



Town of Narrogin

MINUTES

ORDINARY COUNCIL MEETING

11 FEBRUARY 2014

COMMENCING AT 7:30PM

**COUNCIL CHAMBERS
THE TOWN OF NARROGIN
89 EARL STREET
NARROGIN, WA 6312**

Meaning of and CAUTION concerning Council's "In Principle" support:

When Council uses this expression it means that: (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.

Disclaimer:

"Warning - Verbal Information & Advice: Given the inherent unreliability and uncertainty that surrounds verbal communication, the Town strongly recommends that, if a matter is of importance to you, then you should NOT act upon or otherwise rely upon any VERBAL information or advice you receive from the Town unless it is first confirmed in writing."

These minutes were confirmed at the Ordinary Council meeting held on February 25th 2014

Signed  Date 25/2/14
(Presiding Member at the meeting at which minutes were confirmed)

ORDINARY COUNCIL MEETING MINUTES

11 February 2014

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

Meeting was opened by the Mayor at 7:36pm

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Mayor Ballard
Cr Paternoster (Deputy Mayor)
Cr McKenzie
Cr Russell
Cr Ward
Cr Schutz
Cr Bartron
Cr Kain
Mr Cook – Chief Executive Officer
Mr Bastow – Director of Corporate and Community Services
Mr Robinson – Director of Technical and Environmental Services
Ms French – Executive Assistant

3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA

CEO Aaron Cook declared a financial interest in Item 10.2.245

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

NIL

5. PUBLIC QUESTION TIME

NIL

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Kain requested leave of absence for next meeting – 25th February 2014

Moved: Cr Ward

Seconded: Cr Schutz

Carried 8/0

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Council Resolution 0214.001

That Council:

Accept the minutes of the Ordinary Council Meeting held on 17 December 2013 and be confirmed as an accurate record of proceedings.

Moved: Cr Paternoster

Seconded: Cr Bartron

CARRIED 8/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

NIL

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

NIL

10. MATTERS WHICH REQUIRE DECISIONS

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10.1 DEVELOPMENT AND TECHNICAL SERVICES

10.1.239 PROPOSED SECOND DWELLING – NO 13 (LOT 210) HORACE STREET, NARROGIN

File Reference: A231100
Disclosure of Interest: Nil
Applicant: Mathew Norman Corner
Previous Item Nos: Nil
Date: 6 February 2014
Author: Brian Robinson, Director Technical & Environmental Services

Attachments: Copy of Application for Planning Consent

Summary:

Council is requested to consent to the advertising of a proposed group dwelling development comprising the existing dwelling and a proposed new home.

Background:

The subject land is a 1,694m² residential property located on the north-east corner of Horace and Harper Streets.

Currently the property is developed with a single storey timber framed, brick veneer dwelling which is located in the south-west corner of the property facing Horace Street. Two outbuildings are also located on site, which are described as:

- a) A relatively new colourbond 13m by 6 metre shed, with zincalume roof located on the western side of the home; and
- b) A 6m by 6m older timber framed shed located in the north eastern corner of the property which is to be removed to facilitate the new home.

Approval is being sought to establish a group dwelling development through the construction of a new dwelling in the eastern portion of the site, facing Harper Street and retention of the existing dwelling. A copy of the submitted application is shown attached.

Plans submitted with the application indicate that the new home will be a 3 bedroom, two bathroom home with a double carport and alfresco area both to be located under the main roof.

Comment:

The provisions of Town Planning Scheme No 2 include the subject land within the Single Residential where "Group Dwellings" are classified as an "AP" use. That is, a use which is not permitted unless it complies with the relevant standards of the Scheme and special approval is granted by Council following advertising of the proposal.

To assist Council in determining if the application should be supported for advertising purposes, the following comments are offered:

a) Density

The provisions of Town Planning Scheme No 2 identify a maximum density of R25 for group dwellings in the Single Residential Zone. In accordance with the Residential Design Codes dwellings may be developed at an average density of 1 dwelling per 350m² within an R25 area.

b) Setbacks

As specified by the Residential Design Codes of Western Australia, the following setbacks are required for development to be constructed at a density of R25:

- i) Front Setback: 6 metres
- ii) Rear Setback: 1-1.5 metres for single storey development
- iii) Side Setback: 1-1.5 metres for single storey development.
- iv) Secondary Street: 1.5 metres

Examination of the submitted plans confirms that the proposed development will comply with front, rear and secondary street setbacks.

