



Minutes

Ordinary Council Meeting

Thursday 23 March 2017

Ordinary Council – 23 March 2017
Table of Contents

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....	1
2.	ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE	1
2.1	Request for Leave of Absence - Cr S Lee.....	2
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	2
4.	PUBLIC QUESTION TIME.....	2
5.	PETITIONS AND APPROVED DEPUTATIONS.....	2
6.	CONFIRMATION OF MINUTES	2
6.1	Ordinary Council Meeting – 9 March 2017.....	2
7.	ANNOUNCEMENTS BY THE PRESIDING MEMBER	3
8.	ANNOUNCEMENTS BY ELECTED MEMBERS.....	3
9.	ACKNOWLEDGEMENT OF RECEIPT OF DISCLOSURE OF INTERESTS (BY PRESIDING MEMBER).....	3
10.	RECEPTION OF MINUTES AND RECOMMENDATIONS OF COMMITTEES HELD SINCE PREVIOUS MEETING OF COUNCIL	3
11.	REPORTS OF CHIEF EXECUTIVE OFFICER AND OFFICERS.....	4
	Planning and Sustainability	4
11.1	Amendment No. 296 to Town Planning Scheme No. 4 to Introduce Provisions Relating to Building Envelopes	4
11.2	Application for Development Approval for Camper Trailer Storage and Hire – Lot 818 (No. 23) Thomasfield Place, Ravenswood.....	7
11.2.1	Matter Arising - Application for Development Approval for Camper Trailer Storage and Hire – Lot 818 (No. 23) Thomasfield Place, Ravenswood	11
	Corporate Governance	12
11.3	Ordinary Council Meeting Structure - Proposal for One (1) Council Meeting Per Month.....	12
11.4	Payments from Municipal and Trust Funds – February 2017	16
11.5	Monthly Financial Report – February 2017.....	19
	Recreation and Community Development	22
	Technical Services.....	23
11.6	Pinjarra Town Centre Revitalisation Update	23
	Items for Information	27
11.7	Council Resolution/Outstanding Items.....	27
12.	BUSINESS LEFT OVER FROM THE PREVIOUS MEETING.....	27
13.	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.	27
14.	NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING	27
15.	NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING	27
16.	MEETING CLOSED TO THE PUBLIC (CONFIDENTIAL BUSINESS).....	27
17.	CLOSURE OF MEETING.....	27



Minutes of the Ordinary Meeting of Council held at the Murray Shire Council, 1915 Pinjarra Road, Pinjarra on Thursday 23 March 2017.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member Cr M Reid declared the meeting open the time being 9.00 am.

2. ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

Cr M Reid	Shire President
Cr S Lee	Deputy Shire President
Cr W Barrett	Councillor
Cr C Thompson	Councillor
Cr A Rogers	Councillor
Cr C Rose	Councillor
Cr D Bolt	Councillor
Cr P Briggs	Councillor
Mr A Smith	Acting Chief Executive Officer
Mr R Peake	Director Planning and Sustainability
Mrs J Burton	Director Corporate and Community Development
Mrs M Toner	Coordinator Planning Administration
Ms L Rice	Administrative Support Officer

APOLOGIES

Mr D Unsworth – Apology	Chief Executive Officer
Cr A Black – Apology	Councillor

There were 3 (three) members of the public, 2 (two) members of staff and 1 (one) member of the press in attendance at this time.

2.1 Request for Leave of Absence - Cr S LeeFile 1/2053
Appendix 1

Cr S Lee withdrew from the meeting at this point, the time being 9.00am.

Correspondence has been received from Cr S Lee, requesting leave of absence from Council and all Council duties for the period Monday 10th April to Sunday 23rd April (inclusive). Refer request attached at **Appendix 1**.

OFFICER RECOMMENDATION/COUNCIL DECISION:**OCM17/042****Moved: Cr P Briggs****Seconded: Cr A Rogers**

That the request for leave of absence from Council and all Council duties, received from Cr S Lee, for the period Monday 10th April 2017 to Sunday 23rd April 2017 (inclusive) be approved.

CARRIED UNANIMOUSLY 7:0

Cr S Lee rejoined the meeting the time being 9.01am.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. PETITIONS AND APPROVED DEPUTATIONS

9:02 am Deputation: Nicky Nelson, 23 Thomasfield Place, Ravenswood – Item 11.2 Application for Development Approval for Camper Trailer Storage and Hire – Lot 818 (No. 23) Thomasfield Place, Ravenswood.

6. CONFIRMATION OF MINUTES**6.1 Ordinary Council Meeting – 9 March 2017****OFFICER RECOMMENDATION/COUNCIL DECISION:****OCM17/043****Moved: Cr P Briggs****Seconded: Cr C Thompson**

That the Minutes of the Ordinary Council Meeting held on Thursday 9 March 2017 be confirmed as a true and correct record.

CARRIED UNANIMOUSLY 8:0

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER

On Friday 10 March, the CEO and I attended the Peel Regional Leaders Forum at the Shire of Serpentine Jarrahdale.

On Saturday 11 March, I attended the Active Aging Awards at the Murray Leisure Centre to present an award.

On Saturday 18 March, I attended the Pinjarra Rotary 50th Anniversary and the 100th year of the Rotary International Foundation celebrations in the gardens of the Edenvale Homestead.

