



AGENDA

FOR THE

**ORDINARY MEETING
OF COUNCIL**

TO BE HELD ON

TUESDAY, 22 AUGUST 2017

PLEASE READ THE FOLLOWING DISCLAIMER BEFORE PROCEEDING

Members of the public are cautioned against taking any action on Council decisions, on items in this Agenda in which they may have an interest, until such time as they have been advised in writing by Council staff.

NOTICE OF MEETING

PLEASE BE ADVISED THAT THE

ORDINARY MEETING OF COUNCIL

COMMENCING AT 4.00PM

WILL BE HELD ON

TUESDAY, 22 AUGUST 2017

IN THE COUNCIL CHAMBERS,
11-13 WALDECK STREET, DONGARA WA



Darren Simmons
Chief Executive Officer

17 August 2017

DISCLAIMER

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

INDEX-ORDINARY COUNCIL MEETING 22 AUGUST 2017

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	1
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	1
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	1
4.	PUBLIC QUESTION TIME	1
5.	APPLICATIONS FOR LEAVE OF ABSENCE	1
6.	PETITIONS	1
7.	CONFIRMATION OF MINUTES	1
7.1	MINUTES OF ORDINARY COUNCIL MEETING HELD 25 JULY 2017	1
8.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	2
9.1	OFFICER REPORTS	3
CEO01 – 08/17	Accounts for Payment	3
CEO02 – 08/17	Adoption of 2017/18 Shire of Irwin Budget	5
CEO03 – 08/17	Related Party Disclosures – New Policy	12
CEO04 – 08/17	Adoption of Local Emergency Management Arrangements	14
CEO05 – 08/17	Local Recovery Management Policy	17
PCI01 – 08/17	Development Application for Single House and Outbuilding at Lot 770 (No. 5) Abbot Terrace, Port Denison	19
PCI02 – 08/17	Development Application for Sea Container and Boundary Fence for Lots 30 and 31 (no. 31-33) Hunts Road, Dongara	23
9.2	COUNCIL COMMITTEE REPORTS	27
9.2.1	Receipt of Tidy Towns Sustainable Committee Minutes and Recommendations to Council from 18 July 2017	27
9.2.2	Receipt of Irwin Roadwise Committee Minutes from 24 July 2017	27
10.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	28
11.	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	28
12.	URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION	28
13.	MATTERS BEHIND CLOSED DOORS	28
14.	CLOSURE	28



AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD IN THE COUNCIL CHAMBERS, 11-13 WALDECK STREET, DONGARA ON TUESDAY, 22 AUGUST 2017 AT 4.00PM

PRESENT: President	Cr I F West
Councillors	Cr M T Smith (Deputy President) Cr S F Gumley Cr D R Kennedy Cr M Leonard Cr B C Scott
Leave of Absence	Cr B R Thompson
Staff	Mr D J Simmons - Chief Executive Officer Mr G M Peddie – Director Planning, Community and Infrastructure Mr H M Sternick – Manager Customer Services Mr K Pollitt – Community Emergency Services Manager Miss C Morrison – Planning Officer Ms E Greaves – Coordinator Executive Services

1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

4. **PUBLIC QUESTION TIME**
5. **APPLICATIONS FOR LEAVE OF ABSENCE**
6. **PETITIONS**

Nil.

7. **CONFIRMATION OF MINUTES**

7.1 **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 25 JULY 2017**

A copy of the Minutes of the Ordinary Council Meeting held on 25 July 2017 has been provided to all Councillors under separate cover.

COUNCIL MOTION:

MOVED: Cr _____

SECONDED: Cr _____

That the Minutes of the Ordinary Council Meeting, held on 25 July 2017, be confirmed as a true and accurate recording of that meeting.

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

9.1 OFFICER REPORTS

OFFICE OF THE CEO

CEO01 – 08/17

Subject: Accounts for Payment
Reporting Officer: Manager Customer Services
Responsible Executive: Chief Executive Officer
File Reference: Minute Book
Voting Requirements: Simple Majority

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building licences, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To receive the list of accounts paid under delegated authority during July 2017.

Officer's Recommendation:

That Council receives the Accounts paid during July 2017, represented by:

Payment Type/Numbers	Total Amount
EFT 21250 - 21400	\$1,321,560.16
Muni Cheques 31532 - 31545	\$97,600.41
Trust Cheques 3138	\$6,039.25
Direct Debit - Click Super	\$32,669.48
Direct Debit - Transport PL290617 – PL270717	\$54,177.25
Grand Total	\$1,512,046.55

Attachment:

[Accounts for Payment – July 2017](#)

Background:

A list of accounts paid under delegated authority is attached showing all payments made during the month of July 2017.

Officer's Comment:

Nil

Stakeholder Engagement:

Nil

Financial / Resource Implications:

Nil

Statutory Environment:

The Local Government (Financial Management) Regulations 1996 provides as follows:

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

Policy Implications:

Under Delegation C3 Council has delegated authority to the Chief Executive Officer to authorise all payments by Council.

Risk Implications:

It is considered that by reviewing the Accounts for Payment any risk arising would be rare and insignificant in measures of consequence and therefore the risk rating would be low.

Strategic Implications:

Strategic Community Plan 2012 - 2022

Strategy 4.2.1 Ensure compliance whilst embracing innovation and best practice principles.

OFFICE OF THE CEO

CEO03 – 08/17

Subject: Adoption of 2017/18 Shire of Irwin Budget
Reporting Officer: Manager Customer Services
Responsible Executive: Chief Executive Officer
File Reference: FM.BU.17.18
Voting Requirements: Absolute Majority

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To formally adopt the Shire of Irwin 2017/18 Budget and associated resolutions.