It is however noted that portion of a verandah on the northern side of the building, will have a floor level greater than 500mm above natural ground level. In accordance with the Residential Design Codes a verandah (greater than 10m² in area) is classified as an Active Habitable Space.

Where Active Habitable Space has a floor area more than 500mm above the natural ground level, there is a requirement for a 7.5 metre setback, unless that area is screened to prevent overlooking of the adjoining properties. Minor modifications to the plans are therefore required in order to reflect the installation of an appropriate screen.

c) Existing Home Appearance

Where Council considers an application for a grouped dwelling development involving the retention of the original dwelling, clause 5.2.6 of the Residential Design Codes stipulate that dwellings retained as part of a grouped dwelling development, the appearance of the retained dwelling is upgraded externally to an equivalent maintenance standard of the new development.

Given the existing dwelling faces Horace Street and the new dwelling will face Harper Street, the development will not appear as a group dwelling development, but rather as two separate homes facing two separate streets. The need to ensure the external appearance of the retained dwelling is upgraded is therefore not consider a significant factor.

It is however recommended that the overall appearance of the property could be improved the use of common fencing and landscaping. It is recommended that the owner/applicant be requested to consider this issue and provide further information to Council during advertising of the proposal.

Consultation: CEO – Aaron Cook

Statutory Environment:

Town Planning Scheme No 2 and the Residential Design Codes of Western Australia.

Policy Implications:

Council currently has no policy relating to the retention of dwelling within a group dwelling.

Financial Implications:

The applicant has paid the required application of \$480.00 in accordance with the Town of Narrogin's adopted Schedule of Fees and Charges.

Strategic Implications:

The construction of a new dwelling facing Harper Street will improve the appearance of the property as viewed from Harper Street.

Voting Requirements: Simple Majority

Council Resolution 0214.002

Moved: Cr McKenzie

Seconded: Cr Bartron

That Council:

1. Advertise the proposed group dwelling development at No 13 (Lot 210) Horace Street for a period of 21 days in accordance with clause 6.3.2 of Town Planning Scheme No 2;
2. Request the Applicant to consider and confirm methods to upgrade the appearance of the existing dwelling such as the use of uniform fencing and landscaping prior to the close of advertising;
3. Await a further report on the matter following the close of advertising.

CARRIED 8/0

0.32% application fee
\$480.00.



Town of Narrogin

TOWN PLANNING SCHEME NO. 2
DISTRICT SCHEME

Town of Narrogin RECEIVED	
Directed to	Brian
2 DEC 2013	
Ref No.	ICR 132 637
Property File	
Subject File	T.4.1
C-Point No.	

APPLICATION FOR PLANNING CONSENT

I/We Matthew Norman Corner.
 (Full Name of Applicant)
 of P.O. Box 370 Narrogin. Postcode 6312
 (Address for Correspondence)

hereby apply for planning consent to:

- (1) use the land described hereunder for the purpose of
Building a house.
- (2) erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached).

The existing use of the land is: Residential

The approximate cost of the proposed development is: \$ 150,000.

The estimated time of completion is: 6 Months

The approximate number of persons to be housed/ employed when the development is completed is: 3

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN

(Indicate distance to nearest intersecting street)

HOUSE NO: 13 STREET: HORACE.

LOT NO: 210 PLAN OR DIAG: _____

LOCATION NO: _____

CERTIFICATE OF TITLE: VOLUME: _____ FOLIO: _____

LOT DIMENSIONS

SITE AREA: 1700 square metres

FRONTAGE: 50.29 metres

DEPTH: 33.90 metres

10.1.240 TENDER FOR THE PROVISION OF DOMESTIC RECYCLING KERBSIDE COLLECTION

File Reference: 13.3.1
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos:
Date: 7th February 2014
Author:

Attachments: Draft Tender documents to be provided at the Council Meeting.