8. ANNOUNCEMENTS BY ELECTED MEMBERS

Nil

9. ACKNOWLEDGEMENT OF RECEIPT OF DISCLOSURE OF INTERESTS (BY PRESIDING MEMBER)

Nil

10. RECEPTION OF MINUTES AND RECOMMENDATIONS OF COMMITTEES HELD SINCE PREVIOUS MEETING OF COUNCIL

Nil

11. REPORTS OF CHIEF EXECUTIVE OFFICER AND OFFICERS

Planning and Sustainability

11.1 Amendment No. 296 to Town Planning Scheme No. 4 to Introduce Provisions Relating to Building Envelopes

File Ref: DSA 296
 Previous Items: OCM 10 Mar 2016 Item 12.1 (OCM16/044)
 Author and Title: Rhys Bloxsidge, Coordinator Statutory Planning

Appendix 2

Purpose

Council is requested to consider the submissions received during the public advertising of Amendment No. 296 to Town Planning Scheme No. 4 (the Amendment) and whether to support the amendment.

Background

A building envelope is an area of land within a lot designated to contain buildings and associated effluent disposal systems.

Building envelopes are generally determined as part of the preparation of a structure plan or subdivision of land. They are most commonly applied to lots within Special Rural or similar estates in order to provide a level of certainty to landowners as to where they can develop having regard for a range of site characteristics and constraints.

Whilst a requirement for building envelopes is often included in special provisions when new Special Rural estates are planned, there are currently no comprehensive provisions in the Scheme that establish an overall head of power for building envelopes or outline the range of issues the Shire should consider in establishing or modifying building envelopes.

At its meeting on 10 March 2016, Council resolved to prepare and publicly advertise the Amendment. Public advertising has now been carried out.

Proposal

The amendment proposes to introduce within the Scheme a comprehensive set of provisions for building envelopes in order to establish an overall head of power and to set out the range of considerations for the establishment or modification of building envelopes.

The advertised version of the Amendment is set out in **Appendix 2**.

Murray 2025 Strategic Community Plan

Objective 4	Well planned, integrated and active places that embrace and respect our rural lifestyle, built and natural environment and heritage
Outcome 4.1	Growth is managed in a sustainable and responsible way that protects our lifestyle and the natural environment
Strategy 4.1.2	Establish a comprehensive and sustainable local planning framework to guide the growth of our Shire

Other Strategic Links

Nil

Statutory Environment

Regulation 50(3) of the Regulations requires that Council consider the submissions made in relation to a standard amendment and must pass a resolution to:

- (a) Support the amendment without modification;
- (b) Support the amendment with proposed modifications to address issues raised in the submissions; or
- (c) Not to support the amendment.

Policy Implications

There are currently no Shire related policies relating to building envelopes.

Sustainability and Risk Considerations

Economic - (Financial impact to the community)

Establishing specific provisions for building envelopes under the Scheme is likely to result in greater clarity as to key requirements / considerations which may ultimately assist applicants in the preparation of proposals that are likely to be considered favourably.

Social - (Quality of life to community and/or affected landowners)

The new Scheme provisions will facilitate the clustering of development on land which will minimise any adverse impacts on the character and amenity of the area.

Environment – (Impact on environment's sustainability)

The new Scheme provisions will facilitate the protection of environmental features on land.

Governance – (Policy implications)

The new Scheme provisions will improve the status of building envelopes and provide clarity for owners of land containing building envelopes where they can locate buildings and effluent disposal systems.

Overall Risk Management Consideration

There are no significant risks associated with the proposed Amendment.

Consultation

The Shire received advice from the Environmental Protection Authority on 1 December 2016 that the Amendment did not warrant environmental assessment and it was not necessary to provide advice or recommendations.

A 42 day public advertising period was then carried out in accordance with Regulation 47 of the Regulations, by the following means:

- (a) Notice in a newspaper circulating in the Scheme area;
- (b) Notice in the Shire's offices; and
- (c) Notice on the Shire's website.

In this case no referrals were made to public authorities or landowners with existing building envelopes. The Amendment does not relate to specific landholdings and simply formalises and reinforces the considerations used to date in determining building envelopes. It was therefore not considered likely that public agencies or landowners with existing building envelopes would be materially affected by the Amendment.

No submissions were received.

Resource Implications

Financial

The direct costs associated with the preparation and advertising of the Amendment have been accommodated within the scope of the Planning and Sustainability operational budget.

Workforce

The Amendment has been progressed within the scope of the current Planning and Sustainability workforce.

Options

Council has the option of:

1. Supporting the Amendment without modification.
2. Supporting the Amendment with proposed modifications to address issues raised in submissions.
3. Not supporting the amendment.

Conclusion/Justification of Officer Recommendation

The Amendment provides a clear head of power under the Scheme for building envelopes and also clearly sets out a range of factors to be considered when preparing or amending building envelopes.

The Amendment will provide greater clarity for applicants and enable a more transparent planning framework.

As no submissions were received during the advertising period, it is recommended that the Amendment now be supported without modification and be provided to the Western Australian Planning Commission for its consideration.

Voting Requirements

Simple Majority.

OFFICER RECOMMENDATION/COUNCIL DECISION:

OCM17/044

Moved: Cr C Rose

Seconded: Cr C Thompson

That Council:

1. pursuant to *Regulation 50(3) of the Planning and Development (Local Planning Schemes) Regulations 2015* supports without modification Amendment No. 296 to Town Planning Scheme No. 4 to introduce provisions relating to building envelopes as set out in Appendix 2.
2. pursuant to *Regulation 53(1) of the Planning and Development (Local Planning Schemes) Regulations 2015* provides the advertised scheme amendment and associated documentation to the Western Australian Planning Commission for its consideration.

CARRIED UNANIMOUSLY 8:0

11.2 Application for Development Approval for Camper Trailer Storage and Hire – Lot 818 (No. 23) Thomasfield Place, Ravenswood

File Ref: TH06/818, P030/2017
 Applicant: Nicole and Donald Nelson
 Author and Title: Rod Peake, Director Planning and Sustainability

9:02 am Nicky Nelson, 23 Thomasfield Place, Ravenswood provided a presentation to Council – Item 11.2 Application for Development Approval for Camper Trailer Storage and Hire – Lot 818 (No. 23) Thomasfield Place, Ravenswood refers.

