

SHIRE OF CARNAMAH

Ordinary Meeting of Council
20th July 2016

Notice of Meeting

Dear Councillor,

The next Ordinary Meeting of the Carnamah Shire Council is to be held

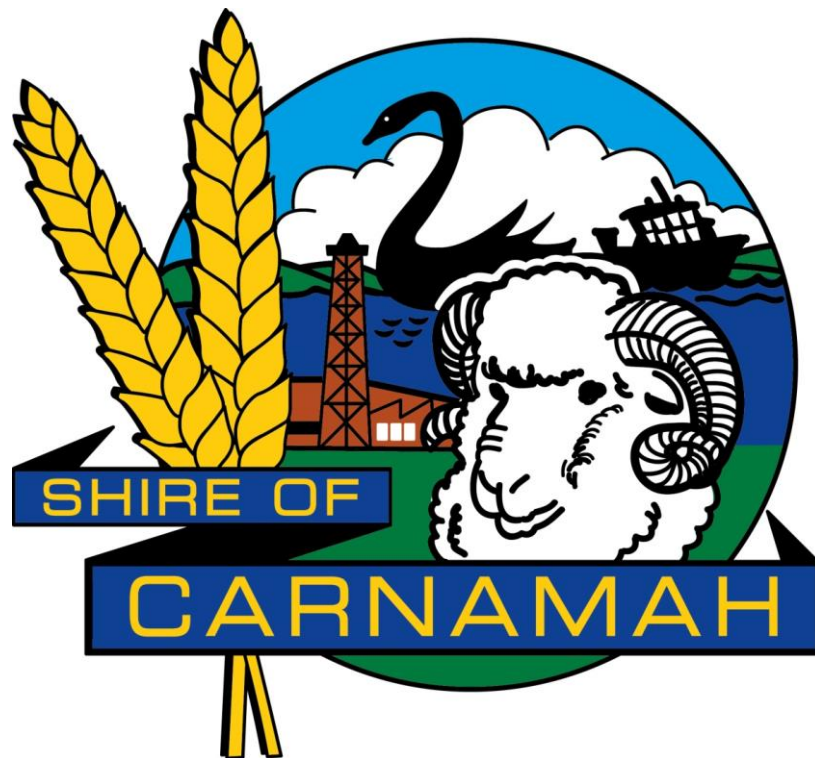
On: Wednesday 20th July 2016

**At: Carnamah Council Chambers
33-37 Macpherson Street, Carnamah**

Commencing at: 3:00pm

.....

**W T Atkinson
CHIEF EXECUTIVE OFFICER**



AGENDA

Ordinary Meeting of Council

20th July 2016

SHIRE OF CARNAMAH

ORDINARY MEETING OF COUNCIL 20th JULY 2016

AGENDA

TABLE OF CONTENTS

	Page
DISCLAIMER	6
1. DECLARATION OF OPENING	7
2. RECORD OF ATTENDANCE	7
Present.....	7
Apologies.....	7
Leave of Absence (Previously Approved).....	7
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	7
4. PUBLIC QUESTION TIME	7
5. APPLICATIONS FOR LEAVE OF ABSENCE	7
6. DISCLOSURE OF INTEREST	7
7. PETITIONS, DEPUTATIONS AND PRESENTATIONS	7
8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	7
9. CONFIRMATION OF MINUTES	8
9.1 Ordinary Meeting of Council 15 th June 2016 (as circulated).....	8
10. MANAGEMENT REPORTS	9
10.1 FINANCE REPORTS	9
10.1.1 Accounts for Payment.....	9
File: ADM0075	
(Attachment 10.1.1)	
10.1.2 Financial Reports to 30 th June 2016.....	11
File: ADM0075	
(Attachment 10.1.2)	

10.1.3	2016/17 Budget and Imposition of Rates and Charges	13
	File: ADM0167 (Attachment 10.1.3)	
10.2	ADMINISTRATION REPORTS.....	14
10.2.1	Financial Management Review	18
	File: ADM0057 (Attachment 10.2.1)	
10.2.2	Eneabba Golf Clubhouse – Revocation of Decision to Demolish.....	20
	File: ADM0021	
10.2.3	Proposed (Secondhand) Transportable Building	22
	File: ADM0273 (Attachments 10.2.3a & b)	
10.2.4	Shire of Carnamah Community Strategic Plan – Proposed Community Survey	25
	File: ADM0202 (Attachment 10.2.4)	
10.2.5	Eneabba Short Stay Facility – Competition Concern	28
	File: ADM0063 (Attachment 10.2.5)	
10.3	CONFIDENTIAL REPORTS	33
10.3.1	Motion to Close the Meeting to the Public: Consideration Of Confidential Reports	33
10.3.2	Confidential Item	
10.3.3	Motion to Re-Open the Meeting	34
11.	ORDERING THE COMMON SEAL.....	35
11.1	Ordering the Common Seal.....	35
12.	REPORTS OF COMMITTEES AND MEMBERS.....	36
13.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	36
14.	NOTICE OF MOTIONS.....	36
	(For consideration at the following meeting, if given during the meeting)	
15.	NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL.....	36

16.	CLOSURE OF MEETING.....	36
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APPENDICES

APPENDIX "A"

MINUTES OF ORDINARY MEETING OF COUNCIL
15TH JUNE 2016 AS CIRCULATED.

