

**MINUTES
ORDINARY COUNCIL MEETING**

14 JULY 2015

**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 28 July 2015

Signed:  Date 28/7/15
(Presiding Member at the meeting at which minutes were confirmed)

Council Minutes are 'Unconfirmed' until they have been adopted at the following meeting of Council.

ORDINARY COUNCIL MEETING MINUTES

14 JULY 2015

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

7.30 pm – The Presiding Member declared the meeting open.

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

Elected Members

Mayor L Ballard
Deputy Mayor Cr A Paternoster
Cr C Bartron
Cr C Ward
Cr J McKenzie
Cr M Kain

Staff

Mr A Cook – Chief Executive Officer
Mr C Bastow – Director Corporate and Community Services
Ms C Thompson – Executive Assistant

Visitors

Mr R Little
Mr B Seale
Mr R Whyte
Ms T Nicholls

Apologies

Cr D Russell

On Leave of Absence

Cr P Schutz

Absent

Mr B Robinson – Director Technical and Environmental Services

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

Cr Ward declared an interest in item 10.1.073. The nature of the interest was “interest through persons closely associated” – employer.

Mayor Ballard declared an interest in item 10.1.074. The nature of the interest was Proximity.

Mr Aaron Cook declared an interest in item 10.2.080. The nature of the interest was Financial.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

7.31 pm – Public Question time commenced

Mr Seale – Narrogin

1. Summary of Question 1

In regard to item 10.1.072 - will Council provide guidance as to where commercial vehicles can park in the Town so that we can advise our clients as to where they can park their commercial vehicles?

Summary of Response

The CEO advised that the Town has already promised that information to Mr Seale as discussed in a recent meeting. The Town will be providing this information in due course. Copies will also be provided to The Town's elected members..

Mr Little – Narrogin

1. Summary of Question 1

In regard to item 10.1.072 – will the vehicle parking limits applied to the Narrogin Motel apply to all motels and B&Bs in Narrogin?

Summary of Response

The CEO responded it is clearly stated in the item that it applies to all establishments located in the residential area, and that this agenda item allows for the Narrogin Motel to have some commercial parking. This does not allow for other B&Bs located in a residential area to have commercial parking. Other businesses would have to make application for similar parking requirements.

Mr Whyte – Narrogin

1. Summary of Question

Does Council clean the toilets outside twice daily as I have been advised by the girls in your office?

Summary of Response

The CEO responded, yes, the toilets are cleaned twice a day by Town staff.

7.40 pm – The Presiding Member declared Public Question Time closed and noted that no questions have been taken on notice.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COUNCIL RESOLUTION 0715.086 and Officer's Recommendation

Moved: Cr Paternoster

Seconded: Cr Bartron

That Council:

Accept the minutes of the Ordinary Council Meeting held on 23 June 2015 and be confirmed as an accurate record of proceedings.

CARRIED 6/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

10.1	DEVELOPMENT AND TECHNICAL SERVICES	6
10.1.069	PROPOSED GROUP DWELLINGS – NO 27 (LOT 920) ARGUS STREET, NARROGIN.....	6
10.1.070	PROPOSED SURVEY STRATA SUBDIVISION – NO 81 –(LOT 889) NORTHWOOD STREET, NARROGIN	16
10.1.071	PROPOSED CHURCH REDEVELOPMENT – NO 21 (LOT 232) HERALD STREET, CNR OF HAVELOCK STREET, NARROGIN.....	23
10.1.072	COMMERCIAL VEHICLE PARKING – NARROGIN MOTEL .	36
10.1.073	REQUEST FOR CONCESSIONAL LOADING – FEDERAL STREET, NARROGIN	54
10.1.074	MODIFICATION OF GREAT SOUTHERN HIGHWAY ALIGNMENT – NARROGIN SOUTHERN LINK ROAD PROJECT.....	60
10.1.075	APPOINTMENT OF AUTHORISED OFFICERS – DOG ACT 1976 AND CAT ACT 2011	67
10.1.076	REPEAL OF LOCAL LAWS.....	69
10.1.077	REPEAL OF HEALTH LOCAL LAWS.....	76
10.2	CORPORATE AND COMMUNITY SERVICES	83
10.2.078	CATS STAKEHOLDER COMMITTEE	83
10.2.079	TOWN HALL HIRE SPONSORSHIP	88
10.2.080	MERGER – SELECTION PROCESS OF CEO DESIGNATE.	90
10.2.081	MERGER PROJECT MANAGER TENDER.....	95

10.1 DEVELOPMENT AND TECHNICAL SERVICES

10.1.069 PROPOSED GROUP DWELLINGS – NO 27 (LOT 920) ARGUS STREET, NARROGIN

File Reference:	A102000, IPA155876 & DA36/14-15
Disclosure of Interest:	Nil
Applicant:	RedInk Homes
Previous Item Nos:	Item 10.1.653 – 24 August 2010 Item 10.1.665 – 26 October 2010 Item 10.1.665 – 23 November 2010
Date:	2 July 2015
Author:	Brian Robinson, Director Technical & Environmental Services

Attachments

- Copy of Application for Planning Consent
- A3 version of submitted site/floor plans.

Summary

Council is requested to determine an application for planning consent for the construction of two group dwellings on the subject land which has been strata titled into four survey strata lots.

Background

The subject land is a 2,011m² property located on the eastern side of Argus Street, on the northern side of the intersection between Argus and Hope Streets. This is currently vacant.

At its Ordinary Council meeting held on 24 August 2010, Council was requested to consider consenting to the advertising of a proposal to demolish the previously existing home and construct five group dwellings on the property. In accordance with the officer's recommendation, Council resolved not to support the application due to non-compliance with the Residential Design Codes of Western Australia.

A revised application for four proposed group dwellings was considered by Council at its October 2010 meeting. As recommended by consultant Town Planners working on behalf of the Town, Council resolved to approve the application subject to:

- a) No substantial objections being received at the conclusion of the advertising period; and
- b) Compliance with numerous conditions.

Subsequently 16 objections were received during the advertising period.

Council further considered the application at its meeting held on 23 November 2010. Having regard to the submissions received and Council's Town Planning Consultants recommendation, Council resolved to grant approval to the application subject to 23 conditions.

This approval expired on the 24th of November 2012.

After Council's planning approval was granted to the construction of four group dwellings, the landowner made application to the Western Australian Planning Commission (WAPC) for

approval to strata title the property into four survey strata lots. The WAPC granted approval to the strata title subject to numerous conditions.

With the owner now wishing to proceed with the construction of two of the four dwellings, Council's planning consent is again being sought.

Plans submitted with the application detail that each of the proposed dwellings will be comprised of four bedrooms, two bathrooms with a double garage under the main roof. Copies of the submitted plans are shown at Attachment No 2.

Comment

The provisions of Town Planning Scheme No 2 include the subject land within the Single Residential Zone, where the construction of Group Dwellings to a maximum density of R25 is an "AP" use. That is a use which is not permitted, unless the special approval of Council is granted following advertising of the proposal.

In accordance with the scheme, normal practice would be to advertise the application for public comment over a 21 day period. It is however noted that in this case:

- a) Council previously granted conditional approval to the development of four dwellings despite numerous objections being received stating various grounds; and
- b) The owner has established strata titles over the property.

Given the existence of the strata titles, it is recommended that Council determine the proposal without first advertising the application for public comment. Further information on this approach is provided in the Statutory Environment section below.

To assist Council in determining the application, the following comments are offered:

Maximum Density

The provisions of TPS No 2 nominate a maximum density of R25 for group dwellings. In accordance with the Residential Design Codes of Western Australia(R-Codes), a minimum site area of 300m² (average of 350m²) is required.

With each of the proposed dwellings to occupy an area of approximately 490m², the proposal complies with the maximum density requirements.

Setbacks

As prescribed within the Zoning and Development Table for the Single Residential Zone, a front setback of 7.5m is required. Plans submitted with the application indicate that, if approved, the two proposed dwellings will be constructed with a front setback of 4.7m for strata unit 1 and 5.2m for Strata Unit 2. Approval to the application as submitted therefore requires a relaxation of scheme standards.

It is however noted that the R-Codes specify a front setback of 6m. In accordance with clause C2.1(iii) that this setback may be further reduced by up to 50% provided that the average setback is maintained.

Assessment of the submitted plans confirms that the application as submitted will comply the R-Code front setback requirements. Given this, it is recommended that the proposed front setbacks be supported.

The proposal complies with all other setback requirements.

Visitor Parking

The provisions of TPS No 2 identify that visitor parking must normally be provided at a rate not less than 1 space per two dwellings.

As detailed in the background section of this report, each of the proposed dwellings will be constructed with a double garage under the main roof. With an independent double width

driveway providing access to each of the two dwellings, the development will essentially allow for two visitor bays for each unit.

External Storage

In accordance with clause 5.4.4 of the R-Codes, each group dwelling must be provided with an enclosed, lockable storage area with a minimum dimension of 1.5 and an internal area of at least 4m².

As plans submitted with the application do not detail the provision of external storage as required by the R-Codes, it is recommended that an appropriate condition be imposed.

Other Requirements

The submitted application complies with all other requirements stipulated by both TPS No 2 and the Residential Design Codes.

Consultation

- CEO - Aaron Cook

Statutory Environment

Applications for planning consent are determined under the provisions of TPS No 2. As detailed in clause 6.5 of the Scheme, Council may grant planning consent or its special approval, with or without conditions or may refuse an application.

In accordance clause 6.2.1 of TPS No 2 Council may approve an application for planning consent despite the application not complying with a standard or requirements of the Scheme, provided that Council is satisfied that:

- i. Approval of the proposal would be consistent with the orderly and proper planning of the locality, the preservation of amenity of the area and be consistent with the objectives of the Scheme;
- ii. The non-compliance will not have any adverse effect upon the occupiers or users of the development or inhabitants of the locality; and
- iii. The spirit and purpose of the requirements or standards will not be unreasonably departed from.

In this case, approval to the application as presented in this agenda item, would require Council relaxing the following requirements:

- a) The requirement for advertising applications for group dwellings; and
- b) The front setback requirements as stipulated by TPS No 2.

The WAPC granted approval to strata title the land on the basis that Council had approved four group dwellings on the property. Whilst the Town's development approval has subsequently lapsed, the landowner has a right to proceed with development of the four strata lots.

Given the above and the fact Council previously advertised the development of four dwellings, which it approved despite objections being received, it is the author's opinion that advertising of the application is unnecessary in this case.

In terms of relaxing the front setback requirements imposed by TPS No 2, the application as submitted complies with the requirements of the Residential Design Codes of WA. It is therefore recommended that the application be approved as submitted.

Policy Implications

Nil

Financial Implications

The required application fee has been paid in accordance with Council's adopted Schedule of Fees and Charges for the 2014/15 financial year.

Strategic Implications

Nil

Voting Requirements

Absolute Majority

COUNCIL RESOLUTION 0715.087 and Officer's Recommendation

Moved: Cr Ward

Seconded: Cr Kain

That Council:

1. Pursuant to clause 6.2.1 of Town Planning Scheme No 2 relax the requirement for advertising of the proposed two group dwellings on No 27 (lot 920) Argus Street, Narrogin on the basis that:
 - a. the development of the land with four group dwellings was advertised and granted planning approval in November 2010; and
 - b. the Western Australian Planning Commission's approval to the creation of four survey strata lots.
2. Grant planning consent to the construction of two group dwellings as proposed on No 27 (lot 920) Argus Street, Narrogin, subject to compliance with the following conditions:
 - (i) This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Town, is granted by it in writing.
 - (ii) The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Town of Narrogin.
 - (iii) Notwithstanding condition (ii) above, prior to the commencement of the development, revised plans shall be submitted to demonstrate the provision of an enclosed, lockable external storage with a minimum dimension of 1.5 metres and an internal area of 4m² in accordance with clause 5.4.5 of the Residential Design Codes of Western Australia.
 - (iv) The external storage areas referred to in point (iii) above, shall be established to the satisfaction of the Town of Narrogin prior to occupation of the dwellings hereby approved.
 - (v) Submission and approval of a detailed landscaping plan relating to the front setback. Such plans to specify details of the vegetation and the landscaping,

as shown and approved, to be established within 60 days of the practicable completion of the building and from then on maintained to the specification and satisfaction of the Town of Narrogin. Such landscaping is to be fully reticulated.

- (vi) Prior to occupation of the development hereby approved, the applicant shall make arrangements for the provision of a 6m by 6m truncation on the corner of Argus Street and Hope Street to the satisfaction of the Town of Narrogin - Chief Executive Officer. This truncation is to be transferred to the crown free of cost.
- (vii) The proposed driveways as delineated on the endorsed plan and the associated crossovers shall:
 - Be designed, constructed, drained and marked to the satisfaction of the Council prior to the commencement of the use hereby permitted.
 - Thereafter be maintained to the satisfaction of the Council.
 - Be made available for such use at all times and not used for any other purpose.
 - Be properly formed to such levels that it can be used in accordance with the plan.
- (viii) All earthworks associated with the development shall be wholly contained within the site to the satisfaction of the Town of Narrogin.
- (ix) The proposed development being connected to the Sewer (including any existing buildings)
- (x) Stormwater associated with the development hereby approved shall be contained on site, or disposed of in a manner acceptable to the Town of Narrogin.

Advice to Applicant:

- (i) Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
- (ii) The applicant is encouraged to consider utilising water from the rainwater tank(s) identified in advice note No 3 above for non-potable purposes including the flushing of toilets and garden requirements.
- (iii) It is recommended that the applicant arrange for the site to be surveyed and pegged prior to the commencement of the construction.

**CARRIED 6/0
BY ABSOLUTE MAJORITY**



Town of Narrogin

Directed to: TEKARR
 15 JUN 2015
 IPA 155876
 of \$: 100,000
 by \$: 7.04 e.l.
 C.Folio No:

TOWN PLANNING SCHEME NO. 2 DISTRICT SCHEME

APPLICATION FOR PLANNING CONSENT

I/We DENNIS BONSAIO
(Full Name of Applicant)

of REDINK HOMES SOUTHWEST Postcode 6230
(Address for Correspondence)

hereby apply for planning consent to:

- (1) use the land described hereunder for the purpose of
SINGLE STOREY DWELLING (STRATA)
- (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: \$ 478,750
239,125.00 (EACH HOUSE)

The estimated time of completion is: 12 MONTHS

The approximate number of persons to be housed/ employed when the development is completed is: 2

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN (Indicate distance to nearest intersecting street)

HOUSE NO: 27 STREET: ARBUS ST.

LOT NO: SL1 & SL2 PLAN OR DIAG: DP228721

LOCATION NO: _____

CERTIFICATE OF TITLE: VOLUME: 1730 FOLIO: 468

LOT DIMENSIONS

SITE AREA: 490.72 square metres

FRONTAGE: 14.545 metres

DEPTH: 33.735 metres

AUTHORITY

SIGNATURE OF APPLICANT: _____ DATE: 09/06/2015

NOTE: WHERE THE APPLICANT IS NOT THE OWNER THE OWNER'S SIGNATURE IS REQUIRED.
NOTE: NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

SIGNATURE OF OWNER: AS PER ATTACHMENT DATE: _____

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH APPLICATION OUTLINED BELOW.

THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE

PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless specifically exempted by the Council:

- (a) indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- (b) indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- (c) indicate the position, type and height of all existing trees on the site and indicate those to be retained and those to be removed;
- (d) indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- (e) indicate site contours and details of any proposed alteration to the natural contour of the area;
- (f) indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- (g) indicate site dimensions and be to metric scale.

FOR OFFICE USE ONLY

File Reference: _____

Application Number: _____

Date Received: _____

Date of Approval / Refusal: _____

Date of Notice of Decision: _____

redink
 H. J. JENSEN
 CONSULTING ENGINEER
 1101 42ND ST. SE SUITE 100
 BELLEVUE, WA 98006
 Phone: (206) 835-1500 Fax: (206) 835-1411
 © Copyright 2008

OWNER: DATE:
 CHAIRMAN: DATE:
 BUILDER: DATE:

THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT:

EVOLUTION 1250

NO.	DESCRIPTION	DATE
1	CONTRACT DRAWINGS	22/04/15

CLIENT: **HESLOP FAMILY TRUST**
 STRATA LOT 1 (#27) ARGUS ST. NARROGIN WA 6312

EVOLUTION 1250
FLOOR PLAN
 DATE: 17/04/15 SHEET N° of 11
 SCALE: 1:1,100
 REVISION N°: 1 JOB N°: 1502010S

SITE CLASSIFICATION	: S
FOOTING DETAIL	: C7
WIND CATEGORY	: N1
COASTAL CONDITIONS	: HD

FIXING CARPENTER NOTE:
 LINEN NOTE:
 4x 450w SHELVES
 WIR, ROBES NOTE:
 LAMINATE SHELF & RAIL @ 1750

6-STAR COMPLIANCE:
 * R4.0 BULK INSULATION TO CEILING
 * EXTENT OF CAVITY INSULATION AS PER ASSUMPTION.
 * MATERIAL TO FINISH 50mm BEYOND CORNERS.
 * SELF SEALING EXHAUST FANS.

NOTES:
 EXTERNAL WALLS CONSISTS OF 230mm WIDE CAVITY BRICK CONST. UNLESS NOTED OTHERWISE. 90mm EXTERNAL LEAF & 90mm INTERNAL LEAF.
 ALL INTERNAL WALLS ARE PLASTERED UNLESS NOTED OTHERWISE.
 DOWNPIPES & FLOOR WASTES POSITIONED AT PLUMBERS DISCRETION. FINAL POSITION MAY VARY TO PLAN.
 CEILING INSULATION TO HOUSE & GARAGE TO BCA REQUIREMENTS AS PER. APPENDIX A.
 28c CEILINGS UNLESS OTHERWISE NOTED.

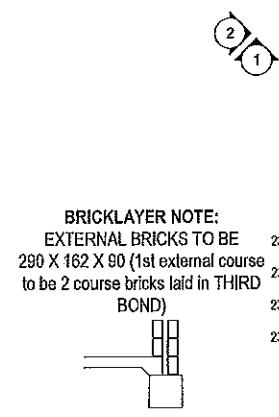
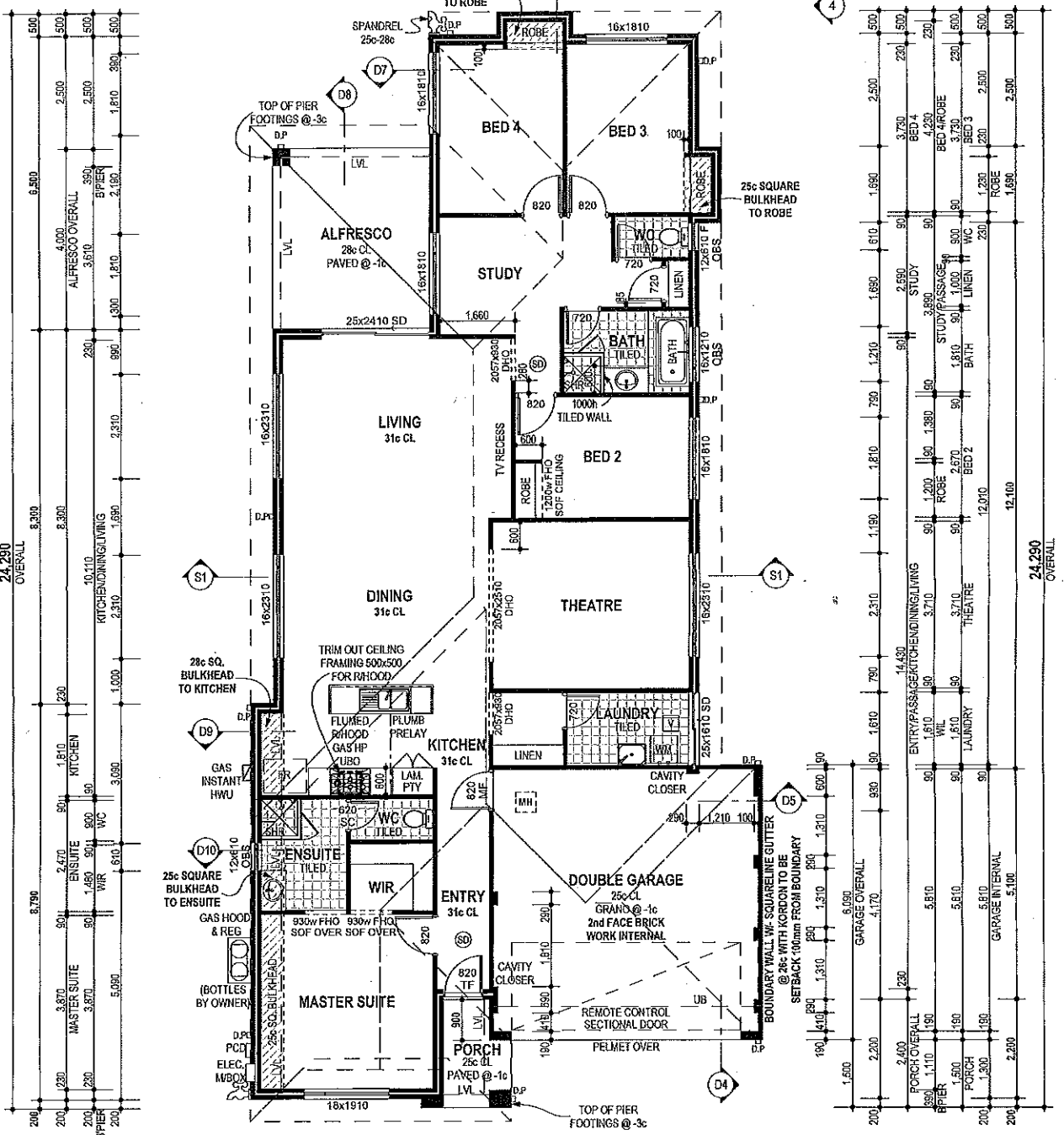
11,390 OVERALL

590	3,500	1,300	1,690	2,800	500	900
500	3,600	1,500	230	1,230	230	2,800
500	3,500	230	2,730	90	2,710	230
500	3,110	230	2,730	90	3,210	900
500	3,500	230	3,810	90	1,630	230
500	3,500	230	4,930	90	610	230
500	230	5,070	1,000	1,90	2,780	230
500	230	4,670	1,500	90	3,870	230
500	1,090	2,410	1,500	1,690	300	1,810
500					500	900

PLUMBER NOTES:
 PLUMBER TO INSTALL FLOOR WASTES WHERE REQUIRED IN ACCORDANCE WITH THE HEALTHACT.

FLASHING NOTE:
 ALL CAVITY CLOSERS AND STRUCTURAL COLUMNS TO BE FLASHED WITH ALCORE FLASHING AS PER AS.

ENGINEERS NOTE:
 REFER TO ENGINEERS PLAN FOR NOTATION, BEAM LAYOUTS & STRUCTURAL COLUMNS.



