and minimum payments on rateable land. Local governments can impose either uniform general rates or differential general rates.

Uniform general rates are where a local government sets a single general rate in the dollar for each valuation category (Gross Rental Value and Unimproved Value) being a uniform general rate in the valuation dollar and applied to all properties within a valuation category regardless of their location or land use.

As an alternative to adopting a uniform general rate, a local government may apply different rates in the dollar within each valuation category. A differential rate may be applied using the following characteristics, or combination thereof:

- The zoning of the land;
- The predominant use (as determined by the Local Government);
- If the land is vacant or not; and
- Any characteristics prescribed (currently only relevant to amalgamations).

The Shire of Serpentine Jarrahdale has adopted differential general rates for a number of years, although there has been some rationalisation in the number of general rate categories in recent years. The Shire has applied differential rates based on the predominant land use as opposed to zoning. The imposition of differential rates represents a deliberate decision by a Council to distribute



the rate burden in its district by imposing a higher impost on some ratepayers and lower impost on others.

In accordance with Sections 1.7 and 6.36 of the *Local Government Act 1995* Council is required to give local public notice of the intention of Council to impose differential rates, or a minimum payment under a differential rate category.

Local public notice includes publishing in a newspaper circulating in the district, exhibiting on the notice board of the local government office, and exhibiting on the notice board of the library inviting submissions in respect of the following information, for a minimum of 21 days not including the date of advertising:

1. Details of each rate or minimum payment the local government intends to impose;
2. Invitation for submissions to be made in respect of the proposed rate or minimum payment and any related matters;
3. Where there are less than 30 ratepayers in a rating category, individual consultation is required in writing and a 21 day submission period is to be provided.

### **Community / Stakeholder Consultation**

Pursuant to section 6.36 of the *Local Government Act 1995*, local governments are required to give a minimum period of 21 days' local notice of the proposed differential general rates and minimum payments and to consider any submissions received. The proposed differential general rates and minimum payments can then be imposed, with or without modifications.

The Department of Local Government and Communities has developed a "Rating Policy – Giving Notice" that must be adhered to:

- The public notice process should commence on 1 May or shortly thereafter (cannot be prior);
- Every differential general rate and or minimum payment that is intended to be imposed must be stated in the notice;
- A document must be prepared which states the objectives of, and reasons for, each rate and minimum payment;
- The minimum period that ratepayers have to make submissions is 21 days; submissions received must be considered by Council; and
- Ministerial approval may be obtained prior to rates being imposed otherwise the budget is invalid and rates imposed are not recoverable. (If it is proposed to impose Differential Rates, that the rate for one or more categories is more than twice that of the lowest category, or minimum payments for vacant land that apply to more than 50% of the properties in that category, Ministerial approval is required.)

An advertisement on 10 May 2018 will be included in the public notice section of the Newspaper circulated in the district. The community will have 21 days to make submissions until 1 June 2018.

### Policy Workshop

Meeting Date	
Councillors in Attendance – 12 April 2018	Cr Rich, Cr Atwell, Cr Byas, Cr Coales, Cr Denholm



Councillors in Attendance – 30 April 2018	Cr Rich, Cr Atwell, Cr Byas, Cr Coales, Cr McConkey
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The Rating Strategy has been discussed in Policy Concept Forums with Council and also workshopped with the Executive Management Group and relevant officers throughout this process.

### Statutory Environment

In accordance with section 6.36 of the *Local Government Act 1995*, Council is required to give local public notice of its intention to levy differential general rates.

The process (section 6.36) requires –

1. The advertising (notice) of the intended differential rates and the consideration of any submissions needs to be undertaken before the Council can adopt its annual budget;
2. The earliest the advertising can be undertaken is 1 May 2018;
3. The notice is to contain the following –
  - a. details of each rate or minimum payment the Shire intends to impose;
  - b. an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment;
  - c. submissions to be made within 21 days (or such longer period as is specified in the notice) of the notice; and
  - d. any further information prescribed by Regulations (none prescribed);
4. The notice is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected;
5. The Shire is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification; and
6. If a differential general rate or minimum payment differs from the proposed rate or payment set forth in the local public notice given under section 6.36, reasons for the difference is to be included this in the rate notice (*Local Government (Financial Management) Regulation 56*).

### Comment

The overall objective of a rating model is to provide for the net funding requirements of the Shire's services, activities, financing costs and the current and future capital requirements of the Shire as outlined in the Strategic Community Plan, Corporate Business Plan and Long Term Financial Plan (LTFP). However, before discussing the level of rates, this report will first consider the structure of the Shire's rating model, to ensure that it aligns to the five established property rating principles of objectivity, fairness and equity, consistency, transparency, and administrative efficiency.