SHIRE OF CARNAMAH

DISCLAIMER

No responsibility is implied or accepted by the Shire of Carnamah for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Carnamah disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Carnamah during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Carnamah.

The Shire of Carnamah advises that anyone who has any application lodged with the Shire of Carnamah shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Carnamah in respect of the application.

Signed: _____

CHIEF EXECUTIVE OFFICER

SHIRE OF CARNAMAH

AGENDA

ORDINARY MEETING OF COUNCIL

**To be held in the COUNCIL CHAMBERS, 33-37 MACPHERSON STREET,
CARNAMAH**

On WEDNESDAY 20th July 2016

Commencing at 3.00 pm

- 1. DECLARATION OF OPENING**

- 2. RECORD OF ATTENDANCE**
 - Present**

 - Apologies**

 - Leave Of Absence (Previously Approved)**

- 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

- 4. PUBLIC QUESTION TIME**

- 5. APPLICATIONS FOR LEAVE OF ABSENCE**

- 6. DISCLOSURE OF INTEREST**

- 7. PETITIONS, DEPUTATIONS AND PRESENTATIONS**

- 8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

- 9. CONFIRMATION OF MINUTES**

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD 15th JUNE 2016

As Circulated

VOTING REQUIREMENT

Simple Majority

Moved: Cr

ITEM: 9.1

Seconded: Cr

That the Minutes of the Ordinary Meeting of Council held on the 15th June 2016 be accepted as a true and correct record.

10 MANAGEMENT REPORTS

10.1 FINANCE REPORTS

10.1.1 ACCOUNTS FOR PAYMENT

Applicant:	N/A
Location / Address:	N/A
File Ref:	ADM0075
Disclosure of Interest:	Nil
Date:	13 th July 2016
Author:	Deputy Chief Executive Officer
Attachments:	10.1.1 Cheque & EFT Listing

SUMMARY

Council to confirm the payment of creditors for the period 9th June 2016 – 8th July 2016 in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

ATTACHMENT

Copy of list of accounts paid (EFT & cheque payments), which will enable Council to confirm the payment of its creditors in accordance with Local Government (Financial Management) Regulations 1996, Section 13(1).

BACKGROUND

Financial Regulations require a schedule of payments made through the Council bank accounts to be presented to Council for their inspection. The list includes details for each account paid incorporating the payee's name, amount of payment, date of payment and sufficient information to identify the transaction.

COMMENT

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the provision of services and as to prices, computations and costings, and that the amounts shown were due for payment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1996, Section 6.4 *Financial Report*
Local Government (Financial Management) Regulations 1996 -
Section 12 Payments from municipal fund or trust fund;
Section 13 Lists of accounts; and
Section 15 Rounding off figures

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

ITEM: 10.1.1

That payment listed as attachment 10.1.1. List of Accounts Due and Paid for the period 9th June 2016 - 8th July 2016; and paid by the Chief Executive Officer under delegated authority of Council, or by the Deputy CEO (in the Chief Executive Officer's absence) as delegated by the Chief Executive Officer including:

<i>Manual Municipal cheques:</i>	<i>022437 - 022442</i>
<i>Municipal cheques:</i>	<i>27977 - 27985</i>
<i>Municipal EFT's:</i>	<i>9192 - 9313</i>
<i>Trust Cheques:</i>	<i>Nil</i>
<i>Payroll direct debits:</i>	<i>#26 - #27</i>
<i>Municipal Direct Debits</i>	<i>30062016</i>

Totalling \$956,973.87 be approved and passed for payment.

10.1.2 FINANCIAL REPORTS TO 30th JUNE 2016

Applicant:	N/A
Location / Address:	N/A
File Ref:	ADM0075
Disclosure of Interest:	Nil
Date:	13 th July 2016
Author:	Deputy Chief Executive Officer
Attachments:	10.1.2 Monthly Statement of Financial Activity,

SUMMARY

A Statement of Financial Activity and other supplementary financial information is produced monthly as part of the Council meeting agenda.

BACKGROUND

The attached financial report for the period 1 July 2015 to 30 June 2016 (marked 10.1.2) has been prepared in accordance with the Local Government Financial Management Regulations.

COMMENT

Included with this report is the following:

- Statement of Financial Activity for the period 1 July 2015 to 30 June 2016;
- Summary Rates Trial Balance Report as at 30 June 2016;
- Cash and Investment Listing;
- Debtors Listing;
- Other Supplementary Information;

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulation 34 - *Financial activity statement report* — s. 6.4

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

ITEM: 10.1.2

That Council receive the Statement of Financial Activity for the period 1 July 2015 to 30 June 2016; and other supplementary financial information as presented.

10.1.3 2016/17 BUDGET AND IMPOSITION OF RATES AND CHARGES

Applicant:	N/A
Location / Address:	N/A
File Ref:	ADM0167
Disclosure of Interest:	Nil
Date:	11th July 2016
Author:	Deputy Chief Executive Officer
Attachments:	To follow under separate cover

SUMMARY

Every year a budget is prepared and submitted to Council. The budget details anticipated income and expenditure for the coming year.

BACKGROUND

Nil

COMMENT

The draft budget has been prepared in accordance with Council's Corporate Business Plan.