Minutes Ordinary Council Meeting 14 July 2015

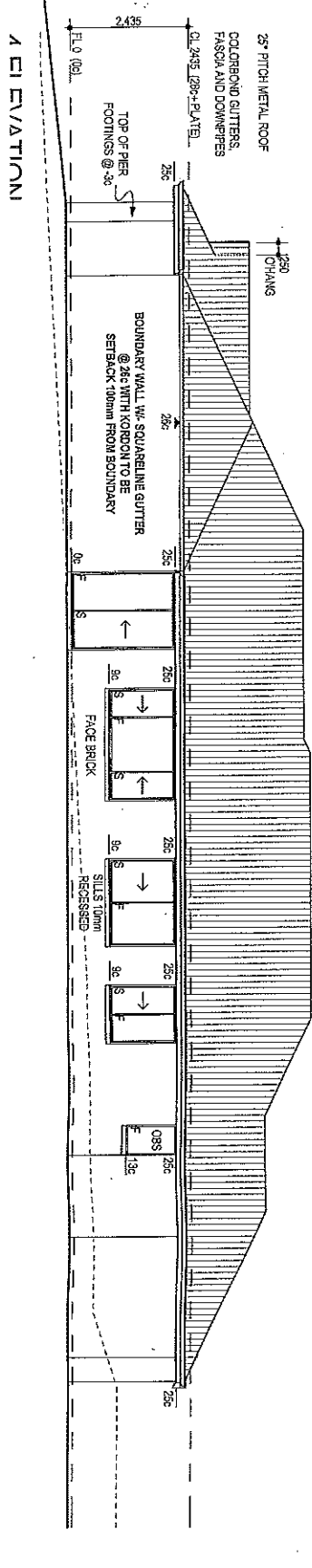
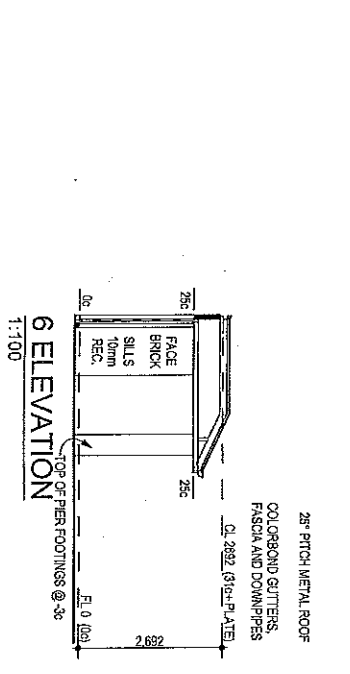
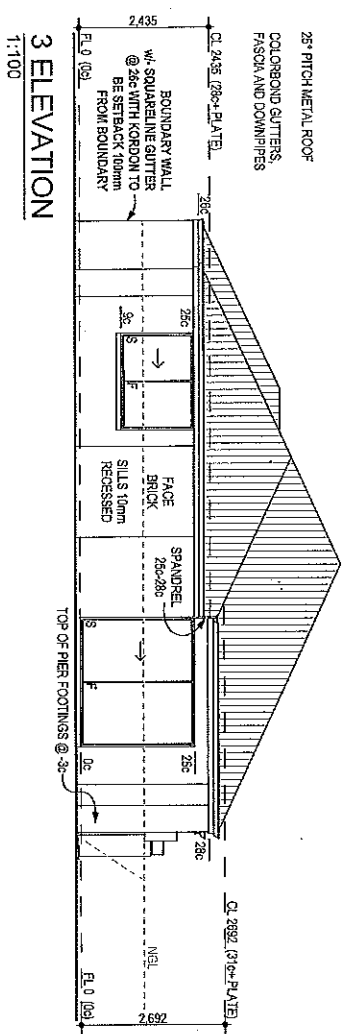
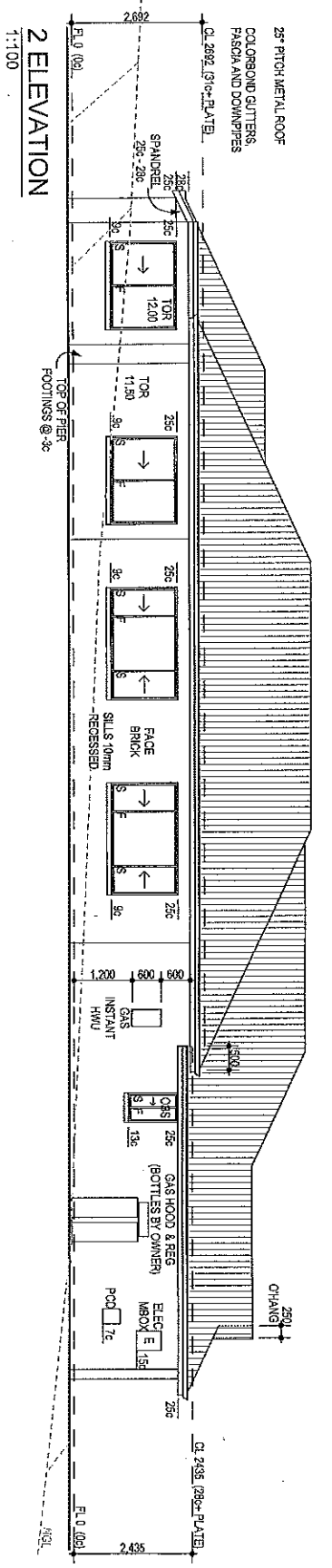
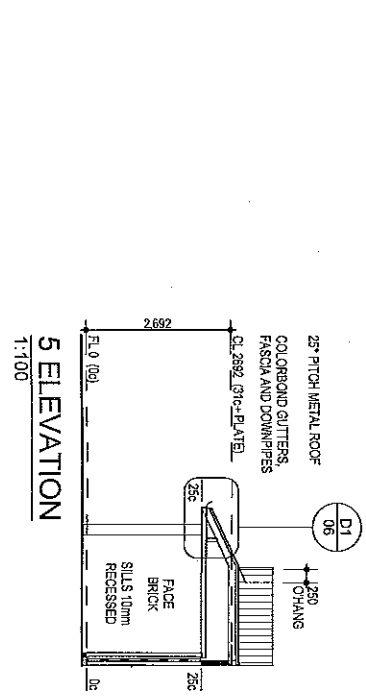
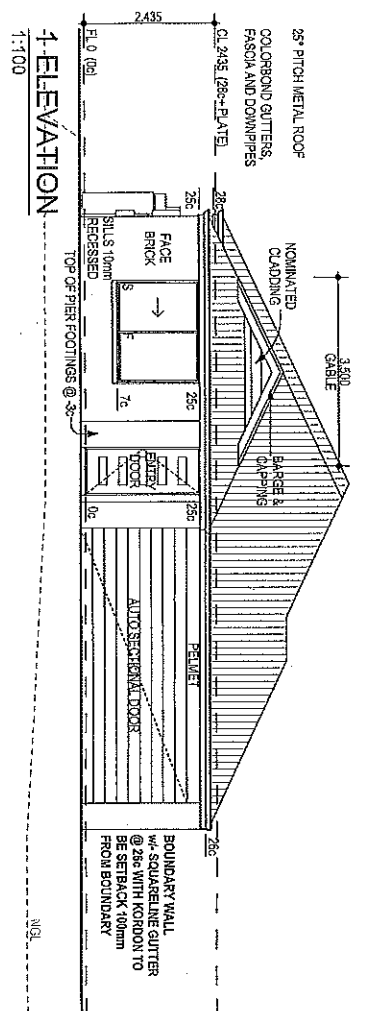
1,190	1,910	1,190	880	220	4,500	500	900
500	230	4,670	90	4,370	230	500	900
500	230	4,670	90	1,550	230	500	900
230	3,830	90	1,150	90	5,910	90	
230	1,900	90	1,150	90	5,910	90	
230	3,630	90	1,150	490	5,110	490	
230	3,830	230	1,010		6,090		
	4,290		1,100		4,690		
					500	900	
					11,390		
					OVERALL		

AREAS

Name	Area	Perimeter
ALFRESCO	14,000	15,000
DOUBLE GARAGE	36,207	24,360
HOUSE	171,204	69,160
PORCH	3,159	7,800

Page 113 of 113
 224,570m²

EVOLUTION 1250



EVOLUTION 1250

COTTAGE & ENGINEERING SURVEYS
Licensed Surveyors

8748 Cuthbert Street, Osborne Park, Western Australia
Telephone: (08) 9446 7361 Facsimile: (08) 9445 2928
Email: pe@collage.com.au Website: www.collage.com.au
J/N: 365909 DATE: 30 Mar 15 SCALE: 1:200 DRAWN: B. McCarley

Builder: Redink South West
CLIENT: Heslop Family Trust
LOT 920 #27 Cnr Argus St & Hope Street, Narrogin
LOT AREA=2024.77m²
D. Plan 228721

SEC Dome
Power Pole
Phone
Cable Path
Cable Slabs

DISCLAIMER:
This plan is based on existing data and is not a warranty of accuracy. The surveyor does not warrant the accuracy of the data provided to him or her. The surveyor is not responsible for any errors or omissions in the data provided to him or her. The surveyor is not responsible for any errors or omissions in the data provided to him or her. The surveyor is not responsible for any errors or omissions in the data provided to him or her.

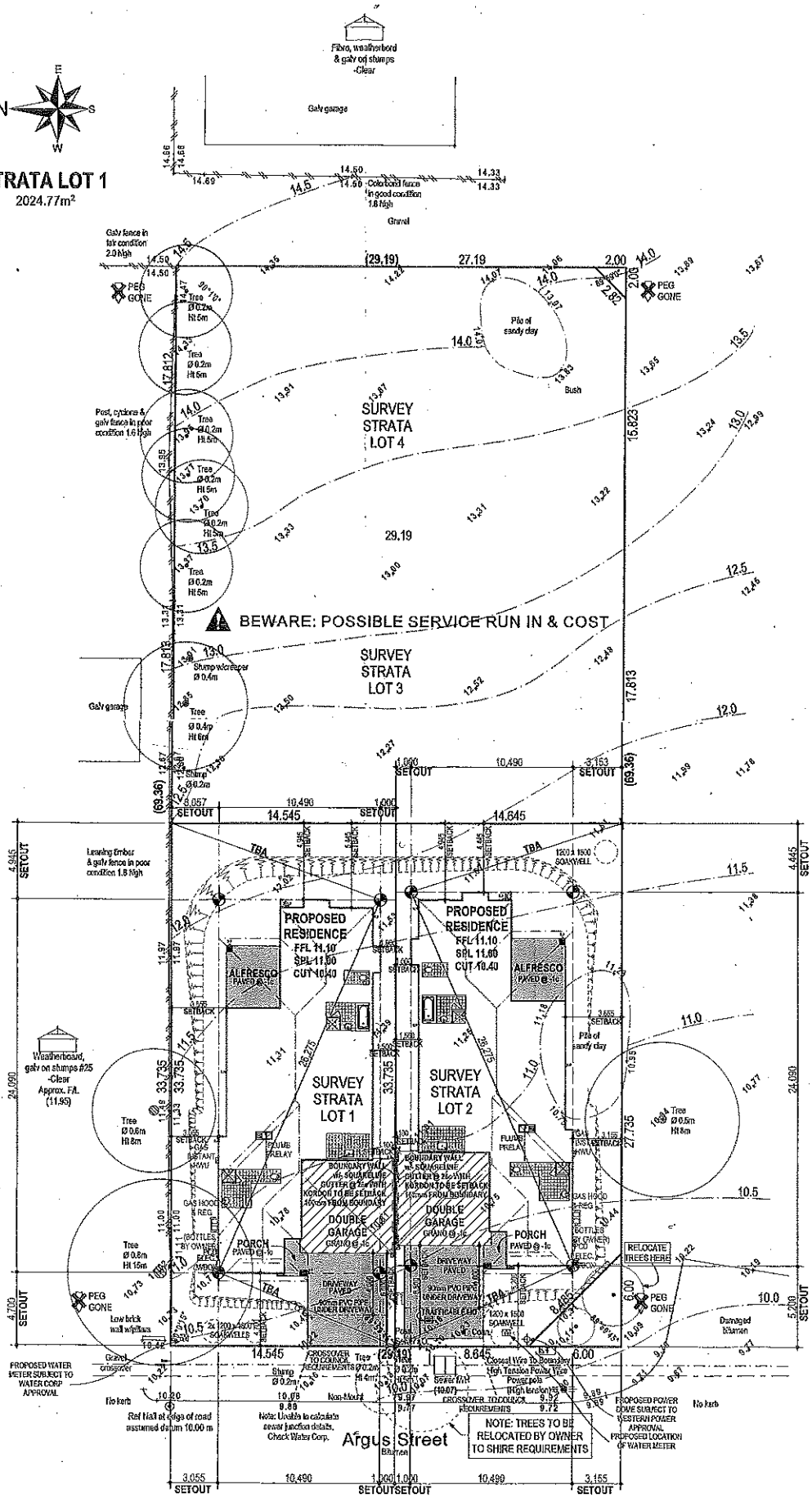
NOTE:
BEWARE: POSSIBLE SERVICE RUNS IN & COST



STRATA LOT 1
2024.77m²

LOT MISCLOSE
0.011 m

SOIL DESCRIPTION
Sand / Gravel / Clay / Fossil / Rock /
Medium Gravel



NOTE:
CLIENT AWARE SHOULD RETAINING WALLS BE REQUIRED THAT IT REMAINS THE RESPONSIBILITY OF THE OWNER.

NOTE:
SAND PAD LEVEL MUST NOT VARY ANYMORE THAN 50MM EITHER WAY

DISCLAIMER:
THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT.



OWNER: _____ DATE: _____
OWNER: _____ DATE: _____
BUILDER: _____ DATE: _____

VARIATIONS: _____
DESCRIPTION: _____
CONTRACT DRAWINGS

CLIENT: HESLOP FAMILY TRUST
SITE ADDRESS: LOT 920 (#27) ARGUS STREET
SALES: AD DRAWN: ELWY CHECKED: DB

EVOLUTION 1250
SITE PLAN ALL A2
DATE: 17/04/15 SHEET 17 OF 12
REVISIONS: 1
JOB NO: 15224105 & 15220115

Minutes Ordinary Council Meeting 17 July 2015

10.1.070 PROPOSED SURVEY STRATA SUBDIVISION – NO 81 –(LOT 889) NORTHWOOD STREET, NARROGIN

File Reference: IBA155900, A283200 & WAPC Ref: 679-15
Disclosure of Interest: Nil
Applicant: Western Australian Planning Commission
Previous Item Nos: Item No 10.1.519 – 26 August 2008
Item No 12.1.13 – 23 December 2008
Item No 10.1.736 – 26 June 2012
Date: 30 June 2015
Author: Brian Robinson – Director Technical & Environmental Services

Attachments

- Copy of Western Australian Planning Commission correspondence.

Summary

The Western Australian Planning Commission (WAPC) is seeking comments from the Town of Narrogin on a proposed survey strata on the subject land, prior to determining the application.

Background

The subject land is a 1,711m² vacant residential property located on the northern side of Northwood Street, approximately 30m west of the intersection between Northwood and Roe Streets.

The WAPC is in receipt of an application for approval to the creation of four strata titles ranging from 386m² to 400m² in area. Three of these lots (lots 1, 2 & 3) will have direct frontage to Northwood Street. The balance of title (125m²) is proposed as common property, which will be used for access to the rear strata title (lot 4).

Provision has been made for a single visitor's car bay to be contained in common property abutting Northwood Street.

The proposed development and subsequent strata titling of the subject land has been considered by Council on several occasions. The key decisions are summarised below:

Subdivision/Amalgamation – 26 August 2008

Council resolved to conditionally support an application for adjustment of the boundary between the two properties resulting in the creation of Lot 883 (the current title)

Strata Title Application – 26 August 2008

Council resolved not to support a strata title application seeking the creation of four strata lots, recommending to the WAPC that consideration of the application be deferred pending Council issuing an approval for four dwellings on the subject land.

Subdivision Approval – 25 November 2008

The WAPC granted conditional approval to the creation of Lot 883 (the subject land)

Group Dwelling Development- 23 December 2008

Council resolved to grant conditional approval to the construction of four group dwellings over a 1.711m² parcel that is now known as Lot 883 (the subject land). The approval was valid for a period of two years, expiring 8 January 2011.

New Strata Title Application – 6 June 2012

The Western Australian Planning Commission sought the Town of Narrogin's comments on a revised survey strata application.

This application was considered by Council at its meeting on the 26th of June 2012, whereby Council resolved not to support the application. The following is a summary of the reasons stated by Council:

- There is no valid approval for the construction of four group dwellings on the land, with group dwellings being an "AP" use. This is a use which is not permitted unless the special approval of Council is granted following advertising.
- The proposed common property did not make suitable provision for the provision of two visitor parking bays as required by TPS No 2.

Survey Strata Title Approval – 12 August 2012

The WAPC granted conditional approval to the survey strata into four strata titles, subject to standard conditions and a condition requiring the design being amended to provide visitor parking bays to the Town's satisfaction.

This approval was granted for a three year period, expiring on the 21 August 2015. The plan approved by WAPC made provision for two parking bays, one either side of the common property driveway.

Prior to the 2012 approval lapsing, the applicants have made a fresh application to the WAPC for a new approval to the proposed survey strata. Council comments are requested to assist the WAPC in determining the application.

A copy of the proposed survey strata plan is shown attached as part of the Western Australian Planning Commission correspondence.

Comment

To assist Council in determining the application, the following comments are offered.

Current Zoning & Permissibility

The provisions of Town Planning Scheme No 2 include the land within the Single Residential Zone. In accordance with the Zoning and Development Table, Group Dwellings are an "AP" use in the Single Residential Zone. That is a use which is not permitted unless special approval is granted after advertising of the proposal.

Although previously consent was granted to a group dwelling development in January 2009, this approval expired in January 2011.

Density

The Zoning and Development Table for the Single Residential Zone details that where approved, grouped dwellings may be permitted to have a maximum density of R25. As detailed by the Residential Design Codes of Western Australia, a density of R25 equates to an average of 350m² with a minimum lot size of 320m².

The current proposal complies with the maximum density permitted for group dwelling development.

Parking

TPS No 2's Zoning and Development Table identifies that car parking is required at a rate of two roofed car bays per dwelling. In addition one visitor parking space is required for every two dwellings. As stated in clause A4.2 of the Residential Design Codes, visitor parking spaces must be:

- Clearly marked
- Located close to and clearly signposted from the point of entry to the development and outside of any security barrier; and
- Providing a barrier free path of travel for people with disabilities.

The group dwelling design approved by Council in 2009 did not identify any visitor parking on site. Examination of the officer's report to the December 2008 meeting confirms that parking was in accordance with the Residential Design Codes of WA. The application however did not address the Scheme requirement for visitor parking.

Relaxation of Standards

Council may, pursuant to clause 6.2.1 of the Scheme, relax the requirement for visitor parking, provided that it is satisfied that:

- (i) Approval of the proposal would be consistent with the orderly and proper planning of the locality and the objectives of the scheme;
- (ii) The non-compliance will not have any adverse impact on the occupiers or users of the development, or the inhabitants of the locality; and
- (iii) The spirit and purpose of the requirements/standards are not unreasonably departed from.

The provisions of Town Planning Scheme No 2 include the subject land within the Single Residential Zone. In accordance with the applicable Zoning and Development Table,

Consultation

- CEO – Aaron Cook

Statutory Environment

Applications for Subdivision, including survey strata, are made to and determined by the Western Australian Planning Commission in accordance with the Planning and Development Act 2005, associated acts and regulations.

Policy Implications

Pursuant to Planning Policy No 2, the CEO has delegated authority to support applications for subdivision involving less than 5 lots. As Council staff do not support the application for survey strata, Council is requested to determine the application.

Financial Implications

No fees are payable to local government in respect of determining applications for subdivision and/or survey strata approval.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

1. That Council advise the Western Australian Planning Commission, that it objects to the proposed survey strata of No 81 (Lot 889) Northwood Street, Narrogin for the following reasons:
 - a) Currently there is no valid planning approval to construct four grouped dwellings on the land.
 - b) Within the Single Residential Zone, "grouped dwellings" are an "AP" use. That is a use which is not permitted unless approved at the discretion of Council after advertising. Approval to the application as submitted would therefore undermine the Council's ability to refuse an application for group dwellings on the property.
 - c) The proposed common property does not make suitable provision for the establishment of visitor parking at a rate of not less than one carbay per two units as required in accordance with the Zoning and Development for the Single Residential Zone.

Advice Notes:

- a) The Western Australian Planning Commission is advised that whilst conditional planning consent was previously granted to the establishment of group dwellings on the land, this approval expired in January 2011.
- b) The Commission is further advised that approval to an application proposing the provision of only one visitor parking bay may only be approved through a relaxation of Town Planning Scheme No 2. Pursuant to clause 6.2.1 of the scheme a relaxation may only be granted by an absolute majority of Council.

COUNCIL RESOLUTION 0715.088

Moved: Cr Bartron

Seconded: Cr McKenzie

That Council:

Defer this item until the Director of Technical Services returns to work so that he can provide the Council with further clarification.

CARRIED 6/0

Please note: The mover and seconder agreed to change the motion to defer the item so that elected members can be better informed.

Our Ref : 679-15
 Previous Ref :
 Your Ref :
 Enquiries : Rosa Rigali (65519306)

19 June 2015

Chief Executive Officer
 Town Of Narrogin
 P O Box 188
 NARROGIN WA 6312

Application No: 679-15 - Lot No 889 Northwood Street Narrogin

The Western Australian Planning Commission has received an application for planning approval as detailed below. Plans and documentation relating to the proposal are attached. The Commission intends to determine this application within 90 days from the date of lodgement.

Please provide any information, comment or recommended conditions pertinent to this application by the 31st July 2015 being 42 days from the date of this letter. The Commission will not determine the application until the expiry of this time unless all responses have been received from referral agencies. If your response cannot be provided within that period, please provide an interim reply advising of the reasons for the delay and the date by which a completed response will be made or if you have no comments to offer.

Referral agencies are to use the Model Subdivision Conditions Schedule (October 2012) in providing a recommendation to the Commission. Non-standard conditions are discouraged, however, if a non-standard condition is recommended additional information will need to be provided to justify the condition. The condition will need to be assessed for consistency against the validity test for conditions. A copy of the Model Subdivision Conditions Schedule can be accessed: www.planning.wa.gov.au

Send responses via email to referrals@planning.wa.gov.au. **Always quote reference number "679-15" when responding.**

This proposal has also been referred to the following organisations for their comments: *Water Corporation, Western Power, Department Of Parks And Wildlife, Department Of Fire And Emergency Service and LG As Above.*

Yours faithfully



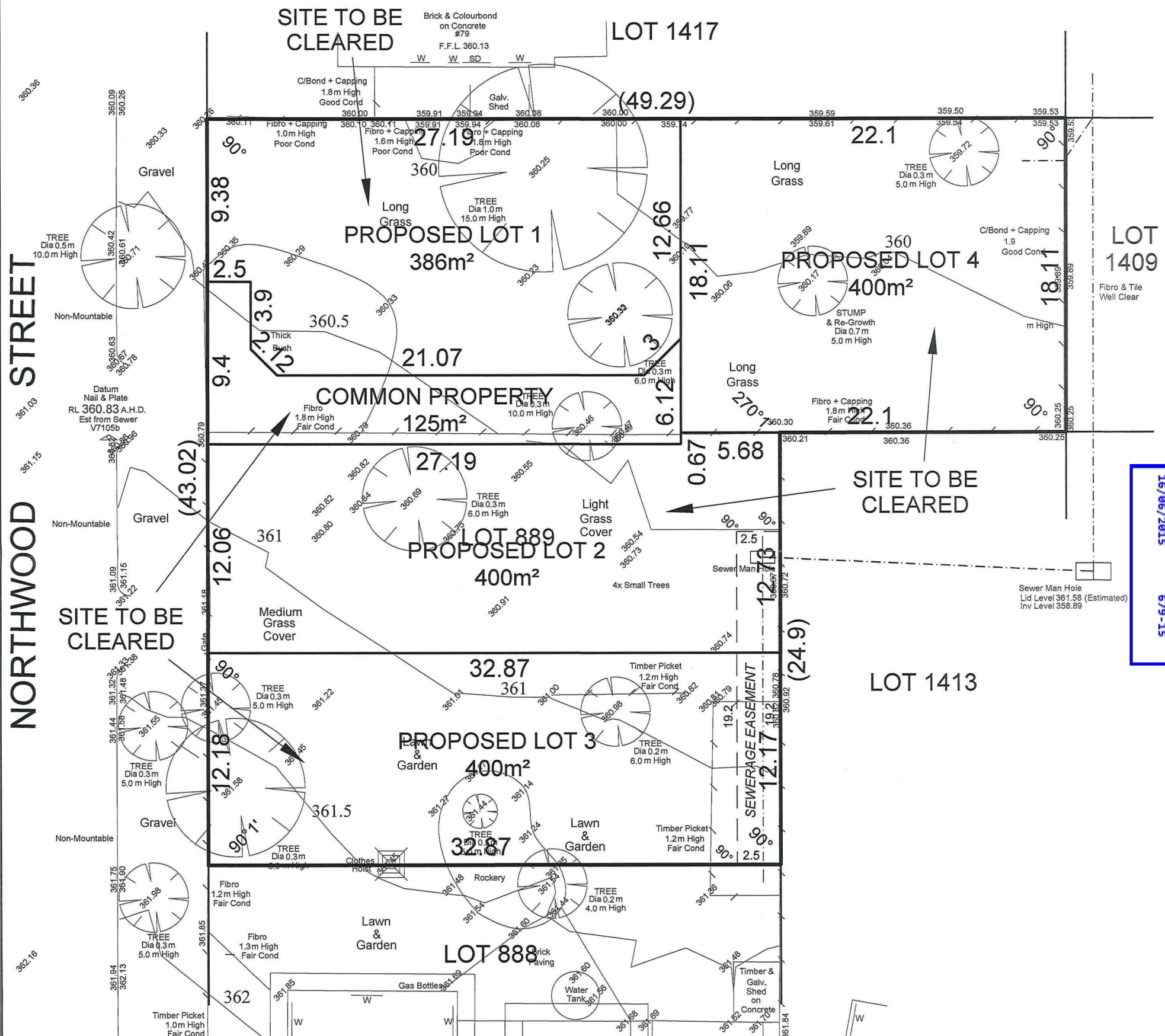
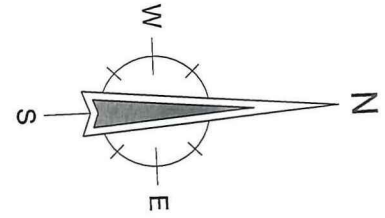
Tim Hillyard
 Secretary
 Western Australian Planning Commission

APPLICATION DETAILS

Application Type	Survey Strata	Application No	679-15
Applicant(s)	Vision Surveys		
Owner(s)	Jennifer Anne Sterry		
Locality	Lot No 889 Northwood Street Narrogin		
Lot No(s).	889	Purpose	Residential, Common Property

Location		Local Gov. Zoning	Single Residential
Volume/Folio No.	2789/792	Local Government	As Above
Plan/Diagram No.	P067733/889	Tax Sheet	
Centroid Coordinates	mE mN		
Other Factors	THREATENED FAUNA BUFFER		

SUBJECT TO WAPC CONDITIONS. SEE FINAL STRATA-PLAN OR DEPOSITED PLAN



DEPARTMENT OF PLANNING
DATE 16/06/2015
FILE 679-15

I,.....
the client/s of Vision Surveys recognise this plan as the proposal to be submitted to the department of planning and infrastructure for a . . . Lot Survey Strata / Built Strata / Green Title subdivision and agree to the terms and conditions of this plan's use.

