

# SHIRE OF YORK

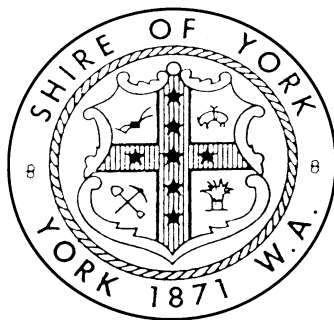
**MINUTES OF THE ORDINARY  
MEETING OF THE COUNCIL  
HELD ON 16 DECEMBER, 2013  
COMMENCING AT 3.00pm  
IN THE COUNCIL CHAMBERS,  
YORK TOWN HALL, YORK**



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## SHIRE OF YORK

THE ORDINARY MEETING OF THE COUNCIL  
HELD ON MONDAY, 16 DECEMBER, 2013, COMMENCING AT  
3.00PM IN THE COUNCIL CHAMBERS, YORK TOWN HALL, YORK

Cr Reid read the Welcome to Country -

*I would like to acknowledge the Balladong People, the Traditional Owners of the land on which we are gathered and pay my respects to their Elders both past and present.*

### 1. OPENING

#### 1.1 Declaration of Opening

*Cr Matthew Reid, Shire President, declared the meeting open at 3.00pm.*

#### 1.2 Disclaimer

The Shire President advised the following:

*"I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995.*

*Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material."*

#### 1.3 Suspension of Standing Orders (undergoing the repeal process) –

Moved: Cr Smythe; Seconded: Cr Wallace

*That Council:*

*Suspend Clause 9.1 of the Local Law Standing Orders for the duration of the meeting.*

*Carried: 6/0*

#### 1.4 Announcement of Visitors

*Nil*

## 1.5 Declarations of Interest that Might Cause a Conflict

### Financial Interest

*Cr Matthew Reid – 9.5.2 – Financial – Member of the DAP Panel*

*Cr Mark Duperouzel – 9.5.2 - Financial – Member of the DAP Panel*

*Cr David Wallace – 9.5.2 - Financial – Alternate Member of the DAP Panel*

*Cr Denese Smythe – 9.5.2 - Financial – Alternate Member of the DAP Panel*

### Disclosure of Interest that May Affect Impartiality

*Graham Lantzke – 9.5.3 – Impartial - Applicant*

## 2. ATTENDANCE

### 2.1 Members

*Cr Matthew Reid, Shire President; Cr Mark Duperouzel, Deputy Shire President*

*Cr Denese Smythe, Cr David Wallace, Cr Pat Hooper, Cr Tony Boyle*

### 2.2 Staff

*Ray Hooper, Chief Executive Officer; Jacky Jurmann, Manager of Planning Services; Graham Lantzke, Manager Works & Projects; Gordon Tester, Manager – Environmental Health & Building Services; Helen D’Arcy-Walker, Executive Support Officer*

### 2.3 Apologies

*Tyhscha Cochrane*

### 2.4 Leave of Absence Previously Approved

*Nil*

### 2.5 Number of People in Gallery at Commencement of Meeting

*There were 26 people in the Gallery at the commencement of the meeting.*

## 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

### 3.1 Previous Public Questions Taken on Notice

#### **Ms Patricia Walters**

#### **Question 1:**

In the Disclaimer on the front of the Agenda could you please define the definition of ‘Documents’?

#### **Response:**

The reference to documents relates to third party documents which are not the property of the Shire of York and which may be subject to copy right or third party approval for release.

#### **Mrs Tanya Richardson**

#### **Question 1:**

The full 2012/13 Financial Year actual against budget report for the Shire was not published (reporting for 11 months only was provided) will Council request that the full financial year report be published in the Minutes for the Ratepayers.

**Response:**

The 2012/13 Financial Report to 30<sup>th</sup> June, 2013 was published in the August 2013 meeting Agenda along with the July Financial Report.

**4. PUBLIC QUESTION TIME**

*Cr Reid read the following statement at the commencement of Public Question Time:*

**Statement by the Presiding Member at the Opening of Public Question Time at Ordinary and Special Council Meetings**

"Public Question Time is provided for under the provisions of Section 5.24 of the Local Government Act and the Local Government (Administration) Regulations 1996.

To provide equal opportunity for people to ask questions a limit of two (2) questions per person per time will be applied. If there is time available in Public Question Time people may be given the opportunity to ask a further two (2) questions at a time.

**Procedures**

- Questions submitted in writing prior to the meeting will be dealt with initially.
- Questions from the floor will be taken in the order recorded in a register.
- Statements, opinions and attachments will not be recorded in the minutes.
- Questions requiring research will be taken on notice and a response will be prepared in a reasonable timeframe. The original questions and the response will be included in the Agenda and Minutes of the next Ordinary Council meeting.
- Questions may be deemed inappropriate because they contain defamatory remarks or offensive language, they question the competency of elected members or staff, they relate to the personal affairs of elected members or staff, they relate to legal processes and confidential matters or they have been responded to previously and these will not be accepted or recorded in the Minutes.
- The minutes may only record a summary of the question asked and the response given.
- Where possible questions asked should be submitted in writing at the completion of question time or at the end of the meeting.
- At Special Council Meetings questions must relate to the items on the Agenda.
- Shire of York guidelines for Public Question Time are included on the meeting agenda."

**PRESIDING OFFICER**

21 October 2013

**4.1 Public Question Time**

*Public Question Time commenced at 3.04pm*

**Mr Simon Saint****Question 1:**

Why does the Administration department choose to ignore some members of the public leaving them no option than to use Freedom of Information legislation?

**Response:**

Administration staff have a responsibility to allocate resources on a community needs basis and priorities when dealing with requests and there is no statutory requirement to respond in set timeframes on these requests for the gratification of individuals.