Rates do represent a high proportion of the Shire's annual income, and our annual planning processes will continue to assess the community's capacity and willingness to pay rates. The Council will require some reliability and control over future rate increases to provide some level of certainty to the LTFP. As part of this strategy, Council's objective will be to achieve a stable rating price path for our community.



Where new major projects or initiatives are likely to place an increased burden on ratepayers beyond the price path of the LTFP, increase community consultation, and demonstrated community support for such increases must be achieved. However the Shire will always first seek to maximize alternative revenue streams such as grant funding, and user pays fees and charges.

### 2018/2019 Budget Proposal

The following are the proposed Differential General Rates and Minimum Payments for the Shire of Serpentine Jarrahdale for the 2018/2019 financial year, to be effective from 1 July 2018.

Rate Category	Rate in Dollar (Expressed as cents in \$)	Minimum Payment
GRV Improved	9.0660	\$1,260
GRV Commercial/Industrial	10.8586	\$1,612
GRV Vacant	18.0414	\$ 970
UV Rural	0.3818	\$1,365
UV Intensive Farmland	0.7599	\$1,365

The rates model as contained in attachment SCM006.2/05/18 will yield approximately \$22,756,571 in net rate revenue, which is a 4.97% increase on current year to date. Whilst a 4.97% increase in total rate yield has been applied, the percentage change in rates payable will vary across all rate categories.

Western Australia Local Government Association (WALGA) cost index is forecasted to increase by approximately 2%, the remaining 2.97% will be used to fund the Shires commitment to ratify the Community Infrastructure and Public Open Space Strategy (CIPOS).

Council adopted the CIPOS in December 2016 to provide a clear guiding document for future planning. At the same meeting, Council resolved the associated Community Infrastructure Implementation Plan and requested the Shire officers to establish priorities and funding options through the Integrated Planning and Reporting Framework review.

### Attachments

- [SCM006.1/05/18](#) – Statement of Rating Objectives and Reasons 2018/2019 (E18/4353)
- [SCM006.2/05/18](#) – Draft Rates Modelling report 2018/2019 (E18/4357)
- [SCM006.3/05/18](#) – Notice of Intention to Levy Differential Rates and Minimum Payments 2018/2019 (E18/4329)

### Alignment with our Strategic Community Plan

The proposal aligns with the following specific objectives outlined in the Strategic Community Plan:

<b>Outcome 4.1</b>	A resilient, efficient and effective organisation
<b>Strategy 4.1.1</b>	Provide efficient, effective, innovative, professional management of Shire operations to deliver the best outcome for the community within allocated resources.



## Financial Implications

The proposed rate model is expected to yield \$22,756,571 in rate revenue for 2018/2019 which will contribute to the net funding requirements of the Shire's services, activities, financing costs and asset renewal programme.

The 2018/19 rates model presented changes the rate burden as outlined in the following table, resulting in an overall increase to the rates yield of 4.97%. This is outlined in the attachment SCM006.2/05/18.

The 2018/2019 budget will be developed using the following principles discussed and agreed with Elected Members at budget workshops:

- Focus on long term financial sustainability of the Shire.
- Rebalance the burden to ratepayers on the Commercial/Industrial and Intensive Farmland rating categories due to the large traffic volume and heavy road use throughout the whole of the district.
- Maintain current service levels to the community (supported by community consultation as part of the Strategic Community Plan process conducted)

## Risk Implications

Risk has been assessed on the basis of the Officer's Recommendation.

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
N/A	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.

## Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk)



will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

**Voting Requirements:** Simple Majority

**SCM006/05/18 COUNCIL DECISION / Officer Recommendation:**

**Moved Cr Coales, seconded Cr McConkey**

**That Council:**

1. **Endorses the Statement of Rating Objectives and Reasons for the 2018/19 as contained in attachment SCM006.1/05/18;**
2. **Endorses a 4.97% increase in the total rate yield for 2018/19 budget purposes, which will derive a proposed \$22,756,571 in rate revenue.**
3. **Endorses the purpose of advertising the following proposed Differential Categories, General Rates and Minimum Payments for the Shire of Serpentine Jarrahdale for the 2018/19 rating year;**