Client Signature/s _____ Date _____

TOTAL AREA: 1711m²



Title Proposal to the WAPC for the creation of FOUR (4) SURVEY STRATA LOTS AT LOT 889 (81) NORTHWOOD STREET NARROGIN

TEL (08) 6144 0000 FAX (08) 6144 0099
59 SCARBOROUGH BEACH RD,
SCARBOROUGH WA 6019
Email: info@visionsurveys.com.au

Level Datum	AHD(Approx.)
Scale	1:250
Date	12/05/2015
Dwg Ref	Northwood 81 Narrogin P
Surveyor	Stuart Colam
Drafter	
Job #	3434
Sheet of 1	A3

- BOUNDARY POSITION CANNOT BE VERIFIED DUE TO LACK OF SURVEY MARKS/PEGS. ALL BUILDING DIMENSIONS & FEATURES ARE APPROX. ONLY. BOUNDARY POSITIONS HAVE BEEN TAKEN FROM BUILDINGS, FENCING, RETAINING WALLS AND OTHER TYPICAL FEATURES LOCATED ON THE BOUNDARY WHICH MAY NOT BE ON THE CORRECT ALIGNMENT AND ARE TO BE VERIFIED WHEN REPEGGED.

- BEFORE ANY WORK IS STARTED ON SITE OR PLANS ARE PRODUCED BY DESIGNERS/ARCHITECTS, THE BOUNDARIES MUST BE REPEGGED AND EXACT OFFSETS MEASURED TO EXISTING STRUCTURES AND FENCING.

- VISIONS SURVEYS ACCEPTS NO RESPONSIBILITY FOR ANY CHANGES TO THE PARCEL OR PORTION OF THE PARCEL OF LAND SHOWN ON THIS SURVEY INCLUDING BUT NOT LIMITED TO ANY ADJOINING NEIGHBOURS LEVELS AND FEATURES THAT HAVE OCCURRED AFTER THE DATE ON THIS SURVEY.

- SEWER / DRAINAGE MAY VARY FROM SCHEMATIC PRESENTATION / CHECK WITH APPROPRIATE AUTHORITY BEFORE ADOPTION OF POSITION.

- THIS SURVEY DOES NOT GUARANTEE THE LOCATION OF BOUNDARY PEGS OR FENCES.

- CHECK TITLE FOR EASEMENTS / COVENANTS ETC.

- PROPOSED BOUNDARIES AND LOTS MAY BE SUBJECT TO WAPC CONDITIONS WHICH MAY VARY AND/OR ENCUMBER THE PROPOSAL.

- PROPOSED BOUNDARIES AND LOTS MAY BE SUBJECT TO FUTURE EASEMENTS, RESTRICTIVE COVENANTS ETC WHICH MAY VARY AND/OR ENCUMBER THE PROPOSAL.

10.1.071 PROPOSED CHURCH REDEVELOPMENT – NO 21 (LOT 232) HERALD STREET, CNR OF HAVELOCK STREET, NARROGIN

File Reference: A320300, IPA155909 & Da37/14-15
Disclosure of Interest: Nil
Applicant: S D Clarke
Previous Item Nos: Nil
Date: 6 July 2015
Author: Brian Robinson, Director Technical & Environmental Services

Attachments

- Aerial photograph of property
- Copy of Application for Planning Consent

Summary

Council is requested to determine an application for planning consent relating to the construction of a new, larger Church building on the subject land.

Background

The subject land is a 2,127m² lot located on the north-western corner of the intersection between Herald of Havelock Streets.

Currently the site is developed with a single storey brick and colourbond church. With a seating capacity of 100, the church building is located in the southern half of the property, setback approximately 14.5m. The northern half of the property is developed with an unmarked bitumen carpark.

Land abutting the western boundary of the site is also owned by the church, but remains undeveloped at this stage. Land located opposite, on the southern side of Herald Street is Zoned "Other Commercial", whilst land to the north and east is developed for residential purposes. An aerial photograph of the site, showing the adjacent land uses are shown as attachment No 1.

Approval is now being sought to demolish the existing building to make way for a larger church being 13.67m by 25.07m with a 2.2m wide verandah on the northern side. Plans submitted with the application detail that the 13.6 church building will comprise:

- A foyer, library and literature room;
- Male and female toilets, female and disabled access bathroom;
- Parents/babies room;
- Utility room with basic kitchen facilities; and
- A 12.64m by 12.17m auditorium plus a raised stage platform, which will be accessed by ramps located to the side and rear of the stage;

The carpark at the rear of the property is to be increased in size, catering for 36 carbays, including to disabled access bays adjacent to the church. Access to the carpark is proposed from Havelock Street. Copies of the submitted plans are shown as attachment No 2.

Council is requested to consider the application as approval to the proposal will require relaxation of the required setback to Herald Street.

Comment

The provisions of Town Planning Scheme No 2 (TPS No 2) include the subject land within the Community Zone where a Place of Public Worship is a "P" – Permitted use. That is a use that is permitted subject to compliance with development standards.

To assist Council in determining the application, the following comments are offered:

Setbacks

As detailed in the Zoning and Development Table, development within the Community Zone is required to comply with the following setbacks:

- Front: 11m
- Rear: 7.5m
- Sides: 2m per storey

In addition to the above setbacks, TPS No 2 - clause 3.4.4 stipulates that where development has more than one street frontage;

- a) Council shall decide which street shall be the street frontage for calculating the front setback; and
- b) The setback to the secondary street may be reduced by 50%.

In this case as Herald Street is the busier of the two streets, and contains the narrowest frontage, it is recommended that Herald Street be deemed the primary street. Applying the 50% setback reduction to the secondary street, a minimum setback of 5.5m is required to Havelock Street.

As shown on the submitted plans, the applicants are proposing a setback of 7.5m to both Herald and Havelock Street. Approval to the Herald Street setback therefore requires a relaxation of the scheme standards. Further details on this relaxation are provided in the Statutory Environment Section below.

All other setbacks comply with the requirements of TPS No 2.

Carparking

The Zoning and Development Table for the Community Zone specifies that car parking spaces shall be required at rates are "As determined by Council".

In this case, it is proposed that a total of 36 parking bays will be provided to service the 125 seat church. This equates to the provision of parking bays at a rate greater than one per seat.

Within other zones, TPS No 2 identifies a carparking ratio of one bay per four seats for uses such as restaurants. Given this, the author recommends that Council accept the proposed level of parking as proposed.

Standard for Carpark

The existing carpark is of bitumen construction, however contains no line marking. In the event that Council resolves to approve the application, it is recommended that an appropriate condition regarding the construction standard is imposed to ensure compliance with TPS No 2.

Landscaping

Within the Community Zone, development is required to provide for 25% of the site to be landscaped. As detailed in clause 3.4.2 of TPS No 2, landscaping may include open areas designed and maintained as garden planting and areas for pedestrian use.

With a building foot print of 342m², the actual building will only occupy some 16% of the site, with the balance of the property to be developed for landscaping and carparking purposes. Although the majority of the development will comprise car park, it is the author's opinion that adequate landscaping will be provided on site.

Consultation

- CEO – Aaron Cook;

Statutory Environment

Applications for the Town's Planning Consent are determined in accordance with Part 6 of Town Planning Scheme No 2. As prescribed by clause 6.2, the Council may grant approval to an application, notwithstanding the fact the development does not comply with a standard or requirement of the scheme, provided that Council is satisfied that:

- I) Approval to the proposed development would be consistent with the orderly and proper planning of the locality, the preservation of the amenity of the area and be consistent with the objectives of the Scheme;*
- II) The non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality; and*
- III) The spirit and purpose of the requirements or standards will not be unreasonably departed from thereby.*

As detailed under the heading "Setbacks" within the Comment section above, approval to the application as submitted requires a relaxation of the front setback from 11m to 7.5m.

Given that land opposite the site (southern side of Herald Street) is zoned for commercial purposes, no detrimental impact is anticipated. It should also be noted that the maintenance of a 7.5m setback to Herald Street would be consistent with residential development also fronting Herald Street.

Given the above, it is the author's opinion that approval to the application would be consistent with the requirements of clause 6.2 and the objectives of the Scheme.

Policy Implications

Nil

Financial Implications

The required application fee of \$2,728.00 has been paid.

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0715.089 and Officer's Recommendation

Moved: Cr Ward

Seconded: Cr Kain

That Council:

Grant planning consent to the proposed Church on No 21 (Lot 232) Herald Street, Narrogin subject to compliance with the following conditions:

1. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Town, is granted by it in writing.
2. The development hereby approved shall occur generally in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of the Town of Narrogin.
3. The area set aside for the parking of vehicles, together with the associated access lanes as delineated on the endorsed plan shall:
 - i. Be designed, constructed, drained and marked to the satisfaction of the Council prior to the commencement of the use hereby permitted.
 - ii. Thereafter be maintained to the satisfaction of the Council.
 - iii. Be made available for such use at all times and not used for any other purpose.
 - iv. Be properly formed to such levels that it can be used in accordance with the plan.
4. Vehicle crossovers to be designed and constructed to the satisfaction and specifications of Council.
5. Submission and approval of a detailed landscaping plan. Such plans to specify details of the vegetation and the landscaping, as shown and approved, to be established within 60 days of the practicable completion of the building and from then on maintained to the specification and satisfaction of the Town of Narrogin. Such landscaping is to be fully reticulated.
6. The proposed development being connected to the Water Corporations reticulated Sewer.
7. Stormwater associated with the development hereby approved shall be contained on site, or disposed of in a manner acceptable to the Town of Narrogin.

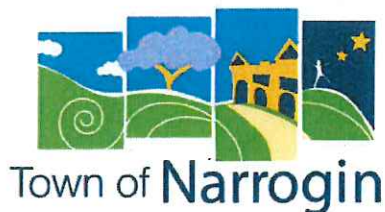
Advice to Applicant:

1. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
2. In order to minimise the potential impact of additional stormwater run-off being generated by the proposed development, the applicant is requested to consider connecting the proposed development to rainwater collection tanks.
3. The applicant is encouraged to consider utilising water from the rainwater tank(s) identified in advice note No 3 above for non-potable purposes including the flushing of toilets and garden requirements.

4. Any food preparation undertaken on site must comply with the requirements of the Health (Food Hygiene) Regulations. It is recommended that the applicant liaise with the Town of Narrogin's Environmental Health Officer over compliance with this requirement.

CARRIED 6/0





**TOWN PLANNING SCHEME NO. 2
DISTRICT SCHEME**

APPLICATION FOR PLANNING CONSENT

I/We Simon D Clarke
(Full Name of Applicant)

of PO Box 1258 Joondalup Postcode 6919
(Address for Correspondence)

hereby apply for planning consent to:

(1) use the land described hereunder for the purpose of

(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: Public Building for Religious Use

The approximate cost of the proposed development is: \$ 900 000

The estimated time of completion is: February 2016

The approximate number of persons to be housed/ employed when the development is completed is: Occupancy of 120 persons

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN (Indicate distance to nearest intersecting street)

HOUSE NO: 21 STREET: Herald Street

LOT NO: 232 PLAN OR DIAG: 180052

LOCATION NO: _____

CERTIFICATE OF TITLE: VOLUME: LR3144 FOLIO: 775

LOT DIMENSIONS

SITE AREA: 2127 square metres

FRONTAGE: 54944 metres

DEPTH: 35200 metres

AUTHORITY

SIGNATURE OF APPLICANT: *Simon Park* DATE: 14/6/2015

NOTE: WHERE THE APPLICANT IS NOT THE OWNER THE OWNER'S SIGNATURE IS REQUIRED.
NOTE: NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

SIGNATURE OF OWNER: *William [unclear] AHEWICK* DATE: 15/6/15

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH APPLICATION OUTLINED BELOW.

THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE

PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless specifically exempted by the Council:

- (a) indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- (b) indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- (c) indicate the position, type and height of all existing trees on the site and indicate those to be retained and those to be removed;
- (d) indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- (e) indicate site contours and details of any proposed alteration to the natural contour of the area;
- (f) indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- (g) indicate site dimensions and be to metric scale.

FOR OFFICE USE ONLY

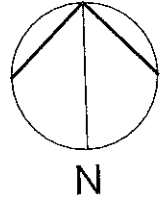
File Reference: _____

Application Number: _____

Date Received: _____

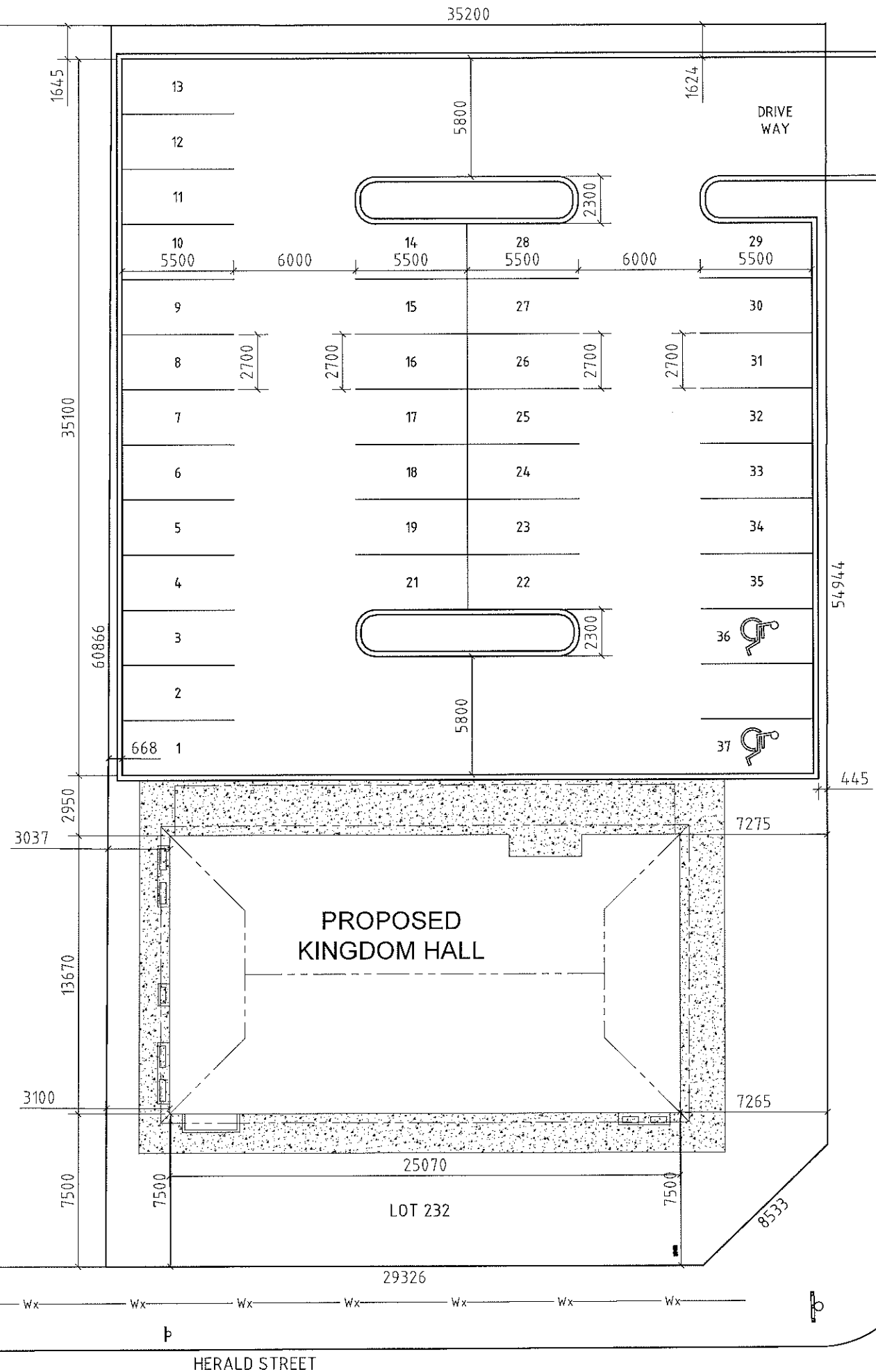
Date of Approval / Refusal: _____

Date of Notice of Decision: _____



LUKIN STREET

LOT 233



Water Main Location ?
on ground

Wx

Wx

Wx

Wx

Wx

Wx

Wx

Wx

Wx

Wx

Wx

Wx

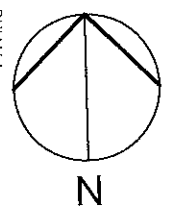
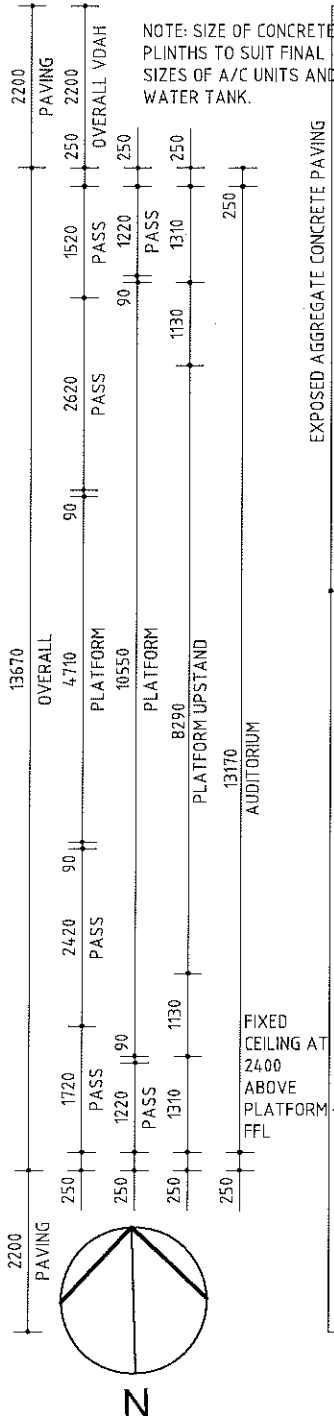
HERALD STREET

SCALE		DRAWN: AAD		DATE: 28.05.15	
1:250		REV		CHECK: A	
DATE:		DATE:		DATE:	
DA		DWG NO.		1	
SITE PLAN					
NARROGIN KINGDOM HALL					
LOT 232 HERALD STREET					
NARROGIN					
JEHOVAH'S WITNESSES					
CONGREGATIONS					
REV		DATE		REVISION	
A		28.05.15		ISSUED FOR DEVELOPMENT APPROVAL	
AAD		DRN		APPROVED	

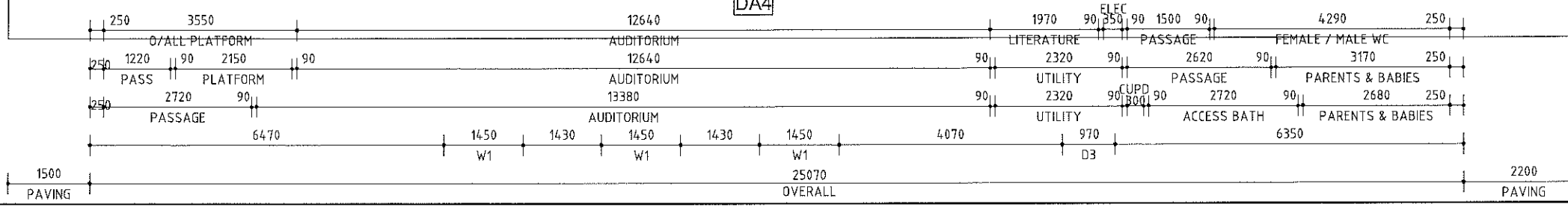
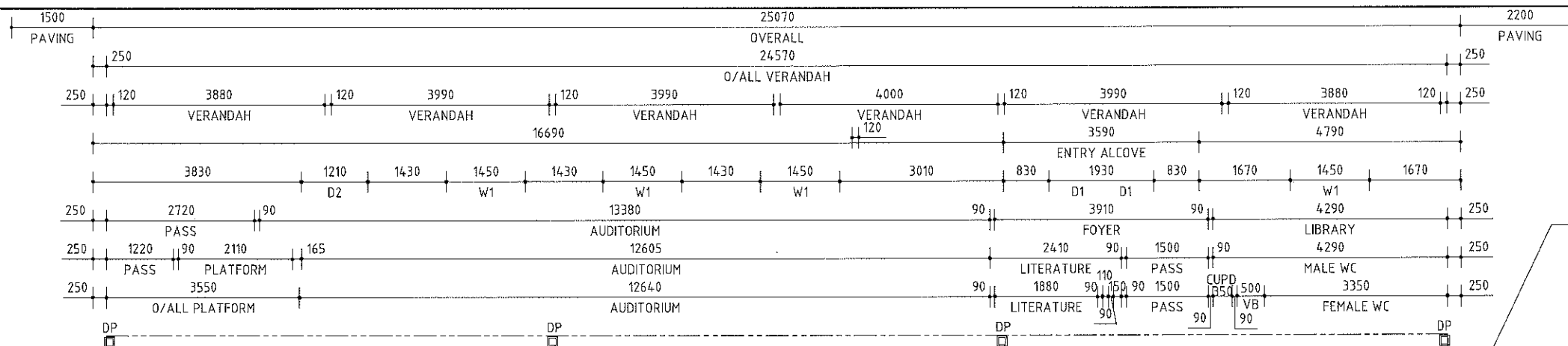
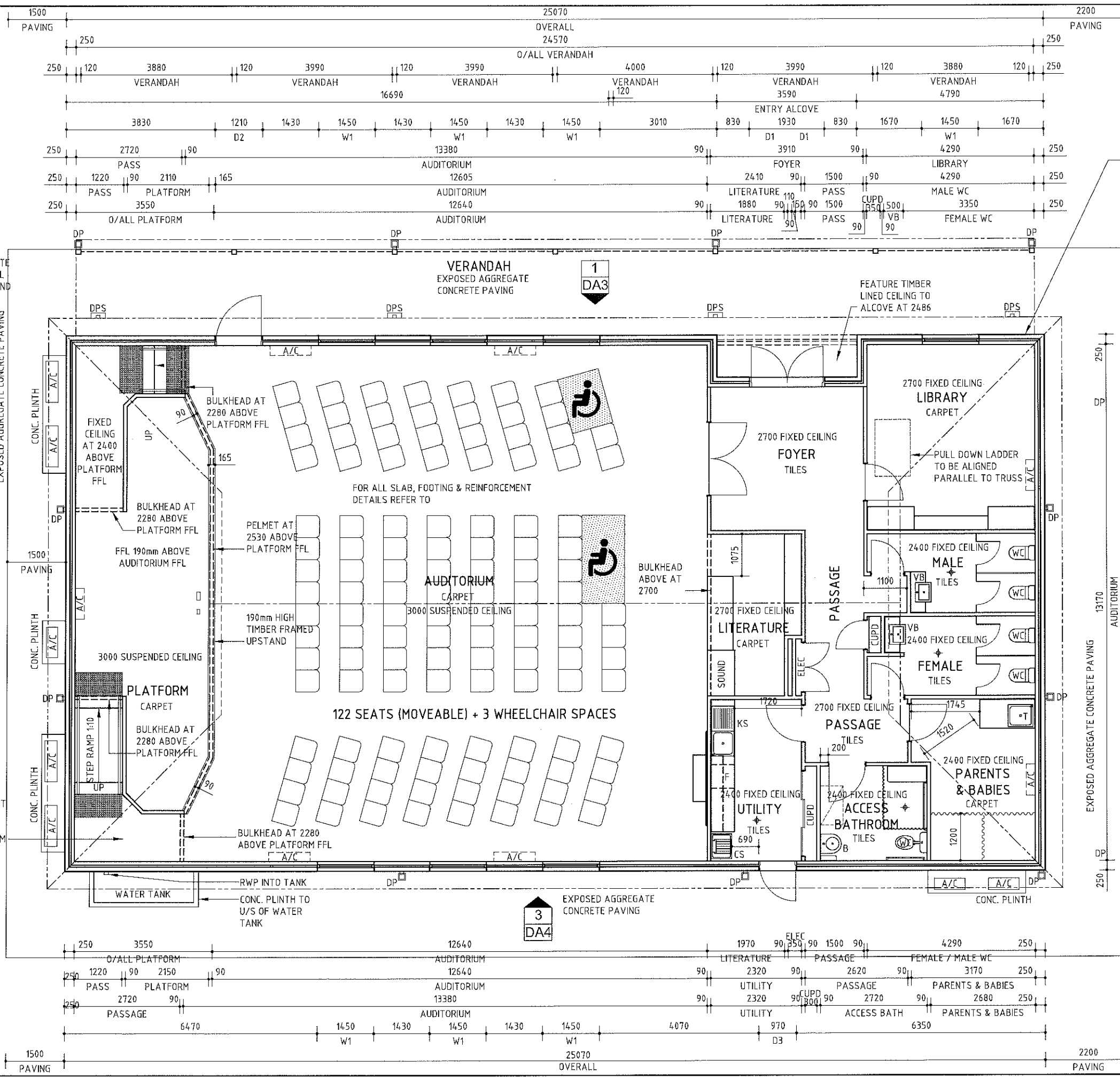
2
DA3