An overview was given on this item and it was explained that this home business has been running for the last 4 years without issue. The business has been an essential part of the owner being able to remain a stay at home mum and earn an honest living.

Cr W Barrett reiterated that unfortunately in this case, as there is no discretion provided under the Scheme to grant approval, Council has no option but to refuse the application.

The Presiding Member thanked **Nicky Nelson** for her presentation which concluded at 9.07am.

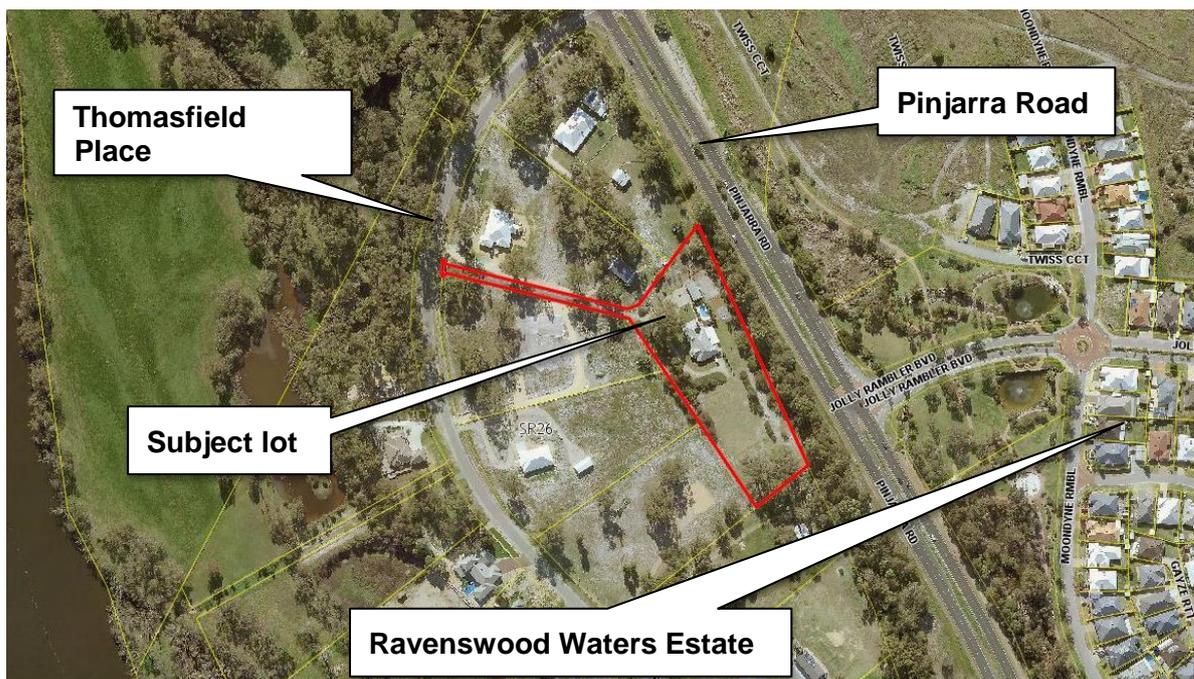
Appendix 3

Purpose

Council is requested to determine an application for camper trailer storage and hire at Lot 818 (No. 23) Thomasfield Place, Ravenswood.

Background

The subject lot is located in the Thomasfield Place Special Rural estate. The lot comprises a land area of approximately 1.1 hectares and is accessed by a battleaxe driveway from Thomasfield Place. The lot abuts Pinjarra Road directly to its east and contains a dwelling, outbuilding and swimming pool. A location plan is shown below.



In 2015 the Shire granted approval for a home based business on the lot for the washing and detailing of camper trailers and caravans. The approval does not permit camper trailers or

caravans to be displayed or hired from the lot and is restricted sufficient to enable the use to fall within the definition of a home occupation.

Proposal

Under the current application it is proposed to store and hire up to seven camper trailers from the lot. The camper trailers would be stored in a vacant area to the south of the existing dwelling. The camper trailers, if all were present on the lot at once, would occupy an area of approximately 77m². Bookings are intended to be undertaken by website or phone. No more than four clients are anticipated to visit the property to pick up or drop off the camper trailers each week and client visitations would be organised by appointment only so that only one client would be on the lot at any one time. It should be noted that the proposal would operate in conjunction with the approved home based business for the washing and detailing of the camper trailers. A full copy of the applicant's description of the proposal is included at **Appendix 3**.

Murray 2025 Strategic Community Plan

Objective 2	A progressive and diverse economy that maximizes employment and business opportunities
Outcome 2.2	Facilitate and support growth of local businesses and agricultural pursuits
Strategy 2.2.5	Streamline regulatory processes and work to remove other barriers to business investment and lifestyle opportunity
Objective 4	Well planned, integrated and active places that embrace and respect our rural lifestyle, built and natural environment and heritage
Outcome 4.1	Growth is managed in a sustainable and responsible way that protects our lifestyle and the natural environment
Strategy 4.1.3	Provide for a diversity of lifestyle and housing choices to facilitate housing affordability, ageing in place and community needs

Other Strategic Links

Nil

Statutory Environment

Land Use Permissibility

The lot is zoned 'Special Rural' under the Shire of Murray Town Planning Scheme No. 4 (the Scheme) and is within Special Rural Area No. 26. Schedule 4 of the Scheme outlines the land uses that can be carried out within Special Rural Zone No. 26.

