



**ATTACHMENTS TO COUNCIL ITEMS**

Part 3 – Office of the CEO

ORDINARY COUNCIL MEETING

13 December 2016

**ATTACHMENT:CEO01**  
Annual Meeting of Electors 2016



MINUTES  
FOR THE  
ANNUAL GENERAL MEETING  
OF ELECTORS  
HELD ON  
TUESDAY, 22 NOVEMBER 2016



**MINUTES OF THE ANNUAL GENERAL MEETING  
OF ELECTORS HELD IN THE COUNCIL  
CHAMBERS ON TUESDAY,  
22 NOVEMBER 2016 COMMENCING AT 5.30PM**

<b>PRESENT</b>	Councillors	Cr I F West (Shire President) Cr M T Smith (Deputy President) Cr S F Gumley Cr D R Kennedy Cr M Leonard Cr B C Scott Cr B R Thompson
	Staff	Mr D J Simmons - Chief Executive Officer Ms S van Aswegen – Director Planning and Infrastructure Mr G M Peddie – Director Corporate and Community Mrs H M Sternick – Manager Customer Services Ms E Greaves – Coordinator Executive Services
	Electors	Joy Pratt, Fran McAllen, Jim Butcher, Murray Butcher, Greg Godwin, Paul “Doopa” Parker, Michael Butcher, John Rossiter, Annette Pendlebury, Peter Pendlebury, Peter Nunn and Hugh Campbell.
<b>APOLOGIES</b>		Cr M G Meares

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

The Shire President declared the meeting open at 5:30pm and welcomed everyone to the meeting.

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

Cr Meares advised of his apology via email prior to the meeting.

**3. 2015/16 ANNUAL REPORT**

**MEETING OF ELECTORS RESOLUTION:**

**MOVED:** Cr Thompson

**SECONDED:** Cr Kennedy

**That the Shire of Irwin’s Annual Report for the financial year ending 30 June 2016 be accepted.**

**CARRIED**

#### **4. RESPONSES TO QUESTIONS SUBMITTED BY ELECTORS**

Nil

#### **5. GENERAL BUSINESS**

On behalf of the Dongara Bushfire Brigade Mr Jim Butcher and other attendees raised concern in regards to preparation for fire season, managing firebreaks and availability of plant and staff to support in fire-fighting activities. A summary of the points raised is provided below:

- Delays in providing requested information regarding staffing and equipment
- Firebreak non-compliance has not been followed up in a timely fashion
- No Local Emergency Management Committee (LEMC) meeting held since June 2016 with no new meeting date scheduled.
- Recovery Plan not up-to-date or adequate

The CEO acknowledged the frustrations and concerns being shared and advised that he met with Chief Bush Fire Control Officer (CBFCO), Peter Summers yesterday and agreed on/discussed the following points:

- First and final firebreak notices were issued a month ago and remedial actions are now being followed up. Future non-compliance to be met with stricter consequences.
- Bushfire Risk Management Plan (BRMP) is currently being finalised and a draft is expected to be prepared for Council consideration in early 2017. The deadline for preparing the BRMP is 30 June 2017 which is when the contract with Department of Fire and Emergency Services (DFES) is due to expire. The BRMP is informing hazard reduction priorities – a list of which is to be presented at the 13 December 2016 Council meeting. The Shire is currently advertising for a replacement Bushfire Risk Planning Coordinator (BRPC).
- The sale of the Shire's John Deere Grader has been deferred and the Shire is currently investigating options for its future use, including its retention solely for fire-fighting and related mitigation purposes.
- LEMC arrangements are currently being reviewed including the appropriateness of time
- The Shire is extending a corporate wide approach to emergency management and the Executive Management Team considered WALGA and DFES's request to appoint key personnel in regards to Preform Teams for Level 3 incidents.
- The Shire will work collaboratively with the Bushfire Brigade to develop a resource list, including local government resources and those available through local contractors.
- The Shire will develop and share a list of staff contacts in regards to emergency management matters and will update its call centre script to ensure this is effectively communicated.
- The CEO and brigade will develop strategies to empower incident controllers to effectively access resources in the case of an incident. The Shire will aim to reduce red tape in these circumstances and work more closely with brigade members,

through the CBFCO to ensure needs are met. The CEO advised that, in addition to the Shire's Community Emergency, Services Manager and Shire Ranger, he is available to be contacted should the CBFCO or Deputy not be available.

