



## ORDINARY MEETING OF COUNCIL

HELD IN THE COUNCIL CHAMBERS,  
953 SOUTH COAST HIGHWAY, DENMARK  
ON TUESDAY, 14 JUNE 2016.

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# Ordinary Council Meeting

14 June 2016

## DISCLAIMER

These minutes and resolutions are subject to confirmation by Council and therefore prior to relying on them, one should refer to the subsequent meeting of Council with respect to their accuracy.

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

4.00pm – *The Shire President, Cr Morrell, declared the meeting open.*

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

MEMBERS:

Cr David Morrell (Shire President)  
Cr Kelli Gillies (Deputy Shire President)  
Cr Yasmin Bartlett  
Cr Peter Caron  
Cr Ceinwen Gearon  
Cr Jan Lewis  
Cr Roger Seeney  
Cr Rob Whooley

STAFF:

Mr Cliff Frewing (Chief Executive Officer)  
Mr Gilbert Arlandoo (Director of Infrastructure Services)  
Mr Kim Dolzadelli (Director of Finance & Administration)  
Mrs Annette Harbron (Director of Planning & Sustainability)  
Mr Gregg Harwood (Director of Community & Regulatory Services)  
Ms Claire Thompson (Executive Assistant)

APOLOGIES:

Nil

ON APPROVED LEAVE(S) OF ABSENCE:

Cr Mark Allen (pursuant to Council Resolution No. 010516)

ABSENT:

Nil

VISITORS:

Members of the public in attendance at the commencement of the meeting: 19  
Members of the press in attendance at the commencement of the meeting: Nil

DECLARATIONS OF INTEREST:

Nil

**3. ANNOUNCEMENTS BY THE PERSON PRESIDING**

Nil

#### 4. PUBLIC QUESTION TIME

##### 4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

###### 4.1.1 Mr Brian Humphries – Dams Policy

At the meeting held on Tuesday, 24 May 2016, Mr Humphries asked some questions which were taken on notice and responded to in writing. A copy of the response is provided below.

*“Question 1 - Mr Humphries referred to the responses from the Chief Executive Officer to his previous questions on notice which revealed that development approval did not specifically approve the construction method for a dam, that the Shire does not approve engineering detail for a dam, that the Shire no longer required engineering certification for a dam and that the Shire’s Dams Policy specifically required spillways to be compliant to a specification of 1:100 ARI but the Shire did not approve any spillways. Mr Humphries asked whether the Shire agreed that it was contravening the Planning & Development Act by not giving development approval, otherwise what was it actually approving.*

*Response: The Shire of Denmark issues development approval for dams that do not comply with all of the acceptable development provisions provided for in Town Planning Scheme Policy No. 37: Dams and Water Features. For example, where the construction does not require the clearing of any riparian vegetation (A2): the construction is set back a minimum of 30 metres from the on-site effluent system (A3): certain setbacks from any water course is achieved (A4): the property achieves minimum lot size standards (A5).*

*Question 2 - Mr Humphries referred to the Chief Executive Officer’s reference to Schedule 2, Part 9, Clause 67 of the Planning & Development Act and referred to Clause 67 (r) and asked for an explanation on how the Shire takes into account the possible risk to human safety from the development of a dam.*

*Response: As per Schedule 2, Part 9, Clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015, in considering an application for development approval the local government is to have due regard to a range of matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application. Specifically in relation to clause 67(r) and the relationship to the consideration of a dam proposal, the matter of dam safety is the responsibility of the land owner (noting this is referenced as such in the Department of Water’s Water Quality Protection Note 53: Dam Construction and Operation in Rural Areas (May 2014)) thus does not form part of the application assessment considerations as such. Consequently the Shire of Denmark includes an advice note on development approvals for dams that states “The Shire of Denmark accepts no liability or responsibility for any dam failure”.*

## 4.2 PUBLIC QUESTIONS

In accordance with Section 5.24 of the Local Government Act 1995, Council conducts a public question time to enable members of the public to address Council or ask questions of Council. The procedure for public question time can be found on the wall near the entrance to the Council Chambers or can be downloaded from our website at <http://www.denmark.wa.gov.au/council-meetings>.

Questions from the public are invited and welcomed at this point of the Agenda.

In accordance with clause 3.2 (2) & (3) of the Shire of Denmark Standing Orders Local Law, a second Public Question Time will be held, if required and the meeting is not concluded prior, at approximately 6.00pm.

### Questions from the Public

#### 4.2.1 **Mr Don Millar – Former Infant Health Clinic Building**

Mr Millar asked when the former Infant Health Clinic Building was due to be demolished.

*The Shire President responded that the question referred to an operational matter and deferred to the Chief Executive Officer to respond.*

*The Chief Executive Officer advised that Denmark Arts were still in possession of the building and would likely be moving to their new location at the former Frail Aged Lodge within the next four weeks. Mr Frewing stated that he would be meeting with a representative from the Denmark Historical Society on the site to discuss items which they wished to retain at the Museum and that that following the vacation of Denmark Arts then demolition works would commence.*

Mr Millar stated that he believed that over the Festival of Voice weekend the building had been well used by Denmark Arts and that this was proof that the building could still be put to good use following the vacation of Denmark Arts. Mr Millar asked whether there were any working drawings for the Plane Tree Precinct as he believed that if there wasn't then it would be some time before any works would commence and, if that was the case, then he couldn't see the rush to demolish it. Mr Millar respectfully requested that Council put the demolition on hold until the new permanent Chief Executive Officer commences employment at the Shire and that this would also provide time for further community consultation regarding the proposed demolition.

*Cr Gillies asked Mr Millar what he would propose the building could be used for if it were to be retained.*

Mr Millar suggested that it could be used for a drop in Centre for new Mothers or perhaps used by students to receive tutoring.

*Cr Lewis referred to discussions in the community about commissioning their own dilapidation report and asked whether Mr Millar was aware if this had ever been done.*

Mr Millar stated that he believed that it was never done.

*Cr Whooley asked the Chief Executive Officer whether there had ever been a dilapidation report done.*

*The Chief Executive Officer responded that he did not believe there was a need as Council had already agreed to proceed with the Plane Tree Precinct Development which included demolition of the building.*

**4.2.2 Mr Ian Mulholland – Former Infant Health Clinic Building**

Mr Mulholland, President of the Denmark RSL Sub Branch, spoke in favour of demolishing the building. Mr Mulholland stated that in his opinion the building didn't meet heritage guidelines, was dilapidated and he had spoken to a number of people, including people who had used the building when it was an infant health clinic, and they had not felt any desire to retain it. Mr Mulholland stated that the Denmark RSL Sub-Branch had plans to develop their lease area on the site and a portion of the funding had been included in the grant application for the development of the Plane Tree Precinct and they were looking to receive further grants through the Department of Veterans Affairs. Mr Mulholland stated that the Denmark RSL Sub-Branch supported the demolition so that the Plane Tree Precinct project could proceed and be enjoyed by everyone.