4
DA4

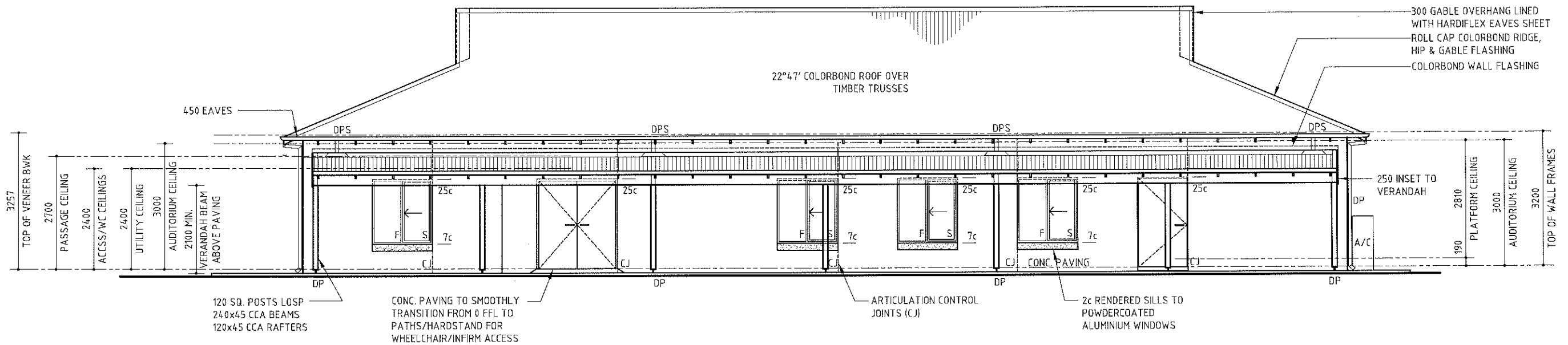
NOTE: SIZE OF CONCRETE PLINTHS TO SUIT FINAL SIZES OF A/C UNITS AND WATER TANK.



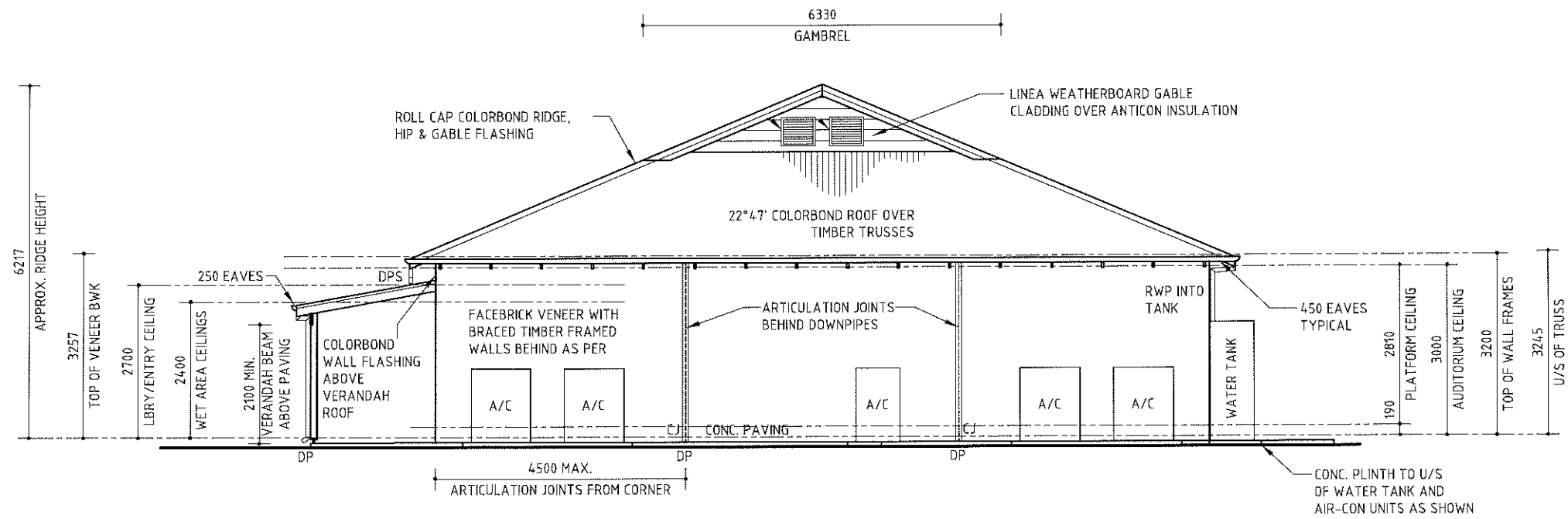
Floor Plan



SCALE	1:100	DRAWN	DD	DATE	28.05.15
CHECK	A	CHECK		DATE	
DWG NO.	DA	FLOOR PLAN			
REV	A	NARROGIN KINGDOM HALL			
ISSUED FOR DEVELOPMENT APPROVAL	00.05.15	LOT 232 HERALD STREET			
REVISION		NARROGIN			
DATE		Jehovah's Witnesses			
APPROVED		CONGREGATIONS			

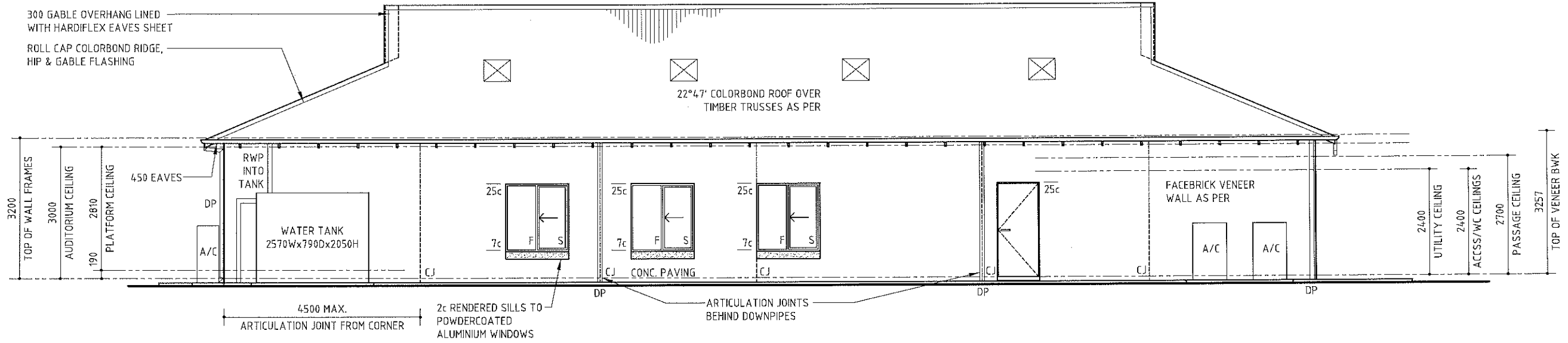


1 NORTH ELEVATION
DA2

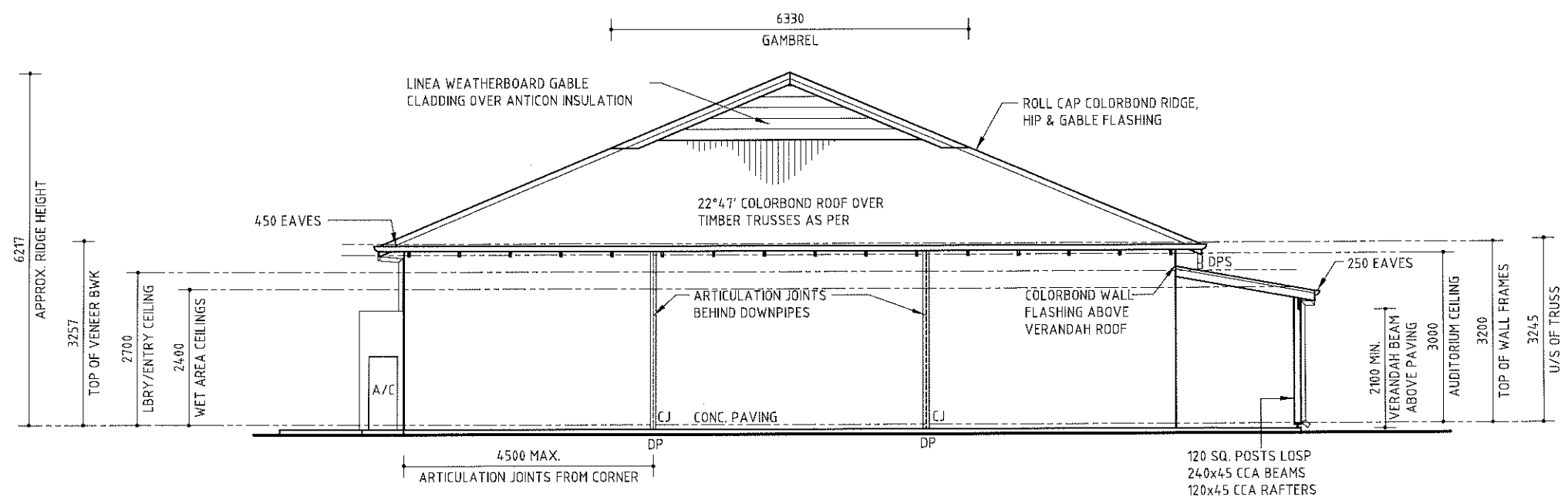


2 WEST ELEVATION
DA2

ISSUED FOR DEVELOPMENT APPROVAL	REVISION	DATE	APPROVED
A		00.05.15	
JEHOVAH'S WITNESSES CONGREGATIONS			
ELEVATIONS NARROGIN KINGDOM HALL LOT 232 HERALD STREET NARROGIN			
SCALE	DRAWN: DD	DATE: 26.05.15	
1:100			
REV	CHECK:	DATE:	
A			
DA			
3			



3 SOUTH ELEVATION
DA2



4 EAST ELEVATION
DA2

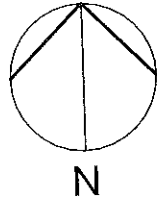
REV.	DATE	ISSUED FOR DEVELOPMENT APPROVAL	DRN	APPROVED
A	00.05.15			

Jehovah's Witnesses
Congregations

ELEVATIONS
NARROGIN KINGDOM HALL
LOT 232 HERALD STREET
NARROGIN

SCALE	DRAWN: DD	DATE: 26.05.15
1:100		
REV	CHECK:	DATE:
A		

DA
4



Species Legend

TREES

X HIBISCUS COTTONWOOD

MEDIUM PLANTS/SHRUBS

GG GREVILLEA 'GINGIN GEM'

EK EROMOPHILLA 'KALBARRI CARPET' AT 2m SPACING

WF WESTRINGEA FRUITICOSA

AFN AGONIS FLEXUOSA NANA AT APPROX 2m SPACING

GROUND COVERS

GS GREVILLEA 'SEA SPRAY'

DR DIANELLA REVOLUTA (VARIGATED) AT 0.5m SPACING

NOTE: FINAL PLANT SELECTION WILL DEPEND ON AVAILABILITY AT THE TIME OF INSTALLATION

LUKIN STREET

HAVELOCK STREET

AFN x 6 AND WF x 6 REPEATED AT 2m SPACING

DR x 14

DR x 7

DR x 14

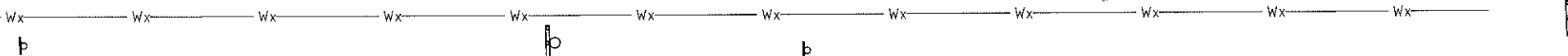
PROPOSED KINGDOM HALL

LOT 232

GG x 40 AND EK x 40
GROUP PLANTING OF 8
EACH VARIETY REPEATED

WF x 9, AFN x 9 AND GS x 9
GROUP PLANTING IN "THREES"
OF EACH VARIETY

Water Main Location ?
on ground



HERALD STREET

SCALE	DRAWN: AAD	DATE: 20.06.15	REV	CHECK:	DATE:
1:250			A		
DA					
DWG NO. 5					
LANDSCAPE PLAN NARROGIN KINGDOM HALL LOT 232 HERALD STREET NARROGIN					
JEHOVAH'S WITNESSES CONGREGATIONS					
			ISSUED FOR DEVELOPMENT APPROVAL	AAD	APPROVED
			REVISION	DRN	
			REV	DATE	
			A	20.06.15	

10.1.072 COMMERCIAL VEHICLE PARKING – NARROGIN MOTEL

File Reference: A304500, IBA155465 & DA32/13-14
Disclosure of Interest: Nil
Applicant: B Seale for Churchill Custodians Pty Ltd
Previous Item Nos: Item 10.2.312 – 3 July 2014
Item 10.1.061 – 23 June 2015
Date: 5 June 2015
Author: Brian Robinson, Director Technical & Environmental Services

Attachments

- Aerial photograph of the site and surrounding land use.
- Copy of submitted plans relating to proposed commercial vehicle parking
- Copy of submission received during advertising of the proposal.

Summary

Council is requested to determine an application for planning consent seeking approval to the parking of commercial vehicles at the Narrogin Motel, having regard to comments received during the advertising period.

Background

The Narrogin Motel occupies No 60 (Lot 6, 1 & 2) Williams Road. Having an area of approximately 6,756m² the properties have frontage to both Williams Road and Sydney Hall Way to the rear.

Land abutting the site to the east is developed with a nursing home, whilst residential land abuts the site to the west. Residential properties are located opposite two thirds of the properties frontage to Sydney Hall Way. An aerial photograph of the site is shown as attachment No 1.

Council previously considered this matter at its Ordinary Meeting held 8 July 2014. Whilst a formal application for planning consent had been lodged at the time, suitable plans detailing the proposed areas for commercial vehicle parking had not been provided. As a result Council resolved to:

1. *Defer consideration of the proposed Parking of Commercial Vehicles at No 60 Williams Road, Narrogin pending:*
 - a. *Receipt of a suitable site plan detailing those areas and parking bays to be established for the parking of commercial vehicles on site and a full list of modifications to be made;*
 - b. *Advertising of the application for public comment over a 21 day period in accordance with part 6.3 of Town Planning Scheme No 2.*
2. *Await a further report on the application following the completion of point 1 above to the satisfaction of the Chief Executive Officer.*

Subsequently on 7 April this year, a detailed site plan was received detailing the areas proposed for commercial vehicle parking. The plans furthermore detailed proposed changes to the internal traffic flow and standard vehicle parking to ensure that the use of the Sydney Hall Way frontage was minimised and all traffic was being directed to enter and leave the site via Williams Road.

A copy of the submitted plan is shown as attachment No 2.

Advertising of the proposal has now been completed in accordance with Town Planning Scheme No 2 requirements, with one submission being received. Council is now requested to determine the application having regard to the comments received.

Following the close of advertising a report on the proposal was prepared for Council's consideration at its Ordinary Meeting held on the 23rd of June 2015. At the request of the applicant Council deferred consideration of the item until 14 July 2015 meeting.

Prior to preparing this agenda item a meeting was held with the proponent where a number matters were discussed and clarified. Council is now requested to determine the application. Some minor modifications have been proposed in respect of the conditions of approval reflecting the discussions held.

Comment

Plans submitted in support of the application indicate four proposed locations for commercial vehicle parking, which are described as follows:

- In the south east corner of the site abutting Williams Road;
- On the western side of the eastern internal driveway abutting the motel's utilities rooms;
- The north west corner of the site abutting Sydney Hall Way; and
- The north east corner of the site abutting Sydney Hall Way.

As detailed in the background section above, one submission has been received offering comment on the proposal. A summary of the submission together with officer comments and recommendations is shown below:

Comments Received	Officer Comment	Recommendation
Attached are photos of commercial vehicles parked abutting Sydney Hall Way on 26 th May 2015.	Photos shown at attachment no 3 demonstrate the visual impact of commercial vehicle parking abutting Sydney Hall Way.	Refer to officer comments under heading Potential Impacts below.
Whilst trucks were also parked abutting Williams Road, more trucks were parked at this end. This happens most nights, including weekends.	Parking abutting Sydney Hall Way places vehicles in close proximity to residential homes.	Refer to officer comments under heading Potential Impacts below.
Diesel engines crank up from 4:10am onwards, running for up to 20 mins before pulling out.	The parking of commercial vehicles has potential to impact on the adjacent properties through noise	Refer to officer comments under heading Potential Impacts below.

Comments Received	Officer Comment	Recommendation
Residences from 24-28 Sydney Hall Way are directly impacted through noise, dust and ground vibration.	The parking of commercial vehicles has potential to impact on the adjacent properties.	Refer to officer comments under heading Potential Impacts below.
Sydney Hall Way is subject to more heavy vehicle traffic than Williams Road.	Consideration should be given to methods that may be used to prevent commercial vehicles using Sydney Hall Way.	Refer to officer comments under heading of access below.
Williams Road is not residential in the vicinity of the motel, with the Nursing Home carpark and John Parry Medical Centre which would not be adversely impacted.	It is acknowledged that non-residential uses abut the site to east and south of Williams Road. A residential property is however located abutting the western boundary on Williams Road.	Refer to officer comments under heading of Potential Impacts below.
Traffic parking at the motel on a daily/nightly basis is greater than acceptable for a residential area.	Provisions of TPS No 2 restricts the parking of commercial within Residential Zones in the Town.	Refer to comments under heading of Potential Impacts below.
Should a commercial car park proceed, what effort will Council make to ensure no impact on Sydney Hall Way residents.	Council officers will endeavour to endorse any decision of Council and/or conditions imposed.	The author be advised accordingly.
Council should be seriously considering a solution to this situation which has escalated over past 7 years.	The comment is supported. Determination of the application provides Council with an opportunity to regulate parking on the site.	The author be advised accordingly.
Allowing heavy vehicles to access a residential area and street is not promoting Narrogin "Love the Life".	The impact of permitting the parking of commercial vehicles must be considered in determining this application.	Refer to Officer comments below.
I object to commercial vehicle parking at 60 Williams Road.	The author's comment should be noted.	The author's comment be noted.

A full copy of the submission is shown as attachment No 3.

To assist Council in determining this application, the following advice and officer comments are provided:

Town Planning Scheme No 2 Provisions

The provisions of Town Planning Scheme No 2 (TPS No 2) include the subject land within the "Other Residential" Zone.

In accordance with clause 3.1.6 of TPS No 2, no person shall park or allow to remain stationary for more than 4 hours:

- More than one commercial vehicle;
- A commercial vehicle unless that vehicle is housed in a domestic garage/outbuilding;

- Any vehicle which due to its size could not be housed in a domestic outbuilding;
- Any vehicle exceeding three (3) metres in height.

These restrictions apply to both the “Single Residential” and “Other Residential” Zones in order to protect the residential amenity of those areas.

As stated by McLeod & Co Solicitors in their previous advice on this matter, Council may, in accordance with Part 6.2 of TPS No 2, relax a standard requirement or standard identified by the Scheme provided that it is satisfied that:

- i) The approval would be consistent with the orderly and proper planning of the locality and the objectives of the scheme;
- ii) The non-compliance will not adversely affect the occupiers or inhabitants of the area; and
- iii) The spirit and purpose of the requirements will not be reasonably departed from.

In the author’s opinion the granting approval to the unregulated parking of commercial vehicles would be contrary to the spirit and purpose of the requirements. It is therefore recommended that any approval to the parking of commercial vehicles must be restricted to specifically identified commercial vehicle parking areas and/or bays.

Potential Impacts

The driving and parking of commercial vehicles in a residential area has potential to impact the amenity of residential areas and landowners’ rights to quiet enjoyment of their properties, particularly through visual impacts and noise, particularly with starting such vehicles in the early morning hours.

The submission received indicates that the amenity of particular properties in Sydney Hall Way has been detrimentally impacted on through both visual and noise associated with vehicles parked adjacent to Sydney Hall Way. The author also states that signage advising the parking of commercial vehicles is not permitted on Sydney Hall Way has not always been adhered to.

In order to prevent detrimental impacts on the adjacent residents, it is strongly recommended that consideration be given to restricting the parking of commercial vehicles adjacent to Williams Road only.

Access

As stated in the submission received, commercial vehicles attending the Motel have regularly been using Sydney Hall Way to access or leave the site.

Currently both rows of motel units are served by one way driveways directing traffic from Williams Road to Sydney Hall Way. In the author’s opinion, this has been a significant factor in commercial vehicles using Sydney Hall Way for access to and from the site.

Plans submitted in support of the application indicate it is the owner's intent to change the internal driveway system directing all internal traffic back to Williams Road using the internal driveway serving the eastern portion of the site. To facilitate this, parking bays associated with the eastern row of motel units are to be reversed, completing a one way driveway system within the site.

Should Council resolve to approve this application, it is recommended appropriate conditions be imposed to ensure that these modifications are implemented.

Unauthorised removal of landscaping

On a separate, although related matter, it is noted that areas previously developed with landscaping have been modified to hard stand areas to cater for additional parking.

Examination of aerial photography indicates that as recent as January 2012, a large grass area was located in the north eastern corner of the site. This landscaping has been removed and converted to hardstand without the approval of Council. Landscaped areas located within the south eastern corner of the site and to the east of the Motel's utility building have also been removed and converted to hardstand without approval.

Examination of older aerial photography held by the Department of Land Administration furthermore demonstrates that an area in the north western corner of the site has also been transformed from a landscaped/treed area to a hardstand, reducing the level of landscaping on site since 2003.

The Motel currently contains a minimal level landscaping.

In accordance with the provisions of TPS No 2, up to 40% of sites in the Other Residential Zone is required to be landscaped. That said, it must be noted that the Motel was established prior to the introduction of TPS No 2. The level of landscaping, at the time of TPS No 2 being gazetted in 1994 (ie prior to conversion to hardstand) must therefore be accepted.

Rather than permit the parking of commercial vehicles in the north western and north eastern corners of the site, it is recommended that a condition be imposed to require these areas to be returned to landscaped grounds. Such landscaping will assist in reducing any potential impacts the Motel may have on the adjacent residential area.