The following uses are permitted:

- Single house
- Outbuilding
- Public utility

The following uses may be permitted at the discretion of Council:

- Home occupation
- Ancillary accommodation

All other uses are not permitted.

Definitions of the Scheme

The following Scheme definition has implications for the proposal:

Home occupation which means “an occupation carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which:

- (a) Does not employ any person not a member of the occupier’s household;
- (b) Will not cause injury to or adversely affect the amenity of the neighbourhood;
- (c) Does not occupy an area greater than 20 square metres;
- (d) Does not display a sign exceeding 0.2 square metres;
- (e) Does not involve the retail sale, display or hire of goods of any nature;
- (f) In relation to vehicles and parking, does not result in the requirement for a greater number of parking facilities than normally required for a single dwelling or an increase in traffic volume in the neighbourhood, does not involve the presence, use or calling of a vehicle more than 2 tonnes tare weight, and does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- (g) Does not involve the use of an essential service of greater capacity than normally required in the zone.”

Policy Implications

Zone Objectives Local Planning Policy

The Zone Objectives Local Planning Policy sets out objectives for each of the zones falling under the Scheme. The objective for the Special Rural Zone (classified as the Rural Residential Zone under the policy) is:

“To provide the opportunity for residential living in a semi-rural atmosphere on lots ranging in size from 2 to 4 hectares and achieving a range of sizes and an average of 3 hectares, with appropriate controls to enhance amenity, privacy, landscape values and safety.”

Commercial Vehicles Local Planning Policy

The Commercial Vehicle Parking Local Planning Policy applies to commercial vehicle parking associated with the residential use of land, and is therefore applicable to the proposal. A camper trailer is considered a commercial vehicle in accordance with the definition provided in the policy. Only one commercial vehicle is permitted under the policy for a Special Rural lot less than two hectares.

Sustainability and Risk Considerations

Economic - (Financial impact to the community)

The proposal relates to expanding a local business.

Social - (Quality of life to community and/or affected landowners)

The intent of the zone is to provide for residential living in a semi - rural atmosphere. The proposal is more commercial in nature and conflicts with the character and amenity that the Scheme has established for this area.

Environment – (Impact on environment’s sustainability)

Any environmental impacts associated with the proposal could be managed through conditions should an approval be granted.

Governance – (Policy implications)

The proposal is inconsistent with objectives and provisions of the Zone Objectives and Commercial Vehicle Parking Local Planning Policies.

Overall Risk Management Consideration

There are no significant risks associated with the proposal.

Consultation

The proposal was referred to adjacent landowners for comment. Two submissions were received, both of which expressed support for the proposal.

Resource Implications

Financial

The applicable Shire administration fees have been paid for the application.

Workforce

The application has been assessed within the scope of the current Planning and Sustainability workforce.

Options

In this case as there is no discretion provided under the Scheme to grant approval, Council has no option but to refuse the application.

Conclusion/Justification of Officer Recommendation

The primary issue associated with the application is the land use permissibility.

The Scheme provides a very narrow set of uses that Council has discretion to approve in this zone, these being single house, outbuilding, public utility, ancillary accommodation and home occupation. The Scheme specifically states that *“all other uses are not permitted”*.

It is self-evident that the proposed land use does not fall within the definition of the majority of the permissible land uses. The definition of home occupation under the Scheme involves an activity which amongst other things does not occupy an area greater than 20 square metres and does not involve the hire of goods of any nature. The proposed use would occupy an area of up to 77m² and involves the hire of camper trailers. The use therefore clearly falls outside of the definition of home occupation.

In view of the above the Council does not have discretion to approve the application.

Given the restricted set of uses permitted in the zone it may also be relevant to contemplate whether there is any merit in amending the Scheme to provide Council with the discretion to consider such a use on the subject site. In this regard the existing Scheme provisions have created an area with a character and amenity which is low density residential in nature within a rural landscape setting. The Scheme specifically restricts the range of permissible uses consistent with this. The Scheme provisions were established prior to the land being subdivided and the community who have purchased in the area have done so on the basis of the character and amenity established by the Scheme. The proposed camper trailer storage and hire would result in the external storage of camper trailers and customer traffic to and from the site which is at odds with the established character and amenity of this area. Even if it was considered that the scale and nature of the current proposal would not result in any significant adverse impact on the character and amenity of the area in this instance and therefore Council supported an amendment to accommodate the proposed use in this instance, then this would create a precedent for other similar proposals that also seek to diversify uses to include commercial related activity. Such uses may ultimately contribute to

the development of a quasi-commercial / business area which is inconsistent with the intent of the 'Special Rural' zone.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

OCM17/045

Moved: Cr W Barrett

Seconded: Cr C Thompson

That Council:

- 1. refuses the application for a camper trailer storage and hire business at Lot 818 (23) Thomasfield Place, Ravenswood as it is a use that is not permitted within Special Rural Zone SR 26 and extent of associated external storage and customer traffic to and from the site is considered to be contrary to the established character and amenity of this area; and**
- 2. does not support amending Town Planning Scheme No. 4 to provide discretion to approve the use as this would conflict with the character and amenity that has been established for this area and would create a precedent for other commercial related proposals within Special Rural Zone SR 26.**

CARRIED 6:2

Following the result of voting, names were recorded as follows:

For: Cr C Rose, Cr A Rogers, Cr W Barrett, Cr S Lee, Cr M Reid, Cr C Thompson

Against: Cr D Bolt, Cr P Briggs

Cr P Briggs withdrew from the meeting at this point, the time being 9.20am

Cr P Briggs rejoined the meeting at this point, the time being 9.21am

11.2.1 Matter Arising - Application for Development Approval for Camper Trailer Storage and Hire – Lot 818 (No. 23) Thomasfield Place, Ravenswood

COUNCIL DECISION:

OCM17/046

Moved: Cr C Thompson

Seconded: Cr W Barrett

That Council establish a register to note all outstanding resolutions relating to the Scheme review, and include a note to enable flexibility for home based businesses.