**4.2.3 Mr Ross McDougall – Item 9.1 (Bush Fire Advisory Committee – Bush Fire Service Command and Support Vehicle)**

Mr McDougall, Chief Bush Fire Control Officer, spoke in favour of the proposal and stated that at the moment they used a privately owned vehicle or a fire appliance as a command and support vehicle, neither of which were suited to the role. Mr McDougall stated that the vehicle would only be used for active incidents or fuel reduction burns and therefore it would be available to assist other emergency services at active incidents, if required. Mr McDougall stated that he had spoken with Lotterywest last year and that they had reacted positively however they had indicated that a contribution from the Shire would enhance any submission.

**4.2.4 Mr John Schindler – Offer Street to Buckley Street Footpath**

Mr Schindler asked whether the newly sealed footpath between Offer Street and Buckley Street was a carpark or a footpath and why it had been moved up the kerb of a busy road.

*The Shire President advised that the question would be taken on notice and responded to in writing.*

Mr Schindler asked why the works had taken place without any consultation with users of the path.

*The Shire President advised that the Shire undertook a lot general works and were not required to consult each time.*

Mr Schindler stated that the Council's Paths & Trails Advisory Committee and the Roadwise Advisory Committee had not met with last year and perhaps if they had these kinds of works could have been raised within those forums.

**4.2.5 Mr John Schindler – Parking at Morgan Richards Community Centre**

Mr Schindler noted that there were 66 car parking bays at the Morgan Richards Community Centre which were not clearly visible from South Coast Highway and suggested that Council might like to consider erecting signage near South Coast Highway so that people knew that they bays were there.

*The Shire President stated that it was a good suggestion and that he would suggest that Council Officers looked into it.*

#### **4.2.6 Mr Conrad Kenyon – Development at Rear of Post Office**

Mr Kenyon expressed disappointed that the development had been approved by Council Officers without any consultation with nearby residents and outlined a number of concerns that he believed would negatively impact those residents.

Mr Kenyon asked who it was that would uphold the values of the residents when matters like this were raised and approved under delegated authority without it being brought to the community or Council's attention.

*The Shire President stated that the land was zoned commercial and the proposal presented to Council Officers was therefore consistent with the land use and not required to be brought to Council for consideration. Cr Morrell deferred to the Director of Planning & Sustainability who advised that the use was permitted under the Town Planning Scheme, consistent with Planning Policies and from a planning perspective the proposal was for modification of the carpark.*

Mr Kenyon stated that he understood that the area was a mixed use zoned for commercial and residential and further stated that he believed that there was a disconnect with the development and statements in the Town Planning Scheme and asked whether there was any process where development applications could be brought to Council even if it was consistent with the Scheme and policies and therefore able to approved under delegated authority.

*The Director of Planning & Sustainability stated that the development had been determined under delegated authority and it was consistent with Council's adopted Commercial Strategy. Mrs Harbron referred to the removal of vegetation and noted that it was not required to go to Council as it was an as of right land use.*

Mr Kenyon asked whether there was a process whereby Councillors could be made aware of proposals which could negatively impact residents and ratepayers.

*The Shire President responded stating that Council was responsible for setting policy not assessing applications which were consistent with Council Policy.*

*Cr Lewis asked if the original development for the Post Office building was approved today, would there be a requirement for a portion to be vegetated.*

*The Chief Executive Officer advised that it would generally be the case and he was aware that the building had sufficient vegetation at the front to comply with requirements. Mr Frewing stated that arguably any development could potentially impact on residents and that this could occur at any time. Mr Frewing stated that delegation allowed applications to be assessed by Council Officers without them have to be formally considered by the Council, if all conditions were met and consistent with the Scheme and Council Policy. Mr Frewing stated that in his opinion even if the proposal had been presented to Council for consideration Council would have had to approve the*

*development because it complied with all planning conditions. Mr Frewing added that landowners had rights too and were able to lodge applications which were consistent with land use.*

**4.2.7 Mr Lez Baines – Item 9.1 (Bush Fire Advisory Committee – Bush Fire Service Command and Support Vehicle)**

Mr Baines, Deputy Chief Bush Fire Control Officer, thanked the Director of Community & Regulatory Services and his Staff for recent upgrades to the Carmarthen Volunteer Bush Fire Brigade premises. Mr Baines spoke in favour of the proposal noting that he reiterated Mr McDougall's comments.

**4.2.8 Ms Beverley Ford - Development at Rear of Post Office**

Ms Ford stated that the Denmark Chamber of Commerce had an interest in the development because of the modifications and asked whether the truck being parked on the site would be much larger than the previous one.

*The Director of Planning & Sustainability stated that it would be a larger truck however whilst the trailer would remain on site during the day the truck would be parked elsewhere until required.*

Ms Ford raised concerns about how the truck would navigate Laverack Lane given the sharp corner and roundabout at the end and asked whether modifications were proposed to the laneway.

*The Director of Planning & Sustainability stated that the matter had been assessed by Infrastructure Services and that there was some minor modifications required which would be funded by the applicant. Mrs Harbron stated vehicles up to 19 metres had always been permitted on the laneway which was a public road.*

Ms Ford stated that the Denmark Chamber of Commerce were concerned that activities of Australia Post were bordering on industrial.

*The Shire President advised that the activities of Australia Post complied with the Town Planning Scheme.*

**4.2.9 Mrs Joan Burke - Development at Rear of Post Office**

Mrs Burke expressed concern with how the truck would manoeuvre out of Laverack Lane and that the truck would take up three car parking bays which would reduce the amount of parking.

*The Shire President advised that the car park would be redesigned so that there would not be a reduction in general car parking bays.*

**4.2.10 Mrs Lydia Kenyon - Development at Rear of Post Office**

Mrs Kenyon noted that the modifications to the car park involved roadworks and asked whether Laverack Lane had always been dedicated as a road.

*The Director of Planning & Sustainability advised that it had been a public road for many years most likely since the Central Business District had been first created.*

Mrs Kenyon stated that there was no verge between residential properties and the laneway and that this could cause a problem for residents reversing out onto the laneway.