Summary:

Council is requested to consider commencing a tender process for the provision of a kerbside recycling service for all residential homes within the Town.

Background:

Although a general waste collection service is provided, the Town of Narrogin does not currently provide a kerbside collection service for recyclable materials. The lack of such a service results in many recyclable materials being placed in the general waste collection bins. This material is disposed of as landfill.

At its 11th June meeting in 2013, Council resolved to support the introduction of recycling bins at the White Road refuse site. This service has since been implemented and is being well received. Although this service has decreased the volume of recyclable materials being disposed of by landfill, this service is not practical for a significant portion of the Narrogin community who do not access the tip site.

Council is therefore requested to consider the commencement of a tender process to identify a suitable contractor for the provision of a kerbside recycling collection service for implementation in July 2014.

Comment:

The Town of Narrogin currently has a contract with Great Southern Waste Disposal for the provision of a kerbside general waste collection service using 240 litre bins. A recycling service does not however form part of the current contract which is not due to expire until February 2016.

It is recommended that Council consider the introduction of a recycling collection service operating on a fortnightly collection basis using 240 litre yellow lid recycling bins.

It is proposed that Tenders be sought for provision of the service, to expire in February 2016 which will allow for future contracts for general and recycling kerbside to form part of the same contract.

Council will be requested to further consider this matter following the close of tenders and as part of the 2014/15 budget considerations.

Consultation: Chief Executive Officer – Aaron Cook

Statutory Environment:

Given that the overall value of the contract has potential to exceed \$100,000 Tenders must be sought in accordance with the Local Government Act and associated regulations.

Policy Implications: Nil

Financial Implications:

The Town of Narrogin budgeted a total of \$155,390 for the collection of residential general waste bins in the 2013/14 financial year.

Preliminary investigations indicate that a similar charge per bin collection would apply for a kerbside collection service for recycling. With a recycling service operating a two weekly collection cycle, it is anticipated that the provision of a recycling service would cost in or around \$75-\$80,000 per annum. Approximately \$30 per assessment additional charge.

Investigations have commenced to identify any available grant funding for establishment of the service and education of the public.

Strategic Implications:

The introduction of a kerbside collection service for recycling, will ensure that the amount of recyclable materials going to landfill is minimised, extending the life of the refuse site and improving its management.

Voting Requirements: Simple Majority

Council Resolution 0214.003

Moved: Cr Kain

Seconded: Cr McKenzie

That Council:

1. In accordance with the Local Government Act and associated regulations, call for Tenders for the provision of a kerbside recycling collection service to operate on a fortnightly basis from the July 2014 until February 2016, using 240 litre recycling bins;
2. Formally invite the current general waste collection contractor to respond to the Tender;
3. Endorse officers actions in identifying potential grant funding for the implementation of the service and education of the general public; and
4. Await a further report on the matter following the close of tenders.

CARRIED 8/0

10.1.241 PROPOSED CHANGE OF RESERVE MANAGEMENT ORDER – LOT 1721 HALE STREET, NARROGIN

File Reference: Reserve 1721
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Nil
Date: 7th February 2014
Author: Brian Robinson – Director Technical & Environmental Services

Attachments: Aerial Photos Graph of portion of reserve 1721 containing Narrogin Community Garden and the Railways Tennis Club

Summary:

Council is requested to endorse an application being made to the Department of Land Administration for modification of 1721 Hale Street to permit the leasing of the land to third parties for community purposes.

Background:

Lot 1721 is a crown reserve located on the eastern side of Pioneer Drive, stretching from Doney Street to Herald Street. The reserve, which straddles Gnarrojin Creek, was vested with the Town in 2001.

The land is largely vacant of improvements with the exception of the Community Garden (Ex Railways Bowling Club) and located on Hale Street and the Railways Tennis Club located on the corner of Hale and Herald Streets.

The current vesting of the reservation does not permit Council to enter into a formal lease with community groups operating these facilities.