CARRIED UNANIMOUSLY 8:0

Corporate Governance

11.3 Ordinary Council Meeting Structure - Proposal for One (1) Council Meeting Per Month

File Ref: 1158
Previous Items: PPS 16 Sep 2014 Item 8.1 (PPS 11/14/112)
OCM 25 Sep 2014 Item 12.2 (OCM 14/122)
Author and Title: Dean Unsworth, Chief Executive Officer

Purpose

Following an internal resource review and after discussion at the Councillor Briefing Session on 9 March 2017, it is proposed to review the current two Council meetings per month.

Background

The current Council meeting structure of two meetings per month was considered and resolved at the 25 September 2014 meeting.

A review of the current system has been undertaken to review the efficiency of the meetings and considering the human and financial cost of each meeting. In considering this review, the following issues were factored into the review:

- the current economic conditions of the Shire and the region are poor with high unemployment and a slower than had been previously anticipated economic growth;
- slower than forecast population growth and in turn development applications;
- lower rates income than had been forecast due to a slowing of the economy;
- a need to consider a lower rates increase in the short to medium term that had previously been identified in the Long-Term Financial Plan meaning lower income than had been forecast; and
- very few (if any) new staff appointments for the next 3-4 years due to the above factors.

Due to the slowing of the economy and a focus on staff focusing on major infrastructure projects such as the Dwellingup International Trails Hub, Transform Peel, the Mandurah-Murray Growth Plan project, progressing the Equine Strategy, the Exchange Hotel redevelopment, the Pinjarra Activity Centre Growth Plan and the Pinjarra Foreshore redevelopment the Council agendas have been getting smaller.

With no new staff being proposed and a view that any positions that become vacant may not be filled there is a need to maximise efficiencies in order to achieve set Council objectives.

In the review, taking all of the above into consideration there is an opportunity to increase resource time into the stated high level projects without the need for additional resources, or potentially less resources.

Proposal

As stated, currently the Council agendas are small. Councillors will note that at times Council meetings are completed within 20 minutes.

A review has shown that a Council meeting held once a month will still achieve statutory obligations but reduce cost requirements, both in human resource and financial terms.

It is estimated that the following hours are allocated in undertaking each Council meeting:

Coordinator Executive Services	6 hours
Executive Assistant	8 hours
Executive Leadership Team agenda meeting	2 hours
Ranger deliveries	3 hours
Council meeting – 5 staff x 4 hours	20 hours
Other staff – 2 x 2 hours	4 hours
 Total hour allocation estimate	 43 hours

With 10 Council meetings being reduced (excluding January and December) there is a saving of approximately 430 hours per annum. Much of these resources can be allocated to the strategic projects identified earlier within this report.

Murray 2025 Strategic Community Plan

Objective 1	Strong and collaborative leadership which engages in effective partnerships and reflects the aspirations of our community
Outcome 1.1	A long-term, strategically focused Shire that is sustainable, respected and accountable.
Strategy 1.1.2	Prudent management of financial resources that ensures value for money.

Other Strategic Links

Not Applicable

Statutory Environment

The Local Government Act requires a Council to hold an Ordinary Council meeting on a monthly basis unless resolved otherwise.

Policy Implications

Not Applicable

Sustainability & Risk Considerations

Economic - (Financial impact to the community)

With unemployment within the Shire of Murray at 10.7% and rates growth lower than had been anticipated when formulating the Long-Term Finance Plan, it is proposed that the previously identified new staff positions in the current Human Resources Plan not proceed until such time as economic activity improves. With that strategy and the amount of long-term strategic projects currently being undertaken there is a need to ensure the organisation is managed as efficiently as possible.

Social - (Quality of life to community and/or affected landowners)

Not Applicable

Environment – (Impact on environment's sustainability)

Not Applicable

Governance – (Policy implications)

Not Applicable

Overall Risk Management Consideration

Not Applicable

Consultation

Not Applicable

Resource Implications*Financial*

The cost of advertising the meeting details of Council is included in the current budget.

Workforce

It is estimated that this proposal will allow an estimate of 430 hours to be reallocated within the organisation.

Options

Council has the option of:

1. Supporting the proposal to hold one Council meeting per month and reallocating the 430 of saved resources to strategic projects.
2. Not supporting the officer proposal and maintaining two Council meetings per month.
3. Considering an alternative proposal of a three-week cycle of meetings. This would reduce the human resource hours to a saving of approximately 215 hours.

Conclusion/Justification of Officer Recommendation

While there is a current economic downturn within the Shire of Murray and high unemployment, now more than ever the Shire needs to focus on high level and long term strategic projects such as the Dwellingup International Trails Hub, Transform Peel, the Mandurah-Murray Growth Plan project, progressing the Equine Strategy, the Exchange Hotel redevelopment, the Pinjarra Activity Centre Growth Plan and the Pinjarra Foreshore redevelopment.

All of these projects are currently being managed in-house with the current resources available. There is also a need for the Shire to focus more on economic development activities, especially with the Exchange Hotel redevelopment plans that are close to being released to the public

Therefore all opportunities to increase efficiencies to maximize these opportunities should be considered.