Mrs Kenyon stated that she had talked to a number of nearby residents and business owners and gathered 100 signatures supporting a consultation process with respect to the development, noting that it was not now possible given that the vegetation was currently being removed. Mrs Kenyon expressed concern that she believed that Australia Post's activities were becoming industrial and asked when commercial activity became industrial.

*The Director of Planning & Sustainability advised that she did not consider the activity to be industrial and that all commercial businesses were permitted to have loading and unloading zones pursuant to the Town Planning Scheme.*

*The Shire President added that there were definitions of industrial and commercial in the Town Planning Scheme.*

#### **4.2.11 Mr Brian Humphries – Dams Policy**

Mr Humphries referred to the Chief Executive Officer's response in Item 4.1.1 which stated that the Shire gives development approval for dams that do not comply with the acceptable development criteria and sought confirmation that this statement was correct.

*The Chief Executive Officer advised that the statement was correct in context of the rest of the response.*

Mr Humphries asked whether the Chief Executive Officer could provide what he meant by construction if it is not the same as development.

*The Chief Executive Officer advised that the construction referred to the dam and the Shire President advised that the issues that Mr Humphries was dealing with were really a State Government matter and not for Council to determine.*

Mr Humphries stated that he believed that the Shire had a duty of care with respect to public safety and that the Dams Policy needed reviewing. Mr Humphries urged Council to put a motion forward to the State Government as a matter of urgency on matters relating to dam safety.

*The Shire President stated that he believed that Mr Humphries was referring to potential changes in State Law which was not a local government's role.*

#### **4.2.12 Mr Doug Head - Development at Rear of Post Office**

Mr Head stated that he had been a former member of the Roadwise Committee and noted that the Committee and the Paths & Trails Advisory Committee had not met since last year.

Mr Head referred to advice that the speed limit on Laverack Lane was 50km per hour and asked what input the Shire had into designating a reduced limit of 10km per hour.

The Shire President advised that speed limits were designated by Main Roads WA and that the lowest designated legal speed limit for a public road was 30km per hour however, there was an additional provision which stipulated that regardless of a designated speed limit drivers must drive to conditions. Cr Morrell stated that he would hand the matter over to Council

Officers who could liaise with Main Roads WA to determine what could be done about reducing the designated speed limit on the laneway.

#### 4.3 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

##### 4.3.1 Cr Lewis – Eradication and/or Control of Weeds in Public Places

At the meeting held on 24 May 2016, Cr Lewis made the following comments and asked the following questions which were taken on notice.

“There is concern from some in our community regarding the Shire of Denmark’s policy and/or practices on the eradication and/or control of weeds in public places - i.e. parks, sports grounds, trails, waterways, roadsides etc.

I am seeking the following information:-

1. What are the Shire policy/policies regarding this practice?
2. What chemicals are being used, where and how are they being applied and what is their effectiveness?
3. What non-chemical methods of weed control are currently being utilised and what is their effectiveness?
4. Are the community informed when spraying of chemicals will be/has been used in an area, and if so, how is this information disseminated?
5. Are all outside staff fully aware of Shire policy and appropriately trained in the use of the chemicals they may be required to handle?
6. Is there any other general information on this issue the community should be aware of?”

Council Officers provide the following responses to Cr Lewis’ questions.

##### **Question 1 - What are the Shire policy/policies regarding this practice?**

Response: Control of weeds on land under Shire management is addressed in the following policies and plans:

- P120104 No Spray Register Policy
- *Shire of Denmark Weeds Strategy and Action Plan 2005 – 2010*
- *Roadside Vegetation and Conservation Values in the Shire of Denmark* (Roadside Conservation Committee, 2011).

Weed control also takes into account the Department of Health’s *A Guide to the Management of Pesticides in Local Government Pest Control Programs in Western Australia*.

##### **Question 2 - What chemicals are being used, where and how are they being applied and what is their effectiveness?**

Response: The type of chemical used in weed control varies according to a large number of factors including: potential for off-target damage, cost of chemical, weed species, proven efficacy and landscape (eg. park, bushland reserve). Chemicals used are:

- Roadside maintenance (out of town only), fire access tracks - metsulfuron, glyphosate
- Parks and gardens; and, footpaths, roads and roadside kerbs in town - metsulfuron, glyphosate, Dalapon®. Note that chemicals are not used in playgrounds (manual control only).
- Natural area reserves and vegetated road reserves - metsulfuron, glyphosate, Dalapon®, 2,4-D, Fusilade® and Access®.

Surfactants (usually Pulse®) may also be used in combination with these chemicals in order to increase efficacy.

The chemicals are generally applied via a vehicle-mounted boom spray for roadside maintenance (out of town only) and fire access tracks. At all other sites, chemicals are applied by hand-held hose. All chemicals are applied at label rates and in accordance with best practice eg. not applied before or during wet weather or windy conditions, applied when the plant is actively growing etc.

These chemicals are considered effective because they allow cost-effective control of weeds and other undesirable vegetation over a large expanse of fire access tracks, roads, parks, gardens and reserves which need to be maintained throughout the Shire. The chemicals severely restrict the requirement for repeat control over the course of a year. All controlled sites are revisited at least annually for weed regrowth. Spraying does not occur on verges listed in the 'No Spray Register'.

Note that this list of chemical use does not include those used by Main Roads, Department of Parks and Wildlife and Department of Agriculture and Food on their management areas (which includes some roads and reserves).

**Question 3 - What non-chemical methods of weed control are currently being utilised and what is their effectiveness?**

Response: Fire access tracks - usually slashed. Herbicides are only used on fire access tracks where the topography prevents machine access. Fire access tracks are usually slashed annually in spring, but persistent summer rainfall can require repeat slashing in summer. In areas where herbicides are used, repeat visits are usually not required.

Parks and gardens; and, footpaths, roads and roadside kerbs in town – weeds are usually hand-pulled where they occur in garden beds. Weeds encroaching over footpaths, roads and kerbs are usually slashed. A trial using an acetic acid mix (vinegar) is due to occur in parks. Manual methods of weed control are effective where they occur in densely-planted garden beds or to limit kikuyu encroachment. Kikuyu, as the dominant weed in these areas, has not been successfully eradicated in hard-to-control places without the assistance of chemicals eg. joins in footpaths.

Natural areas and vegetated road reserves – the Denmark Weed Action Group are currently annually contracted (\$7000 contract in 2015/16) by the Shire to conduct manual methods of weed control on Shire reserves. Manual methods are effective at limiting disturbance to surrounding vegetation and conducting control in sensitive areas. However, it is considered time consuming, expensive and resource-heavy so, without a substantial increase in funding, cannot be solely relied upon to manage the weeds in natural areas without overall detriment to the condition of the Shire's reserves and road reserves.