Council is requested to consider endorsing an application being made to the Department of Land Administration for the current reserve vesting to be amended in order to permit the Town of Narrogin to enter into formal lease arrangements with the community groups operating these facilities.

Comment:

Council previously supported the conversion of the discussed Railways Bowling Club by a third party for the purposes of a Community Garden. In 2013 when that third party withdrew from the proposal, Council supported the formation of an Interim Management Committee for the Gnarrojin Community Garden ensuring continuation of the activity.

More historically, prior to the establishment of the Narrogin Tennis Club on Clayton Road, the Railways tennis club provided the Towns tennis facilities. Rather than demolish the existing facilities once the new facilities were established Council informally permitted a community social group to continue use of the premises.

Currently the Town of Narrogin does not have the legal ability to enter into formal lease arrangements with these groups (due the current vesting). This limits the ability of these groups to seek grant funding for ongoing maintenance or improvements to the facility.

It is therefore recommended that an application be for modification of the current Management Order.

Council will be requested to enter into formal lease arrangements with these community groups should the application for amendment of the management order be approved.

Consultation:

- Susan Guy, Manager of Recreation and Culture
- Aaron Cook, CEO
- Jane Darvell Project Officer (on behalf of the Narrogin Healthy Lifestyle Program).

Statutory Environment:

- Local Government Act
- Land Administration Act

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications:

As detailed above. modification of the current Management Order will permit the Town to enter into a formal lease arrangements with the community groups that operate within the reserve. This will improve the ability of those groups to obtain future grant funding, supporting their continued operation as valuable community assets.

Voting Requirements: Simple Majority

Council Resolution 0214.004

Move: Cr Paternoster

Seconded: Cr Bartron

That Council:

1. Endorse an application being made to the Department of Land Administration to amend the current Management Order for Lot 1721 Pioneer Drive Narrogin to permit the leasing of the land for community purposes.
2. Await a further report on the Departments response to the above request and the potential establishment of formal leases over portions of Lot 1721 abutting Hale Street.

CARRIED 8/0



10.1.242 FAILURE TO COMPLY WITH HEALTH ACT NOTICE – HOUSE UNFIT FOR HUMAN HABITATION – NO 54 (LOT 16/17 OF 284) LOCK STREET, NARROGIN

File Reference: 266000
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Nil
Date: 29th January, 2104
Author: Shiralee Langford, Environmental Health Officer

Summary:

Council is requested to support the service of an Unfit for Human Habitation Notice on the owner of No 54 (Lot 16/14 of 284) Lock Street, Narrogin. Also an updated Notice to clean and repair the house, pursuant to S.189 of the Health Act 1911 be issued with a specified time frame of 60 DAYS from date of the Notice to undertake the required.

Should the works not be completed within the specified time frame, Council is requested to instigate legal proceedings against owner of No 54 (Lot 16/14 of 284) Lock Street, Narrogin, for failure to comply with Health Act Notice, pursuant to S.139 of Health Act 1911, for owner to clean and repair house which is deemed unfit for human habitation.

Background:

An inspection of the dwelling situated on of No 54 (Lot 16/14 of 284) Lock Street, Narrogin was undertaken by the contract Environmental Health Officer, Maurice Walsh on 10th November, 2011. The inspection revealed that the house and outside yards were in a derelict state and required to be cleaned.

A Health Act Notice was served on the Owner of No 54 (Lot 16/14 of 284) Lock Street, Narrogin, in accordance with S.139 of the Health Act 1911. The Notice required that the owner, Success Heights Pty Ltd, clean and repair the house both internally and externally to the satisfaction of the council and that all building debris, broken glass, rubbish, waste and general litter be taken to the Narrogin Landfill Site.

The Notice also required that such debris be tested to identify if asbestos cement product is present and if asbestos is confirmed, a licenced asbestos removal contractor is to be engaged.

The letter sent to the owner also required that, once the property had been cleaned, the building be secured to prevent unauthorised members of the public from entering the building.

The dwelling house has not been formally declared Unfit for Human Habitation by service of a Notice under the provisions of S.135 of the Health Act 1911.

A copy of the original Health Act Notice is attached.