It is however recommended that Councillors allocate in their diary every second Thursday of each month for a 1 ½ hour 'Strategic Development' session. This may or may not be required every month, but it would allow for sessions such as strategic planning, presentations on large projects or initiatives, budget workshops and the like.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:**OCM17/047****Moved: Cr S Lee****Seconded: Cr P Briggs****That Council:**

1. **adopts and advertises the dates for the April to December 2017 Council meetings as follows, commencing at 9am;**

April	Thursday 27 April 2017
--------------	-------------------------------

May	Thursday 25 May 2017
------------	-----------------------------

June	Thursday 22 June 2017
-------------	------------------------------

July	Thursday 27 July 2017
-------------	------------------------------

August	Thursday 24 August 2017
---------------	--------------------------------

September	Thursday 28 September 2017
------------------	-----------------------------------

October	Thursday 26 October 2017
----------------	---------------------------------

**Special Council meeting -
swearing in of new Councillors
(commencing at 8.30am)**

	Thursday 26 October 2017
--	---------------------------------

November	Thursday 23 November 2017; and
-----------------	---------------------------------------

December	Thursday 21 December 2017; and
-----------------	---------------------------------------

2. **allocates time from 9 - 10.30am every second Thursday of each month for 'Strategic Development and Update' sessions to be called as and when required by the Shire President or Chief Executive Officer.**

CARRIED 7:1

Following the result of voting, names were recorded as follows:

For: Cr C Rose, Cr A Rogers, Cr W Barrett, Cr P Briggs, Cr S Lee, Cr M Reid, Cr C Thompson

Against: Cr D Bolt

11.4 Payments from Municipal and Trust Funds – February 2017

File Ref: 8013-01
Author and Title: Tracie Unsworth, Manager Finance

Appendix 4

Purpose

This report of payments made from the Shire's Municipal and Trust bank accounts is presented to Council, in accordance with the requirements of the Local Government (Financial Management) Regulations 1996.

Background

Regulation 13 of the Local Government (Financial Management) Regulations 1996 requires that:

- 1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:
 - a) the payee's name;
 - b) the amount of the payment;
 - c) the date of the payment; and
 - d) sufficient information to identify the transaction.
- 2) A list of accounts for approval to be paid is to be prepared each month showing:
 - a) for each account which requires council authorisation in that month:
 - (i) the payee's name;
 - (ii) the amount of the payment;
 - (iii) sufficient information to identify the transaction; and
 - b) the date of the meeting of the council to which the list is to be presented.
- 3) A list prepared under sub regulation (1) or (2) is to be:
 - a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
 - b) recorded in the minutes of that meeting.

Proposal

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Shire's Municipal and Trust Funds, and as required, a list of accounts paid by the Chief Executive Office is provided to Council.

The information report contains the list of payments made from the Shire of Murray's Municipal and Trust bank accounts for the month of February 2017.

This list includes details for each payment made, incorporating:

- The payees name
- The description of the payment
- The date of the payment
- The amount of the payment
- A certificate signed by the Chief Executive Officer, stating that all invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costing and that the amounts shown were due for payment.

Invoices supporting all payments are available for the inspection of Council.

Murray 2025 Strategic Community Plan

Objective: 1.	Strong and collaborative leadership which engages in effective partnerships and reflects the aspirations of our community
Outcome: 1.1	A long-term, strategically focused Shire that is sustainable, respected and accountable
Strategy: 1.1.3	Ensure accountable, ethical and best practice governance to our district

Other Strategic Links

Nil

Statutory Environment

Section 6.4(1) of the Local Government Act 1995 requires the Shire of Murray to prepare financial reports as prescribed. Regulation 13 of the Local Government (Financial Management) Regulations 1996 governs the requirement to provide to Council a detailed listing of all payments made from the Municipal and Trust bank accounts and outlines the form, content and timing of this report.

Policy Implications

Nil

Sustainability and Risk Considerations

Economic - (Financial impact to the community)

Nil

Social - (Quality of life to community and/or affected landowners)

Nil

Environment – (Impact on environment’s sustainability)

Nil

Governance – (Policy implications)

Failure to present a detailed listing of payments made from the Shire bank accounts in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996.

Overall Risk Management Consideration

Not applicable

Consultation

Not Applicable

Resource Implications

Financial

Presentation of a detailed listing of payments made from the Shire bank accounts gives Council the ability to monitor the Shire’s cash outflows.

Workforce

Nil

Options

Council has the option of:

1. Receiving the Payments from Municipal and Trust Funds report for February 2017.
2. Not receiving the Payments from Municipal and Trust Funds report for February 2017.

Conclusion/Justification of Officer Recommendation

The Payments from Municipal and Trust Funds report has been prepared in accordance with the Local Government (Financial Management) Regulations 1996 and is presented to Council for information. All accounts are for goods and services that have been duly incurred and authorised for payment in accordance with the budget allocation and statutory obligations.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:**OCM17/048****Moved: Cr C Thompson****Seconded: Cr P Briggs**

That Council receives the Payments from Municipal and Trust Funds report for February 2017 as presented.

CARRIED UNANIMOUSLY 8:0

11.5 Monthly Financial Report – February 2017

File Ref: 8013-01
 Author and Title: Tracie Unsworth, Manager Finance

Appendix 5

Purpose

This monthly financial report is presented to Council to outline the Shire of Murray's financial position as at the reporting date, in line with the requirements of the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

Background

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Activity to be presented to Council. This Statement is to include:

- a. Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the *Local Government Act 1995*;
- b. Budget estimates to the end of the month to which the statement relates;
- c. Actual amounts of expenditure, revenue and income to the end of the month to which these statements relate;
- d. The material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- e. The net current assets at the end of the month to which the statement relates.