Officer's Recommendation:

1. Public Submission

That Council receives the submission as outlined in the attached Schedule of Submissions provided under separate cover in the Attachments Booklet – August 2017.

2. Adoption of the 2017/18 Municipal Budget

That Council adopts the Shire of Irwin 2017/18 Budget document for the year ending 30 June 2018, which includes the following:

- Statement of Comprehensive Income by Type and Nature showing revenue as \$7,640,500 excluding non operating grants and non cash items and expenditure as \$11,844,500 excluding loss on disposal of assets;
- Statement of Comprehensive Income by Program showing revenue as \$7,640,500 excluding non operating grants and non cash items and expenditure as \$11,663,300 excluding finance costs and loss on disposal of assets;
- Statement of Cashflows;
- Rate Setting Statement showing an amount required to be raised from rates of \$5,019,200;
- Notes to and forming part of the budget;
- Budget Program schedules; and
- Transfers to and from the Restricted and Reserve accounts.

3. Differential Rating Levels

That Council imposes the following differential rates in the dollar and minimum rates on Gross Rental and Unimproved Values for the purpose of levying differential rates for the 2017/18 financial year.

<u>Rate Category</u>	<u>Rate in Cents in the Dollar</u>	<u>Minimum Rates</u>
<i>Gross Rental Valuations</i>		
General Rate	9.9974	\$965
<i>Unimproved Valuations</i>		
General Differential Rate	1.2706	\$965
Mining Differential Rate	16.9784	\$965

Outstanding Rates Penalty Interest

That Council adopts an interest rate of 11% charged daily on all rates and costs of proceedings to recover such rates that remain unpaid after becoming due and payable.

4. Instalment Options

That Council adopts the following due dates for the payment in full or by instalments:

Option 1

Payment in full by one instalment only, payment is to be received by 4pm 2 October 2017.

Option 2

Payment by two instalments only

First instalment due date 4pm 2 October 2017

Second instalment due date 4pm 4 December 2017

Option 3

Payment by four instalments only

First instalment due date 4pm 2 October 2017

Second instalment due date 4pm 4 December 2017

Third instalment due date 4pm 5 February 2018

Fourth instalment due date 4pm 9 April 2018

5. Instalment Options Administration Fee

That Council adopts an instalment administration charge of \$5.00 per instalment on each instalment payment after the initial instalment is paid (i.e. 3 x instalments = \$15.00).

6. Instalment Option Interest Levy

That Council adopts an interest rates of 5.5% charged daily where the payment of rates is by instalment.

7. Transfer to Reserves

That, except for the Plant Replacement Reserve, Council suspends all transfers to reserves.

8. Members Attendance Fees

That Council adopts a Shire President's annual attendance fee in lieu of individual meeting fees of \$10,000 per annum.

That Council adopts a Members' annual attendance fee in lieu of individual meeting fees of \$7,612 per annum.

9. Shire President's Allowance

That Council adopts a Shire President annual allowance of \$10,000 per annum.

10. Deputy Shire President's Allowance

That Council adopts a Deputy Shire President's annual allowance of \$2,500 per annum.

11. Annual Telecommunications, IT Allowance and Travel Reimbursement

That each Council member is provided with a portable electronic device for their Council use and budget provision is made for the associated communication costs.

12. Budget Review Variance

That the percentage variance used during the budget review process and for financial reporting purposes be set at 10% or \$5,000, whichever is the greater.

13. Schedule of Fees and Charges

That Council adopts the Schedule of Fees and Charges as listed in the Budget document for 2017/18.

Attachment:

[Schedule of Submissions
2017/18 Budget](#)

Background:

In May, a budget workshop was held to review the draft budget expenditure and efficiency measures. Substantial time and discussion was given to consideration of the provisions in the draft budget papers including rating levels, capital improvements, and operational requirements. General acceptance of the major items contained within the draft budget was reached.

At the May Council Meeting, Council adopted differential rates and minimum payments and to have them advertised in accordance with statutory requirements. One submission was received during the advertising period regarding the proposed rates, consideration of the submission was received at the June Council Meeting and adopted a reduced rate in the dollar for mining. An application was submitted to the Minister for Local Government; Heritage; Cultural and Arts requesting approval for a differential rate to be more than twice the lowest.

At the June Council Meeting, Council resolved to advertise the 2017/18 Draft Budget for the purpose of public consultation, in order to consider any submissions prior to the final adoption of the budget. Closing date for submissions was Monday, 17 July 2017 and one public submission was received.

At the August Council Forum, Council again reviewed the draft budget, due the end of financial year processes resulting in less surplus than anticipated. Along with other factors including reduced road grants. General acceptance of the draft budget was reached.

The formal budget has been prepared and now is presented for formal adoption by Council.

The budget, as presented, is in the format that meets the requirements of the Local Government Act 1995, and accompanying Financial Management Regulations 1996, as well as the Australian Accounting Standards (AAS).

Officer's Comment:

One submission was received in relation to the draft budget consultation, a submission summary and response is available in the Attachments Booklet – August 2017.