A follow up letter was sent to the owner on 15 February, 2012 with a copy of the Notice attached. The premises was still in a derelict state and it had been reported to Council staff

that children had been seen loitering around the property and entering the building, raising concerns about the unsafe condition of the building. At this time the owner was advised that failure to comply with the Notice would result in the matter being referred to Council with the view to instigate legal action.

Yet another letter was sent to the owner on 31 July, 2013 following an inspection of the premises by Maurice Walsh which revealed that the premises were still in a derelict state and still had not been secured.

Photographs taken at the premises on 29 January, 2014 clearly indicate that no works have been undertaken to clean or secure the premises. Broken glass and damaged asbestos sheeting still litter the floors inside of the building as well as the external areas.

An application was made for a demolition permit on 19 July, 2012. The owner was advised that further information was required prior to the Demolition Licence being issued, however the information has not been supplied to date and no demolition licence has been issued for the property.

Comment

The original notice served on the owner of the premises on 10 November 2011, stipulated that "All works are to be carried out within 60 Days of the date of this notice". At no point has the Notice been renewed. All subsequent correspondence relating to the issue included an attachment of the original Notice.

It has now been two years and three months since the Notice was served requiring the premises to be cleaned and secured. In addition, two further letters have been sent to the owner advising that failure to comply with the Notice will result in the matter being referred for legal action.

In the author's opinion, ample time and opportunity has been given to the owners of No 54 (Lot 16/14 of 284) Lock Street, Narrogin, to comply with the Notice to Clean and Repair the home. The premises in the present state are Unfit for Human Habitation and present a hazard to the health and amenity of neighbours and persons who enter the premises.

As the dwelling was not originally declared Unfit for Human Habitation it will assist with continuity with regard to legal proceeding to formally serve notice declaring the house unfit for human habitation AND ALSO revoke the Notice to clean and repair the dwelling and issue a Notice under S.137 and S.138 to take down and remove the dwelling and clean the land to the satisfaction of the Local Government .

Consultation:

- Mr Brian Robison - Director Technical and Environmental Services
- Mr Maurice Walsh - Environmental Health Officer

Statutory Environment:

The Health Act 1911, S135 stipulates that a Local Government may declare a dwelling house Unfit for Human Habitation.

The Health Act 1911, S 139 states:

In addition to the powers contained in the preceding sections of this Part, a local government may, if in its opinion any house is unfit for human habitation by reason of uncleanness or want of repair, require the owner of such house by a notice served on such owner to render clean or to repair such house within the time and in the manner specified in such notice.

S. 140(1) of the Health Act 1911 states that whenever any owner fails to comply with a notice served upon him under any of the foregoing provisions of this Part, within a time therein specified he commits an offence, and the local government may carry out the terms of the notice and recover all expenses from the owner.

The Penalty for a person who is convicted of an offence under this provision of the Health Act 1911 is detailed in S.360 as

(i) a penalty which is not more than \$1 000 and not less

than —

(A) in the case of a first such offence, \$100;

and

(B) in the case of a second such offence, \$200;

and

(C) in the case of a third or subsequent such offence, \$500;

and

(ii) if that offence is a continuing offence, a daily penalty which is not more than \$100 and not less than \$50;

Policy Implications: Nil

Financial Implications:

Cost of legal fees.

Strategic Implications: - Nil

Voting Requirements:

Absolute Majority

Council Resolution 0214.005

Moved: Cr Bartron

Seconded: Cr Paternoster

That Council:

1. Support a Notice being served on the owner of No 54 (Lot 16/14 of 284) Lock Street, Narrogin, in accordance with S.135 of the Health Act 1911, declaring the dwelling Unfit for Human Habitation
2. Support an updated Notice pursuant to S.137 of the Health Act 1911 to amend or take down and remove the dwelling situated at No 54 (Lot 16/14 of 284) Lock Street, Narrogin within 60 Days of receipt of the Notice, and ensure that the land is cleared to satisfaction of the Local Government.
3. If the works are not completed within the specified time frame and subject to legal advice, initiate proceedings against the owners of No 54 (Lot 16/14 of 284) Lock Street, Narrogin, pursuant to S.140 of the Health Act 1911 for failure to comply with a Notice served upon him within a specified time period.
4. If the works are not completed within the specified time frame and subject to legal advice, and pursuant to S. 140 of the Health Act 1911, Council resolve to carry out the terms of the notice and recover all expenses from the owner.