**Question 4 - Are the community informed when spraying of chemicals will be/has been used in an area, and if so, how is this information disseminated?**

Response: Spraying of herbicides in natural areas and road reserves is advertised in the Denmark Bulletin and sometimes on the Shire's website prior to work commencing. All staff or contractors conducting spraying are clearly

identifiable to the public. Vehicles are signposted when conducting road work and a sign is erected in parks for 1 day when spraying has occurred.

**Question 5 - Are all outside staff fully aware of Shire policy and appropriately trained in the use of the chemicals they may be required to handle?**

Response: All Shire depot staff have completed a Chem Cert certificate. This course covers the handling, mixing, application and disposal of chemicals, including herbicides. In addition, parks and gardens staff have also conducted a Pest Management Technician's course, which covers the use of herbicides in weed control.

**Question 6 - Is there any other general information on this issue the community should be aware of?**

Response: No. All relevant information is detailed above.

*Cr Lewis stated that it had been noticed that there had been some spraying undertaken near the former Infant Health Clinic and asked who had done it and what had been used.*

*The Chief Executive Officer advised that he would take the questions on notice and respond to them in writing.*

*Discussion ensued between Councillors and the Director of Planning & Sustainability and it was agreed that Council Officers could investigate provide some information regarding weed control on the Council's website.*

#### **4.4 PRESENTATIONS, DEPUTATIONS & PETITIONS**

In accordance with Section 5.24 of the Local Government Act 1995, Sections 5, 6 and 7 of the Local Government (Administration) Regulations and section 3.3 and 3.13 of the Shire of Denmark Standing Orders Local Law, the procedure for persons seeking a deputation and for the Presiding Officer of a Council Meeting dealing with Presentations, Deputations and Petitions shall be as per Council Policy P040118 which can be downloaded from Council's website at <http://www.denmark.wa.gov.au/council-meetings>.

In summary however, prior approval of the Presiding Person is required and deputations should be for no longer than 15 minutes and by a maximum of two persons addressing the Council.

Nil.

#### **5. APPLICATIONS FOR FUTURE LEAVE OF ABSENCE**

A Council may, by resolution, grant leave of absence, to a member, for future meetings.

**6. CONFIRMATION OF MINUTES**

**6.1 ORDINARY COUNCIL MEETING**

|   |                    |
|---|--------------------|
| <b>COUNCIL RESOLUTION &amp; OFFICER RECOMMENDATION</b>  | <b>ITEM 6.1</b>    |
| MOVED: CR SEENEY  | SECONDED: CR CARON |
| That the minutes of the Ordinary Meeting of Council held on the 24 May 2016 be confirmed as a true and correct record of the proceedings. |                    |
| CARRIED UNANIMOUSLY: 8/0  | Res: 010616        |

**6.2 STRATEGIC BRIEFING NOTES**

|   |          |
|---|----------|
| OFFICER RECOMMENDATION  | ITEM 6.2 |
| That the minutes of the Notes from the Strategic Briefing held on Tuesday, 24 May 2016 be received. |          |

|  |                       |
|--|-----------------------|
| <b>COUNCIL RESOLUTION &amp; OFFICER RECOMMENDATION</b>   | <b>ITEM 6.2</b>       |
| MOVED: CR LEWIS  | SECONDED: CR BARTLETT |
| That the minutes of the Notes from the Strategic Briefing held on Tuesday, 24 May 2016 be received, subject to Cr Seeney’s name being removed from the section relating to a Sustainability Committee. |                       |
| CARRIED UNANIMOUSLY: 8/0   | Res: 020616           |

**7. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**8. REPORTS OF OFFICERS**

**8.1 Director of Planning & Sustainability**

Nil

**8.2 Director of Community & Regulatory Services**

**8.2.1 DENMARK YOUTH SERVICES COMMUNITY CRIME PREVENTION GRANT ACCEPTANCE – LIGHTING FOR YOUTH PRECINCT**

|  |  |
|--|--|
| <b>File Ref:</b>                       | GRT137   |
| <b>Applicant / Proponent:</b>          | Denmark Youth Services                                     |
| <b>Subject Land / Locality:</b>        | Youth Precinct McLean Park                                 |
| <b>Disclosure of Officer Interest:</b> | Nil  |
| <b>Date:</b>                           | 17 May 2016  |
| <b>Author:</b>                         | Damian Schwarzbach, Manager of Recreation & Youth Services |
| <b>Authorising Officer:</b>            | Gregg Harwood, Director of Community & Regulatory Services |
| <b>Attachments:</b>                    | 8.2.1 - Community Crime Prevention Letter of Grant Offer   |

**Summary:**

The officer report discusses and recommends that Council accept a grant from WA Police Community Crime Prevention Fund, of \$6,338 (excluding GST) towards the installation of lighting at the Youth Precinct.

**Background:**

The Shire of Denmark Youth Services section applied in November 2015 for funding from the WA Police Business Strategy & Finance Community Crime Prevention Fund (CCPF) to install lighting in the Youth Precinct Area as a deterrent to anti-social behaviour after hours. This application was supported by a document released from the Office of Crime Prevention titled, "Lighting for Crime Prevention".

The Shire of Denmark received notification from the WA Police in April that the application had been successful.

**Consultation:**

The Officer has considered the requirement for consultation and/or engagement with persons or organisations that may be unduly affected by the proposal and considered Council's Community Engagement Policy P040123 and the associated Framework and believes that no additional external/internal engagement or consultation is required for the following reasons:

The project originated from the youth and community consultation workshops undertaken in 2014/15.

**Statutory Obligations:**

There are no statutory implications other than considering a matter outside of the Adopted Budget (section 6.8 of the Local Government Act 1995 requires an absolute majority decision of the Council to approve the expenditure) in the event that an existing Budget line cannot accommodate the request.

**Policy Implications:**

Delegation D040223

The Chief Executive Officer is delegated authority to make submissions for grants and/or subsidies from State and Commonwealth Governments without prior approval of Council.

In exercising this delegated authority the following conditions shall be observed:

1. The grant/subsidy shall not be accepted without Council's endorsement.
2. The undertaking is to be in accordance with Council's established strategic objectives.

**Budget / Financial Implications:**

There are no known financial implications upon either the Council's current Budget or Long Term Financial Plan other than periodic maintenance of the lights as this CCPF grant requires no capital funding from Council.