Since the Draft Budget was adopted for public consultation a few adjustments and other changes that have arisen. Such adjustments and changes include the following:

- Reduced surplus;
- Received advance payment of DFES operating grant;
- Dongara Denison Bowling Club were successful in grant funding from the Department of Sport and Recreation, Community Sporting and Recreation Facilities Fund (CSRFF) therefore reduced Shire contribution towards lights;
- Adjust budget allocation and transfer from restricted for the Coastal Nodes Project;
- Removed budget allocation of heritage advisor operating grant, no longer available;
- Sale of Grader and Community Bus;
- Minimal transfer to reserves;
- Reduced employee costs;
- Reduced materials and contracts costs;
- Plant Depreciation allocations;

The Shire has received approval from the Minister for Local Government; Heritage; Cultural and Arts for Council to adopt a UV differential rate which is more than twice the lowest rate on 11 July 2017.

Listed below is an explanation for relevant Budget actions:

Adoption of the 2017/18 Municipal Budget

In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —

- (a) the expenditure by the local government;
- (b) the revenue and income, independent of general rates, of the local government; and
- (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.

Rating

The rates reflect an increase of 3.5% in rate revenue over rates raised last financial year which is designed to ensure Councils operational requirements are kept in line within the projected levels of inflation, increased state government costs of power and water, reduction in Federal Financial Assistance Grants and to continue to invest in infrastructure works to stimulate and promote the economic development of the Shire. Also taken into consideration is the Community Strategic Plan, Corporate Business Plan and other informing strategies.

Outstanding Rates Penalty Interest

The Local Government Act 6.51 provides that Council may resolve to impose interest on a rate or service charge that remains unpaid after becoming due and payable. This reflects the loss in investment income to Council and to encourage early payment to assist cash flow management.

Instalment Options

The Local Government Act 6.45 (1) and Regulations 64(2) of the Local Government (Financial Management) Regulations 1996 requires Council, when adopting the budget, to determine the due dates for payment of instalments after the due date of the first instalment. Each instalment date will be at intervals of two months from the due date of the first instalment.

Instalment Options Administration Fee

The Local Government Act 6.45 (3) provides that Council may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments. This is to reflect the administrative cost to Council.

Instalment Option Interest Levy

The Local Government Act 6.45 (3) provides that Council may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments. This is to reflect the loss of investment income to Council.

Transfer to Reserve

Suspending transfers to reserve, except Plant Replacement Reserve, to assist with balancing the budget.

Members Attendance Fees

In lieu of meeting fees Council may adopt an annual attendance fee as set out in section 5.99 of the Local Government Act 1995 and Local Government (Administration) Regulations 1996 30(3A)(b) to be determined by the Salaries and Allowance Tribunal, which has established a minimum/maximum of \$7,612 and \$16,205 for elected members and \$7,612 and \$25,091 for the Shire President. The Salaries and Allowances Tribunal issued its determination for Local Government Elected Council Members, with updated band levels for fees, allowances and expenses effective from 1 July 2017. In this determination Council has been placed into Band 3.

Shire Presidents Allowance

As set out in section 5.98(5)(a) of the Local Government Act 1995, the Shire President is entitled, in addition to the Members Attendance Fee to an annual allowance. The minimum/maximum allowance for the Shire President is \$1,015 and \$36,591. The current level set by Council is \$10,000. The Salaries and Allowances Tribunal issued its determination for Local Government Elected Council Members, with updated band levels for fees, allowances and expenses effective from 1 July 2017. In this determination Council has been placed into Band 3.

Deputy Shire Presidents Allowance

The Local Government Act 5.98A(1) and Regulations provide that the Deputy Shire President may be paid an annual local government allowance of up to 25% of the Shire Presidents allowance.

Annual Telecommunications, IT Allowance and Travel Allowance

The Local Government Act 5.99A provides for an Information Technology and Telecommunication allowance, to be determined by the Salaries and Wages Tribunal, the minimum/maximum allowance for Telecommunications and Information Technology is \$500 and \$3,500. Whilst Council members have only claimed for minimal expenses in the past, it is suggested that an allocation be made in the budget for the provision of associated communication costs for the portable electronic devices.

Budget Review Variance

As per AASB1031 and Local Government (Financial Management) Regulations 1996, Regulation 34 requires that a material variance percentage and/or dollar figure be adopted by Council to be used during the budget review process and financial reporting.

Schedule of Fees and Charges

The Local Government Act 6.2 (4)(c) provides that the annual budget is to incorporate the fees and charges proposed to be imposed by Council.

Stakeholder Engagement:

The 2017/18 Draft Budget was advertised for public comment in the Geraldton Guardian on 4 July 2017 and the Local Rag on 12 July 2017 with submissions closing on 17 July 2017. Notices were also placed on the Council's Facebook page and electronic sign. One submission was received.

Councillors and staff have been actively engaged throughout the budget process from in depth discussions at the May workshop, adopting the differential rates at the May Council Meeting and in the August Forum.

Financial/Resource Implications:

The 2017/18 Municipal Budget provides for the revenue and expenditure requirements of the Shire of Irwin for the period 1 July 2017 to 30 June 2018.

Statutory Environment:

The Local Government Act 1995 provides as follows:

6.2. Local government to prepare annual budget

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

** Absolute majority required.*
- (2) *In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —*
 - (a) *the expenditure by the local government;*
 - (b) *the revenue and income, independent of general rates, of the local government; and*
 - (c) *the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.*
- (3) *For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.*
- (4) *The annual budget is to incorporate —*
 - (a) *particulars of the estimated expenditure proposed to be incurred by the local government;*
 - (b) *detailed information relating to the rates and service charges which will apply to land within the district including —*
 - (i) *the amount it is estimated will be yielded by the general rate; and*
 - (ii) *the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;*
 - (c) *the fees and charges proposed to be imposed by the local government;*
 - (d) *the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;*
 - (e) *details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;*
 - (f) *particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and*
 - (g) *such other matters as are prescribed.*
- (5) *Regulations may provide for —*
 - (a) *the form of the annual budget;*
 - (b) *the contents of the annual budget; and*
 - (c) *the information to be contained in or to accompany the annual budget.*

Policy Implications:

Nil.