A discussion was held in regards to hazard reduction work currently being undertaken by DFES. Mr Nunn requested that due to the fire risk of using mulching equipment it would be appreciated if the Brigade can be advised of upcoming work.

The CEO advised this information would be passed on to DFES.

The Shire President outlined that, at its meeting held earlier this evening, Council adopted a policy regarding requests for the clearance of vegetation on reserves managed by the Shire of Irwin in order to reduce Bushfire Attack Levels for habitable buildings on adjacent land, and would be developing a policy for the installation of firebreaks on Shire-controlled land.

Mr Nunn provided feedback that there is concern from the local building sector that the new Bushfire Attack Level (BAL) requirements are delaying approvals and therefore builds.

The CEO reiterated that Council, earlier today, adopted a policy that provides affected landowners the ability to reduce vegetation on neighbouring Shire-controlled land in regards to reducing BALs. It was noted that actions under this policy may require landowners to submit a clearing permit through the Department of Environment Regulation (DER), which is not guaranteed to be approved or result in a reduced BAL.

Mrs Pendlebury enquired if any fire mitigation work is scheduled for around the Irwin Rec oval.

The CEO advised that DFES is undertaking work along Richardson Road and the Shire has already identified this area (Shire-controlled) as a high priority in the list that is being finalised for consideration at the 13 December Council meeting.

Mrs Pendlebury also outlined concern in regards to the Boxthorn and Black Wattle, and enquired if they Shire could schedule to spray.

The Shire President suggested that a request could be made.

Mrs McAllen asked if the Shire could consider doing firebreaks for those that have failed to comply.

The CEO advised that the Shire Ranger is already undertaking follow-up inspections and where firebreak requirements have not been met the Shire can arrange the work and on-charge the property owner. The CEO further advised that whilst not Shire past practice, staff are looking at imposing fines for non-compliance. It is likely that this work will be staged.

Mrs McAllen also enquired as to a proposed date for the next LEMC meeting.

The CEO advised that he could not commit a date at this time but advice would be provided in due course.

Mr Nunn provided feedback from a ratepayer located in the North-east of the Shire that Tabletop Road is in the best condition it has ever been.

In reference to the block between the Big 4 Caravan Park and Grannies Beach parking area, and a request from residents to provide toilets and change rooms at this location in 2000, Mr Rossiter asked if it is likely that this request would be met in the near future.

The Shire President advised that plans for this area are incorporated into the Port Denison Foreshore Redevelopment Plan. The CEO added that portable toilets have been trialed in the past.

Mrs Pendlebury indicated her frustration in regards to the delay in changing the method of rating on her land from unimproved value to gross rental value.

The Director Corporate and Community (DCC) outlined that Council have approved the change of rating method, which has also been approved by the Minister for Local Government, and Landgate have now been tasked with undertaking valuations for the affected properties. Once the valuations have been completed this information will be provided to the Shire for adjustments to be made which will be backdated to 1 July 2016.

He also clarified that town planning zoning is not considered for the rating valuation, the Department only considers rural or non-rural use in their determination.

Mrs Pendlebury advised that her correspondence was initiated in 2012, and asked why it has taken so long.

The DCC outlined that the review considered a large range of properties and the approval and valuation process does, unfortunately, take time and reiterated that the Minister's order calls for rate adjustments to be backdated to 1 July 2016 which the Shire has to adhere to.

## **6. CLOSURE OF MEETING**

There being no further business, the Presiding Member thanked all those in attendance and declared the meeting closed at 6:30pm.