Proposal

The monthly financial report for February 2017 identifies the financial position of Council as at the reporting date and consists of:

- Statement of Financial Activity
- Statement of Comprehensive Income
- Statement of Financial Position
- Notes to Statement of Financial Activity:
 - Note 1 Graphical Representation of Statement of Financial Activity
 - Note 2 Net Current Funding Position
 - Note 3 Significant Variances
 - Note 4 Cash and Investments
 - Note 5 Budget Amendments
 - Note 6 Receivables
 - Note 7 Grants and Contributions
 - Note 8 Cash Backed Reserves
 - Note 9 Capital Disposals and Acquisitions
 - Note 10 Trust
- Program Schedules

Murray 2025 Strategic Community Plan

Objective: 1.	Strong and collaborative leadership which engages in effective partnerships and reflects the aspirations of our community
Outcome: 1.1	A long-term, strategically focused Shire that is sustainable, respected and accountable
Strategy: 1.1.3	Ensure accountable, ethical and best practice governance to our district

Other Strategic Links

The Shire of Murray 2016/2017 Annual Budget

Statutory Environment

Section 6.4(1) of the Local Government Act 1995 requires the Shire of Murray to prepare financial reports as prescribed. Regulation 34 of the Local Government (Financial Management) Regulations 1996 outlines the form, content and timing of the monthly financial reports prepared for presentation to Council.

Policy Implications

Nil

Sustainability and Risk Considerations*Economic - (Financial impact to the community)*

Timely submission of detailed monthly financial reports allows Council to monitor the financial performance of the Shire and review any adverse financial trends that may impact on the Shire's financial sustainability.

Social - (Quality of life to community and/or affected landowners)

Nil

Environment – (Impact on environment's sustainability)

Nil

Governance – (Policy implications)

Failure to produce the monthly financial statements in the prescribed form would result in non-compliance with the Local Government Act 1995 and its associated regulations.

Overall Risk Management Consideration

Not applicable

Consultation

Shire officers

Resource Implications*Financial*

Nil

Workforce

Nil

Options

Council has the option of:

1. Receiving the monthly financial report for February 2017.
2. Not receiving the monthly financial report for February 2017.

Conclusion/Justification of Officer Recommendation

This monthly financial statement has been prepared in accordance with the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

OCM17/049

Moved: Cr W Barrett

Seconded: Cr S Lee

That Council receives the February 2017 Monthly Financial Report as presented.

CARRIED UNANIMOUSLY 8:0

Recreation and Community Development

Nil

Technical Services

11.6 Pinjarra Town Centre Revitalisation Update

File Ref:	5002-04		
Previous Items:	CCD Jul 10	Item 5.8	(CCD10/139)
	OCM Jul 10	Item 10.1.5.6	(OCM10/160)
Author and Title:	Martin Harrop, Manager Engineering		

Purpose

To consider and endorse the allocation of expenditure towards the progressive implementation of the Pinjarra Town site revitalisation strategy in particular undertake the undergrounding of overhead powerlines in Murray Street between Pinjarra Road and James Street and underground James Street overhead powerlines between George Street and Murray Street and the streetscape works within Murray Street.

Background

Council considered and endorsed the advertisement of the draft Pinjarra Town Centre, Revitalisation strategy and Activity Centre Plan at Ordinary Council meeting on 22 September 2016. The intent of the plan is to provide the structural planning framework to guide the land use planning outcomes for the development of a diverse range of business, employment, housing and lifestyle opportunities, along with a broad level of services and infrastructure required to support a sustainable town centre.

The focus of the Activity Centre plan is approximately five square kilometres around the town centre and key roads of Pinjarra Road, George Street, James Street and others. Murray and James Streets are considered within the core precinct area for the development of vibrant retail, commercial and civic centre 'main streets' and encourage the walkability and development of the town's sense of place.

The Shire of Murray Long Term Financial Plan identifies the projected financial resources required to co-fund the implementation of the town centre revitalisation and allocating costs towards planning, design and construction of community infrastructure. Recently, the undergrounding of overhead powerlines along Pinjarra Road from Roe Avenue to George Street was completed with the assistance of the State Government 'State Underground Power Program'. There were two streetscape projects that were on hold until the completion of the Pinjarra Road underground power works including the Pinjarra Road (George to Murray Streets) and Murray Street (Western verge between Pinjarra Road and James Street). These works were carried forward into the 2016-2017 adopted budget for the following scope of works:

Pinjarra Road Streetscape – prepare concept designs for landscape and traffic management, upgrade intersection of Murray Street and Pinjarra Road and civil and landscape works for Pinjarra Road between Murray Street and George Street.

Murray Streetscape – design and construction of footpath and landscape works, removal of verge retaining wall and remove two (2) overhead power poles on western verge of Murray Street between Pinjarra Road and James Street.

The scope and timing of above works have been affected by different factors. The works planned within Pinjarra Road including implementation of roundabout at the intersection is not possible at this stage. It is planned that these works could also be co-funded through the Federal or State Black Spot Program which is intended to be investigated further over the next 6 months and warrants the deferral these works. The delivery of the Murray Streetscape works have been impacted by scope and costs of undergrounding overhead powerlines. Unfortunately one of the power poles within Murray Street has essential western power

infrastructure item (Recloser) which is necessary for the automation and distribution of power within their network. The relocation of the this infrastructure and pole added significant cost to undergrounding of the overhead aerials which consumed an estimated price of \$180,000 to underground the power within Murray Street with the exception of one power pole and stay pole to be located outside Murray House.

The delivery method and scope of the underground overhead powerlines was further explored to include James Street to further expand the underground power outcomes and deliver a more practical outcome. To achieve this the Shire of Murray would undertake the works as a private developer rather than a customer funded job through Western Power. This approach was recommended to benefit a greater project, rather than terminate works at Murray House and would enable the full streetscape proposal to be realised for Murray Street and add value to the Pinjarra Town Site.