Risk Implications:

The consequences of not adopting the budget are catastrophic and the likelihood of there being significant consequences is rare, therefore the risk implications are moderate.

Strategic Implications:

Strategic Community Plan 2012 - 2022

Strategy 4.2.1 Ensure compliance whilst embracing innovation and best practice principles

Strategy 4.3.3 Adopt best practice processes to achieve a high standard of governance and accountability.

OFFICE OF THE CEO

CEO03 – 08/17

Subject: Related Party Disclosures – New Policy
Reporting Officer: Manager Customer Services
Responsible Executive: Chief Executive Officer
File Reference: Minute Book
Voting Requirements: Simple Majority

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building licences, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To adopt a Related Party Disclosures Policy.

Officer's Recommendation:

That Council adopts the Related Party Disclosures Policy, as presented in Attachment Booklet – August 2017.

Attachment:

[Related Party Disclosures Policy](#)

Background:

The scope of Australian Accounting Standards Board Accounting Standard AASB 124 (Related Party Disclosures) was extended in July 2015 to encompass not for profit entities including Local Governments to disclose and report on related party relationships and transactions from 1 July 2016.

AASB 124 imposes a number of obligations upon elected members and senior Shire staff in relation to disclosure of their financial dealings with related parties. In order to meet this requirement, it is recommended that Council adopt a policy outlining procedures for identification and recording of related party relationships and transactions. This information will be confidential however, subject to audit as per of Council's annual external audit. A draft Related Party Disclosures policy has been prepared for Council to consider.

Officer's Comment:

From 1 July 2016 Council must disclose all relationships, and possibly any transactions and outstanding balances (including commitments), with related parties in its annual financial

statements in accordance with Australian Accounting Standards, AASB 124 Related Party Disclosures.

It is important to note that AASB 124 is not designed to detect and report fraud or misconduct. It is more so to enhance transparency and accountability of council transactions. Its primary objective is to ensure that an entity's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and any profit or loss may have been affected by the existence of related parties and transactions with those parties.

Stakeholder Engagement:

Nil

Financial/Resource Implications:

No financial impact, the policy will ensure better practice and procedures.

Statutory Environment:

Under the Local Government Act 1995, and Local Government (Financial Management) Regulations 1996, all Local Governments in Western Australia must produce annual financial statements that comply with the Australian Accounting Standards (AASB).

- *AASB 124 Disclosure Requirements*

Relevant to this policy, compliance with AASB 124 for annual periods beginning on or after 1 July 2016, the Shire will disclose in its Annual Financial Report any related party disclosures pursuant to AASB 124.

Section 2.7 of the *Local Government Act 1995* stipulates:

1. *The council -*
 - a) *governs the local government's affairs; and*
 - b) *is responsible for the performance of the local government's functions.*
2. *Without limiting subsection (1), the council is to –*
 - a) *oversee the allocation of the local government's finances and resources; and*
 - b) *determine the local government's policies.*

Although not a requirement under the Accounting Standards, the Department of Local Government, Sport and Cultural Industries recommend that each local government adopts a council policy on related party disclosures. The policy includes definitions, procedures, and forms to assist Council to identify and record related party relationships and transactions.

Policy Implications:

Creation of a new policy.

Risk Implications:

It is considered that any risk associated with adopting the new policy would be insignificant or minor and unlikely in measures of consequence and therefore the risk rating would be low.

Strategic Implications:

Strategic Community Plan 2012-2022

Strategy 4.2.1 Ensure compliance whilst embracing innovation and best practice principles

Strategy 4.3.3 Adopt best practice processes to achieve a high standard of governance and accountability.

OFFICE OF THE CEO

CEO04 – 08/17

Subject: Adoption of Local Emergency Management Arrangements
Reporting Officer: Community Emergency Services Manager
Responsible Executive: Chief Executive Officer
File Reference: ES.PL.1
Voting Requirements: Simple Majority

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To consider the adoption of the Shire of Irwin Local Emergency Management Arrangements (LEMA), including Recovery Plan and Recovery Plan – Resources in accordance with the *Emergency Management Act 2005*.

Officer's Recommendation:

That Council adopts the 2017 Local Emergency Management Arrangements including accompanying Recovery Plan, and Recovery Plan – Resources, as presented in Attachment Booklet – August 2017.

Attachment:

[Shire of Irwin Local Emergency Management Arrangements](#)
[Shire of Irwin Recovery Plan](#)
[Shire of Irwin Recovery Plan – Resources](#)

Background:

The previous LEMA were compiled back in 2011 – there was no requirement then for a separate Recovery Plan – and the processes, resources, and contacts it contained have since become superseded as a result of numerous inquiries & post-incident analyses, changes in legislation, and advancements in technology.

A meeting of the Shire of Irwin Local Emergency Management Committee took place on the 28 June 2017, where the Local Emergency Management Arrangements were presented to the assembled committee for tabling.

Officer's Comment:

These prepared Local Emergency Management Arrangements are consistent with the State Emergency Management Policies, Plans (i.e. the State EM Plan and Westplans) and, in accordance with section 41 (2) of the *Emergency Management Act 2005*.