**Strategic Implications:**

The report and officer recommendation is consistent with Council's adopted Mission and Vision and assists achieve the following specific adopted Strategic Objectives and Goals.

*Youth: ...encourage opportunities, employment and facilities for young people, and aims to involve them in decisions made within the community.*

*Public Safety: ...work with relevant authorities and organisations to maintain a safe and secure environment for its residents and visitors.*

*SOCIAL OBJECTIVE - Denmark's communities, people and places are connected and creative, vibrant and dynamic, healthy and safe.*

*Funding: ...be fiscally responsible and seek to develop both safe income generating assets and the maximisation of external funding, that will benefit the community and assist in meeting its aims and obligations.*

*Governance Objective: The Shire of Denmark provides renowned leadership in sustainability, is effective with both its consultation with its people and its management of its assets, and provides transparent and fiscally responsible decision making.*

**Sustainability Implications:**

➤ **Governance:**

There are no known significant governance considerations relating to the report or officer recommendation.

➤ **Environmental:**

There are no known significant environmental implications relating to the report or officer recommendation.

➤ **Economic:**

There are no known significant economic implications relating to the report or officer recommendation.

➤ **Social:**

This funding will provide opportunities for community people and visitors to participate and enjoy the youth precinct area. The addition of lighting will act as a deterrent to anti-social behaviour after hours.

➤ **Risk:**

| Risk  | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk Theme               | Risk Action Plan (Controls or Treatment proposed)  |
|---|---|---------------------------|---|------------------------------------|--|
| Council not accepting the grant offer resulting in unrest from the community youth precinct participants.   | Possible (3)  | Minor (2)                 | Moderate (5-9)                              | Not Meeting Community expectations | Accept Risk  |
| Lighting the Youth Precinct Area leads to behaviour that causes a disturbance to residents who live nearby. | Possible (3)  | Minor (2)                 | Moderate (5-9)                              | Damage to Physical Assets          | Manage by communication with local Police, rangers and the community to respect the area and the opportunities that lighting provides. |

**Comment/Conclusion:**

The Shire of Denmark has, according to the Australian Bureau of Statistics Census 2011, 664 young people aged between 12 – 25 years of age. Current enrolment numbers at the Denmark High School and the WA College of Agriculture Denmark are 523. These numbers represent a significant portion of the Shire’s population.

The installation of lighting has been recommended by the Office of Crime Prevention as a deterrent to antisocial behaviour. The Youth Precinct area at McLean Park does not experience a large degree of antisocial behaviour, but any addition that Council can provide to lessen the risk further is beneficial.

The identification of a need for lighting at the Youth Precinct was part of the recommendations that resulted from the Youth Friendly Communities Plan conducted by the Shire of Denmark's Youth Services team during 2014/15.

The lighting is a part of an overall proposed upgrade to the Youth Precinct which also includes shade sails, outdoor basketball court and BMX Track upgrade. The overall beautification upgrade would encourage families as well as our young people to use these facilities.

It is important for Council to note that the grant allocated by the CCPF requires no capital funding from Council

On the basis of the above it is recommended that Council accept a grant from the WA Police Community Crime Prevention Fund, of \$6,338 (excluding GST) towards the installation of lighting at the Youth Precinct.

**Voting Requirements:**  
Absolute majority.

5.37pm – The Director of Infrastructure Services left the room.

|   |                     |
|---|---------------------|
| <b>COUNCIL RESOLUTION &amp; OFFICER RECOMMENDATION</b>  | ITEM 8.2.1          |
| MOVED: CR GILLIES   | SECONDED: CR GEARON |
| That with respect to the Office of Crime Prevention grant funding offer, Council accept the WA Police Community Crime Prevention Fund of \$6,338 (excluding GST) towards the installation of lighting at the Youth Precinct and carry over any unspent funds into the 2016-2017 budget. |                     |
| CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY: 8/0  | Res: 030616         |

**8.3 Director of Infrastructure Services**  
Nil

**8.4 Director of Finance & Administration**

|   |  |
|---|--|
| <b>8.4.1 FINANCIAL STATEMENT FOR THE MONTH ENDING 30 APRIL 2016</b> |  |
| <b>File Ref:</b>  | FIN.1  |
| <b>Applicant / Proponent:</b>                                       | Not applicable   |
| <b>Subject Land / Locality:</b>                                     | Denmark  |
| <b>Disclosure of Officer Interest:</b>                              | Nil  |
| <b>Date:</b>  | 10 May 2016  |
| <b>Author:</b>  | Steve Broad, Accountant                                |
| <b>Authorising Officer:</b>   | Kim Dolzadelli, Director of Finance And Administration |
| <b>Attachments:</b>   | 8.4.1 – April Monthly Financial Report                 |

**Summary:**

It is a requirement of the Local Government Act 1995 that monthly and quarterly financial statements are presented to Council, in order to allow for proper control of the Shire's finances. In addition, Council is required to review the Municipal Budget on a six monthly basis to ensure that income and expenditure is in keeping with budget forecasts. It should be noted that the budget is monitored on a monthly basis in addition to the requirement for a half yearly review.

The attached financial statements and supporting information are presented for the consideration of Elected Members. Council staff welcome enquiries in regard to the information contained within these reports.

**Background:**

In order to prepare the attached financial statements, the following reconciliations and financial procedures have been completed and verified;

- Reconciliation of all bank accounts.
- Reconciliation of the Rates Book, including outstanding debtors and the raising of interim rates.
- Reconciliation of all assets and liabilities, including payroll, taxation and postal services.
- Reconciliation of the Sundry Debtors and Creditors Ledger.
- Reconciliation of the Stock Ledger.
- Completion of all Works Costing transactions, including allocation of costs from the Ledger to the various works chart of accounts.

**Consultation:**

Nil

**Statutory Obligations:**

Local Government Act 1995 Section 5.25 (1)

Local Government (Financial Management) Regulations 1996

The attached statements are prepared in accordance with the requirements of the Local Government Act 1995.

**Policy Implications:**

Policy P040222 - Material Variances in Budget and Actual Expenditure, relates

*For the purposes of Local Government (Financial Management) Regulation 34 regarding levels of variances for financial reporting, Council adopt a variance of 10% or greater of the annual budget for each program area in the budget, as a level that requires an explanation or report, with a minimum dollar variance of \$10,000.*

*The material variance is calculated by comparing budget estimates to the end of month actual amounts of expenditure, revenue and income to the end of the month to which the financial statement relates.*

*This same figure is also to be used in the Annual Budget Review to be undertaken after the first six months of the financial year to assess how the budget has progressed and to estimate the end of the financial year position.*

*A second tier reporting approach shall be a variance of 10% or greater of the annual budget estimates to the end of the month to which the report refers for each General Ledger/Job Account in the budget, as a level that requires an explanation, with a minimum dollar variance of \$10,000.*

**Budget / Financial Implications:**

There are no significant trends or issues to be reported.