The Shire of Murray coordinating the delivery of the works is a similar approach undertaken by private developers in the development of new land subdivision. The project estimates and differences are summarised below:

Western Power – Design and Constructed	Estimate \$382,591
Alternative (Shire of Murray Private contractor)	Estimate \$265,000

Proposal

It is proposed to tender for the construction of underground powerlines via private contractor to enable complete removal of powerlines from Murray Street western verge between James Street and Pinjarra Road. The powerlines on James Street between Murray Street and George Street will also be removed, in addition other works proposed will meet the developer contribution outcomes for Murray Street to meet both the streetscape and road improvements to achieve the Murray Street streetscape outcome, project outcomes are detailed below:

1. Underground the powerlines within Murray Street (Pinjarra Road to James Street).
2. Underground the powerlines within James Street (George Street to Murray Street).
3. Complete the western verge streetscape works within Murray Street and associated roadworks.
4. Complete the verge area streetscape works adjacent to AutoOne and associated intersection works.
5. Finalise the Landscape Planning for the Pinjarra Town Site Revitalisation project.

Murray 2025 Strategic Community Plan

Objective 4	Well planned, integrated and active places that embraces and respects our rural lifestyle, built and natural environment and heritage
Outcome 4.2	Town centres are welcoming, well presented, and developed to enhance their character and value
Strategy 4.2.1	Enhance the distinctive qualities of our towns, streetscapes and urban areas to strengthen local character and identity
Strategy 4.2.4	Achieve and promote urban design excellence

Murray 2016-2020 Corporate Business Plan

Action 4.2.5.1	Develop and Implement the Pinjarra Town Centre Revitalisation Plan
-----------------------	--

Other Strategic Links

Pinjarra Town Centre Revitalisation strategy and Activity Centre Plan (Draft), November 2016.

Statutory Environment

There are no Statutory Acts or Regulations that apply to this activity.

Policy Implications

This report aims to implement the guiding principles of the Activity Centre plan prepared for Pinjarra Town Centre as prepared in accordance with State Planning Policy 4.2 – Activity Centres for Perth and Peel; (SPP4.2).

Sustainability & Risk Considerations

Economic - (Financial impact to the community)

There will be no financial impact to the community as project expenditure will be from the budgeted allocation made to Pinjarra Road Streetscape (352OR) and Murray Streetscape (353OR).

Social - (Quality of life to community and/or affected landowners)

The removal of overhead powerlines will enable the upgrade to the streetscape amenity by providing all accessible pathways and street trees that will contribute to the revitalisation of Pinjarra Town Centre.

Environment – (Impact on environment's sustainability)

There will be no environmental impact as result of this project.

Governance – (Policy implications)

This report aims to implement the guiding principles of the Activity Centre plan prepared for Pinjarra Town Centre as prepared in accordance with State Planning Policy 4.2 – Activity Centres for Perth and Peel; (SPP4.2).

Overall Risk Management Consideration

The project delivery represents a moderate risk according to the Shire of Murray Risk Management Guide in terms operational and financial risks associated with the project of this scope.

Consultation

Consulted with external electrical designers Underground Power Development and Executive Leadership Group.

Resource Implications

Financial

The cost of the proposed works is allocated through existing funding from both the Pinjarra Road Streetscape and Murray Streetscape works, within the Long Term Financial Plan the progression of the works has been listed as Pinjarra Town Site Revitalisation that better encapsulates the forward planning and better aligns the future upgrades proposed for the revitalisation of the Pinjarra Town Site that incorporates the upgrade to Pinjarra Road and surrounds.

Workforce

The project will involve the resources of the Technical Services department to administer tender documents and preparation and supervision of construction contracts. This work will be covered within existing resource allocation and no additional staff will be required.

Options

Council has the option of:

1. Supporting the allocation of expenditure towards the Pinjarra Town Centre Revitalisation.
2. Not supporting the allocation of expenditure towards the Pinjarra Town Centre Revitalisation.

Conclusion/Justification of Officer Recommendation

The inclusion of James Street into the undergrounding of overhead powerlines will significantly enhance the visual streetscape amenity of the Pinjarra Town Centre, particularly for both James and Murray Street. It enables the complete removal of overhead powerlines within these streets that would otherwise be only partly completed and compromise the objectives to the Pinjarra Town Centre, Revitalisation strategy and Activity Centre Plan.

Undertaking the works by tender provides the control and financial opportunity to remove the overhead powerlines and commence construction of future footpaths and street trees for Pinjarra Town Centre. It also enables time and resources to undertake the planning and development of Pinjarra, George and James Street road design and landscape outcomes.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION:

OCM17/050

Moved: Cr C Thompson

Seconded: Cr W Barrett

That Council approves the progression of the Pinjarra Town Site Revitalisation Strategy with the following outcomes:

1. **underground the overhead powerlines in Murray Street (James Street to Pinjarra Road);**
2. **underground the overhead powerlines in James Street (George Street to Murray Street);**
3. **complete the western verge streetscape works within Murray Street (Pinjarra Road to James Street) and associated road improvements;**
4. **complete the verge area streetscape works adjacent to AutoOne and Associated intersection works; and**
5. **finalise the Landscape Planning for the Pinjarra Town Site Revitalisation project.**

CARRIED UNANIMOUSLY 8:0

Items for Information

11.7 Council Resolution/Outstanding Items

Resolution Register is attached for information.

Appendix 6

12. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING

Nil

13. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

14. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

15. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

16. MEETING CLOSED TO THE PUBLIC (CONFIDENTIAL BUSINESS)

Nil

17. CLOSURE OF MEETING

There being no further business the Presiding Member declared the meeting closed the time being 9.36am.