CARRIED 8/0

10.2 CORPORATE AND COMMUNITY SERVICE

10.2.243 TOWN AND SHIRE OF NARROGIN PROPOSAL FOR BOUNDARY CHANGE

File Reference:

Disclosure of Interest: Nil

Applicant: Chief Executive Officer

Previous Item Nos: Various

Date: 6th February 2014

Author: Mr Aaron Cook - Chief Executive Officer

Attachments:

Please note that due to the size of the Report that printed copies will be provided within the meeting to the Members of the Public and will be emailed out to all parties that request a copy of the agenda.

It must also be noted that this document is not finalised until the Minister of Local Government makes comment and commits to requirements within the report.

Summary:

It is presented to Council to Receive and Endorse "In Principle" the report titled "Proposal for Boundary Change Shire of Narrogin and Town of Narrogin" to enable progression of the merger of the Town and Shire of Narrogin.

Background:

Due to the length of history regarding this item this report will only focus on the recent meetings.

On the 23rd January 2014 Council independently met, informally, to discuss the remaining merger items that required resolution and the Draft report as prepared by Mr Niel Mitchell. From that meeting the Town of Narrogin and the Shire of Narrogin met informally on the 28th January to resolve through negotiation these matters and review the report to enable a final draft to be prepared.

From this proactive meeting all points were considered and negotiated to enable the report to progress towards completion as it is presented.

Comment:

From the recent meeting on the 28th January, the Report has been updated with all resolved points and is now presented to Council to receive and endorse "In Principle".

The endorsement of the report enables the Councils to prepare a letter to the Hon Tony Simpson, Minister for Local Government, to consider the required matters within the report which include the Transitional Costing's, Regional Road Group funding, Representation and

other matters contained within the report including the section set aside for the Governors Orders requirements.

It was proposed by the Councils at the meeting that once the Minister agrees to the items contained within the report that both Councils would consult within their respective communities regarding the report. Once this has been conducted and the submission period closed that the Councils consider the submissions and resolve to accept the report and then prepare a letter to the Local Government Advisory Board making the recommendations contained within the report.

Consultation:

- All Councillors from the meeting held on the 23rd and 28th January 2014
- The Shire of Narrogin

Statutory Environment:

As the report is merely being received/endorsed “In Principle” there is no statutory implications.

Policy Implications: - Nil

Financial Implications: - Nil

Strategic Implications:

The endorsement of this report is the next step in progressing the merger of the two Councils. With both Councils negotiating in good faith it would not be seen as being supportive of the process should the Town choose to attempt to alter the document at this late stage.

Voting Requirements: Simple Majority

Council Resolution 0214.006

Moved: Cr Paternoster

Seconded: Cr Schutz

That Council:

- 1) Receive and endorse “In Principle” the report titled “Proposal for Boundary Change Shire and Town of Narrogin” and all facets and requirements within the document including the Governors Orders.
- 2) Council endorse a letter to be prepared addressed to the Minister of Local Government to consider and respond to all requirements of the report.
- 3) Council does not support any correspondence being sent to the Local Government Advisory Board until all of the requirements of the Report have been resolved.

CARRIED 8/0

10.2.244 GNAROJIN COMMUNITY GARDENS and REQUEST FOR AUSPICING ARRANGEMENTS

File Reference:

Disclosure of Interest: Nil

Applicant: Gnarojin Community Gardens Interim Management Committee

Previous Item Nos: Nil

Date: 5 February 2014

Author: Susan Guy

Attachments: Letter of Request received on the 5.2.14

Summary:

Council is requested to support the Gnarojin Community Gardens Interim Management Committee by auspicings its application for a grant in the amount of \$20,000.