**Strategic Implications:**

The report and officer recommendation is consistent with Council's adopted Mission and Vision and assists achieve the following specific adopted Strategic Objectives and Goals.

Governance Objective: The Shire of Denmark provides renowned leadership in sustainability, is effective with both its consultation with its people and its management of its assets, and provides transparent and fiscally responsible decision making.

**Sustainability Implications:****➤ Governance:**

There are no known significant governance considerations relating to the report or officer recommendation.

➤ **Environmental:**

There are no known significant environmental implications relating to the report or officer recommendation.

➤ **Economic:**

There are no known significant economic implications relating to the report or officer recommendation.

➤ **Social:**

There are no known significant social considerations relating to the report or officer recommendation.

➤ **Risk:**

| Risk  | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk Theme   | Risk Action Plan (Controls or Treatment proposed)  |
|---|---|---------------------------|---|--|--|
| Not meeting Statutory Compliance                | Rare (1)  | Moderate (3)              | Low (1-4)                                   | Failure to meet Statutory, Regulatory or Compliance Requirements | Accept Officer Recommendation  |
| Financial mismanagement and/or Budget overruns. | Rare (1)  | Moderate (3)              | Low (1-4)                                   | Inadequate Financial, Accounting or Business Acumen              | Control through robust systems with internal controls and appropriate reporting mechanisms |

**Comment/Conclusion:**

As at 30 April 2016 total cash funds held total \$7,692,174 (Note4).

Shire Trust Funds total \$183,088 with the amount of \$171,874 invested for 183 days with the National Bank, maturing 18 June 2016 at the quoted rate of 2.80%.

Reserve Funds total \$4,187,821 and have been placed on investment for 90 days with the National Bank, maturing 31 May 2016 at the quoted rate of 2.90%.

Municipal Funds total \$3,321,266 with the amount of \$2,792,852 invested with the National Bank, maturing on various dates up to the 29 June 2016 at an average rate of 2.44% (refer note 4 for detail).

Key Financial Indicators at a Glance

The following comments and/or statements provide a brief summary of major financial/budget indicators and are included to assist in the interpretation and understanding of the attached Financial Statements.

- Taking into consideration the adopted Municipal Budget and subsequent amendments identified, the estimated 30 June 2016 end of year position is estimated to be \$27,843 as per budget projections (Note 5).
- Operating revenue and expenditure is slightly higher than that predicted for 30 April 2016 (Statement of Financial Activity).
- Rates Collection percentage of 94.72% is in keeping with historical collection rates (Note 6).

- The 2015/16 Capital Works Program is 27.24% complete utilising actual year to date figures and total committed cost is 37.49% at 30 April 2016 (Note 12).
- Various transfers to and from Reserve Funds have not yet been made for 2015/16 and are generally undertaken in the latter half of the financial year, depending on specific projects to which these transfers relate.

Budget Amendments and Variances (Note 5 and 5a)

As detailed in Note 5a.

**Voting Requirements:**

Simple majority.

5.41pm – The Director of Infrastructure Services returned the room.

|   |  |                     |
|---|--|---------------------|
| <b>COUNCIL RESOLUTION &amp; OFFICER RECOMMENDATION</b>  |  | ITEM 8.4.1          |
| MOVED: CR CARON   |  | SECONDED: CR SEENEY |
| That with respect to Financial Statements for the month ending April 2016, Council;                                     |  |                     |
| 1. Receive the Financial Reports, incorporating the Statement of Financial Activity and other supporting documentation. |  |                     |
| 2. Endorse the Accounts for Payment for April 2016 as listed.   |  |                     |
| CARRIED UNANIMOUSLY: 8/0  |  | Res: 040616         |

**8.5 Chief Executive Officer**

Nil

**9. COMMITTEE REPORTS & RECOMMENDATIONS**

**9.1 BUSH FIRE ADVISORY COMMITTEE – BUSH FIRE SERVICE COMMAND AND SUPPORT VEHICLE**

|  |   |
|--|---|
| <b>File Ref:</b>                       | FIRE.1  |
| <b>Applicant / Proponent:</b>          | Bush Fire Advisory Committee (BFAC)                               |
| <b>Subject Land / Locality:</b>        | All of the Shire of Denmark                                       |
| <b>Disclosure of Officer Interest:</b> | Nil   |
| <b>Date:</b>                           | 13 May 2016   |
| <b>Author:</b>                         | Gregg Harwood, Director of Community & Regulatory Services        |
| <b>Authorising Officer:</b>            | Gregg Harwood, Director of Community & Regulatory Services        |
| <b>Attachments:</b>                    | 9.1 – Additional Information from Chief Bush Fire Control Officer |

**Summary:**

This report considers a recommendation from Bush Fire Advisory Committee (BFAC) and recommends that Council make the following commitments in regards to the financing of a Bush Fire Command & Support Vehicle:

1. Make a maximum cash contribution of \$10,000 in the 2016/2017 budget towards the anticipated \$70,000 cost of purchasing and equipping a new 4WD dual cab ute subject to a successful Lotterywest co-funding grant outcome.
2. That Council permit the Volunteer Brigades to continue to seek funding from other sources to allow the purchase of the vehicle.
3. To pay for the vehicle’s fuel, insurance and maintenance costs once it has been purchased.
4. Replacing the vehicle in 10 years’ time in the event that the DFES controlled ESL program fails to start funding them.

**Background:**

Bush Fire Brigade members are under the control of the Shire of Denmark whilst undertaking their duties as defined in the Bush Fires Act 1954 and Council in conjunction with the Department of Fire & Emergency Services (DFES), as the controller of those brigades, has a duty of care to ensure that its brigade members are provided with adequate means of communication and equipment that will help them to organise and coordinate prompt turn outs to reported fire incidents.