Stakeholder Engagement:

Member agencies of the Shire of Irwin Local Emergency Management Committee, including:

- WA Police
- Department of Fire & Emergency Services
- Department of Health
- Department of Child Protection & Family Support

Financial/Resource Implications:

Nil

Statutory Environment:

Emergency Management Act 2005

Section 41. Emergency management arrangements in local government district

- (2) The local emergency management arrangements are to set out —
 - (a) the local government's policies for emergency management;
 - (b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
 - (c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b);
 - (d) a description of emergencies that are likely to occur in the local government district;
 - (e) strategies and priorities for emergency management in the local government district;
 - (f) other matters about emergency management in the local government district prescribed by the regulations; and
 - (g) other matters about emergency management in the local government district the local government considers appropriate.
- (3) Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.
- (4) Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator

Section 42. Reviewing and renewing local emergency management arrangements

- (1) A local government is to ensure that its local emergency management arrangements are reviewed in accordance with the procedures established by the SEMC.
- (2) Local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate.

Policy Implications:

A Local Recovery Management policy has been developed to support these arrangements and is presented in this Agenda for Council's consideration.

Risk Implications:

Should Council not have appropriate LEMA in place then there could be significant health, financial, reputational, and environmental consequences that would be considered catastrophic, with a likelihood of possible. Therefore the overall risk rating is considered to be High.

Strategic Implications:

Strategic Community Plan 2012 - 2022

Strategy 3.8.3 Continue to partner with relevant agencies in relation to emergency services management.

OFFICE OF THE CEO

CEO05 – 08/17

Subject: Local Recovery Management Policy
Reporting Officer: Community Emergency Services Manager
Responsible Executive: Chief Executive Officer
File Reference: ES.PL.1
Voting Requirements: Simple Majority

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

To consider the implementation of the Shire of Irwin Local Recovery Management Policy.

Officer's Recommendation:

That Council adopts the Local Recovery Management Policy, as presented in Attachment Booklet – August 2017.

Attachment:

[Shire of Irwin Local Recovery Management Policy](#)

Background:

With the Local Emergency Management Arrangements (including Recovery Plan) having been prepared and tabled for adoption with both the Local Emergency Management Committee and Council, as well as the Shire preparing to implement a Business Continuity Plan, it is an appropriate time to implement a policy which provides guidance to employees and contractors of the Shire of Irwin in fulfilling Local Recovery Management responsibilities as outlined in the *Emergency Management Act 2005*, and in accordance with the *Local Government Act 1995*.

Officer's Comment:

Greater emphasis and attention is being placed on Natural Hazard Preparedness i.e. Bushfire Risk Management Plans; Bushfire Attack Level Assessments; etc. This Local Recovery Management Policy will provide staff with guidance in the Shires responsibilities, and will tie-in with the suite of Emergency Management documents – Arrangements, and associated sub-plans – that have been adopted by the Shire in recent months.

Stakeholder Engagement:

Collaborative Management Team.

Financial/Resource Implications:

Nil

Statutory Environment:

Emergency Management Act 2005

Section 36: Functions of local government

It is a function of a local government —

- (b) to manage recovery following an emergency affecting the community in its district;

Section 41: Emergency management arrangements in local government district

- (4) Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.

Policy Implications:

Should this Policy be adopted, it will be incorporated into Council's Policy Manual.

Risk Implications:

Adopting this policy reduces Council's risk in regards to effectively implementing emergency management arrangements. Therefore the overall risk rating is considered to be Moderate.

Strategic Implications:

Strategic Community Plan 2012 - 2022

Strategy 3.8.2 Regular review and update the Emergency Services Management Plan.

Strategy 4.3.4 Continue to implement risk management standards.

PLANNING, COMMUNITY AND INFRASTRUCTURE

PCI01 – 08/17

Subject: Development Application for Single House and Outbuilding at Lot 770 (No. 5) Abbot Terrace, Port Denison
Reporting Officer: Planning Officer
Responsible Executive: Director Planning, Community and Infrastructure
Proponent: WA Country Builders on behalf of Mr and Mrs Jackson
File Reference: P815 / A9268
Voting Requirements: Simple Majority

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

For Council to consider a Development Application for a Single Dwelling and Outbuilding at Lot 772 (no. 5) Abbot Terrace, Port Denison.

Officer's Recommendation:

That Council, pursuant to Clause 10.3a) of the Shire of Irwin Local Planning Scheme No. 5, approves the Development Application for Single House and Outbuilding at 5 Abbot Terrace, Port Denison, as presented in the Attachments Booklet – August 2017, subject to the following Conditions and Advice Notes:

Conditions

1. The approved development shall be in accordance with the attached stamped approved plans.
2. The approved outbuilding shall not be used for human habitation, commercial or industrial purposes.
3. The approved development shall be connected to a reticulated sewer network.
4. The approved development shall be connected to a reticulated water supply by a licensed water provider.
5. The vehicle crossover shall be suitably constructed, drained and sealed (concrete, asphalt or brick pavers) to the satisfaction of the Shire of Irwin Technical Services and thereafter maintained.
6. The driveway/accessway shall be constructed, sealed and thereafter maintained.
7. Any soils disturbed or deposited on site shall be stabilised and retained on site to the satisfaction of the Shire of Irwin.

8. All stormwater and drainage runoff from all roofed and impervious surfaces is to be retained on site to the satisfaction of the Shire of Irwin.
9. External clothes drying area(s) appurtenant to the dwelling shall be provided in a location such that they are screened from public view from the street.

Advice Notes

1. In accordance with the Building Act, the approved development requires a Building Permit. When submitting the Building Permit Application, a BAL Assessment shall be provided with demonstrated compliance with the BAL Rating.
2. It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. The Shire of Irwin will take no responsibility for incorrectly located buildings.
3. It is the responsibility of the applicant/owner to search the title of the property to ascertain the presence of any easements and/or restrictive covenants.