Background:

The Gnarojin Community Gardens Interim Management Committee (IMC) has written to the Chief Executive Officer requesting that Council auspice an application in the amount of \$20,000 for a Community Gardens Grant from the Department of Local Government and Communities (DLGC). Please see the attached Letter of Request regarding the grant application

The Department is currently seeking applications for the funding of up to \$20,000 for new gardens. Community Garden grants are on offer from DLGC as it is of the view that community garden projects funded through this program will allow community members to more fully participate in community life, connect with the environment and other people and use their skills and give back to the community. Applications close Thursday 27 February 2014.

Comment:

The unincorporated IMC aspires to work in partnership with the Town of Narrogin. The Manager of Leisure and Culture regularly receives the IMC's minutes of meetings and updates on its work and progress toward incorporation. The Gnarojin Community Gardens are a Narrogin Healthy Lifestyles Program or "output" designed to contribute to the health and well-being of the Narrogin community.

The CEO has previously approved the Town sponsoring two grant applications by the IMC to a total value of \$9,600. The Town's Special Projects Officer has been administering these grants, ensuring compliance with purchasing policy and financial reporting and also regularly attends the IMC meetings.

It must be noted that there is no financial contribution or commitment from the Town of Narrogin required. All required documentation will be prepared by the IMC.

Consultation:

- Mr Aaron Cook, Chief Executive Officer
- Mayor Leigh Ballard
- Dr Anita Pearson, Gnarojin Community Gardens Interim Management Committee

Statutory Environment: - Nil

Policy Implications: - Nil

Financial Implications: - Nil

Strategic Implications:

The Gnarojin Gardens initiative links to The Towns Strategic Community Plan Key objective 2 - Community Development/Services and to the strategy:

Support the expansion of Educational Facilities to enhance opportunities for value adding to industry, employment and health care within the region.

The Gardens readily serves as an educational facility for students from schools, TAFE and the Agricultural College to participate in education sessions on site, as well as community members who wish to learn about gardening, healthy eating and cooking. The garden is very much in this sense linked with health care.

Voting Requirements: Simple Majority

Council Resolution 0214.007

Moved: Cr Bartron

Seconded: Cr Ward

That Council:

Support the Gnarojin Community Gardens Interim Management Committee by auspicing its application for a grant in the amount of \$20,000.

CARRIED 8/0

Gnarojin Community Garden

Street Address: Hale Street, Narrogin WA

Email: growingourcommunity@outlook.com

Mr Aaron Cook
Chief Executive Officer
Town of Narrogin
89 Earl Street
Narrogin 6312
Western Australia

5 February 2014

Dear Mr Cook

On behalf of the Gnarojin Community Garden's Interim Management Committee (IMC) I wish to request that Council support the Committee by sponsoring its application in the amount of \$20,000 for a Community Gardens Grant from the Department of Local Government and Communities (DLGC).

The IMC is a group of dedicated volunteers overseeing the progress of the garden and holds regular meetings to discuss any issues as they arise, ideas, activities and administrative duties. It holds regular meetings to continue to draft its constitution and a Management Plan for the Community Garden. The intention is to adopt the constitution and become incorporated as the Gnarojin Community Garden. This will provide more autonomy for the gardens and enable us to access funding sources to implement our Management Plan.

If you would like further information regarding the Community Garden, please feel free to contact myself on behalf of the IMC for the Gnarojin Community Gardens.

Yours sincerely

Dr Anita Pearson
Interim Management Committee
Gnarojin Community Garden

Ph: 98810453 / 0477 345 689

[Type text]

10.2.245 CONFIDENTIAL - Chief Executive Officer Performance Review

File Reference: **Personal**
Disclosure of Interest: **Chief Executive Officer - Financial Interest**
Applicant: **Mayor Ballard**
Previous Item Nos: **Nil**
Date: **5th February 2014**
Author: **Mayor Ballard**

Council Resolution 02S14.008

Moved: Cr Schutz

Seconded: Cr McKenzie

CARRIED 7/0

Please note that this resolution has not been included due to its confidential nature.

11. ELECTED MEMBER'S MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NIL

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

NIL

13. CLOSURE OF MEETING

The Mayor declared the meeting closed at 8:13pm