In line with this responsibility, Council's Chief and Deputy Chief Fire Control Officers put forward a proposal for fundraising to purchase a Bush Fire Service Command and Support Vehicle to the December 2014 BFAC meeting. After considering the proposal, the BFAC made the following recommendation to Council:

*"The Committee recommends to Council that:*

- 1. They support the Chief Bush Fire Control Officer's strategy of seeking public, corporate and philanthropic donations to fund the acquisition of a Bush Fire Service command and support vehicle.*
- 2. Offer to hold funds that have been raised by Bushfire Brigades specifically for the purchase of the vehicle.*
- 3. The viability of the project be assessed annually to determine if it is likely to achieve the fund raising target within three years and the collected funds returned if it is not likely to be achieved.*
- 4. That notwithstanding point (3) all funds being returned to donors if the project does not proceed within three years."*

At the Ordinary Meeting of Council, held 3 March 2015, Council resolved the following (Resolution Nos. 090315 and 100315);

Resolution No. 090315

*That Council resolve:*

- 1. That they support the Chief Bush Fire Control Officer's strategy of seeking public, corporate and philanthropic donations to fund the acquisition of a Bush Fire Service command and support vehicle.*
- 2. To offer to hold funds that have been raised by Bushfire brigades specifically for the purchase of the vehicle.*
- 3. That the viability of the project be assessed annually to determine if it is likely to achieve the fund raising target within three years and the collected funds returned if it is not likely to be achieved.*
- 4. That notwithstanding point (3) all funds being returned to donors if the project does not proceed within three years.*

Resolution No. 100315

*"That Council write to the Department of Fire & Emergency Services advocating for the improvement to the priority or availability of funds for initial acquisition and thereafter operational costs and capital replacement of Bush Fire Service Command and Support Vehicles and Incident Control Vehicles available through the Emergency Services Levy (ESL) and seek written assurance that should the Council proceed to acquire a Command & Support Vehicle, that the operational and replacement cost of the vehicle will be eligible under the ESL."*

Following the submission of the 2015/16 LGGS (Local Government Grant Scheme) Application, in which a request for a Command/Support Vehicle was made, a letter was received from the then Superintendent, Great Southern Mr Daniel Austin informing the Shire that the type of vehicle being requested by the brigades and its associated running and ongoing costs were not considered to be ESL eligible items.

This response prompted the then Chief Executive Officer to ask BFAC to halt all proceedings to acquire a command/support vehicle.

In response to this direction the following recommendation was put to BFAC at its 5 December 2015 meeting which lapsed for want of a seconder.

*“That with respect to a Bush Fire Command Vehicle, BFAC recommend that council;*

1. *Halt efforts to acquire a command vehicle until such times as these vehicles and associated costs become eligible ESL items,*
2. *Assess the project to date as unviable,*
3. *Return donations, currently totalling \$1300, to relevant donors.”*

*Lapsed for want of a mover and seconder*

The Chief Fire Control Officer advised the Committee that he had received preliminary advice that Lotterywest would consider a grant application for a Bush Fire Command Vehicle. Given this information, the Committee moved the following alternate motion.

*“That with respect to a Bush Fire Command Vehicle, BFAC recommend to council:*

1. *That Council note that the Volunteer Bush Fire Brigades of Denmark are not seeking or expecting that Council contribute to the capital cost of the vehicle.*
2. *That Council permit the Volunteer Brigades to continue to seek funding from other sources to allow the purchase of the vehicle.*
3. *That Council support the Volunteer Bush Fire Brigades by allowing the use of the Shire as an entity for an application to Lotterywest and or other grant bodies.*
4. *That in order that there is no additional financial impact on the Shire for the recurrent costs of the vehicle, that Council consider a revised budget for the funds that the Shire already makes available for other fire expenses.”*

#### **Consultation:**

Discussions have been held with Council’s Fire Control Officers (FCO’s) and the Chief and Deputy Chief Bush Fire Control Officers at the December 2014 & December 2015 BFAC meeting which resulted in the recommendation to Council to support this proposal.

#### **Statutory Obligations:**

Council has statutory obligations, pursuant to the Local Government Act 1995, with respect to the retention of funds held for other parties where it may be that the Council does not absolutely (without fetter) control the funds. Such funds must be held in the Council’s Trust Fund and interest apportioned to each of the “deposits” until or if they become unfettered and retained “donations”.

#### **Policy Implications:**

There are no policy implications as the Shire of Denmark and DFES do not have any policies on this matter.

#### **Budget / Financial Implications:**

There are known financial implications upon either the Council’s current Budget or Long Term Financial Plan in that Council will still have to

- 1) Make a maximum cash contribution of \$10,000 towards the \$70,000 cost of purchasing and equipping a new 4WD dual cab ute.
- 2) Pick up the tab for the vehicle’s fuel, insurance and maintenance costs. Notwithstanding BFAC’s comment that the costs to run the vehicle could be taken from Council’s “Other Fire” cost centre the finding for this cost centre is still provided by Council.
- 3) Replacing the vehicle in 10 years’ time in the event that the DFES controlled ESL program fails to start funding them.

#### **Strategic Implications:**

The strategic implications relating to the report are that the Shire’s Volunteer Bush Fire Brigades and Incident Management Teams (IMT’s will be more effective and efficient in resolving emergency incidents and undertaking prescribed burning on Shire managed lands.

The presence of the vehicle will also enhance our brigades’ response and command capabilities when the number of Council’s brigade units has been reduced due to some units being seconded to fight major fires such as the Waroona and Boddington fires

The report and officer recommendation is consistent with Council’s adopted Mission and Vision and assists achieve the following specific adopted Strategic Objectives and Goals:

Public Safety: ...work with relevant authorities and organisations to maintain a safe and secure environment for its residents and visitors.

**Sustainability Implications:**

➤ **Governance:**

There are no known significant governance considerations relating to the report or officer recommendation other than the custody and usage of this vehicle will need to be managed.

➤ **Environmental:**

There are no known significant environmental implications relating to the report or officer recommendation.

➤ **Economic:**

There are no known significant economic implications relating to the report or officer recommendation.

➤ **Social:**

There are significant social considerations relating to the report or officer recommendation in that affective volunteer and community leadership during an emergency is a function of being able to communicate and coordinate confidently during the initial chaos phase of these events.

This is particularly important with the generational change that is occurring in our brigades where older leaders and brigade members who were long term residents who knew the area are being replaced with relatively new entrants to the area that have higher education and expect improved organisational and communication abilities.