In summary, it is recommended that the parking of commercial vehicles should not be permitted adjacent to Sydney Hall Way as such activities will have the potential to detrimentally impact on the amenity of the adjacent residential area. For this reason, it is recommended that any commercial vehicle parking be restricted to the northern half of the site and landscaping be re-instated abutting Sydney Hall Way.

Consultation

CEO – Aaron Cook;

The proposal has been advertised in accordance with TPS No 2 requirements.

Statutory Environment

Applications for planning consent are determined by Council in accordance with Part 6 of TPS No 2. In considering an application, clause 6.4 of the Scheme requires that Council take into account various matters, including, but not limited to:-

(d) the existing and likely future character and amenity of the neighbourhood, including (but without limiting the generality of the foregoing) the question of whether the proposed development is likely to cause injury thereto including injury cause by the appearance of the proposed building, due to the emission of light, noise, electrical interfered, vibration, smell, fumes, smoke, vapour, soot, ash, dust, oil, liquid wastes of waste products;

(f) the nature of the roads giving access to the land;

(h) the presence of vegetation on site, the desirability of retaining portion of that vegetation and provision of adequate landscaping;

(i) the submissions received by the Council including representations made by any public or statutory body.

Policy Implications

Nil

Financial Implications

The applicant has paid the required application fee in accordance with Council's adopted schedule of fees and charges.

Strategic Implications

Nil

Voting Requirements

Absolute Majority

COUNCIL RESOLUTION 0715.090 and Officer's Recommendation

Moved: Cr Paternoster

Seconded: Cr Bartron

That Council:

1. Grant planning consent to the proposed Commercial Vehicle Parking on No 60 (Lots 6, 1 & 2) Williams Road, Narrogin subject to the following conditions:
 - a) This approval relates only to the parking of commercial vehicles in the south eastern corner of the site and abutting the Motel utility rooms, shown as Commercial Vehicle Parking Areas 1, 2, 3 & 4 on the approved plans.
 - b) This approval shall not be construed as approval to the establishment of commercial vehicle parking bays numbers 5, 6, 7 & 8 on the approved plans.

- c) Unless otherwise approved by resolution of Council, any commercial vehicles parked within the site shall be wholly contained within Commercial Vehicle Parking Areas 1, 2, 3 and 4 as shown on the approved plans.
- d) All commercial vehicles shall be required to reverse into the identified bays, facilitating the vehicles leaving the site in forward gear so as to minimise the noise impact with vehicles leaving the site.
- e) A gate or other system being installed on the access driveway to Sydney Hall Way to the satisfaction of the Chief Executive Officer in order to limit the use of this access so as to reduce the potential impact of traffic associated with the motel on Sydney Hall Way and the associated residential properties.
- f) The modifications proposed to the internal driveway system and parking bays associated with Motel units located on the eastern boundary of the site being implemented within 60 days of the date of Council's decision.
- g) The previously landscaped areas located in the north western and north eastern corners of the site being re-established to the satisfaction of the Chief Executive Officer within 90 days of the date of Council's decision. These areas shall not be used for commercial vehicle parking under any circumstances.
- h) No parking of commercial vehicles carrying dangerous, placarded or noxious loads shall be permitted.

Advice to Applicant:

- a) Further to condition No 1 above, the applicant is advised that the Town of Narrogin is not prepared to approve the parking of commercial vehicles in the northern portion of the site abutting Sydney Hall Way due to the potential for such vehicles to detrimentally impact on the amenity of the adjacent residential area through visual, noise and/or other impacts.
- b) In respect of condition (g), the applicant is advised that examination of aerial photography demonstrates that the following areas of landscaping have been removed and converted to hardstand without the approval of Council since 2012:
 - i. The south eastern corner of the site between the motel units and Williams Road;
 - ii. The north eastern corner of the site between the motel units and Sydney Hall Way;
 - iii. On the eastern side of the utilities building, between the utilities building and the internal driveway; and

The applicant is also advised that the area of land in the north western corner of the site between the motel units and Sydney Hall Way was also landscaped prior to 2006.

Council is requiring the two areas abutting Sydney Hall Way to be re-established as landscaped areas to ensure that the Motel site contains an appropriate level of landscaping.

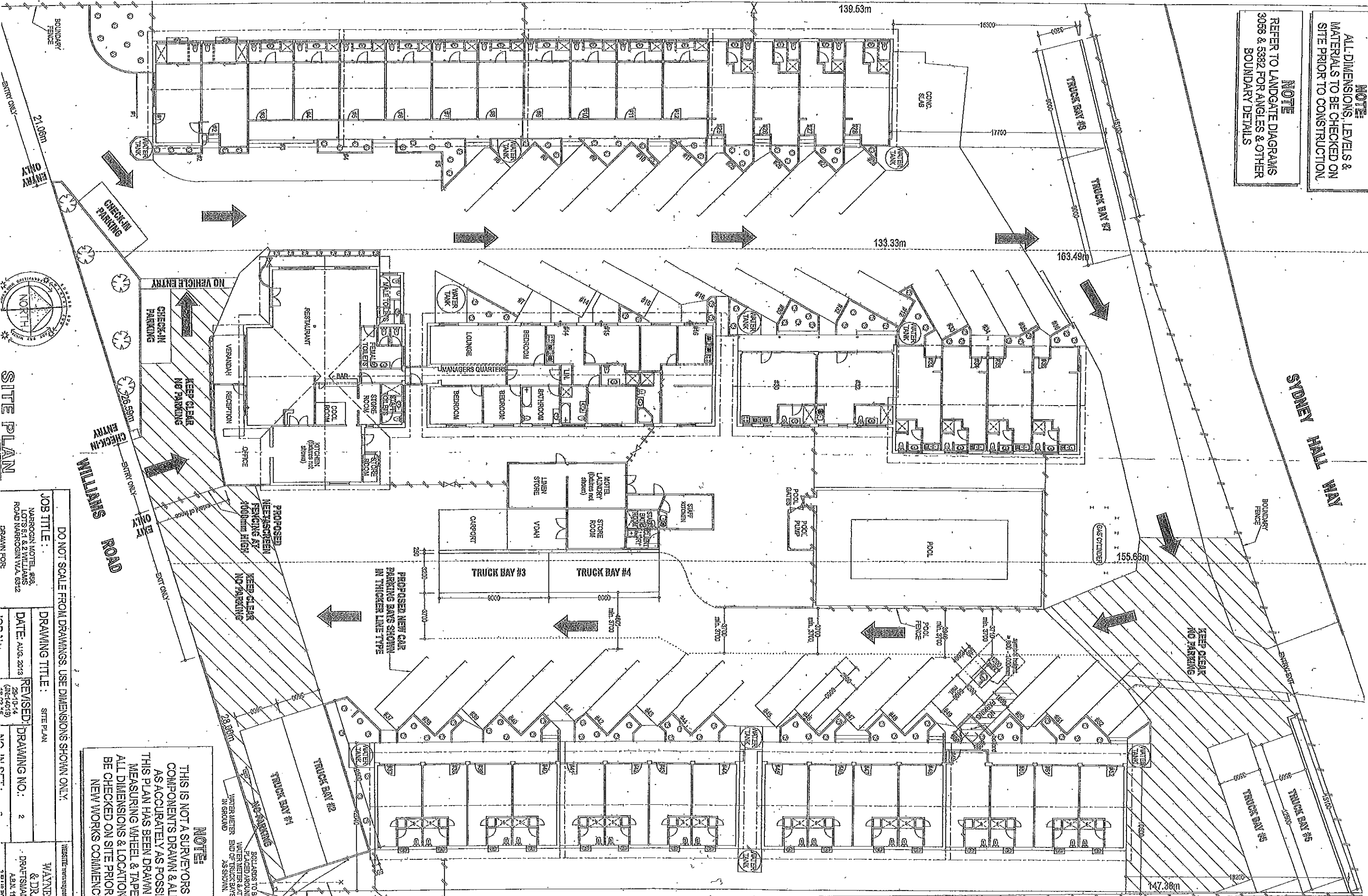
- c) Further to condition No (g), the applicant is advised that the parking of commercial vehicles in this area will constitute an offence under the Planning & Development Act 2005.

**CARRIED 6/0
BY ABSOLUTE MAJORITY**



NOTE:
ALL DIMENSIONS, LEVELS & MATERIALS TO BE CHECKED ON SITE PRIOR TO CONSTRUCTION.

NOTE:
REFER TO LANDGATE DIAGRAMS 3058 & 5382 FOR ANGLES & OTHER BOUNDARY DETAILS



SITE PLAN

JOB TITLE:
NARROGIN HOTEL, #95,
LOTS 51 & 2 WILLIAMS
ROAD NARROGIN WA 6312

DRAWING TITLE: SITE PLAN
DATE: AUG. 2013
REVISED: 29-10-14
DRAWING NO.: 2

WAYNES DESIGN & DRAFTING
DRAFTSMAN: WAYNE BILL
A.B.N. 71 553 616 982

NOTE:
THIS IS NOT A SURVEYORS PLAN. COMPONENTS DRAWN & ALIGNED AS ACCURATELY AS POSSIBLE. THIS PLAN HAS BEEN DRAWN USING A MEASURING WHEEL & TAPE ONLY. ALL DIMENSIONS & LOCATIONS MUST BE CHECKED ON SITE PRIOR TO ANY NEW WORKS COMMENCING.

NOTE:
SOLARIS TO BE PLACED AROUND WATER METER AT THE END OF TRUCK BAY #1 & 2 AS SHOWN

PROPOSED NEW CAR PARKING BAYS SHOWN IN THICKER LINE TYPE

PROPOSED NEENASCREEN FENCING AT 1000MM HIGH

DO NOT SCALE FROM DRAWINGS. USE DIMENSIONS SHOWN ONLY.

Town of Narrogin RECEIVED	
Directed to	CEO
Ref No.	29 MAY 2015 102155770
Property File	A331020
Subject File	
C Point No.	

Mr Aaron Cook.....CEO Town of Narrogin

Dear Aaron,

Attached are photos of some of the vehicles parked opposite our front yard, at the Sydney Hall Way end of the Narrogin Motel parking area, last night, 26 May 2015. Other trucks were parked at the Williams Road end, although always more vehicles are parked this end.

This happens most nights of the week, regularly including weekends.

Diesel engines crank up from 4.10am onwards, running for up to 20mins before pulling out, returning from early noon onwards. No requirement for an early morning alarm to be set in our house.

As you can see from the attached photos these are not small vehicles. Sometimes they are larger and longer. Numerous utes come and go daily.

Residences from 24 – 28 Sydney Hall Way are directly impacted getting the majority of the noise, dust and ground vibration however as the vehicles access Sydney Hall Way via Lock Street others are affected. Currently Sydney Hall Way is subjected to more heavy vehicle traffic than Williams Road. Such heavy haulage in a residential street impacts in a major manner on lifestyle.

When approval was being sought to have a bed and breakfast adjoining the Motel I predicted it would become a parking lot for trucks, resulting in vehicles in Sydney Hall Way. Certainly this has happened.

I am concerned the disused swimming pool could be filled in creating more parking.

Signs erected to advise of no truck parking on the street or road verges in Sydney Hall Way have not always been heeded. Calls to the Ranger are not always answered and action not taken. Truck parking has increased this year.

At the time the signs were erected we were informed motel management had been advised to have truck parking at the Williams Road end of the complex, entering and exiting via Williams Road however Sydney Hall Way continues to get the majority of use.

Williams Road is not residential in the immediate vicinity of the motel. The front car park abuts the Nursing Home car park and opposite is the John Parry Medical Centre and the Hospital, none of which would be adversely impacted by truck traffic. This area should be used for parking, this is the area trucks should be entering and exiting from.

The traffic currently parked at the motel on a daily/nightly basis is far greater than is acceptable for a residential area, which Sydney Hall Way is. There is less traffic parked on Williams Road or Federal Street at night. There are less trucks parked at Fairway Carriers, the Main Roads Depot, the Water Supply depot and the Council Depot, yet none of these impact to any extent on residential properties. It would not be in the best interests of the residents of Sydney Hall Way to have more truck and commercial parking in this area.

Should a commercial car park proceed, what effort will council make to ensure residents of Sydney Hall Way are not impacted upon further? How many more vehicles are to be accommodated?

Council should be seriously considering a solution to this situation which has been allowed to escalate over the past 7 years. Allowing heavy commercial vehicles everyday access to a residential area and street is not promoting the town slogan of Narrogin Love the Life to those who reside in this area. Please consider the residents of this residential street.

I lodge objection to the approval of a commercial car park at 60 Williams Road.

I trust Council will consider ALL the implications of such a development.

Regards

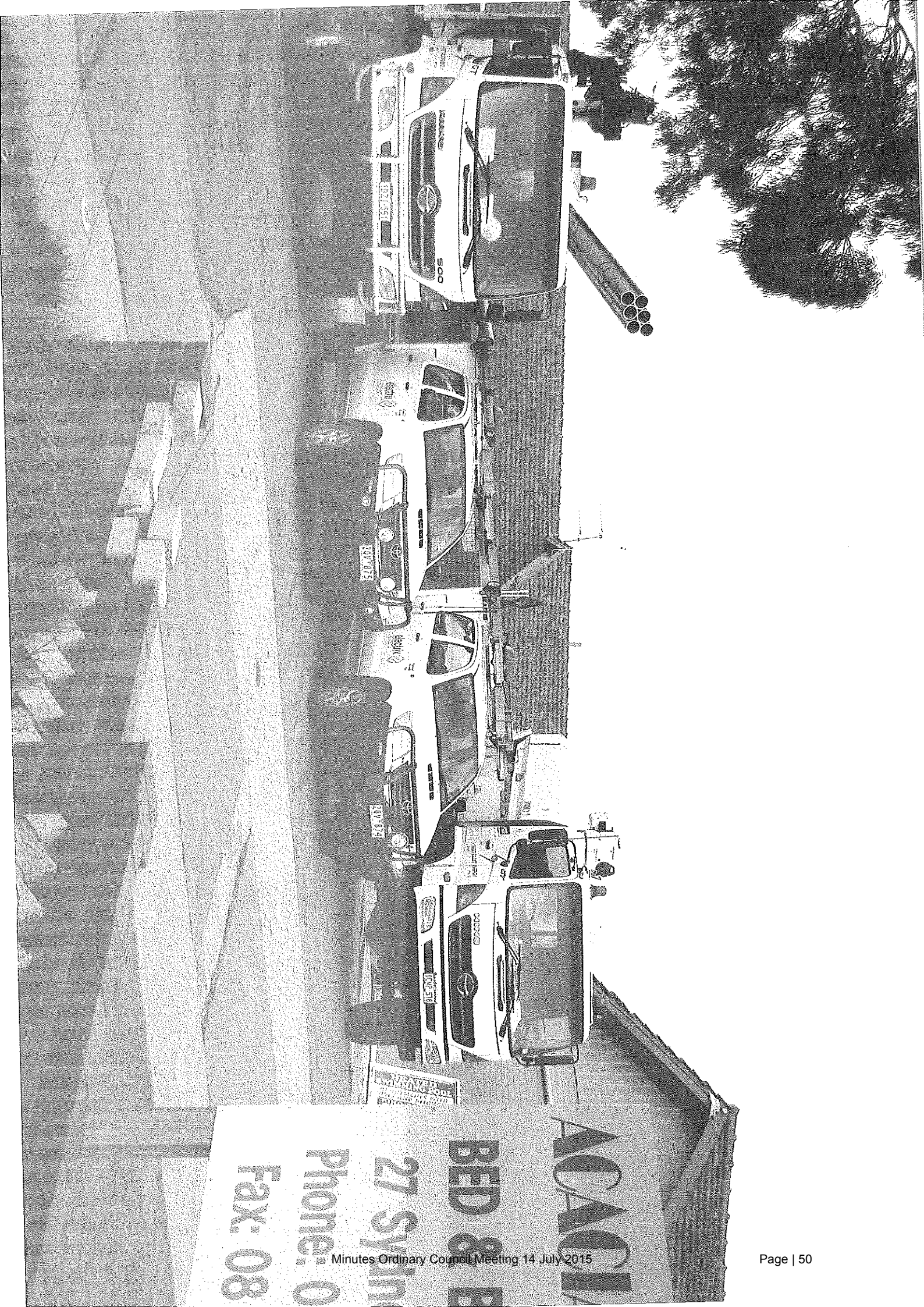
A handwritten signature in cursive script, appearing to read 'R Shaddick', written in dark ink.

Rosemary Shaddick.....24 Sydney Hall Way, Narrogin

27 May 2015







Fax: 08

Phone: 0

27 SYM

BED 8

ACACI



7.56 – Cr Ward declared an interest in the following item 10.1.073 and departed Chambers.

10.1.073 REQUEST FOR CONCESSIONAL LOADING – FEDERAL STREET, NARROGIN

File Reference: 3.2.2
Disclosure of Interest: Nil
Applicant: Ian Tarling – Transport Consultant for Miling Fuel & Merchandise
Previous Item Nos: Nil
Date: 9th July 2015
Author: Brian Robinson, Director Technical & Environmental Services

Attachments

- Copy of correspondence from Miling Fuels

Summary

Miling Fuels are seeking the Town of Narrogin’s support to the concessional loading of Heavy Vehicles attending Great Southern Fuels Federal Street depot.

Background

Concessional loading is the practice where axle loads greater than regulation limits are permitted for bulk goods (i.e. Grain, Minerals and Fuel) being transported on a fixed route between defined loading and delivery points. The aim of the concessional loading scheme is to recognise the gains to the community and the transport industry by reducing the number of vehicle trips and therefore lowering transport costs.

Correspondence has been received requesting the Town of Narrogin’s agreement to Miling Fuel and Merchandise using concessional load limits to supply the Great Southern Fuel depot on Federal Street (north of Clayton Road). As stated in that correspondence, Miling fuels use a range of vehicle combinations to service clients based on a prime mover with the following trailer combinations:

- a) A Single articulated vehicle;
- b) A “B Double”; and
- c) A prime semi-trailer and six axle dog trailer being a road train with a maximum length of 27.5 metres.

Within the correspondence the applicant states that *“The Local Government road used by Miling Fuel and Merchandise is Federal Road off Northam Cranbrook Road (Great Southern Highway).”* Given that Federal Street connects to Clayton Road and not the Great Southern Highway, the applicant was contacted. The applicant has since verbally advised that the vehicle would enter Narrogin from the west using Clayton Road to access Federal Street.

A copy of the correspondence received is shown attached.

Comment

Permits for Concessional loads are issued by Main Roads WA. Pursuant to Main Roads policy, applications for operators on Local Government Roads must be supported by a “Letter

of Agreement” from the relevant Local Government. The following comments are offered to assist Council in determining whether a letter of agreement should be supplied:

Restricted Access Vehicle (RAV) Network

Federal Street, from Clayton Road to Sale Street, is included in the RAV Network, being identified as a RAV 5 road. That is a road which may be used by Heavy Vehicles between 27.5m and 36.5 in length.

It is however noted that the RAV network does not extend beyond Federal Street, meaning that any vehicle must be capable of turning around at the delivery point and return using Federal Street only. Examination of the Great Southern Fuel Depot and aerial photography of the site appears to indicate that current practice does not involve vehicles turning within the Great Southern Fuels site. This results in Sale Street and possibly other local roads being used by RAV Vehicles. Discussion with a Great Southern Fuel Depot representative indicates that this is in fact the case.

Council staff have on numerous occasions observed RAV vehicles using Earl Street and Eston Street exiting from, or entering Clayton Road. As these roads are not included on the RAV network, their use by RAV Vehicles is simply not permitted.

Federal Street Construction Standard

The subject section of Federal Street is showing some signs of failure adjacent to the Great Southern Fuel Depot.

Road wear increases rapidly with axle load, with 23.5 tonne on a triaxle nearly doubling the road wear of a 20 tonne triaxle*. Given this granting of a concessional loading permit for the subject section Federal Street will significantly increase the road wear and ultimately result in the road surface failing in a far shorter time frame.

*Note: Statement taken from paper on “*Heavy Vehicles – Regional Local Government Perspective*” by Bob Peters available on WALGA website.

Maintenance Contribution

In recognition of the additional wear concessional loads create on local road networks, it is a relatively common practice for local government to require a contribution towards ongoing maintenance of the effected roads.

In summary, the subject portion of Federal Street is not in good condition and is likely to deteriorate at a faster rate should concessional loading be permitted. It is therefore recommended that Council should not issue a letter of agreement until such time as a contribution towards ongoing maintenance of the road has been negotiated with the proponent.

Notwithstanding the above, it appears that whilst the proponent is making application for Federal Street, in practice other local roads are being used by transport operators attending the Great Southern Fuels Depot. Vehicles longer than 19m in length are doing so illegally.

Having regard to the above, it is recommended that the applicants request be declined and the applicant be advised that Council will be prepared to reconsider the request once the following matters have been addressed to the satisfaction of the Chief Executive Officer:

- a) Confirmation that only Federal Street will be used and that there is provision for all concessional and RAV Vehicles to enter and leave the delivery site from Federal Street only;
- b) Any other local road to be used for transport to and from Great Southern Fuels being included on the Restricted Access Vehicle Network; and
- c) The proponent negotiating with the Chief Executive Officer over a contribution towards the maintenance of the subject section of Federal Street.

Consultation

- CEO – Aaron Cook
- Verbal consultation with Great Southern Fuels

Statutory Environment

Applications for Main Roads WA Concessional Loading Scheme.

Policy Implications

Nil

Financial Implications

Permitting concessional load limits on local roads within Narrogin will result in a faster rate of wear and ultimate failure of the road surface, increasing the Town's maintenance obligations and costs.

Strategic Implications

Given that RAV vehicles attending the Great Southern Fuels Depot are using local roads other than Federal Street, it is recommended that the RAV network in this area is reviewed prior to the Town providing a Letter of Agreement for concessional loads on Federal Street.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council

Advise the applicant that it is not prepared to grant Letter of Agreement for concessional loads on Federal Street for the following reasons:

1. The current construction standard of Federal Street is not suitable for the imposition of Concessional Loads;
2. Approval to the application as submitted will result in unnecessary additional wear rates in respect of the existing road surface resulting in increased maintenance obligations and costs for the Town
3. Council is not satisfied that RAV vehicles attending the Great Southern Fuel Depot will be capable of using entering and leaving the site using Federal Street only, resulting in the unauthorised use of other local roads in the area contrary to the adopted RAV network.

Advice to Applicant:

1. The applicant is advised that the Town of Narrogin is prepared to give further consideration to the request for concessional loads on the subject section of Federal Street subject to

- a) the applicant negotiating a suitable contribution towards the ongoing maintenance of Federal Street with the Town of Narrogin's Chief Executive Officer.
- b) Confirmation of the proposed route to be used in accessing and departing from the delivery site, with all roads to be used being included on the RAV Network.

COUNCIL RESOLUTION 0715.091

Moved: Cr Paternoster

Seconded: Cr Kain

That Council:

Advise the applicant that it is not prepared to grant Letter of Agreement for concessional loads on Federal Street (also including Earl, and Eston Streets) for the following reasons:

1. The current construction standard of Federal Street (as well as Earl and Eston Streets) is not suitable for the imposition of Concessional Loads;
2. Approval to the application as submitted will result in unnecessary additional wear rates in respect of the existing road surface resulting in increased maintenance obligations and costs for the Town
3. Council is not satisfied that RAV vehicles attending the Great Southern Fuel Depot will be capable of entering and leaving the site using Federal only, resulting in the unauthorised use of other local roads such as Earl and Eston Streets contrary to the adopted RAV network.

Advice to Applicant:

1. The applicant is advised that the Town of Narrogin is prepared to give further consideration to the request for concessional loads on the subject section of Federal Street (as well as Earl and Eston Streets) subject to
 - a) the applicant negotiating a suitable contribution towards the ongoing maintenance of Federal Street, Earl Street and Eston Street with the Town of Narrogin's Chief Executive Officer.
 - b) Confirmation of the proposed route to be used in accessing and departing from the delivery site, with all roads to be used being included on the RAV Network.

CARRIED 5/0

Please note: Council acknowledged that other streets in the RAV Network including Earl Street and Eston Street would also be required to be included in the resolution.