Attachment:

[Attachment 1 – Aerial Image](#)

[Attachment 2 – Site plan, floor plan and elevations](#)

[Attachment 3 – Site photos](#)

[Attachment 4 – Neighbour submissions](#)

[Attachment 5 – Additional Written Justification](#)

Background:

The subject land is located on Abbot Terrace, Port Denison (Attachment 1). The lot is currently vacant and is relatively flat. The lot has a neighbour to the east and west (both vacant) and the lot to the north is currently undeveloped. The proposal is to construct a single dwelling and outbuilding (garage). The proposal and site photos can be viewed in Attachment 2 and Attachment 3, respectively.

Officer's Comment:

Under the *Shire of Irwin Local Planning Scheme No. 5* (LPS 5), the property is zoned Residential with density coding of R15. Under the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), the application must be assessed against the relevant provisions of the *State Planning Policy 3.1: Residential Design Codes of Western Australia* (the R-Codes).

Under the R-Codes, where a proposed development does not comply with the relevant Deemed-To-Comply Criteria of the R-Codes, the proposal must comply with the corresponding Design Principle. The proposal does not comply with the following Deemed-To-Comply Criteria of the R-Codes:

- Street Setback;
- Lot Boundary Setback of the Western boundary;
- Setback of Garages and Carports; and
- Outbuildings.

As such, the proposal must comply with the corresponding Design Principles.

The proposal was referred to neighbouring properties for comment. The Shire received one submission regarding the single house and one submission regarding the outbuilding (garage). These can be reviewed under Attachment 4 and below under Stakeholder Engagement.

With regard to the proposed single house, the Deemed-To-Comply minimum street setback is 6m. The proposed minimum street setback is 3.11m. The Deemed-To-Comply minimum lot boundary setback for the western lot boundary is 1.5m. The proposed minimum lot boundary setback for the western lot is 0m. This is the parapet wall for the proposed garage. The Deemed-To-Comply minimum setback of garages is 4.5m. The proposed minimum setback of the garage is 1.68m. These variations have been assessed against the relevant Design Principles in the table below:

	Officer Assessment
<p>Design Principle 5.1.2 P2.1 Street Setback Buildings set back from street boundaries an appropriate distance to ensure they:</p> <ul style="list-style-type: none"> • contribute to, and are consistent with, an established streetscape; • provide adequate privacy and open space for dwellings; • accommodate site planning requirements such as parking, landscape and utilities; and • allow safety clearances for easements for essential service corridors. 	<p><i>Please note that there is no established streetscape as this is the first proposed dwelling on Abbot Terrace.</i></p> <p>The reduced street setback provides for adequate privacy and useable open space for the proposed dwelling. The reduced street setback accommodates the minimum required parking utilities. As such, the reduced street setback is considered compliant with the relevant Design Principle and is recommended this variation be supported.</p>
<p>Design Principle 5.1.3 P3.2 Lot Boundary Setbacks Buildings set back from lot boundaries so as to:</p> <ul style="list-style-type: none"> • reduce impacts of building bulk on adjoining properties; • provide adequate direct sun and ventilation to the building and open spaces on the site and adjoining properties; and • minimise the extent of overlooking and resultant loss of privacy on adjoining properties. <p>Buildings built up to boundaries (other than the street boundary) where this:</p> <ul style="list-style-type: none"> • makes more effective use of space for enhanced privacy for the occupant/s or outdoor living areas; • does not compromise the design principle contained in clause 5.1.3 P3.1; • does not have any adverse impact on the amenity of the adjoining property; • ensures direct sun to major openings to habitable rooms and outdoor living areas for adjoining properties is not restricted; and • positively contributes to the prevailing development context and streetscape. 	<p>The proposed garage parapet wall provides for an effective use of space, allows for adequate solar access to the proposed dwelling and neighbouring lots and is unlikely to result in any overlooking onto neighbouring properties. The proposed garage parapet wall was referred to neighbouring property for comment. The Shire received a submission in support of the proposal, therefore, it is unlikely that this parapet wall shall cause an adverse amenity impact on neighbouring properties. As such, it is recommended this variation be supported.</p>
<p>Design Principle 5.2.1 P1 Setback of Garages and Carports The setting back of carports and garages to maintain clear sight lines along the street and not to detract from the streetscape or appearance of dwellings; or obstruct views of dwellings from the street and vice versa.</p>	<p>As the verge is approximately 6m, it is unlikely that the reduced setback shall compromise sight lines or visibility of users. As there are no existing dwellings, Officers are unable to speculate as to whether the reduced setback would obstruct views. As such, the reduced setback is considered compliant with the relevant Design Principle, and is recommended this variation be supported.</p>

With regard to the proposed outbuilding, the Deemed-To-Comply maximum wall height is 2.4m. The proposed maximum wall height is 2.485m. The Deemed-To-Comply minimum side (northern) setback is 1m. The proposed minimum side (northern) setback is 0m. The Deemed-To-Comply minimum side (eastern) setback is 1m. The proposed minimum side (eastern) setback is 0m.