Rate Category	Rate in the \$	Minimum Payment
GRV Improved	9.0660	\$1,260
GRV Vacant	18.0414	\$ 970
GRV Commercial/Industrial	10.8586	\$1,612
UV Rural	0.3818	\$1,365
UV Intensive Farmland	0.7599	\$1,365

4. **Endorses the Chief Executive Officer to advertise for public comment, the Differential General Rates and the Minimum Payments as in attachment SCM006.3/05/18, as per the requirements of section 6.36 of the *Local Government Act 1995* as follows;**
  - a) **State-wide and local public notice on 10 May 2018;**
  - b) **Individual ratepayers consultation for all ratepayers in general rate categories with less than 30 rateable properties (UV – Intensive Farmland)**
  - c) **Consult with ratepayers with proposed rating category Commercial/Industrial due to the proposed increase.**
5. **Notes that following the submission period, a final report will be presented to Council considering ratepayer submissions.**

**CARRIED 6/1**

**Councillor See, in accordance with Section 5.21(4)(a), *Local Government Act 1995* requested her vote AGAINST the motion be recorded.**





## 6.2 Confidential reports

### COUNCIL DECISION

#### Moved Cr Denholm, seconded Cr McConkey

That the meeting be closed to members of the public at 5.48pm whilst item SCM007/05/18 is discussed pursuant to section 5.23(2)(c) and (e) of the Local Government Act 1995.

CARRIED UNANIMOUSLY 7/0

Councillor Atwell declared an Indirect Financial Interest in SCM007/05/18 and left the meeting at 5.48pm while the item was discussed.

Members of the Public left the Chambers at 5.48pm whilst item SCM007/05/18 was discussed.

*Local Government Act 1995*

#### *5.23 Meetings generally open to the public*

- (1) *Subject to subsection (2), the following are to be open to members of the public —*
  - (a) *all council meetings; and*
  - (b) *all meetings of any committee to which a local government power or duty has been delegated.*
- (2) *If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*
  - (a) *a matter affecting an employee or employees; and*
  - (b) *the personal affairs of any person; and*
  - (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
  - (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and*
  - (e) *a matter that if disclosed, would reveal —*
    - (i) *a trade secret; or*
    - (ii) *information that has a commercial value to a person; or*
    - (iii) *information about the business, professional, commercial or financial affairs of a person,*  
*where the trade secret or information is held by, or is about, a person other than the local government; and*
  - (f) *a matter that if disclosed, could be reasonably expected to —*
    - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or*
    - (ii) *endanger the security of the local government's property; or*
    - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*

*and*

  - (g) *information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
  - (h) *such other matters as may be prescribed.*
- (3) *A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*



<b>SCM007/05/18 - Confidential – Purchase of Land (SJ2542)</b>	
<b>Author:</b>	Frazer Sullivan – Director Corporate Services
<b>Senior Officer:</b>	Kenn Donohoe – Chief Executive Officer
<b>Date of Report:</b>	3 May 2018
<b>Disclosure of Officers Interest:</b>	No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

**Voting Requirements: Absolute Majority**

**SCM007/05/18 COUNCIL DECISION / Amended Officer Recommendation:**

Moved Cr Byas, seconded Cr Coales

That Council:

1. Endorses the proposed purchase of Lot 113 Keirnan Street, Whitby, for a sum of \$745,000.
2. That Council, in accordance with section 6.8(1)(b) of the *Local Government Act 1995*, approves the following adjustments to the 2017/18 Municipal Budget:

<b>Account Number</b>	<b>Description</b>	<b>Debit \$</b>	<b>Credit \$</b>
UNC900	Lot 113 Keirnan Street, Whitby – Capital Purchase	745,000	
UNC400	Sale of Land Proceeds – Lot 113 Keirnan Street, Whitby		745,000

**CARRIED BY ABSOLUTE MAJORITY 6/0**

**Reason for amended Officer Recommendation: To remove the associated conditions of the purchase of land from public view.**

**COUNCIL DECISION**

Moved Cr Coales, seconded Cr Byas

That the meeting be reopened to the public at 5.52pm.

**CARRIED UNANIMOUSLY 6/0**

Cr Atwell returned to the Chambers at 5.53pm.

The Shire President informed Councillor Atwell that the Amended Officer Recommendation was carried 6/0.



**7. Motions of which notice has been given:**

**8. Urgent business:**

**9. Closure:**

There being no further business the Presiding Member declared the meeting closed at 5.54pm.

I certify that these minutes were confirmed at the  
Ordinary Council Meeting held on 28 May 2018.

.....  
Presiding Member

.....  
Date