The budget is based on a 1.15% increase in rate yields and approximately 1.5% increased in rubbish and other charges.

WA Local Government Grants Commission funding has been frozen at the 2014/15 level until at least 2018/19.

Other operating grants have been increased modestly from last year.

Grants funds have been secured through the "Additional State Initiative Fund" (ASIF) for the provision of

- Upgrading another section of the Eneabba-Coolimba Road

Funding has been secured through Roads of Regional Significance for the following:

- Continued widening of another 4 kilometres of the Carnamah-Eneabba Road
- Resealing of 13.10 kilometres of the Carnamah-Eneabba Road

Roads to Recovery funding has been allocated to the following:

- Construct and seal to 6.2m wide (inc kerbing) of 0.17 kilometres of Slater Street
- Gravel re-sheeting 17 kilometres of Brand Mudge Road
- Gravel re-sheeting 4.44 kilometres of Winchester West Road

Western Australian Natural Disaster Relief & Recovery Arrangement Funding (WANDRRA) for Flood Damage

- Camac Road
- Mitchell Road
- Caron Road
- Back-Innering Road
- Wellington Road

Earnings from interest on investments is expected to be lower than previous years, with a provision for interest earned on investments calculated at the rate of 0.8%

With the extensive road program this year, and subsequent grant income, there is room for some “discretionary” expenditure.

Provision has been made for transfers to reserves to enable future projects to be undertaken. This includes the following transfers:

- \$ 15,000 to the Fair Value Asset Reserve
- \$ 250,000 to the Plant Reserve
- \$ 10,000 to the Long Service Leave Reserve
- \$ 5,000 to the Factory Housing Reserve
- \$ 3,000 to the Carnamah Pool Reserve
- \$ 1,000 to the King St Joint Venture Reserve
- \$ 10,000 to the Computer Reserve
- \$ 25,000 to the Resurfacing Carnamah Bowling Club Green Reserve
- \$ 10,000 to the Resurfacing Playing Surface Carnamah Tennis Courts Reserve
- \$ 5,000 to the Staff Leave Reserve

The replacement of the following plant is included in the budget:

- 2 x Vehicles
- 1 x Isuzu NQR Tipper
- 1 x Isuzu Prime Mover / Tip Truck
- Ride on Lawn Mower

Other major items include:

- Expansion and fencing of both the Carnamah and Eneabba refuse sites
- Replacing the pool liner in the Eneabba Pool
- Replacement of the filtration system at the Carnamah Pool
- Purchase of a new photocopier
- Contribution towards repairs to workers quarters at Macpherson Homestead
- Renovation of the kitchen in the Shire Administration building
- Replacement of Councillor and visitors chairs, and repairs to the Committee Meeting table
- Contribution to "Exploring Wildflower Country - Midlands Route" initiative

CONSULTATION

Council Staff
WA Local Government Grants Commission
Various funding agencies

STATUTORY ENVIRONMENT

Local Government Act 1995
Section 6.2 Budget to be adopted prior to 31st August
Section 6.32 Imposition of rates to make up budget deficiency
Section 6.45 Imposition of rates instalment administration charge
Section 6.51 Imposition of interest on overdue rates
Section 6.46 Granting of discounts for early payment of rates
Section 6.16 Imposition of Fees and Charges
and
Health Act 1911

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The proposed budget for 2016/17 is a balanced budget.

VOTING REQUIREMENT

Absolute / Simple Majority

OFFICER RECOMMENDATION

ITEM 10.1.3

RECOMMENDATION 1

That Council adopts the draft 2016/17 budget as presented in attachment

Voting Requirement: Absolute Majority

RECOMMENDATION 2

That Council imposes the following uniform general and minimum rates on rateable land:

<i>Rating Category</i>	<i>Minimum Rate \$</i>	<i>Rate in \$ (c)</i>
<i>GRV Townsite</i>	<i>681.00</i>	<i>13.735</i>
<i>GRV Rural</i>	<i>496.50</i>	<i>13.735</i>
<i>GRV Mining</i>	<i>681.00</i>	<i>27.470</i>
<i>UV Rural & Mining</i>	<i>681.00</i>	<i>2.015</i>

Voting Requirement: Absolute Majority

RECOMMENDATION 3

That Council impose an administration charge of \$10.00 per rates instalment notice, for those ratepayers that elect the instalment option, and a single administration charge of \$27.00 for persons entering into payment arrangements other than by the instalment plan.

Voting Requirement: Simple Majority

RECOMMENDATION 4

That Council impose an interest charge of 5.5% per annum on rates where an election is made to pay in accordance with the permitted instalment plan.

Voting Requirement: Simple Majority

RECOMMENDATION 5

That Council impose an interest charge of 11.00% per annum on all other rates that remain unpaid after becoming due and payable, including all payment arrangements other than the instalment plan.

Voting Requirement: Absolute Majority

RECOMMENDATION 6

That no discount is given where rates are paid in full by the due date.

Voting Requirement: Absolute Majority

RECOMMENDATION 7

That Council impose the following refuse collection charges where a property receives, or is eligible to receive, a rubbish collection service:

Domestic Refuse Collection:

\$250.00 per annum per mobile garbage bin service (+ GST where applicable).

Commercial Refuse Collection:

\$250.00 per annum per mobile garbage bin service (+ GST where applicable).