Ian Tarling
Transport Consultant
37 West Terrace
Kalamunda WA 6076
Ph 0419902872
Email
itarling@iexpress.net.au

The Chief Executive
Town of Narrogin
PO Box 188
Narrogin
WA 6312

enquiries@narrogin.wa.gov.au

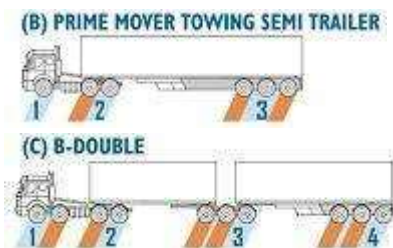
Dear Sir/Madam,

I am a transport consultant acting on behalf of *Miling Fuel and Merchandise* a transport company delivering fuel to various locations.

Great Southern Fuel is a client of *Miling Fuel and Merchandise* and the company is seeking Local Government agreement to load road tankers to concessional load limits of 23.5 tonnes on each triaxle group.

The Local Government road used by *Miling Fuel and Merchandise* is Federal Road off Northam Cranbrook Road. (Great Southern Hwy)

The combinations used by *Miling Fuel and Merchandise* are combinations consisting of a prime semi trailer and six axle dog trailer being a road train with a maximum length of 27.5 metres a single articulated vehicle and a B double combination





Council may be aware of the advantages of using concessional loading include lower transport cost and fewer trips to provide the required fuel supplies to the Great Southern Fuels depot

Concessional loading also requires the operator to load his vehicle to very precise limits which means there is no loading beyond the approved limits.

Please advise if your Shire approves the use of concessional laden combinations to Great Southern Fuels in Narrogin.

Main Roads requires the Narrogin Town approval to be addressed to *Miling Fuels and Merchandise* and to state the road name, the prime mover combination and that Concessional Loading Bulk Products Scheme will be approved.

Yours faithfully

Ian Tarling

Transport Consultant

May 27th 2015.

8.07 pm Mayor Ballard declared an interest in item 10.1.074 and departed Chambers
Deputy Mayor Paternoster acted as the Presiding Member
Cr Ward returned to Chambers and was advised of the outcome of the previous item by the Presiding Member

10.1.074 MODIFICATION OF GREAT SOUTHERN HIGHWAY ALIGNMENT – NARROGIN SOUTHERN LINK ROAD PROJECT

File Reference: 14.9.11 & ICR155782
Disclosure of Interest: Nil
Applicant: Main Roads Western Australia
Previous Item Nos: Nil
Date: 7 July 2015
Author: Brian Robinson, Director Technical & Environmental Services

Attachments

- Copy of correspondence from Main Roads WA dated 26th May 2015

Summary

Main Roads WA is seeking confirmation in writing from the Town of Narrogin that is prepared to accept management of the old alignment of the Great Southern Highway following completion of the Southern Link Road project.

Background

As elected members would be aware, Main Roads is currently responsible for the management of the following roads associated with the Great Southern Highway (State Route 20):

- a) Herald Street between the Link Road and Railway Line;
- b) Forrest Street between the Railway Line and Federal Street;
- c) Federal Street between Forrest Street and the now disused rail reserve to the south of the Narrogin Restoration Group site; and
- d) Great Southern Highway to the roundabout being constructed as part of southern link road project.

With completion of the new Link Road expected in January 2016, Main Roads WA is seeking the Town of Narrogin's agreement:

- to accept vesting of the above sections of road; and
- the renaming of the subject section of Great Southern Highway to Federal Street.

A copy of the correspondence received from Main Roads is shown attached.

Comment

In respect of the renaming of the current section of Great Southern Highway from Federal Street to the new link road, Federal Street is the logical choice of name given that:

- The road is a physical extension of Federal Street;
- The street numbering system applied to Federal Street can easily be extended to provide a new street address for effected properties.

In terms of the Town of Narrogin accepting management of the portions of road, it is the author's opinion that this requires more detailed consideration. To assist Council in its deliberations, the following comments are offered:

Restricted Access Vehicle (RAV) Network

As elected members may recall, the entire length of Forrest Street was previously identified as part of a heavy haulage route. Although that portion of Forrest Street west of Federal Street has since been removed from the network, the roads subject of Main Roads request still form part of the RAV network.

It is recommended that these roads be removed from the RAV network prior to the Town accepting management of the roads.

Regionally Significant Road Network

Whilst it is recommended that the subject roads be removed from the RAV network, these roads will still play a significant role for both passenger and commercial vehicles entering Narrogin. Given Narrogin's role as a Regional Centre, it is recommended that the roads be identified as part of the Significant Road Network.

Existing Road Pavement

Although the majority of the road pavement is in good condition, there are a number of minor pavement failures and some wheel rutting is occurring. It is recommended that as a condition of Council accepting the management as requested that:

- a) Main Roads be advised that Council is prepared to accept Management of the subject roads, subject to the pavement being in good condition and all necessary maintenance works being completed.
- b) A joint inspection of the road surface is completed by officers from Main Roads and the Town one month prior to the change of management to ensure that all works required to ensure a good condition road pavement are identified; and
- c) A final inspection being undertaken to confirm completion of the works identified in point (b) prior to the Town formally accepting management of the subject roads.

Intersection Treatments

Numerous accidents have occurred at the intersection of Forrest and Federal Street over previous years with a number of them involving commercial and heavy vehicles.

Although removal of both Forrest Street and Federal Street from the RAV network will significantly reduce the number of heavy vehicles using the intersection, non-permit commercial vehicles (i.e. less than 19m in length) will still be permitted to use the road.

Prior to accepting management of this intersection, it is recommended that the intersection be upgraded to ensure safer integration of traffic using Forrest and Federal Streets. One such method would be the construction of a roundabout.

Line Marking

It is the author's opinion that line marking (including holding lines) require renewal. It is recommended that Council require this work to be undertaken prior to accepting management of the roads.

Rehabilitation of Closed Road

As a result of the Southern Link Road design, the Great Southern Highway will be slightly re-aligned to meet up with the new roundabout intersection. That portion of the highway extending from Federal Street will also be realigned to meet the new roundabout intersection.

The realignment of Great Southern Highway will result in a portion of the old highway alignment being surplus to requirements. It is proposed that the constructed road will be removed from this portion of the Highway road reserve.

Prior to accepting this section of the old Highway road reserve, it is recommended that Council ensure Main Roads has completed the required works including rehabilitation of the land. This will ensure that the Town is not burdened with additional land management costs.

Consultation

- CEO – Aaron Cook

Statutory Environment

The primary legislation in respect of the management of road reserves is the Land Administration Act 1997 (LAA Act). In accordance with section 55 of the LAA Act, except for roads such as Highways under the care and control of Main Roads WA, the relevant local government has the care, control and management of the road.

Once the subject portions of road no longer form part of State Highway No 120, the road reserves will effectively become local roads under the care, control and Management of the Town of Narrogin.

Although not legally required, Main Roads is seeking Council's agreement to accepting the management to ensure a smooth transition in management of these roads.

Policy Implications

Nil

Financial Implications

By accepting the management of the subject sections of road, the Town is increasing the length of road network that will be under its care and control. This increase will in the long term result in an increase in road management costs for the Town, although the actual increase has not been quantified.

In order to minimise the financial implications, it is recommended that:

- a) Main Roads be requested to complete all required maintenance works to ensure the road pavements concerned are in good condition; and
- b) The road be included on the list of significant roads under the care and control of the Town of Narrogin to ensure that Regional Road Group funds may be used towards ongoing maintenance of the roads.

Strategic Implications

Key Strategy 6.4 of the Town's Strategic Community Plan outlines that the Council will *"Continue to lobby State Government for the completion of the Narrogin Heavy Haulage By-Pass Link Road and the construction of the East/West Bypass Road in its entirety."*

A by-product of the Link Roads being completed is that a number of road reserves will not form part of the Highway network. As a result the Town can expect an increase in local road reserves.

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0715.092 and Officer's Recommendation

Moved: Cr Kain

Seconded: Cr Ward

That Council:

Advise Main Roads Western Australia that:

- a) Council supports the renaming of that portion of the Great Southern Highway between Federal Street and the Southern Link Road as an extension of Federal Street; and
- b) Council is prepared to accept that vesting of the portions of Herald Street, Forrest Street, Federal Street and Great Southern Highway, as identified in Main Roads correspondence dated 28 May 2015, subject to the following matters being addressed to the satisfaction of the Town of Narrogin's Chief Executive Officer:
 - i. The subject portions of road reserve being removed from the restricted access vehicle network;
 - ii. The subject portions of road reserve being included in the Significant Road Network in recognition of the ongoing role of these roads to facilitate access to Narrogin being a regionally significant centre;
 - iii. All required maintenance being completed so as to ensure that the subject road pavements are in good condition.
 - iv. The existing line marking being remarked so as to replace deteriorated line marking on the roads and minimise future maintenance obligations;
 - v. Having regard to the history of traffic accidents at the existing intersection between Federal Street and Forrest Street, this intersection being upgraded with a roundabout or other traffic control measures to better facilitate the integration of pedestrians, commercial and passenger vehicles using these roads.
 - vi. The existing road surface being removed from that portion of Great Southern Highway to be decommissioned and the road reserve being rehabilitated with native vegetation.
 - vii. A final inspection being undertaken to confirm completion of the works identified in point (iii), (iv), (v) & (vi) have been completed prior to the Town formally accepting management of the subject roads.
 - viii. All directional signage being modified as required.

Advice to Main Roads:

- i. Further to conditions (iii) and (iv) above, the Town of Narrogin recommends that a joint inspection of the road surface is completed by officers from Main Roads and the Town one month prior to the change of management to ensure that all works required to ensure a good condition road pavement are identified;

CARRIED 5/0



Town of Narrogin RECEIVED	
Directed to	Leo / Brian
02 JUN 2015	
Ref No.	102155782
Priority File	
Subject File	149-11
City/County	



ABN: 50 860 676 021

Enquiries: Sam Foster on 0448 123 696
Our Ref: 15/2676
Your Ref:

26 May 2015

Chief Executive Officer
Town of Narrogin
PO Box 188
NARROGIN WA 6312

Dear Sir

NORTHAM CRANBROOK ROAD – NARROGIN LINK ROAD PROCLAMATION OF HIGHWAY AND ROAD NAME

As you will be aware, Main Roads is in the process of constructing the southern section of the Narrogin Link Road, a realignment of the Northam Cranbrook Road (Great Southern Highway), which will provide a route for freight traffic around the Narrogin CBD. It is anticipated that construction of the new road will be completed and opened to traffic by January 2016.

With the completion of the southern section of the Narrogin Link Road, freight vehicles longer than 19m in length will be required to use the new road as they will be prohibited from using the existing route between Forrest Street and the new road tie-in point.

As the new road will become the primary regional road network, Main Roads proposes to recommend to Government that:

- (i) The Narrogin Link Road between the Herald Street and the southern connection to the existing highway as shown on the attached plan be proclaimed a highway; and
- (ii) The existing highway between Forrest Street and the southern tie-in as shown on the attached plan, cease to be a highway and return to the management of the Town of Narrogin.

As the formal proclamation process may take in the vicinity of six months to finalise, and under the Main Roads Act cannot proceed until the new alignment is open to traffic, Main Roads would also ask the Town of Narrogin to agree in writing to take management of the old alignment immediately on the opening of the new alignment. The formal proclamation will then follow and will not affect any agreements in place between Main Roads and the Town.

In accordance with the provisions of the Main Roads Act and prior to making the recommendation to Government, Main Roads seeks Councils comments on this proposal by 30 June 2015.

In addition to the highway proclamation, given that the new road forms a continuous link to the existing highway and to avoid confusing motorists (especially tourists), Main Roads proposes to make the new road part of State Route 120 and remove the existing highway through town from that state route.

In order to allow design and fabrication of signs, Main Roads also seeks confirmation from the Town on Narrogin that the name of the new road between Herald Street and the southern roundabout will be Pioneer Drive while south of the roundabout the name Great Southern Highway will be retained; and the existing highway north of the roundabout renamed Federal Street.

In addition to the road naming and given recent and proposed future changes to the road network, Main Roads is initiating a review of the directional signing around Narrogin to ensure a clear and concise directions are given to motorists, and will be contacting the Town and Shire in due course to seek their input into this review.

Main Roads seeks your consideration and advice on the above matters. If you require any further information or wish to meet to discuss these matters further, please contact either myself or the Project Manager Sam Foster at this office.

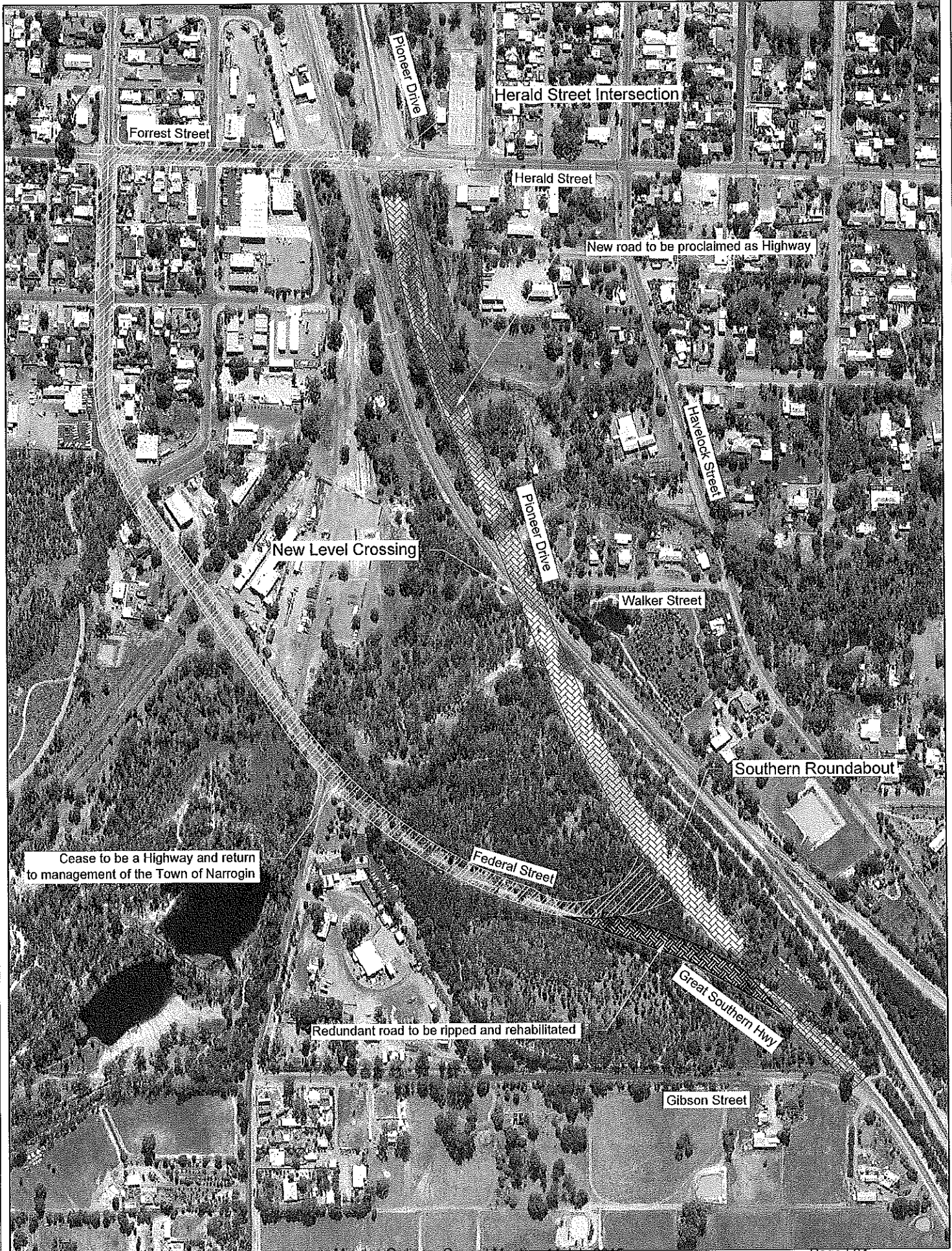
Yours faithfully



Craig Manton
REGIONAL MANAGER WHEATBELT

Narrogin Link Road (south)

Proclamation of Highway



8.09 pm – Mayor Ballard returned to the meeting and assumed the presiding chair.

10.1.075 APPOINTMENT OF AUTHORISED OFFICERS – DOG ACT 1976 AND CAT ACT 2011

File Reference: 19.5.2
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Item 10.1.754 – October 2012
Item 10.1.815 – September 2013
Item 10.1.282 – May 2014
Date: 8 July 2015
Author: Brian Robinson, Director Technical & Environmental Services

Attachments

Nil

Summary

Council is requested to confirm the appointment of two additional Authorised Officers under the Dog Act 1976 and review the Registration Officers under both the Dog Act 1976 and the Cat Act 2011.

Background

In accordance with the Dog Act 1976 and Cat Act 2011, Council's administration officers who are involved in Dog and Cat Control and/or Registration are appointed as either:

- a) Administration/Registration Officers – being those staff involved in the registration processes and pound register; and/or
- b) Authorised Officers – being those staff members authorised to enforce the requirements of the Act, including the issuing of infringements, seizing and impoundment of dogs and cats.

Comment

Council last reviewed these appointments at its meeting held on the 13 of May 2014. Since that time a number of staff changes have occurred. With a new registration season approaching, it is now appropriate for Council to review the appointments.

Consultation

CEO – Mr Aaron Cook
Manager of Finance – Ms Rhona Hawkins
Regulatory Services Officer - Mr Guy Maley

Statutory Environment

In accordance with Part II of the Dog Act 1976 and Section 48 of the Cat 2011, a local government may appoint persons for the purposes of performing particular functions under the relevant Act.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0715.093 and Officer's Recommendation

Moved: Cr Ward

Seconded: Cr McKenzie

That Council:

1. Appoint the following persons as authorised for the purpose of performing all functions under the Dog Act 1976 and Cat 2011:
 - Aaron Cook
 - Guy Maley
 - Paul Lindley
 - Kevin Isaacs
 - Brian Robinson
 - John Warburton
 - Noel White

2. Appoint the following persons as authorised persons for the purpose of performing administration and registration functions under the Dog Act 1976 and the Cat 2011
 - Rhona Hawkins
 - Aimie Allinson
 - Narelle Rowe
 - Wendy Russell
 - Cassey Klomp
 - Toni Reitmajer
 - Wendy Stringer

CARRIED 6/0

10.1.076 REPEAL OF LOCAL LAWS

File Reference:	19.6.2
Disclosure of Interest:	Nil
Applicant:	Not Applicable
Previous Item Nos:	Nil
Date:	3 June 2015
Author:	Niel Mitchell, Project Manager Merger.

Attachments

- Draft Town of Narrogin Repeal Local Law 2015

Summary

The purpose of this report is –

- 1) To allow the Presiding Member to give notice to the meeting of the proposal to make new local law, being the Town of Narrogin Repeal Local Law 2015;
- 2) For Council to approve the proposed local law;
- 3) For Council to give notice of the purpose and effect of the proposed local law; and
- 4) To allow for advertising of the proposed local law for public comment.


Background



As part of the preparation for the merger in 2016, an internal review of local laws was undertaken. This internal review is not the statutory review required every eight years by the Local Government Act s.3.16 but was made to ascertain the local laws currently in force, their relevance and applicability to the Shire.











Comment

From the Department of Local Government's Local Laws Register, it was noted that there are a number of local laws in existence, several of which were made under the Municipal Corporations Act 1906, some under the Local Government Act 1960, and several under the Local Government Act 1995.

All are out of date and needing either outright repeal, or repeal once more useful and up to date local laws are in place. Several have multiple iterations, resulting in the possibility of ambiguity, and the technical need to constantly review older by-laws for matters not covered by more recent statutory provisions or local laws.

Gazette Date	Page	Action	Title	Repealed Gazette Notes
5/03/1926	403–28	Adopt	By-laws No.1 to No. 27	
24/11/1939	2071	Amend	Buildings By-laws No. 22	
24/02/1950	334–7	Adopt / Repeal	Cemetery	

6/11/1964	3681	Adopt	Removal & Disposal Of Obstructing Animals And Vehicles - Draft Model By-Laws - No. 7	
31/12/1969	4397-4409	Adopt	Parking Facilities Draft Model By-law No. 19	
28/02/1975	779-82	Adopt	Swimming Pools	
28/11/1975	4318-32	Adopt / Repeal	Conduct of Proceedings and the Business of the Council	
24/12/1975	4676	Amend	Swimming Pools	
1/10/1976	3606	Amend	Cemetery	
4/02/1977	361	Amend	Swimming Pool - (Charges)	
9/12/1977	4584	Amend	Swimming Pool - (Charges)	
16/06/1978	1930-6	Amend	Cemetery Fees	
11/08/1978	2880-2882	Adopt / Repeal	STABLES.	
25/08/1978	3160	Repeal	Rates Discount, Pounding Fees and Dogs	N/A
12/04/1979	1015-17	Amend	Standing Orders	
11/05/1979	1257	Amend / Repeal	Parking Facilities By-law No. 19	
21/12/1979	3956	Amend	Swimming Pools	
26/06/1981	2338	Amend	Conduct of Proceedings and the Business of Council	
15/01/1982	106	Amend	Swimming Pools - Fees	
31/12/1982	5058	Amend	Cemetery	
12/10/1984	3327-8	Amend	Cemetery (Schedule "A" Fees)	
26/10/1984	3476-7	Amend	Swimming Pools - Fees	
19/07/1985	2517	Amend	Swimming Pools - Fees	
4/07/1986	2316	Amend	Swimming Pools - Fees	
18/07/1986	2419-25	Adopt	Signs, Hoardings & Bill posting	
16/10/1987	3912-4	Adopt	Dogs By-laws	
30/10/1987	4027-8	Adopt	Pest Plants	
8/01/1988	48-50	Adopt	Fencing	
2/06/1989	1628-9	Adopt	Roads Care, Control & Management of	

16/06/1989	1732– 4	Amend	Mobile Rubbish Carts – By-Laws			
10/12/1993	6593	Amend	Signs, Hoardings & Bill Posting			
22/07/1994	3758– 9	Amend	Swimming Pools			
24/11/1995	5434	Amend	Parking Facilities			
22/11/1996	6581	Amend	Conduct of & Business of the Council			
24/12/1996	7136– 7	Adopt	Keeping of Bees			
13/03/1998	1368– 9	Repeal	Caravan Parks and Camping Grounds	N/A		Repealed by Governor
14/08/1998	1953- 64	Adopt	Standing Orders Model Local Law			Model adopted by reference
14/08/1998	4421	Adopt	Standing Orders			
18/09/1998	5161	Repeal	Local Laws Relating to the Repeal of Local Laws	N/A		

Of the principal by-laws and local laws above remaining in force, those that could be considered for immediate repeal are –

1) By-laws No.1 to No.27

Dealing with a range of matters such as –

No.3 – Standing Orders

No. 5 – Public Baths – superseded by Swimming Pools

No. 6 – Kerosene etc – similar to the Flammable liquids model local law under the 1960 Act

No.7 Storage of Flammable material – similar to firebreak order

No.11 – Fencing – Superseded by Fencing

No.14 – Advertising Hoardings, positing bills, painting advertisements

No.15 – Signboards, Awnings, Blinds, Lamps etc

Note – limits all fees under this by-law to 2 shillings and sixpence

No.19 – Parks and Reserves Other than the Reserve Known as “The Greater Sports Ground”

No.20 – Miscellaneous – largely relating to streets and activities in them

No.22 – Buildings

No.23 – Cattle Trespass – under an 1882 Act, and now generally covered by the Local Government (Miscellaneous Provisions) Act 1960

No.24 – Management of the Greater Sports Ground Reserve

No.26 – limiting maximum penalty to 10 pounds.

All of these, in one way or another, are now superseded by more recent legislation, regulation or local law.

- 2) Conduct of Proceedings and the Business of the Council
In conflict with and superseded by the Standing Orders adopted 14 August 1998
- 3) Pest Plants
Only one plant is listed – *datura candida* (Angel's trumpet). Research indicates that the plant is toxic, but still readily available in nurseries around Australia. The local law does not require Council to inspect and serve notices, as it uses the word "may serve notice", however, if there is no effort to control the plant through inspection and service of notices, it is suggested that it be repealed.
- 4) Keeping of Bees
If it is considered necessary the matter could be covered by a Nuisances Local Law. However, the local law appears to be more about prevention of a nuisance or risk, and can be dealt with by notice issued under the Local Government Act s.3.25 and Schedule 3.1, Division 1 cl.11. Use of the Act and Schedule means that the actual problem is required to be addressed, not simply an infringement issued, and gives Council the right under the Act to enter onto the land to take remedial action, regardless of the number of hives.