Noting that the wall height is a minor variation and the lot boundary setbacks are a more significant variation, the following table provides an assessment against the relevant Design Principle for Outbuildings:

	Officer Assessment
<p>Design Principle 5.4.3 P3 Outbuildings Outbuildings that do not detract from the streetscape or the visual amenity of neighbouring properties.</p>	<p>Due to the location of the proposed dwelling, the proposed outbuilding is mostly screened, and is therefore unlikely to detract from the streetscape. The proposal is similar to other approved development within the surrounding streets, as such is consistent with the established streetscape. The proposed outbuilding (garage) is in the rear corner of the property, and adjacent to the rear corner of the neighbouring (eastern) property. The proposed outbuilding wall would be in place of a boundary fence. In addition, as the lot east to the proposal is vacant, Officers are unable to speculate as to whether the space may be used for active outdoor areas. As such, the proposal is unlikely to have an adverse amenity impact on neighbouring properties.</p>

Stakeholder Engagement:

The Development application was referred to three neighbouring landowners (north, east and west). One submission was received in support of the proposed single house and one submission was received objecting to the proposed outbuilding. The concerns are summarised and discussed in the table below:

Concerns	Officer Comment
<p>The proposed outbuilding (garage) varied setbacks may impact the amenity and quiet enjoyment of neighbouring properties.</p>	<p>Noted, this has been considered when assessing the proposed outbuilding against the relevant Design Principle (see above).</p>

Financial/Resource Implications:

Nil.

Statutory Environment:

Planning and Development Act 2005
 Planning and Development (Local Planning Schemes) Regulations 2015
 Shire of Irwin Local Planning Scheme No. 5
 State Planning Policy 3.1 Residential Design Codes

Policy Implications:

Nil

Risk Implications:

The likelihood of any risk occurring from Council recommending approval of the proposal is expected to be rare and the consequences insignificant. Therefore, the risk is low (1).

Strategic Implications:

Strategic Community Plan 2012 - 2022
 Strategy 4.2.1 Ensure compliance whilst embracing innovation and best practice principles.

PLANNING AND INFRASTRUCTURE

PCI02 – 08/17

Subject: Development Application for Sea Container and Boundary Fence for Lots 30 and 31 (no. 31-33) Hunts Road, Dongara
Reporting Officer: Planning Officer
Responsible Executive: Director Planning, Community and Infrastructure
Proponent: Dongara Veterinary Clinic
File Reference: P817 / A906 / A907
Voting Requirements: Simple Majority

Council Role:

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

For Council to consider a Development Application for a Sea Container and Boundary Fence at Lots 30 and 31 (no. 31-33) Hunts Road, Dongara.

Officer's Recommendation:

That Council, pursuant to Clause 10.3a) of the Shire of Irwin Local Planning Scheme No. 5, approves the Development Application for Storage Shed (Sea Container) and Boundary Fence at 31-33 Hunts Road, Dongara, as presented in the Attachments Booklet – August 2017 provided under a separate cover, subject to the following Conditions and Advice Notes:

Conditions

- 1. The approved development shall be in accordance with the attached stamped approved plans.**
- 2. The approved sea container shall be removed from 31-33 Hunts Street, Dongara by no later than 24 months of the approval date, as specified on the attached stamped approved plans, unless the Shire of Irwin agrees in writing to approve an extension of time (see Advice Note 1).**
- 3. The approved storage shed (sea container) shall not be used for human habitation, commercial and industrial purposes.**
- 4. The approved storage shed (sea container) shall be permanently screened when viewed from neighbouring properties and the public road. The area marked red on the stamped approved site plan shall be screened with the approved 1.8m high fence with lattice on the top for the purpose of screening the approved storage shed (sea container).**

5. All stormwater and drainage run off from all roofed and impervious areas is to be retained on site to the satisfaction of the Shire of Irwin.
6. The approved sea container shall be kept clean and maintained free of dilapidation, at all times, to the satisfaction of the Shire.

Advice Notes

1. In relation to application for extension of this Development Approval, prior to the expiry date a written request (email or post) must be submitted detailing compliance with the above conditions. Should the Shire receive any valid complaints regarding the approved sea container, the approval may not be extended.
2. In accordance with the Building Act, the approved sea container requires a Building Permit.
3. It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. This may necessitate re-surveying and re-pegging the site. The Shire takes no responsibility for incorrectly located buildings.
4. It is the responsibility of the applicant/owner to search the title of the property to ascertain the presence of any easements and/or restrictive covenants.

Attachment:

[Attachment 1 – Aerial Image](#)

[Attachment 2 – Site plan and photographs \(used as elevations\); and written submission](#)

[Attachment 3 – Site Photos](#)

[Attachment 4 – Neighbour and Heritage Advisor Submissions](#)

Background:

The proposed storage shed (sea container) and boundary fence shall be located on 31 and 33 Hunts Road, Dongara. The property is located within the Town Centre, adjoining the Dongara Veterinary Clinic. The proposed storage shed (sea container) and boundary fence are appurtenant to the approved Veterinary Clinic land use. The other adjoining lots are vacant. The proposal is in close proximity to 38 Moreton Terrace, Dongara, which is currently on the Shire of Irwin's Scheme Heritage List. The road verge is approximately 6.5m. Site photos can be viewed in Attachment 2.

Officer's Comment:

Under the Shire of Irwin Local Planning Scheme No. 5 (the Scheme), the lots are zoned Town Centre, as such, the proposal has been assessed against the Local Planning Scheme No. 5, the Dongara Town Centre Precinct Plan and the Local Planning Policy for Sea Containers.

Shire of Irwin Local Planning Scheme no. 5

The proposal is consistent with the objectives of the Town Centre zone, in that the proposal provides safe pedestrian movement, flow of traffic and adequate parking facilities. The proposal is considered acceptable with the existing streetscape and heritage buildings, as the proposed sea container shall be screened from Moreton Terrace through the use of lattice, and the existing vegetation on 32 Moreton Terrace. The existing vegetation along Hunts Road is not proposed to be removed, and shall screen the proposed sea container from view of Hunts Road. The Shire's External Heritage Advisor has stated that the boundary fence colours are unlikely to impact on the surrounding heritage development (see Stakeholder Engagement below, and Attachment 3).