\$1952.50 (including GST) per annum per 1.5m³ bin service.

\$3905.00 (including GST) per annum per 3m³ bin service.

Voting Requirement: Absolute Majority

RECOMMENDATION 8

That Council impose the following sewerage charges where a property receives, or is eligible to receive a service:

Sewerage Charge Category A

\$776.20 (No GST) per annum

Sewerage Charge Category B

\$431.00 (No GST) per annum

Voting Requirement: Absolute Majority

RECOMMENDATION 9

That Council imposes fees and charges for the 2016/17 financial year draft budget as presented in attachment

Voting Requirement: Absolute Majority

RECOMMENDATION 10

That Council re-affirm its Materiality Policy of 10% as per Policy 8.9

Voting Requirement: Absolute Majority

RECOMMENDATION 11

That Council adopts the Significant Accounting Policy on pages 2 to 7 (Note 1) of the attached Budget Notes

Voting Requirement: Absolute Majority

10.2. ADMINISTRATION REPORTS

10.2.1 FINANCIAL MANAGEMENT REVIEW

Applicant:	N/A
Location / Address:	N/A
File Ref:	ADM0057
Disclosure of Interest:	
Date:	30 th June 2016
Author:	Chief Executive Officer
Attachments:	10.2.1 Financial Management Review Report

SUMMARY

This report recommends that Council note that the Financial Management Review has been carried out in accordance with the provisions of the Local Government Financial Management Regulations 1996 and that the Chief Executive Officer is satisfied that the financial management systems and procedures of the Shire of Carnamah are appropriate and effective.

BACKGROUND

The Chief Executive Officer is required to review the appropriateness and effectiveness of Council financial management systems and procedures at least every four years.

COMMENT

The Financial Management Review has recently been undertaken and the Chief Executive Officer is satisfied that the financial management systems and procedures of the Shire of Carnamah are appropriate and effective.

CONSULTATION

Deputy Chief Executive Officer
Manager of Works & Services
Senior Finance Officer

STATUTORY ENVIRONMENT

Local Government Act 1995 s 6.10 – *Financial management regulations.*

Local Government Financial Management Regulations 1996 r 5 (2) (c) the CEO to conduct the review and to report to Council the results of such review.

5. CEO duties as to financial management.

- (1) Efficient systems and procedures are to be established by the CEO of a local government —
 - (a) for the proper collection of all money owing to the local government;
 - (b) for the safe custody and security of all money collected or held by the local government;

- (c) for the proper maintenance and security of the financial records of the local government (whether maintained in written form or by electronic or other means or process);
 - (d) to ensure proper accounting for municipal or trust —
 - (i) revenue received or receivable;
 - (ii) expenses paid or payable; and
 - (iii) assets and liabilities;
 - (e) to ensure proper authorisation for the incurring of liabilities and the making of payments;
 - (f) for the maintenance of payroll, stock control and costing records; and
 - (g) to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.
- (2) The CEO is to —
- (a) ensure that the resources of the local government are effectively and efficiently managed;
 - (b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year); and
 - (c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

ITEM: 10.2.1

That Council note that the Financial Management Review has been carried out in accordance with the provisions of the Local Government Financial Management Regulations 1996 and that the Chief Executive Officer is satisfied that the financial management systems and procedures of the Shire of Carnamah are appropriate and effective.

10.2.2 ENEABBA GOLF CLUBHOUSE – REVOCATION OF DECISION TO DEMOLISH

Applicant:	N/A
Location / Address:	Reserve 26044
File Ref:	ADM0021
Disclosure of Interest:	Nil
Date:	28 th June 2016
Author:	Chief Executive Officer
Attachments:	Nil

SUMMARY

This report recommends that Council formally revoke its decision of 17th February 2016 which reads:

“That given the deteriorated state of the Eneabba Golf Clubhouse, the costs involved in making the building compliant, the limited membership of the Golf Club and the availability of other venues in Eneabba, that the building and associated fencing be listed for demolition.”

BACKGROUND

Council at its meeting on the 30th March 2016 resolved:

“That subject to the Shire Building Surveyor being satisfied that the proposed plans to refurbish the Eneabba Golf Clubhouse will bring the building up to a compliant standard; and the proposed works being completed within the applicant’s nominated timeframe of 60 days, that Council revoke its decision for the building to be listed for demolition.”

This resolution makes the resolution from Council’s February meeting redundant and it is now necessary to follow the procedure stipulated in the Local Government (Administration Regulations) 1996 to formally revoke the decision articulated in the resolution.

COMMENT

Council inspected the Clubhouse on the 15th June 2016 and is satisfied that the refurbishment of the building has been completed.