➤ **Risk:**

| Risk  | Risk Likelihood (based on history and with existing controls) | Risk Impact / Consequence | Risk Rating (Prior to Treatment or Control) | Principal Risk Theme                                      | Risk Action Plan (Controls or Treatment proposed)     |
|---|---|---------------------------|---|---|---|
| That if the Council does not allow the community to fund raise for the vehicle brigade morale may suffer.   | Possible (3)  | Moderate (3)              | Moderate (5-9)                              | Inadequate Organisation or Community Emergency Management | Treat through allowing the community to fundraise ... |
| That the Council receives donations and this funding is insufficient to purchase the proposal vehicle, giving rise to an expectation that the Council should fund the balance to whatever extent necessary. | Likely (4)  | Minor (2)                 | Moderate (5-9)                              | Not Meeting Community expectations                        | Accept Risk   |

**Comment/Conclusion:**

During bushfire incidents in Denmark, command and support functions performed by Senior Officers require the use of private vehicles or by removing a fire appliance such as a fast attack (Land Cruiser) from active duty. Neither of these options provides a vehicle that is properly suited to the function and not the array of numerous smaller items such as signs, whiteboards, roll out awnings for shelter from the sun, folding chairs etc. that make it far easier to run a forward control point at an incident.

An alternative could use a Ranger's or the Community & Emergency Services Manager's vehicle, but this restricts the performance of other tasks by those Officers. Typically these vehicles are not always available at short notice and are often already committed in the event of major fire or being purposely held back in the event that a second fire starts or the first one escalates.

Incidents in Denmark often involve multiple crews and can run for several days which increase the desirability of a dedicated vehicle for fire ground support for firefighters. A support vehicle is not a substitute for an Incident Control Van as it fills a very different function. The vehicle would not be allocated to any one person and would be utilised by the "Duty" volunteer FCO.

Funding for a Command & Support Vehicle was included in the 2015/2016 ESL bid without success however other possibilities for funding through Lotterywest and hazard reduction burns by brigades have come to light. Lotterywest have a tendency to favour applications that have a strong local government commitment hence the inclusion of a \$10,000 capital commitment together with the running and future replacement of the vehicle.

The Chief Fire Control Officer (CFCO) has provided the following costing estimate and is of the opinion a maximum Council contribution of \$10,000 would be required towards the \$70,000 cost of purchasing and equipping a new 4wd dual cab ute.

Council will have to pay the costs for the vehicle's insurance, running and maintaining costs. A consequence of supporting this project is that the vehicle will most likely require replacing in 10 years and it is hoped the DFES controlled ESL program will by that time see the worth of Bush Fire Service command and support vehicles and start funding them.

The recommendation from BFAC needs to be considered and adopted by Council as the future custodian of the vehicle so that senior brigade leaders can commence preparing a marketing and fundraising program.

Councillors should note that such a decision would necessitate a \$10,000 allocation in the 2016/2017 budget together with \$2,500 in annual running costs.

The Chief Bush Fire Control Officer has provided some background information which is appended (refer Attachment 9.1).

**Voting Requirements:**

Simple majority.

COMMITTEE RECOMMENDATION

ITEM 9.1

That with respect to a Bush Fire Command Vehicle, BFAC recommend to council:

1. That Council note that the Volunteer Bush Fire Brigades of Denmark are not seeking or expecting that Council contribute to the capital cost of the vehicle.
2. That Council permit the Volunteer Brigades to continue to seek funding from other sources to allow the purchase of the vehicle.
3. That Council support the Volunteer Bush Fire Brigades by allowing the use of the Shire as an entity for an application to Lotterywest and or other grant bodies.

4. That in order that there is no additional financial impact on the Shire for the recurrent costs of the vehicle, that Council consider a revised budget for the funds that the Shire already makes available for other fire expenses.

The Officer has provided the following Recommendation which reflects the full extent of the costs that are likely to be associated with purchasing the vehicle and reflects the details of a recent business case that has been provided by the Chief Fire Control Officer.

**OFFICER RECOMMENDATION**

**ITEM 9.1**

That Council advise BFAC that it is prepared to make the following commitments in regards to the financing of a Bush Fire Command Vehicle:

1. Make a maximum cash contribution of \$10,000 in the 2016/2017 budget towards the anticipated \$70,000 cost of purchasing and equipping a new 4WD dual cab ute subject to a successful Lotterywest co-funding grant outcome.
2. That Council permit the Volunteer Brigades to continue to seek funding from other sources to allow the purchase of the vehicle.
3. To pay for the vehicle's fuel, insurance and maintenance costs once it has been purchased.
4. Replacing the vehicle in 10 years' time in the event that the DFES controlled ESL program fails to start funding them.

**COUNCIL RESOLUTION**

**ITEM 9.1**

**MOVED: CR SEENEY**

**SECONDED: CR GILLIES**

That Council advise BFAC that it is prepared to make the following commitments in regards to the financing of a Bush Fire Command Vehicle:

1. Make a maximum cash contribution of \$10,000 in the 2016/2017 budget towards the anticipated \$70,000 cost of purchasing and equipping a new 4WD dual cab ute subject to a successful Lotterywest co-funding grant outcome.
2. That Council permit the Volunteer Brigades to continue to seek funding from other sources to allow the purchase of the vehicle.
3. To pay for the vehicle's fuel, insurance and maintenance costs once it has been purchased.
4. Replacing the vehicle in 10 years' time in the event that the DFES controlled ESL program fails to start funding them or alternative grant funding cannot be obtained.

**CARRIED UNANIMOUSLY: 8/0**

**Res: 050616**

**REASONS FOR CHANGE**

Council amended part 4 of the Officer Recommendation to include reference to seeking alternative grant funding for replacing the vehicle should the ESL program fail to start funding them.

**5.53pm – Second Public Question Time**

*The Shire President stated that given the time was almost 6.00pm, the second public question time would begin prior to the conclusion of the meeting & called for questions from members of the public.*

**Mr Ross Thornton - Development at Rear of Post Office**

Mr Thornton stated that he was a part owner of the common property which was the subject of the development at the rear of the Post Office and stated that the modifications to the loading and unloading area were being done to improve Australia Post's current work practices, particularly in relation to workplace safety. Mr Thornton said that there had been ongoing issues associated with the vegetation on the site which had been breaking into the sewerage lines which then needed to be unblocked. Mr Thornton provided some further information about the development and answered some questions raised by Councillors.

**10. MATTERS BEHIND CLOSED DOORS**  
Nil

**11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**  
Nil

**12. CLOSURE OF MEETING**

6.08pm – There being no further business to discuss the Shire President, Cr Morrell, declared the meeting closed.

The Chief Executive Officer recommends the endorsement of these minutes at the next meeting.

Signed: \_\_\_\_\_  
*Cliff Frewing – Chief Executive Officer*

Date: \_\_\_\_\_

These minutes were confirmed at a meeting on the \_\_\_\_\_.

Signed: \_\_\_\_\_  
*(Presiding Person at the meeting at which the minutes were confirmed.)*