Dongara Town Centre Precinct Plan (Precinct Plan)

The proposal is located within Sub-Precinct 1 – Moreton Terrace Main Street. The proposal is considered compliant with the relevant provisions of the Precinct Plan, including parking, landscaping and consideration of surrounding heritage.

Local Planning Policy for Sea Containers (LPP for Sea Containers)

The proposed sea container is considered to have adequate screening from the public road, there is no detrimental impacts on parking and landscaping provisions, or sightlines, and shall be located

on a flat, compacted area. As such the proposal is considered compliant with the LPP for Sea Containers.

The proposal was referred to neighbouring properties and the Shire's External Heritage Advisor for comments. The submissions are discussed below.

Considering the assessment with the above mentioned legislation, it is recommended that the proposal be approved temporarily for a period of 24 months subject to standard conditions and advice notes.

Stakeholder Engagement:

The proposal was referred to three adjacent properties and the Shire of Irwin's external Heritage Advisor. The Shire of Irwin received two responses following neighbour referral, one in support of the proposal and one in opposition of the proposal. The Shire also received a response following consultation with the External Heritage Advisor. The submissions are summarised and discussed in the table below:

Submission	Officer Comment
Does not comply with building standards and by-laws, concerning the proposed: <ul style="list-style-type: none"> • Bulk of the proposed sea container; • Height of the proposed sea container will be taller than the proposed fence; • The materials are an eyesore, the colour is unpleasing and subject to rust; 	The Shire's building standards and statutory environment have been discussed above. In this instance, it is considered this proposal is consistent with the Shire's planning legislation and building standards. There shall be a condition imposed that the maintenance be kept up to ensure the proposed sea container is not unaesthetically pleasing due to rust.
The containment of water runoff is nil;	A standard condition shall be implemented to ensure that all stormwater and drainage run off from all roofed and impervious areas shall be stabilised and retained on site.
The storage of toxic and dangerous chemicals appurtenant to the Dongara Veterinary Clinic.	The applicant has confirmed that no chemicals shall be stored in the proposed sea container.
Is the proposed boundary fence surrounding an approved subdivision;	As the landowner of the two lots is in agreement with the proposed boundary fence, a subdivision application and/or approval is not required to approve the proposed boundary fence.
Has there been a change of use for this land use to take place;	This land use is appurtenant to the existing veterinary clinic. As such, the proposed use is considered acceptable.
Additional noise patterns;	The proposed sea container is unlikely to increase the number of large animals and vehicles using the area. As such, it is unlikely that there be any additional noise as a result of the development.
Use of sea containers should be carefully managed by the Shire of Irwin due to the aesthetics of the town centre;	The applicant has agreed to add lattice to the fence line, on the northern side adjacent to the container, to ensure that the proposed sea container is screened from Moreton Terrace. In addition, the existing vegetation on 32 Moreton Terrace (same landowner as 31-33 Hunts Road), shall also provide additional screening. The vegetation to the south of the lots is not proposed to be removed.
Should be regarded as a temporary structure;	The proposed sea container shall be approved for 24 months. Should there be no valid complaints regarding the aesthetics or use of the sea container,

	the proponent shall be entitled to apply for an extension of Development Application. This shall be considered by Shire Officers if/when submitted.
Colour palette of boundary fence is considered acceptable and the proposed boundary fence is unlikely to have a detrimental impact on surrounding heritage places;	Noted.
Suggested that consideration be given to improving the streetscape of Hunts Road (i.e. vegetation or decorative material for the gates etc.);	Noted. The proponent shall be advised, however, the application, as is, is considered acceptable. It is dependent on Shire priorities and budgets, and visibility and safety of road users, as to whether additional vegetation may be provided on the road verge.
I support the development.	Noted.

Provided the proponent submits a Building Permit, there were no objection, in principle, following Development Control Unit referral.

Financial/Resource Implications:

Nil.

Statutory Environment:

Shire of Irwin Local Planning Scheme No. 5
 Dongara Town Centre Precinct Plan
 Local Planning Policy for Sea Containers

Policy Implications:

See Local Planning Policy for Sea Containers

Risk Implications:

The likelihood of risk occurring should Council recommend approval of the Development Application is rare, and the consequences insignificant. Therefore, the risk is low (1).

Strategic Implications:

Strategic Community Plan 2012 - 2022
 Strategy 4.2.1 Ensure compliance whilst embracing innovation and best practice principles.

9.2 COUNCIL COMMITTEE REPORTS

9.2.1 Receipt of Tidy Towns Sustainable Committee Minutes and Recommendations to Council from 18 July 2017.

TIDY TOWNS SUSTAINABLE COMMITTEE MINUTES:

That Council receives the Minutes of the Tidy Towns Sustainable Committee meeting held 18 July 2017, as provided within the Attachment Booklet – August 2017.

TIDY TOWNS SUSTAINABLE COMMITTEE RECOMMENDATION TO COUNCIL:

That Council, by Absolute Majority, appoints Jayne Rolinson as a member of the Tidy Towns Sustainable Committee.

9.2.2 Receipt of Irwin Roadwise Committee Minutes from 24 July 2017.

IRWIN ROADWISE COMMITTEE MINUTES:

That Council receives the Minutes of the Irwin Roadwise Committee meeting held on 24 July 2017, as provided within the Attachment Booklet – July 2017.

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

13. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

14. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at

_____.