The regulations provide that the Minutes record that at least a third of the number of Councillors support the decision to revoke the decision, before the resolution to revoke is put to the vote by Council.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Administration) Regulations 1996

10. Revoking or changing decisions (Act s. 5.25(1)(e))
- (1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —
 - (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
 - (b) in any other case, by at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.
 - (2) If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made —
 - (a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or
 - (b) in any other case, by an absolute majority.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION	ITEM	ITEM: 10.2.2
------------------------	------	--------------

- | | | |
|--|--|--|
| <ol style="list-style-type: none">1. <i>That it be recorded that Councillors supported the decision to revoke Council Resolution 20160306 (1)</i>2. <i>That Council Resolution 20160306(1) which reads:</i>
<i>“That given the deteriorated state of the Eneabba Golf Clubhouse, the costs involved in making the building compliant, the limited membership of the Golf Club and the availability of other venues in Eneabba, that the building and associated fencing be listed for demolition.”</i>
<i>be revoked.</i> | | |
|--|--|--|

10.2.3 PROPOSED (SECONDHAND) TRANSPORTABLE BUILDING

Applicant:	Mr Neville Collins
Location / Address:	Lot 4 Winchester South Road – Carnamah
File Ref:	ADM0273
Disclosure of Interest:	Nil
Date:	6 th July 2016
Author:	Manager Regulatory Services
Attachments:	10.2.3 (a) Location Plan, and 10.2.3 (b) Photo of Proposed Transportable Building

SUMMARY

This report provides recommendations with respect to the proposal by the applicant to place a secondhand transportable building on Lot 4 Winchester South Road to be used as a dwelling.

BACKGROUND

Council is in receipt of a building application from Mr Neville Collins to transport a Class 1b habitable building to his newly purchased block at the above address. The proposed dwelling will be 36m² total floor area with 2 bedrooms, kitchen and ablution facilities making it compliant with the Health Act and Building Code of Australia for a habitable building. Two verandahs, one on the western side and the other on the northern side will be attached to break up the squareness of the building.

COMMENT

The proposed building will be used as a private residence only.

Council has a policy on *Relocated Second Hand Dwellings* in residential and industrial areas; however the policy does not specifically refer to rural areas. For the purpose of this application, it is recommended that the Policy sections (3) and (5) on relocated secondhand dwelling apply as well as the requirement to lodge a bond of \$2000 with the Shire to ensure satisfactory completion of building works within six months from the issue of the building permit.

CONSULTATION

Deputy Chief Executive Officer
Chief Executive Officer

STATUTORY ENVIRONMENT

- The Shire of Carnamah Local Planning Scheme No 2.
- Building Code of Australia
- Health Act 1911

The Shire of Carnamah Planning Scheme No 2 zoning table refers to a transportable dwelling as a “D” use giving Council discretionary powers to consider the relocation.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Policy 7.9 – RELOCATION OF SECONDHAND DWELLINGS

- 1. An application to transport a second hand dwelling must be first considered and approved by Council if it is intended to re-erect the dwelling on a “Residential” or “Industrial” lot.*
- 2. The building is to be inspected in its existing location. An application for inspection must be submitted and inspection fee of \$100.00 paid. If the building is located in an isolated or different locality, a charge based on time and distance may be applied.*
- 3. Transportable ‘Donga’ structures will not be considered unless they are of good structural standard, have been treated to camouflage their original purpose, including the removal of commercial markings or colour strips and the provision of a pitched roof of not less than 15 degrees.*
- 4. After payment of the inspection fee, arrangements will be made for inspection of the building, and a report then presented to Council for consideration.*
- 5. Following Council’s approval of the structure as suitable for transportation plans and specifications must be lodged and a Building Licence issued before placement on the site. Normal building fees are payable with a maximum time-frame for the completion of the building being 6 months.*

A bond of \$2,000.00 is to be lodged with Council as a “condition” of building licence issue. On completion of the building work within the time-frame of the Building Licence the bond will be returned following application.

FINANCIAL IMPLICATIONS

The stipulated building and effluent disposal application fees will apply.

VOTING REQUIREMENT

Simple Majority

That Council approves the application from Mr Neville Collins to transport a Class 1b building to Lot 4 Winchester South Road, Carnamah, subject to:

- 1 Removal of all commercial markings;***
- 2 Building works being completed within 6 months including effluent disposal system;***
- 3 It being noted that the outbuilding (shed) is not included in this approval. Plans and specifications for the outbuilding are to be submitted at a later date;***
- 4 The applicant complying with minimum setbacks as set out in the Shire of Carnamah Local Planning Scheme No 2 relating to minimum setbacks in Rural areas 5.10 and also complying with Shire of Carnamah Policies 7.9 (3) and (5);***
- 5 A Bush Fire Attack Level Assessment (BALS assessment) being completed by an accredited certifier and submitted prior to a building permit being issued;***
- 6 A bond of \$2000.00 being lodged with the Shire of Carnamah prior to a building permit being issued.***

10.2.4 SHIRE OF CARNAMAH COMMUNITY STRATEGIC PLAN – PROPOSED COMMUNITY SURVEY

Applicant:	N/A
Location / Address:	N/A
File Ref:	ADM0202
Disclosure of Interest:	Nil
Date:	4 th July 2016
Author:	Chief Executive Officer
Attachments:	10.2.4 Draft Community Survey

SUMMARY

This report recommends that the Shire of Carnamah Community Survey be sent to all ratepayers with their rate notices and to also be made available online and in hard copy.