Please note, the following are actually amendments to the 1963 Model Series "A" Health Local Law of 1963, adopted by Council, and should be treated as Health Act matters, not as Local Government Act matters –

- the adoption of Stable Bylaws made on 11 August 1978
- the amendment for Mobile Rubbish Carts made on 16 June 1989

As there is no more recent local law, it is suggested that the following local laws remain in force providing at least some control through the provisions available, until such time as a relevant local law is in place –

- 1) Cemetery
Made under the Cemeteries Act 1897 so it is very old, much out of date, with multiple amendments, and is now inconsistent with the Cemeteries Act 1986.
- 2) Removal and Disposal of Obstructing Animals and Vehicles
Should be covered by Public Places Local Law
- 3) Parking Facilities
Should be covered by Public Places Local Law
- 4) Swimming Pools
Should be dealt with under Local Government Property Local Law
- 5) Signs, Hoardings and Bill Posting
It is likely that much of this local law is covered under the planning scheme or planning policy. Some portions should be dealt with under appropriate Public Places or Local Government Property Local Laws.
- 6) Dogs
New Dogs Local Law required to take into account changes to legislation and repeal of a number of provisions by Governor's Order.
- 7) Fencing
- 8) Care Control and Management of Roads
Mostly concerning the use of streets for itinerant trading, stalls, busking etc there are also some provisions regarding buildings abutting or over road reserve, and fences on streets, and will be superseded by the planning scheme, development requirement or Building Act, as well as new Public Places and Local Government Property Local Laws

9) Standing Orders

Reference to the model is not the actual adoption, and is incorrectly listed.

10) Standing Orders

This second reference is the actual adoption of the model Standing Orders listed.

The proposed local law is set out in the attachment to this report. In making a new local law, Council must comply with the provisions of section 3.12 of the Local Government Act.

The *Local Government (Functions and General) Regulations* (Regulation 3) states that for the purpose of Section 3.12(2) of the Act, the person presiding at a council meeting is to give notice of the purpose of the local law by ensuring that the purpose and effect of the proposed local law is included in the agenda for that purpose and the minutes of the meeting of the council include the purpose and effect of the proposed local law.

The purpose and effect of the Repeal Local Law 2015 is to repeal existing superseded and out of date By-laws.

As required by section 3.12 the Local Government Act 1995, the next steps include –

- Statewide public notice required inviting submissions
- Local public notice required inviting submissions
- copies of the proposed local laws, (gazettal copy), and the National Competition Policy review must be sent to the relevant Minister/s for comment within 10 days of advertising.

Notices are to invite the public to comment on the proposed local law, with submissions being open for a period of not less than 6 weeks (42 days).

The advertisement will be placed once Council has resolved its intent to make the local law.

Once the submission period is closed, Council is required to consider any submissions received. Minor amendments not affecting the intent of the provisions can be made, but if significant changes are needed, the proposal must be readvertised.

The proposed local law is then published in the Government Gazette, and comes into effect on the date specified. The Gazettal copy is then sent to the Parliamentary Committee on Delegated Legislation to review, which may then disallow or require changes, even though now Gazetted.

Funding of the repeal is through the Merger Budget.

Consultation

- Mr Aaron Cook, CEO
- Mr Brian Robinson, Director Development and Technical Services
- Mr Steven Elliott, Senior Legislation Officer, Dept of Local Government and Communities

Statutory Environment

Local Government Act s.3.12 – process for making local laws

Policy Implications

Nil

Financial Implications

Preparation and advertising costs – covered by merger grant funding

Strategic Implications

Nil

Voting Requirements

Absolute Majority

COUNCIL RESOLUTION 0715.094 and Officer's Recommendation

Moved: Cr Bartron

Seconded: Cr Ward

That Council:

1. Approve the Town of Narrogin Repeal Local Law 2015, as contained in the Attachment for the purposes of advertising.
2. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Town of Narrogin Repeal Local Law 2015, as contained in the Attachment:
 - the purpose of which is to repeal superseded and out of date by-laws, and
 - the effect is to repeal superseded and out of date by-laws.

**CARRIED 6/0
BY ABSOLUTE MAJORITY**

LOCAL GOVERNMENT ACT 1995

TOWN OF NARROGIN

REPEAL LOCAL LAW 2015

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Town of Narrogin resolved on _____ to make the following local law.

1. Citation

This local law may be cited as the *Town of Narrogin Repeal Local Law 2015*.

2. Commencement

This local law will come into operation 14 days after publication in the *Government Gazette*.

3. Repeal

The following local laws are repealed –

- (a) By-laws No1 to No18 and No20 to No27, published in the *Government Gazette* on 5 March 1926, and amended in the *Government Gazette* on 24 November 1939;
- (b) Conduct of Proceedings and the Business of Council By-laws, published in the *Government Gazette* on 28 November 1975, and amended in the *Government Gazette* on 12 April 1979 and 26 June 1981;
- (c) Pest Plants By-law, published in the *Government Gazette* on 30 October 1987; and
- (d) Keeping of Bees By-law, published in the *Government Gazette* on 24 December 1996.

Dated this _____ day of _____ 2015

The Common Seal of the Town of Narrogin was affixed by authority of a resolution of Council in the presence of –

L.N. BALLARD, Mayor.

A.J. COOK, Chief Executive Officer.

10.1.077 REPEAL OF HEALTH LOCAL LAWS

File Reference: 19.6.2
Disclosure of Interest: Nil
Applicant: Not Applicable
Previous Item Nos: Nil
Date: 3 June 2015
Author: Niel Mitchell, Project Manager Merger.

Attachments

- Draft Town of Narrogin Health Repeal Local Law 2015

Summary

The purpose of this report is –

- 1) To allow the Presiding Member to give notice to the meeting of the proposal to make new local law, being the Town of Narrogin Health Repeal Local Law 2015;
- 2) For Council to approve the proposed local law;
- 3) For Council to give notice of the purpose and effect of the proposed local law; and
- 4) To allow for advertising of the proposed local law for public comment.

Background

As part of the preparation for the merger in 2016, an internal review of local laws was undertaken. This internal review is not the statutory review required every 8 years by the Local Government Act s.3.16 but was made to ascertain the local laws currently in force, their relevance and applicability to the Shire.

Comment

Enquiries to the Department of Health Environmental Health Directorate indicated that a number of versions of old Health Model Series “A” are current, creating the possibility of conflict. They have advised –

Published in GG (Government Gazette)

24 September 1934

The Municipality of Narrogin adopted the 1927 version of the Model By-Laws Series ‘A’ plus the Model By-law published in the GG on 16/12/1932, with the addition of a new By-law regarding the sale of meat. and repealed its previous adoption of the Model By-Laws Series ‘A’ that was published in the GG on 18/11/1921. [passed by the Municipality of Narrogin on 25-7-1934].

8 July 1938

The Municipality of Narrogin amended the By-laws to adopt amendments published in the GG on 29/4/1938 plus the insertion of new provisions regarding slaughter houses. [passed by the Municipality of Narrogin on 20-6-1938].

27 November 1942

The adopted By-laws were amended by the insertion in Part VII of two new by-laws 11(a) and 19(a). [passed by the Municipality of Narrogin on 13-10-1942].

5 November 1943

The Municipality of Narrogin amended the By-laws to adopt the amendment published in the GG on 30/4/1943. [passed by the Municipality of Narrogin on 28-9-1943].

28 April 1944

The Municipality of Narrogin amended the By-laws to adopt the amendment published in the GG on 10/12/1943. [passed by the Municipality of Narrogin on 14-3-1944].

4 May 1945

The Municipality of Narrogin adopted the amendment to the Model By-laws published in the GG on 26/1/1945. [passed by the Municipality of Narrogin on 17-4-1945].

15 September 1950

The adopted By-laws were amended by the insertion in Part I of a new by-law 17A Removal of Rubbish. [passed by the Municipality of Narrogin on 27-6-1950].

31 July 1953

The Municipality of Narrogin adopted the amendment to the Model By-laws published in the GG on 31/12/1952. [passed by the Municipality of Narrogin on 14-4-1953].

31 July 1953

The Municipality of Narrogin adopted the amendment to the Model By-laws published in the GG on 20/3/1953. [passed by the Municipality of Narrogin on 12-5-1953].

15 January 1954

The Municipality of Narrogin adopted the amendment to the Model By-laws published in the GG on 21/8/1953. [passed by the Municipality of Narrogin on 10-11-1953].

29 June 1955

The Municipality of Narrogin adopted the amendments to the Model By-laws published in the GG on 9/2/1955 and on 18/2/1955. [passed by the Municipality of Narrogin on 12-4-1955].

17 October 1958

The Municipality of Narrogin adopted the 1956 version of the Model By-Laws Series 'A' with the addition of a new By-law 14A –Prescribed Area, plus a scale of fees for Schedule "D" of PART IX. [passed by the Municipality of Narrogin on 12-8-1958].

28 April 1960

The adopted By-laws were amended by the insertion in Part I of a new by-law 28(A) regarding the keeping of horses. [passed by the Municipality of Narrogin on 8-3-1960].

16 September 1963

The adopted By-laws were amended by the insertion in Part I of a new provisions regarding kitchens. [passed by the Town of Narrogin on 9-7-1963].

3 September 1964

The Town of Narrogin amended the By-laws to adopt the amendment published in the GG on 20/3/1964. [passed by the Town of Narrogin on 9-6-1964].

13 July 1966

The Town of Narrogin adopted the 1963 version of the Model By-Laws Series 'A' with the insertion in Part I of new provisions regarding kitchens; the addition of a new By-law 14A –Prescribed Area, the insertion in Part I of anew by-law 28(A) regarding the keeping of horses plus a scale of fees for Schedule "D" of PART IX. [passed by the Town of Narrogin on 14-12-1965].

22 March 1974

The Town of Narrogin amended the By-laws to adopt the amendment published in the GG on 21/12/1973. [passed by the Town of Narrogin on 12-2-1974].

5 September 1975

The Town of Narrogin amended the By-laws to insert in Part I a new by-law 14(A) regarding the placement of refuse receptacles. [passed by the Town of Narrogin on 17-6-1975].

20 May 1977

The Town of Narrogin amended the By-laws by substituting new By-laws 1AA and 1B in Part I. [passed by the Town of Narrogin on 15-3-1977].

20 January 1978

The Town of Narrogin amended the By-laws by substituting a new fee in By-law 51(2) of Part VII-Food. [passed by the Town of Narrogin on 11-1-1978].

11 August 1978

The Town of Narrogin amended the By-laws by repealing By-law 26 from Part I and substituting a new By-law 26 – Stables. [passed by the Town of Narrogin on 16-5-1978].

9 November 1979

The Town of Narrogin amended the By-laws by inserting in Part I, a new By-law 28B that regulates the keeping of pigs. [passed by the Town of Narrogin on 22-9-1979].

3 August 1984

The Town of Narrogin amended the By-laws by substituting a new fee in By-law 51(2) of Part VII-Food. [passed by the Town of Narrogin on 17-4-1984].

24 February 1989

The Town of Narrogin amended the above adopted By-laws to create new offence and penalty provisions. [passed by the Town of Narrogin on 15-11-1988].

16 June 1989

The Town of Narrogin amended Part I of the above adopted By-laws to regulate mobile rubbish carts. [passed by the Town of Narrogin on 20-9-1988].

16 June 1989

The Town of Narrogin amended the By-laws by repealing By-law 19(2)(a) from Part I and substituting a new By-law 19(2)(a) that regulates the burning of rubbish. [passed by the Town of Narrogin on 20-12-1988].

29 May 1992

The Town of Narrogin amended the By-laws by substituting a new fee in Schedule C of By-law 2 of Part V-Lodging Houses and by substituting a new fee in By-law 51(2) of Part VII-Food. [passed by the Town of Narrogin on 19-3-1992].

9 August 1996

The Town of Narrogin amended the By-laws by amending the offensive trades' provisions. [passed by the Town of Narrogin on 21-5-1996].

The Town of Narrogin has three adoptions of the Model By-laws Series "A" that are running concurrently.

It is suggested that Council repeal the earlier versions of 1934 and 1958, leaving the 1966 adoption in place for the time being, until a new Health Local Law can be made.

The proposed local law is set out in the attachment to this report. In making a new local law, Council must comply with the provisions of section 3.12 of the Local Government Act.

The *Local Government (Functions and General) Regulations* (Regulation 3) states that for the purpose of Section 3.12(2) of the Act, the person presiding at a council meeting is to give notice of the purpose of the local law by ensuring that the purpose and effect of the proposed local law is included in the agenda for that purpose and the minutes of the meeting of the council include the purpose and effect of the proposed local law.

The purpose and effect of the Health Repeal Local Law 2015 is to repeal existing superseded and out of date By-laws.

As required by section 3.12 the Local Government Act 1995, the next steps include –

- Statewide public notice required inviting submissions
- Local public notice required inviting submissions
- copies of the proposed local laws, (gazettal copy), and the National Competition Policy review must be sent to the relevant Minister/s for comment within 10 days of advertising.

Notices are to invite the public to comment on the proposed local law, with submissions being open for a period of not less than 6 weeks (42 days).

The advertisement will be placed once Council has resolved its intent to make the local law.

Once the submission period is closed, Council is required to consider any submissions received. Minor amendments not affecting the intent of the provisions can be made, but if significant changes are needed, the proposal must be readvertised.

The proposed local law is then published in the Government Gazette, and comes into effect on the date specified. The Gazettal copy is then sent to the Parliamentary Committee on Delegated Legislation to review, which may then disallow or require changes, even though now Gazetted.

Funding of the repeal is through the Merger Budget.

Consultation

- Mr Aaron Cook, CEO
- Mr Brian Robinson, Director Development and Technical Services
- Mr Don Howell, Environmental Health Directorate, Department of Health
- Ms Shiralee Langford, Environmental Health Officer

Statutory Environment

Local Government Act s.3.12 – process for making local laws

Health Act s.342 – process for making local laws

Policy Implications

Nil

Financial Implications

Preparation and advertising costs – covered by merger grant funding

Strategic Implications

Nil

Voting Requirements

Absolute Majority

COUNCIL RESOLUTION 0715.095 and Officer's Recommendation

Moved: Cr McKenzie

Seconded: Cr Kain

That Council:

1. Approve the Town of Narrogin Health Repeal Local Law 2015, as contained in the Attachment for the purposes of advertising.
2. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Town of Narrogin Health Repeal Local Law 2015, as contained in the Attachment:
 - the purpose of which is to repeal superseded and out of date by-laws, and
 - the effect is to repeal superseded and out of date by-laws.

**CARRIED 6/0
BY ABSOLUTE MAJORITY**

HEALTH ACT 1911
LOCAL GOVERNMENT ACT 1995

TOWN OF NARROGIN

HEALTH REPEAL LOCAL LAW 2015

Made by the local government of the Town of Narrogin under section 342 of the *Health Act 1911* in accordance with subdivision 2 of Division 2 of Part 3 of the *Local Government Act 1995*, the local government of the Town of Narrogin resolved on _____ to make the following local law.

1. Citation

This local law may be cited as the *Town of Narrogin Health Repeal Local Law 2015*.

2. Commencement

This local law will come into operation 14 days after publication in the *Government Gazette*.

3. Repeal

The following local laws are repealed –

- (a) The *Model By-Laws Series 'A'* published in the *Government Gazette* on 16 December 1932, adopted by the Municipality of Narrogin as published in the *Government Gazette* on 24 September 1934, and amended in the *Government Gazette* on 8 July 1938, 27 November 1942, 5 November 1943, 28 April 1944, 4 May 1945, 15 September 1950, 31 July 1953, 15 January 1954 and 29 June 1955; and
- (b) The *Model By-Laws Series 'A'* published in the *Government Gazette* on 9 August 1956, adopted by the Municipality of Narrogin as published in the *Government Gazette* on 17 October 1958, and amended in the *Government Gazette* on 28 April 1960, 16 September 1963 and 3 September 1964.

Dated this _____ day of _____ 2015

The Common Seal of the Town of Narrogin was affixed by authority of a resolution of Council in the presence of –

L.N. BALLARD, Mayor

A.J. COOK, Chief Executive Officer.

10.2 CORPORATE AND COMMUNITY SERVICES

10.2.078 CATS STAKEHOLDER COMMITTEE

File Reference:	29.6.9
Disclosure of Interest:	Nil
Applicant:	Chief Executive Officer
Previous Item Nos:	Nil
Date:	3 July 2015
Author:	Mr Aaron Cook – Chief Executive Officer

Attachments

- CATS Stakeholder Committee Standing Orders

Summary

It is presented to Council to consider the formation of a Community Assisted Transport Service (CATS) Stakeholder Committee for the facilitation of the strategic facilitation of the CATS Vehicle and Service. This committee is not intended to get involved in the management of the CATS.

Background

The CATS has been managed by the Town of Narrogin via its Homecare service for many years. Unfortunately there has been conflict with the management of the service and the volunteer group that facilitate the service on behalf of the Town.

The volunteer group have assumed a level of control of the service that is not within their role as volunteers and as a result this has created conflict with Town Officers which has created undue tension with the volunteers who should not be involved in the strategic / management issues relating to the service.

Comment

By establishing a structure that allows stakeholders to recommend solutions about the long term sustainability and larger strategic issue of the CATS program, this should allow the Town to get on with the day to day operations of this program without the continual negative attitude towards its involvement in this worthy community service. Therefore it is recommended by the author that a CATS Stakeholders Committee be established to advise the Town on how to operate the CATS program more sustainably and assist with setting a future direction. The Committee should only be established as an advisory group which has no direct management control over the CATS program.

A Terms of Reference Draft is attached for Council's consideration. The Terms of Reference will form the basis of the direction of the Committee initially with the ability for this to be reviewed if required in the future; however, all amendments to the Terms of Reference must be approved by Council.

The CATS Stakeholder Committee is to be formed from a representative from each of the contributing agencies. The contribution can be from either cash or service provided. As such, all Local Governments contributing will be requested to provide a representative, the initial seed funders who have continued their support of the service, past major financial supporters and the Community groups facilitating the service.

The Manager of Community Care will still meet regularly with the volunteers to maintain good communication with the drivers and care givers about OSH matters and the provision of service to clients. The volunteers will not be discussing finances, replacement of the car or interacting with officers other than Narrogin Homecare.

The proposed CATS Stakeholder Committee is not a formal committee of Council and will not have any delegations of power or decision making and this is reflected in the Statutory Environment of this item.

Consultation

- Mr Corner – Narrogin Lions representative CATS
- Mr Colin Bastow – Director of Corporate and Community Services
- Ms Lynne York – Manager of Community Care.
- Mayor Ballard

Statutory Environment

The Local Government Act 1995 stipulates the governance surrounding the establishment of formal Committees of Council. The committee being proposed within this item is not a Committee of Council but rather a CATS Stakeholder Committee that is not provided with any authority or delegation and as such is considered informal and resultantly the establishment and management falls outside of the Local Government Act 1995.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The following section of the Community Strategic Plan relations to this item:

2.3 Continue to support the development of the Aged Care industry, services and support in Narrogin to assist in retaining aged residents within the community.

2.10 Provide support and encouragement for volunteers and local service groups.

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0715.096 and Officer's Recommendation

Moved: Cr Bartron

Seconded: Cr Kain

That Council:

1. Approve the establishment of a CATS Stakeholder Committee with the attached terms of reference for advice and recommendations to the Town about the ongoing strategic direction of the Service and to provide feedback to Council through the nominated elected member and officers.
2. The Town will maintain regular contact with the CATS volunteers group about OSH and other general issues including problems experienced by the volunteers in performing their duties. The volunteer group may be engaged if the CATS Stakeholder Committee requires additional input into matter that will affect their duties/activities.

CARRIED 6/0

TOWN OF NARROGIN
(INFORMAL) CATS STAKEHOLDER COMMITTEE
DRAFT - TERMS OF REFERENCE

AIMS

This Informal Community Assisted Transport Service (CATS) Stakeholder Committee provides feedback and advice on the strategic direction to Council and relating to:

- How to operate the CATS program in a more sustainable manner.
- How to better promote the CATS program.
- Fee structure.
- How to attract addition funding opportunities.
- How to attract volunteers e.g. drivers/carers.
- Raising of issues regarding the service to clients by the stakeholders.
- The type of motor vehicle to be used.
- How to expand the CATS program.
- Recommend an alternative management/ownership of the CATS program, if required.
- The Committee is not to undertake the day to day management of the CATS program.

MEMBERSHIP

The Informal CATS Stakeholder Committee membership is to be formed from the financial contributors and service providers to the CATS program. This is to include, but not be limited to, the financial founding contributors being Narrogin Revheads, Narrogin & District Senior Citizens and ongoing financial contributing organisations being the Town of Narrogin, Shire of Narrogin, Shire of Wagin and service providing organisations being Narrogin Senior Citizens and Narrogin Homecare being the managing agency.

The Committee shall comprise of one delegated representatives from the following:

- A Elected Member (Town),
- Senior Employee from the Town,
- Narrogin Homecare,
- Narrogin Lions Club,
- Narrogin Revheads,
- Narrogin & District Senior Citizens,
- Shire of Narrogin, and
- Shire of Wagin.

Membership is dependent on continuing financial contributions of over \$1,000 per annum and or the provision of services to facilitate the service.

MANAGEMENT

Presiding Member

The Presiding Member and Deputy Presiding Member shall be elected by the Committee members from amongst themselves. In the absence of the Presiding Member, the Deputy Presiding Member will chair the meeting.

Meetings

Meetings shall be arranged at quarterly intervals as determined by the Committee at an appointed time and place.

Deputations

The Committee may invite any persons or organisations to attend any meetings but such persons shall not be entitled to vote on any decision arising at such meetings.

Working Parties

The CATS Stakeholder Committee may appoint a Working Party of its members and delegate duties to the Working Party. A Working Party shall not exercise a power or perform a duty without the approval of Council.

Quorum

A quorum will be by simple majority.

Voting

At all meetings each member of the Committee, excluding Town of Narrogin officers, shall be entitled to one vote and, in the case of equality of voting, the Presiding Member shall have the casting vote.

Minutes

Minutes shall be taken of all meetings and recommendations.

Recommendations

Recommendations shall be presented to Council within one month of the date of the meeting.

Terms of Appointment

All terms of office are dependent upon the ongoing provision of either a financial commitment of over \$1,000 per annum or services for the facilitation of the CATS program. Upon the cessation of the financial contribution or service provision the membership of the CATS Stakeholder Committee is terminated.

Vacancies

If a casual vacancy is created, this position is not to be filled unless another financial or service provided has committed to the CATS program provision.

Code of Conduct

The Town of Narrogin's code of conduct applies to all meetings of the CATS Stakeholders Committee.

10.2.079 TOWN HALL HIRE SPONSORSHIP

File Reference: 2.10.1
Disclosure of Interest: Nil
Applicant: Narrogin Eagles Sports Club
Previous Item Nos: Nil
Date: 4 July 2015
Author: Mr Aaron Cook – Chief Executive Officer

Attachments

Nil

Summary

It is requested of Council to provide sponsorship for an upcoming fund raising event to be held at the Town Hall facility.

Background

The Narrogin Eagles Sporting Club and Narrogin Rev Heads are a not for profit organisation that facilitates events through the year to raise funding for Narrogin projects and services provided, like the Narrogin CATS Car.

Previously Council resolved that when presented items like this that the minimum costs were covered so that Council was not out of pocket and that the group recognises the donation/sponsorship provided by the Town.

Comment

A request for the provision of sponsorship has been presented by the Narrogin Eagles Sporting Club/ Narrogin Revheads for a fundraising event to be held at the Town Hall Facility 22 August 2015.

The event is a concert to be held in the evening and it is expected that to facilitate the event the Main Hall, Kitchen, Bar area and toilets will be required. As such, the fee would normally be \$580 for a full day. This will allow for set up on the afternoon of the Concert and the following morning for the clean-up. The Bond for the Hire is required to be paid as per normal and will be refunded should no damages or additional cleaning be required.

The requirement placed on Council for the event would be for cleaning and this expense is expected to be \$200. As such, Council has the ability to donate, by way of donation/sponsorship \$380.00 of In kind support.

It is proposed that the applicant be advised and ensure that within all advertising mediums utilised the Town of Narrogin is recognised as a sponsor of the event and that recognition is also provided on the evening during the event and should Council wish to erect sponsorship signs that this is accommodated.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

If Council accepts this item there is the financial loss of \$380 from the hire of the hall which is being donated or sponsored to the event.