BACKGROUND

Council at its meeting on the 17th February 2016, resolved:

That the following process be adopted for the review of the Shire of Carnamah Community Strategic Plan:

- 1. Introduction paper prepared to initially engage the community in the process (March/April);*
- 2. Fact sheet prepared and circulated to inform the community of the current status of the Community Strategic Plan (March/April);*
- 3. Fact sheet prepared on the current financial environment in which the Shire is operating in terms of government grants and rate levels (March/April);*
- 4. "Round table" public meetings to be held after the Ordinary Council meetings in May (Carnamah) and June (Eneabba), facilitation of these meetings to be conducted by staff;*
- 5. Outcomes from public meetings to be collated and made public (July/August);*
- 6. Public survey to be circulated along the lines of the survey for the inaugural Community Strategic Plan; (August)*
- 7. Community Strategic Plan developed along with other plans and informing strategies and adopted in late 2016/early 2017.*

COMMENT

The abovementioned process and timelines have been adhered to. The proposed community survey has been prepared to provide additional opportunity for community members to assess the performance of the Shire and to provide their thoughts, ideas and priorities with respect to the future planning for the Shire.

The survey is still in draft form and may be altered to accommodate additional questions if required.

With respect to ensure the optimum distribution of the survey, it is recommended that it be sent out with this year's rate notices and that additional hard copies be made available on request. It is also proposed that the survey be made accessible online via a link on the Shire website.

CONSULTATION

Deputy Chief Executive Officer

STATUTORY ENVIRONMENT

Local Government (Administration) Regulations 1996 – r 19C

19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) *A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*
- (3) *A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) *In making or reviewing a strategic community plan, a local government is to have regard to —*
 - (a) *the capacity of its current resources and the anticipated capacity of its future resources; and*
 - (b) *strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
 - (c) *demographic trends.*
- (6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*

**Absolute majority required.*
- (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*

(10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

STRATEGIC IMPLICATIONS

The *Community Strategic Plan* is the principal plan articulating the priorities of the community and determining how those priorities will be resourced and brought through to completion.

POLICY IMPLICATIONS

Policy 2.10 Community Engagement Policy

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

ITEM: 10.2.4

That the Shire of Carnamah Community Survey be sent to all ratepayers with their rate notices and to also be made available online, and in hard copy.

10.2.5 ENEABBA SHORT STAY FACILITY – COMPETITION CONCERN

Applicant:	Ron and Sandra Webb
Location / Address:	Western Flora Caravan Park
File Ref:	ADM0063
Disclosure of Interest:	
Date:	11 th July 2016
Author:	Chief Executive Officer
Attachments:	10.2.5 Letter from Ron and Sandra Webb

SUMMARY

This report recommends that Council review the arrangements and charging regime for the Eneabba short stay facility.

BACKGROUND

The Eneabba Revitalisation Project which was launched in October 2011 was subsequently funded and was progressively implemented through to completion in 2016.

The following extracts from the Business Plan for the Eneabba Revitalisation Project provide a background to the intent and purpose of the project:

From October 2011 an exciting initiative to revitalise Eneabba was launched. This resulted in the election of an enthusiastic and committed group of residents which formed into the Eneabba Reference Group. This group has worked with the Shire of Carnamah, Mid West Development Commission and professional consultants to formulate a Streetscape Master Plan which embodies the elements of social, economic and environmental opportunity and viability.

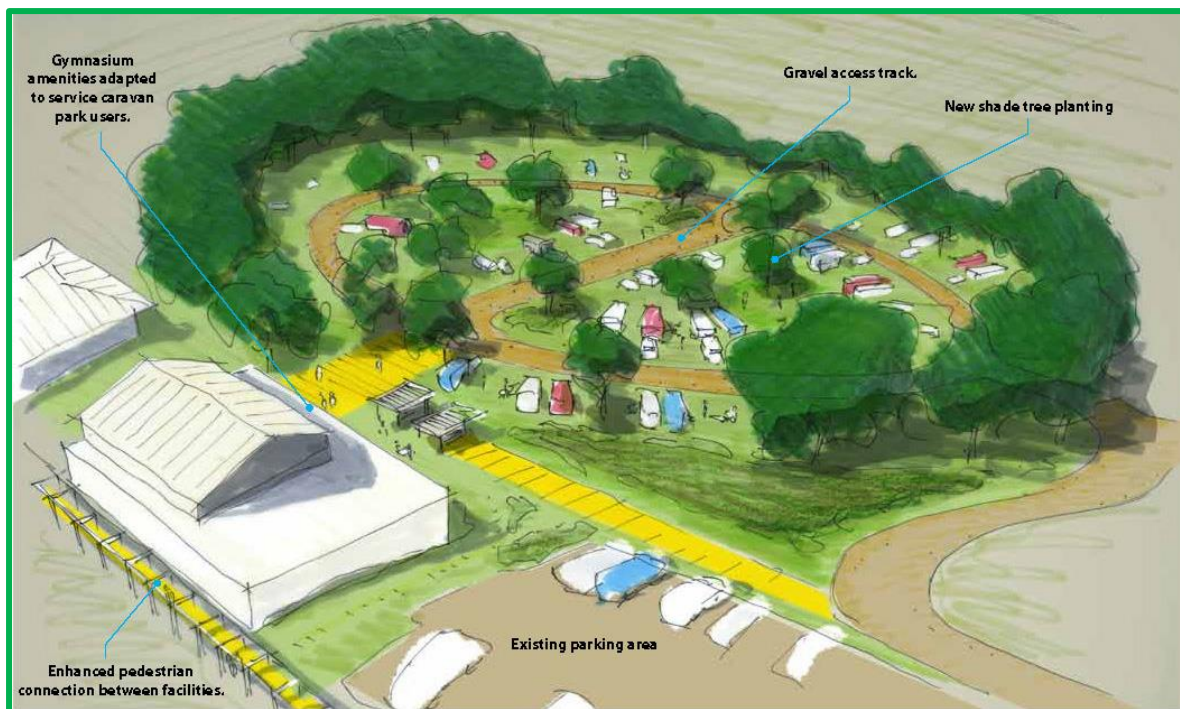
The response to this meeting and the outcomes since achieved demonstrate very broad support for the Eneabba Community Development and Town Revitalisation project.

The key strengths of this project are as follows:

- 1. Revitalising Eneabba from a depressed and depleted 1960's mining town to a vibrant strategically located Midwest town with excellent facilities.*
- 2. Increased regional awareness of Eneabba as a well-placed stopover point on the Brand Highway and consequent improvements to Eneabba's economy with increased visitor services and facilities*
- 3. Development of a sense of place and enhancement of local ownership of the town. This has already been demonstrated by the public interest in the consultation process and the formation of a strong community reference group.*

The principal objectives of the project are to revitalise Eneabba, to provide it with a dynamic and inviting street presence and to establish it as a preferred visitor stopover point. The project will encompass the elements of social, economic and environmental viability with particular emphasis on the attraction and retention of permanent residents and visitors.

From an economic perspective the Plan is designed to attract a larger proportion of the travelling public into Eneabba and to build on its emerging reputation as a stopover for tourists, heavy haulage transport operators and the travelling public at large. Coupled with this is a plan to develop a redundant oval into a caravan and motor home facility which will generate greater economic activity within the town.



Eneabba is a geographically convenient visitor stopover point and is situated astride the Brand Highway and the junction of the Carnamah/Eneabba Road and Three Springs/Eneabba Road.

Eneabba is well placed to service the needs of the heavy haulage industry (mineral sands, grain, mining and petroleum, lime sands and livestock).

As previously indicated it is an optimum stopover point for travellers many of whom are not aware that Eneabba provides a wide range of facilities and accessibility to shopping, recreation and emergency medical facilities.

COMMENT

When concept plans were developed in consultation with external planning consultants and members of the Eneabba Reference Group, they were put on public display and comments were invited from the community. The plans were in the public domain from April 2012.

A letter has been received from Mr and Mrs Webb, the most recent proprietors of the Western Flora Caravan Park (which is in the Shire of Irwin) advising of their concern that the Eneabba short stay facility is taking business away from them, due mainly to the cheap rate of \$5.00 per night per person for an unpowered site but with access to hot water ablution facilities. They have suggested that the facility should not be open all year round and that charges should be at least \$25.00 per night.

When planning for the short stay facility was undertaken, consideration was given to possible impacts on commercial operators of other camping facilities in the region. At that time, the Shire drew on the precedent of charging campers at Lake Indoon, which was serviced with hot water ablutions and it was believed that the proposed short stay facility in Eneabba would simply be an extension of that arrangement. (Subsequently due to ongoing vandalism and damage to the hot water system at Lake Indoon, Council decided not to replace the system and not to charge for camping at the lake). Given this precedent and given that the only sites available would be unpowered ones, the assumption was made that the Eneabba short stay facility would attract the same cohort that patronised Lake Indoon; and that the facility would not be in direct competition with caravan parks offering powered sites and a wider range of facilities such as those at Western Flora, Leeman and Carnamah.

The establishment of the Eneabba short stay facility has met its objectives of attracting more people to Eneabba. An unforeseen synergetic has resulted with the ESS Compass Group (which has operated the accommodation camp and mess hall in Eneabba for several years) offering buffet meals in the evening for \$10.00 per head and thus attracting patronage from those who stay at the short stay facility. There is some logic to suggest that the relatively modest charge per person of \$5.00 at the short stay facility, coupled with the availability of cheap meals at the ESS camp has become a combined drawcard in attracting visitors to Eneabba, probably as a favoured destination over other camping options in the region. The question would need to be considered whether the short stay facility would be as popular as it currently is, if the ESS camp did not provide buffet meals as it currently does.

Enquiries have been made about the impacts on other businesses in Eneabba since the commencement of the short stay facility. There has been some moderate increase in patronage at the Eneabba Roadhouse and the Eneabba General Store and it has been ascertained that there has been some patronage by visitors of the Eneabba Tavern as well. The \$10.00 meals at the ESS make it difficult for the Roadhouse and Tavern to compete, however there are some sales of food and fuel at the Roadhouse directly attributable to more people coming to town. The proprietors of the Eneabba General Store and Eneabba Roadhouse are of the view that the short stay has been a positive initiative for the Eneabba business community and should be retained.

There are a number of camping options throughout the North Midlands Region which range from being free, to up to \$40.00 per night. Examples of the camping options (per night rates) which are available in the region, are given hereunder:

SHIRE OF CARNAMAH

Carnamah Caravan Park:

Powered site \$27.50. Unpowered site \$18.25. Shower only \$6.00

SHIRE OF COOROW

Billy Goat Bay “nature-based” (48 hours max.) free camping site. Drop toilets on site.

Coorow Caravan Park:

Powered site \$25.00. Unpowered site \$10.00.