Strategic Implications

Since the Town Hall Facility has been back in operation Council has taken the proactive approach of attempting to utilise the facility regularly to create a busy and engaging community. This supports the Strategies within the Strategic Community Plan 2012-22.

1.5	Support Tourism, Arts and sport initiatives, recognising the economic impact that they provide to the businesses and general community.
2.1	Continue to expand the Town's capacity and reputation as a venue for events, sports and seminars of local and regional significance.

Voting Requirements

Simple Majority

COUNCIL RESOLUTION MMY and Officer's Recommendation

Moved: Cr Bartron

Seconded: Cr Ward

That Council:

Approve the request to support the concert event to be held at the Town Hall Facility on the 22 August 2015 by way of sponsorship of \$380.00 reducing the applicant's charges to \$200.00. The applicant is to be advised and ensure that within all advertising mediums utilised the Town of Narrogin is recognised as a sponsor of the event and that recognition is also provided on the evening during the event and should Council wish to erect sponsorship signs that this is accommodated.

Advice to Applicant

Sponsorship of this event does not remove the applicant's requirement to set up, pack down and tidy the facility at the conclusion of the event.

CARRIED 6/0

8.15 pm – Mr Aaron Cook declared an interest in item 10.2.080 and departed Chambers

8.27 pm – Mr Aaron Cook returned to Chambers at the request of the Presiding Member to clarify point (d)

8.29 pm – Mr Aaron Cook departed Chambers

10.2.080 MERGER – SELECTION PROCESS OF CEO DESIGNATE

File Reference: 14.8.1
Disclosure of Interest: Mr Aaron Cook – Chief Executive Officer
Applicant: Merger Project Manager
Previous Item Nos: Nil
Date: 3 July 2015
Author: Niel Mitchell, Project Manager Merger

Attachments

Nil

Summary

The purpose of this report is to confirm the process for selection of CEO Designate, as agreed by the Merger Transition Committee.

Background

Discussions within the Committee and with the CEOs of both Shire and Town has reached agreement that it would be a significant advantage to the merger process, for the two organisations to determine the position of CEO Designate for the new entity as early as possible. This will provide greater stability over the coming 12 months, and assist the direction of a wide range of decisions that will be needed.

The process has been agreed within the principles of the Memorandum of Understanding signed by both the Town and Shire of Narrogin.

Comment

Prior to commencement of the selection process for CEO Designate, and as both CEO's had expressed a wish to be considered for appointment as CEO of the new entity, legal advice was sought from Civic Legal in relation to making an appointment from the CEO of the Town or Shire. The Local Government Act requires that State-wide advertising for a CEO position is to be undertaken except in a limited number of circumstances –

- for a period not exceeding 12 months; or
- holding, and continuing to hold, the position of CEO in another local government, after appointment.

The confidential legal advice has confirmed that the process proposed is compliant with the Local Government Act, and the advice has been accepted by the Department of Local Government and Communities.

Clause 5.4 of the MOU records –

5.4 Chief Executive Officers

- a) *The Shire and the Town in negotiation with the CEOs will determine a process to fill the position of the New Entity's CEO that is mutually acceptable to each of the four parties and agreed by them.*
- b) *This process is intended to be complete by 30 November 2015 to ensure continuity, certainty and stability in the merger process.*
- c) *Should the process not be completed, the Shire and the Town may make recommendations regarding Acting CEO or CEO appointments, to the New Entity, and that the general principles for filling the position will be –*
 - *Both current CEOs to resign as CEO to take effect at a date to be negotiated, without loss of benefit or entitlement, specifying this is done in order to take up a Director position in the New Entity,*
 - *Both current CEOs to be given an opportunity to be considered for the Acting CEO role or permanent CEO position,*
 - *The position for permanent CEO will be determined by the New Entity,*
 - *If a current CEO is an applicant for the contracted CEO role and is unsuccessful, the person remains in the substantive contracted role as Director.*
- d) *The Shire and Town wish to formally record their great appreciation for the willingness of both CEOs to act in such an even-handed manner to assist the merger process.*

The process also complies with the MOU principle of merit based selection at all levels – staff through application and interview, consultants through obtaining quotes or by tender, elected members through election.

Quotes were sought from four potential consultants to assist with the process, and Mr Geoff Blades of Lester Blades has been appointed. Mr Blades is expected to initiate the process in the week commencing 13 July 2015.

On 23 June 2015, the transition Committee met and agreed –

- *Councils to be requested to resolve –*
 - o *names for CEO Selection Panel (2 from each Council)*
 - o *delegated authority for the Selection Panel to interview the candidates and endorse the CEO Designate, for subsequent formal resolution by the Councils as required by the Local Government Act*
 - o *negotiate the CEO designate remuneration package effective upon taking on the substantial position*
 - o *that in the instance of a tied vote of the Selection Panel, it is agreed that the Consultant's recommendation will determine the successful applicant*
- *the process to be –*
 - o *Consultant to meet with both Councils and CEOs*
 - o *Consultant to conduct interviews with Selection Panel*
 - o *Selection Panel recommendation made to both Councils for ratification/appointment as per Local Government Act*
- *in consideration of the advice of Civic Legal, the CEO Designate to be appointed as CEO of both the Shire and the Town prior to merger on 1 July 2016, on a date to be determined by negotiation between all parties, but anticipated to be in June 2016.*

Mr Blades has indicated that he would like to meet both Councils and both CEOs in a day trip from Perth when convenient. Possible arrangement would be –

- morning and early afternoon – meet with CEOs

- mid to late afternoon – meet with Shire Council
- late afternoon to early evening – meet with Town Council

The process would then most likely be –

- a) documentation prepared regarding selection criteria etc,
- b) the CEOs requested to submit their application,
- c) applications assessed,
- d) interviews conducted by the Consultant together with the Selection Panel,
- e) recommendation made to the Panel, and
- f) the Panel then resolve a recommendation to be made to the Councils.

It is hoped that (d), (e) and (f) would occur on the same day on a subsequent trip to Narrogin.

The Transition Committee agreed that the CEO Designate should be appointed as CEO of both the Shire and the Town prior to merger, consistent with the legal advice. A specific date was not agreed, but the general feeling is that the appointment date should be after the last meetings of the two Councils that occur prior to merger –

- Shire 16 June 2016
- Town 14 and 28 June 2016

It is worth noting that the term “Joint CEO” has no legal standing, although generally used in the industry to indicate a person who holds two CEO positions at the one time. Under the Act, a person is either CEO or acting in that position. Accordingly, an appointment to both the Shire and Town as the CEO prior to merger, means that as at merger date there is a single continuing CEO. Once again, this is consistent with the principles of the MOU agreed.

Therefore, to facilitate the process for selection of CEO Designate and during the preparation for merger, Council is requested to make a number of resolutions.

Consultation

- Transition Committee –
 - Town – Leigh Ballard, Mayor and Aaron Cook, CEO
 - Shire – Richard Chadwick, President and Geoff McKeown, CEO
- Civic Legal – letter of advice
- Tim Fowler, Department of Local Government and Communities

Statutory Environment

- Local Government Act 1995 –
 - s.5.36 (1) – requirement to employ a CEO
 - (2) – person to be suitably qualified
 - (4) – requirement to advertise if the position becomes vacant
 - (5A) – exemption from advertising if appointment is of a prescribed class
 - (5) – renewal of contracts do not have to be advertised
 - s.5.39 – requirement for contracts
- Local Government (Administration) Regulations 1996 –
 - r.18A (1) – requirement to advertise unless –

- a person who is and will continue to be employed by another local government
 - acting in the position for not more than one year
 - r.18C – Selection process is to be approved by the local government before being advertised
- Memorandum of Understanding, Shire of Narrogin and Town of Narrogin

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The merger finalisation has been a major item on Council agenda for several years and the facilitation of this appointment will ensure that staff have direction and stability prior to the merger date.

Voting Requirements

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

- a) confirm that the candidates for the CEO Designate of the new entity are the CEO Shire of Narrogin and CEO Town of Narrogin, and that no advertising of the position will be undertaken,
- b) nominate two elected members being _____ and _____ to form the CEO Selection Panel, together with two elected members from the Shire of Narrogin,
- c) delegate authority for the Selection Panel to interview the candidates and endorse the CEO Designate, for subsequent formal resolution by the Councils as required by the Local Government Act,
- d) negotiate the CEO designate remuneration package effective upon commencing the substantial position
- e) that in the instance of a tied vote of the Selection Panel, it is agreed that the Consultant's recommendation will determine the successful applicant,
- f) the process to be –
 - Consultant to meet with both Councils and CEOs
 - Consultant to conduct interviews with Selection Panel
 - Selection Panel recommendation made to both Councils for ratification/appointment as per Local Government Act, and

- g) consistent with the advice of Civic Legal, the CEO Designate to be appointed as CEO of both the Shire and the Town prior to merger on 1 July 2016, on a date to be determined by negotiation between all parties, but anticipated to be in June 2016.

COUNCIL RESOLUTION 0715.098

Moved: Cr Kain

Seconded: Cr Ward

That Council:

Nominate Mayor Ballard and Cr Paternoster as its two representatives on the CEO selection panel.

CARRIED 6/0

COUNCIL RESOLUTION 0715.099

Moved: Cr Paternoster

Seconded: Cr Ward

That Council:

- a) confirm that the candidates for the CEO Designate of the new entity are the CEO Shire of Narrogin and CEO Town of Narrogin, and that no advertising of the position will be undertaken,
- b) nominate two elected members being Mayor Ballard and Cr Paternoster to form the CEO Selection Panel, together with two elected members from the Shire of Narrogin,
- c) delegate authority for the Selection Panel to:
 - i. interview the candidates and endorse the CEO Designate, for subsequent formal resolution by the Councils as required by the Local Government Act, and
 - ii. negotiate the CEO designate remuneration package effective upon commencing the substantive position
- d) that in the instance of a tied vote of the Selection Panel, it is agreed that the Consultant's recommendation will determine the successful applicant,
- e) the process to be –
 - Consultant to meet with both Councils and CEOs
 - Consultant to conduct interviews with Selection Panel
 - Selection Panel recommendation made to both Councils for ratification/appointment as per Local Government Act, and
- f) consistent with the advice of Civic Legal, the CEO Designate to be appointed as CEO of both the Shire and the Town prior to merger on 1 July 2016, on a date to be determined by negotiation between all parties, but anticipated to be in June 2016.

**CARRIED 6/0
BY ABSOLUTE MAJORITY**

Please note: Reason for change is to clarify the duty of the CEO selection panel..

8.32pm – Mr Cook returned to chambers

10.2.081 MERGER PROJECT MANAGER TENDER

File Reference: 14.8.1
Disclosure of Interest: Nil
Applicant: Chief Executive Officer
Previous Item Nos: Nil
Date: 4 July 2015
Author: Mr Aaron Cook – Chief Executive Officer

Attachments

- Tenderers offer page from each tender presented.

Summary

It is presented to accept a tender provided for the Project Manager position for the merger of the Town and Shire of Narrogin.

Background

The Merger of the Town and Shire of Narrogin has been progressing over many years and has culminated in the Local Government Advisory Board assessing the final report on the merger on the 9th July 2015. Advice regarding this decision may be available at the meeting.

To progress the facilitation of the merger Mr Niel Mitchell has been previously engaged to provide assistance to the two Councils. He was then re-engaged as a casual to continue the merger progression until the Project Manager position was able to be filled on a formal basis. This has been facilitated by way of tender.

The tender was advertised within the West Australian and the Narrogin Observer.

Comment

The tender closed on Friday the 3rd July 2015 at 4pm and a total of four tenders were received. All tenderers were appropriate and met the requirements to be considered.

The tenderers' offer forms are attached for reference; and are summarised below for Elected Members to review.

Company	Hourly Rate	Accommodation	Disbursements	Travel
Conway Highbury	\$93.00 +GST	At Cost	At Cost	78c /km
Smithson Planning	\$175.00 +GST	\$25,000	\$3,000	\$6,000
Localise	\$95.00 +GST	At Cost	At Cost	75c /km
Pala Management				
Director	\$150.00 +GST	Costs + 10%	Costs + 10%	\$900 /visit
Senior Planner	\$130.00 +GST	Costs + 10%	Costs + 10%	\$600 /visit

Within all tenders cost is not always the exclusive measure and, as such, an assessment has been made of experience and qualifications of the tenderers. Each tenderer has the ability to

perform the role of Project Manager; however, it is felt by the author that this is on varying degrees. The assessment of each Tenderer against the Selection Criteria within the Tender is provided below.

Conway Highbury

Criteria	Weighting	Score
Experience and competency as specified in Clause 2.4	70%	60%
Fees – current and provisions for review	30%	25%
Other relevant factors notified		0
Total Score		85%

Strong score in experience due to Direct Local Government experience in senior management and high score in fees due to the amount provided being the lowest of the three tenders received.

Smithson Planning

Criteria	Weighting	Score
Experience and competency as specified in Clause 2.4	70%	45%
Fees – current and provisions for review	30%	10%
Other relevant factors notified		0
Total Score		55%

Direct Local Government experience in Town Planning and Administration resulted in a strong score; however, the fees listed resulted in a poor score due to the highest hourly rate provided and costs for accommodation and disbursements appeared high.

Localise

Criteria	Weighting	Score
Experience and competency as specified in Clause 2.4	70%	60%
Fees – current and provisions for review	30%	25%
Other relevant factors notified		0
Total Score		85%

Strong score in experience due to Direct Local Government experience in Senior Management and high score in fees being only \$2.00/hour more than Conway Highbury.

Pala Management

Criteria	Weighting	Score
Experience and competency as specified in Clause 2.4	70%	40%
Fees – current and provisions for review	30%	15%
Other relevant factors notified		0
Total Score		55%

Experience in the Local Government sector providing services is sighted; however, no actual Local Government senior management experience was listed

resulted in the lowest score in this area. Fees scored better due to the Senior Planner, being the primary contact and this hourly rate being less than the Director; however, the travel rates appeared excessive and included a large amount of staff time on top of vehicle costs. For example the predicted costs for the Senior Planner over 12 months with one visit a week is \$31,200.

The preferred tenders were provided by Conway Highbury, and Localise, who scored considerably higher in the tender assessment scoring. With two tenders being received and scoring strongly in both areas an area of difference was required to be sought to differentiate the tenders received.

The documentation received was reviewed and with both Conway Highbury and Localise having strong Local Government Senior Management experience the point of difference is noted in the Conway Highbury tender as Mr Niel Mitchell has provided service to the merger for nearly two years on a part time/casual basis. As such, Conway Highbury has a detailed knowledge of the position of the two Councils and this is a valuable addition to the tender provided. The hourly rate provided is slightly below the tender from Localise for the hourly rate which will provide minor savings to the group over the duration of the tender and will outweigh the 3c difference in travel cost.

It is expected that once the Tender is accepted by Council that the service will commence as per the Tender after the Ministers formal advice is provided. The author will commence preparing the formal documentation should Council resolve to accept the tender from Conway Highbury.

Consultation

- Mr Geoff McKeown – Shire of Narrogin
- Cr Richard Chadwick – Shire President
- Mayor Ballard

Statutory Environment

Section 3.57 of the Local Government Act 1995 – Tenders for providing goods or services.

Policy Implications

Nil

Financial Implications

All costs pertaining to the tender are contained within the funding received for the merger process and facilitation.

Strategic Implications

The merger finalisation has been a major item on Council agenda for several years and the facilitation of this tender after the Minister makes his announcement will ensure that the merger will progress smoothly.

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0715.100 and Officer's Recommendation

Moved: Cr Bartron

Seconded: Cr Ward

That Council:

Accept the tender presented by Highbury Conway, Mr Niel Mitchell, subject to the Minister of Local Government's approval of the Town and Shire of Narrogin merger.

CARRIED 6/0

3 TENDERER'S OFFER

3.1 OFFER FORM

The Chief Executive Officer
Town of Narrogin
(PO Box 188)
89 Earl Street
NARROGIN

WA 6312

aaron@narrogin.wa.gov.au

TENDER No.	RFT 1415 – 03	
For	Services – Contract Project Manager (Merger)	
Tender submitted by (Principal)	Conway Highbury Pty Ltd	
Contact person (if Tenderer not an individual)	Niel Mitchell	
Address	Suite 39, 11 Preston Street, COMO 6152	
ABN (if applicable)	13 154 979 656	
Mailing address	PO Box 682, SOUTH PERTH 6951	
Contact details	Phone	9367 1087
	Fax	n/a
	Email	niel@conwayhighbury.com.au

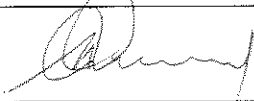
I/We the undersigned hereby tender the following –	
Hourly rate	\$93.00 Hours actually spent on project – guaranteed minimum in Tender Specification is waived.
Fixed until	30 June 2016
GST	Exclusive
Travel	As per the <i>Local Government Industry Award 2010</i> – - currently 78 cent per kilometre Travel time not charged
Accommodation	At cost
Disbursements	At cost
Fee review for extension (if exercised), date/s, criteria, etc	1 July 2016, generally in line with CPI Travel as per <i>Local Government Industry Award 2010</i>
Payment terms	Monthly in arrears
Additional information	Please address any other matter you wish to bring to the attention of the Town of Narrogin, separately.

Continued on next page

Continued from previous page

I/We agree that –

I am/We are bound by, and will comply with this Request and any associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Request.

Signature of Tenderer or Authorised person	
Name in full	Nielsen MITCHELL
Date	30 June 2015

Required Documentation Attachments as per 1.9.7

- Current policy for Professional Indemnity and Public Liability insurances
- Under Workers Compensation and Injury Management Act 1981 s.10A workers compensation insurance is not required to be held.

3 TENDERER'S OFFER**3.1 Offer Form**

The Chief Executive Officer
Town of Narrogin
(PO Box 188)
89 Earl Street
NARROGIN

WA 6312

aaron@narrogin.wa.gov.au

TENDER No.	RFT 1415 – 03
For	Services – Contract Project Manager (Merger)
Tender submitted by (Principal)	SMITHSON PLANNING
Contact person (if Tenderer not an individual)	NEIL RAMSAY SMITHSON
Address	1 ASHWELL STREET ALBANY 6330
ABN (if applicable)	46 782 764 220
Mailing address	PO Box 5377 ALBANY WA 6332
Contact details	Phone (08) 9842 9841 Fax (08) 9842 9843 Email smithson@smithsonplanning.com.au

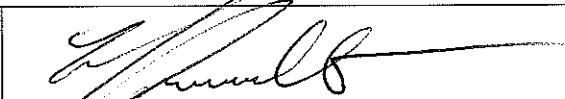
I/We the undersigned hereby tender the following –	
Hourly rate	\$ 175
Fixed until	31 DECEMBER 2016
GST	10% INCLUSIVE (see attached Budget)
Travel	\$ 6,000
Accommodation & meals	\$ 25,000
Disbursements	\$ 3,000
Fee review for extension (if exercised), date/s, criteria, etc	30 NOV 2016
Payment terms	MONTHLY
Additional information	Please address any other matter you wish to bring to the attention of the Town of Narrogin, separately.

Continued on next page

Continued from previous page

I/We agree that –

I am/We are bound by, and will comply with this Request and any associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Request.

Signature of Tenderer or Authorised person	
Name in full	NEIL RAMSAY SMITHSON
Date	2 JULY 2015

Required Documentation Attachments as per 1.9.7

3 TENDERER'S OFFER**3.1 Offer Form**

The Chief Executive Officer
Town of Narrogin
(PO Box 188)
89 Earl Street
NARROGIN

WA 6312

aaron@narrogin.wa.gov.au

TENDER No.	RFT 1415 – 03	
For	Services – Contract Project Manager (Merger)	
Tender submitted by (Principal)	Localise Pty Limited	
Contact person (if Tenderer not an individual)	Mark Dacombe, Director	
Address	2/1 Almondbury Rd, Mt Lawley, WA 6050	
ABN (if applicable)	76 152 029 859	
Mailing address	2/1 Almondbury Rd, Mt Lawley, WA 6050	
Contact details	Phone	08 9271 1030
	Fax	N/A
	Email	mark.dacombe@WeAreLocalise.com

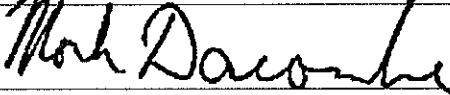
I/We the undersigned hereby tender the following –	
Hourly rate	\$95 excl. GST
Fixed until	December 2016
GST	\$104.50 incl. GST
Travel	75c per kilometre
Accommodation	Approximately one night per week at the Duke of York (to be determined through the course of the contract by agreement with the CEO)
Disbursements	Actual and reasonable expenses as agreed in advance if required
Fee review for extension (if exercised), date/s, criteria, etc	Review end of December 2016. Criteria would be scope and size of work required. The current fee is a substantial reduction on consulting rate in recognition of the length of contract with minimum weekly hours.
Payment terms	Payment within 15 days on monthly invoice itemising hours and work undertaken
Additional information	Please address any other matter you wish to bring to the attention of the Town of Narrogin, separately. See separate document

Continued on next page

Continued from previous page

I/We agree that –

I am/We are bound by, and will comply with this Request and any associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Request.

Signature of Tenderer or Authorised person	
Name in full	Mark Osmund Dacombe Director, Localise Pty Limited
Date	3 July 2015

Required Documentation Attachments as per 1.9.7

3 TENDERER'S OFFER**3.1 Offer Form**

The Chief Executive Officer
Town of Narrogin
(PO Box 188)
89 Earl Street
NARROGIN

WA 6312

aaron@narrogin.wa.gov.au

TENDER No.	RFT 1415 - 03	
For	Services - Contract Project Manager (Merger)	
Tender submitted by (Principal)	PALA MANAGEMENT PTY LTD	
Contact person (if Tenderer not an individual)	BRAD SCHRADER	
Address	PO BOX 1001 HILLARYS WA 6923	
ABN (if applicable)	89 476 210 225	
Mailing address	PO BOX 1001 HILLARYS WA 6923	
Contact details	Phone	0407 704 864
	Fax	-
	Email	admin@pala.com.au

I/We the undersigned hereby tender the following -	
Hourly rate	DIRECTOR \$150/HR / SENIOR PM \$130/HR (exc. GST)
Fixed until	31 DEC 2016 (IN ACCORDANCE WITH RFQ)
GST	
Travel PERTH - NARROGIN	DIRECTOR \$900 / SENIOR PM \$600 RETURN (exc. GST)
Accommodation	COST PLUS 10% (RECEIPTS WILL BE FURNISHED)
Disbursements	COST PLUS 10% (RECEIPTS WILL BE FURNISHED)
Fee review for extension (if exercised), date/s, criteria, etc	CPI ONLY
Payment terms	AS PER RFQ / OR 30 DAYS FROM END OF MONTH
Additional information	Please address any other matter you wish to bring to the attention of the Town of Narrogin, separately.


Continued on next page

REFER TO PALA MANAGEMENT'S TENDER
SUBMISSION 'T15011 REV A' DATED 2 JULY 2015

Continued from previous page

I/We agree that –

I am/We are bound by, and will comply with this Request and any associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Request.

Signature of Tenderer or Authorised person	
Name in full	BRADLEY TROY SCHRADER
Date	02 JULY 2015

Required Documentation Attachments as per 1.9.7

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

The CEO advised Councillors that on 29 July, the Minister of Local Government and Communities will be visiting Narrogin. It is a very important visit associated with the Merger of the Shire of Narrogin and the Town of Narrogin. All elected members and staff from both Councils will be required to attend a meeting in the Narrogin Reception Centre in the afternoon at a time yet to be confirmed. It will mean that the Council-run facilities will close their doors that afternoon.

The CEO also advised that a Special Meeting of Council will be taking place on 21 July for the purpose of adopting the 2015-2016 Budget.

13. CLOSURE OF MEETING

8.37pm – The Presiding Member declared the meeting closed.

Commonly-used abbreviations:	
CEO	Chief Executive Officer
DCCS	Director Corporate & Community Services
DTES	Director Technical & Environmental Services
EFT	Electronic Funds Transfer
EPA	Environmental Protection Authority
GG	Government Gazette
LAA	Land Administration Act
LEMC	Local Emergency Management Committee
RAV	Restricted Access Vehicle
TPS	Town Planning Scheme
WAPC	Western Australian Planning Commission