SHIRE OF THREE SPRINGS

Three Springs Short Stay Caravan Park:

Maximum stay is 3 days, no charge (\$10 key deposit for ablutions, refunded).

No power provided. Dump point also provided.

Arrino:

Unpowered sites - free

SHIRE OF MINGENEW

Dump point in township and two free camping sites outside of the town area. One on the Mingenew-Morawa Road, 3 km’s outside town with 24 hour camping allowed. Second one is approx 20 km’s out of town on the Midlands Rd, between Mingenew and Three Springs with 72 hour camping allowed. No signs up yet as very new, just been approved.

Mingenew Springs Caravan Park:

Powered sites \$27.00. Unpowered sites \$18.00.

SHIRE OF IRWIN

Free camping right on the beach, nature based camping is allowed for up to 72 hours at Cliff Head, Knobby Head or Fresh Water Point, south of Port Denison off the Indian Ocean Drive for all campers. Camping permitted for up to 3 nights in any period of 28 consecutive days in this location (not 3 days at each).

Basic toilet facilities at each location.

Self-Contained RVs and caravans can also stay at Seven Mile Beach north of Dongara for up to 3 nights in any period of 28 consecutive days.

Caravan Park Accommodation:

Big 4 Dongara Denison Beach Holiday Park:

Powered site \$45.00.

SHIRE OF MORAWA

Shire of Morawa Caravan Park:

Powered sites \$26.00. Unpowered sites \$21.00.

Showers (if not a park patron) \$6 per use.

SHIRE OF PERENJORI

Shire of Perenjori Caravan Park:

Powered sites \$25.00. Unpowered tent sites \$12.00.

Latham Community Centre:

Unpowered sites - free. Hot water ablutions - free

Visitors may park at the oval or just about anywhere in the Shire for up to 2 nights.

CONSULTATION

DCEO

Eneabba Staff

Proprietors – Eneabba Roadhouse and Eneabba General Store

STATUTORY ENVIRONMENT

Local Government Act 1995 – *section 6.16: Imposition of fees and charges*

STRATEGIC IMPLICATIONS

The Eneabba short stay facility has attracted additional visitors into Eneabba which has had an economic spinoff to businesses based in the town. From a regional perspective it has added to the stock of camping options available to visitors and helped to curtail the incidence of unauthorised camping.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

To be determined

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

ITEM 10.2.5

That :

- 1. Given that the Eneabba short stay facility is fulfilling its intended role of attracting visitors who patronise businesses in Eneabba, that it continue to operate in its current form by providing unpowered sites and access to the ablution block;*
 - 2. The fees per person, per night remain at \$5.00;*
- Or*
- 3. The fees (per person, per night) be increased from \$5.00 to \$10.00 (or such other amount as decided, per person, per night);*
 - 4. The Shire offer free advertising space on its Tourist Information Bay boards, at Eneabba and Carnamah, to the Western Flora Caravan Park.*

10.3 CONFIDENTIAL REPORTS

10.3.1 MOTION TO CLOSE THE MEETING TO THE PUBLIC: CONSIDERATION OF CONFIDENTIAL REPORTS

Applicant:	N/A
Location / Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	11 th July 2016
Author:	Executive Support Officer
Attachments:	Nil

BACKGROUND

Item 10.3.2 of the Agenda of 20th July 2016 deal with matters affecting Council, of which the meeting may be closed to the public.

Council considered a separate confidential report marked 10.3.2.

COMMENT

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 5.23 (2)(a)(c)(d)(e) Meetings generally open to the public.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

ITEM 10.3.1

That the meeting be closed to the public to consider Confidential Item 10.3.2 of the 20th July 2016 Agenda

10.3.2 CONFIDENTIAL ITEM

File: ADM0264
Author: Chief Executive Officer
2016

Date 26th June

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

ITEM 10.3.2

Moved:

Seconded:

10.3.3 MOTION TO RE-OPEN THE MEETING

Applicant:	N/A
Location / Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	11 th July 2016
Author:	Executive Support Officer
Attachments:	Nil

VOTING REQUIREMENT:

Simple Majority

OFFICER RECOMMENDATION

ITEM 10.3.2

Moved:

Seconded:

That the meeting be re-opened to the public

11. ORDERING THE COMMON SEAL

11.1 ORDERING THE COMMON SEAL

Applicant:	N/A
Location / Address:	N/A
File Ref:	ADM0216
Disclosure of Interest:	Nil
Date:	27 th June 2016
Author:	Deputy Chief Executive Officer
Attachments:	Nil

BACKGROUND:

Council has lodged the 'Transfer of Land' and 'Application for New Title' documents relating to the acquisition of land (Lots 21 & 22 Bunjil-Carnamah Road) for the expansion of the Carnamah Waste Site. This requires the use of the Common Seal.

OFFICER COMMENT

Nil

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Policy 2.7 Shire of Carnamah Common Seal

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION:

ITEM: 11.1

That Council endorses the use of the Common Seal on:

'Transfer of Land', and 'Application for New Title' documents related to the acquisition of land (Lots 21 & 22 Bunjil-Carnamah Road) for the expansion of the Carnamah Waste Site.

12. REPORTS OF COMMITTEES AND MEMBERS.

13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.

14. NOTICE OF MOTIONS.

(For consideration at the following meeting, if given during the meeting).

15. NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL.

16. CLOSURE OF MEETING.