It would go against all good governance principles in relation to the community as a whole for staff to be instructed to provide immediate responses to individuals, particularly on matters of little relevance to the wider community and its needs.

**Mrs Roma Paton****Question 1:**

Will Council remove the delegation to the Chief Executive Officer in item 3 of the Officers Recommendation on 9.4.4 Master Lending Agreement?

**Response:**

No – This simply continues the process of staff arranging loan funds which have been specifically approved by Council in the budget or absolute majority approval processes, as operated by all local governments across the state.

**Question 2:**

Is there any chance that Agenda Item 9.2.8 – Old Lawn Tennis Centre – RDAP Program can be deferred as it was hoped that this facility would be a long term home for the Wheatbelt Women's Health Hub?

**Response:**

The item should not be deferred as all parties need a definitive answer on the future use of the land and a deferment does not resolve any issue.

When the item is debated the officer recommendation may be supported, amended or rejected.

**Ms Louise Draper-Sevenson****Question 1:**

Costs Of SITA Proposal To Ratepayers Over The Life Of The Facility.

What measures has the Shire taken to set a guaranteed costing formula for dumping its waste at the Landfill site in the 30+ years following the years when Shire of York has been offered free use of the facility?

**Response:**

Nil – no arrangements or agreements have been entered into for waste disposal under this proposal. In the Long Term Financial Plan, Council has budgeted for the ongoing payment of waste disposal fees.

**Question 2:**

Effect of Shire Amalgamation on Agreement with SITA.

What affect will the proposed amalgamation of local government areas have on SITA's free dumping agreement with the Shire of York singly, either during the free phrase, or years following, considering that the volume of waste will increase if/when it includes other local government areas; and has the Group of Amalgamated Shires costed dumping this increase in volume at the SITA site or elsewhere, and is the Shire amalgamation effect built into SITA's agreement with the Shire of York?



**Response:**

All members of the South East Avon Regional Transition Group have budgeted in their Long Term Financial Plans for the continued payment of waste disposal fees under the current arrangement for each individual Shire.

No arrangements or agreements have been entered into with SITA for the Shire of York or any other local government entity in the region.

As only two questions were accepted at the meeting the balance of questions submitted were taken on notice.

**Mrs Kay Davies****Question 1:**

If the Councillors receive SITA's proposal are they willing to hold a town meeting to discuss this proposal with the community of York before any action is taken or decisions made, especially in the light of the fact the next Ordinary Meeting of the Council will not be held until February 17, 2014? If not when are the Councillors prepared to discuss this with the York community?

**Response:**

Council will consider holding a public meeting on the proposed landfill application when a compliant application is received as agreed previously, however the Council will not be the determining authority if the value of the application triggers the automatic referral to a Development Assessment Panel.

It is also advised that Electors can call for a Special Meeting of Electors in accordance with Sections 5.28 to 5.33 of the Local Government Act.

**Question 2:**

Which two (2) Councillors will be sitting on the DAP committee for this proposal? Do you know the names of the other DAP committee members yet and can these be provided to our group as soon as they are known?

**Response:**

Subject to the outcome of the meeting on the 16<sup>th</sup> December 2013, the Shire of York representatives of the Development Assessment Panel will be Councillors Reid and Duperouzel with Councillors Smythe and Wallace as the alternative (deputy) members.

The names of the independent members of the Development Assessment Panel will be public information when the Panel is convened to assess a particular application.

**Mrs Yvonne Dols****Question:**

In relation to the CRC building, can it be repaired using the approximate \$60,000 for demolition costs and be made available to the York Friendship Club and the Quilts for Cancer organisation when it becomes vacant?

**Response:**

Debate and discussion will be held during the tabled Agenda item.

**Ms Trish Walters**

**Question 1:**

Is the old Lawn Tennis Club building on the Shire of York Asset Register?

**Response:**

Yes

**Question 2:**

Is it a Community Asset?

**Response:**

Yes

**Question 3:**

Due to the success of the Wheatbelt Women's Health Hub, should the Council not acknowledge the Hub?

**Response:**

Discussion to be held during the tabled Agenda item. Council are in support of the Wheatbelt Women's Health Hub, however Council does not link the old Lawn Tennis Centre with the Hub.

**Ms Vicki Bertrand**

**Question:**

Would the Council consider keeping the building as a community facility?

**Response:**

The community will be taken in consideration.

**Mrs Roma Paton**

**Question:**

Would Council please advertise Council Meetings in the Community Information Leaflet and the 'Voice of York'?

**Response:**

Yes

**Ms Darlene Barratt**

**Question 1:**

Has the public been advised of the rezoning of Glebe Street.

**Response:**

Manager of Planning Services advised that the rezoning had been advertised

**Question 2:**

Would Council consider using the land for a co-location building?

**Response:**

No co-location building is going ahead.

**Mrs Tanya Richardson****Question:**

It was stated in the recent Community Information Update that York continues to buck the rural and wheatbelt trend by growing and expanding. Where did these statistics come from?

**Response:**

Taken on Notice.

**Ms Tricia Walters****Question:**

In Standing Orders the Agenda should be available 5 days prior to the meeting. This Agenda was not available until Friday.

**Response:**

Standing Orders will be considered in the new year. The Agenda for this meeting was placed on the website late Wednesday afternoon and a hard copy was available in the Shire office Thursday morning.

**Mr Kim Hack****Question:**

The Sydney/London car rally will be having an over\night stop in York in April 2014. Will the Council consider a co-ordinator to manager the event?

**Response:**

A number of Councillors have already had a meeting with the organisers and the process is underway.

**Ms Darlene Barratt****Question:**

Would Council consider giving the land to the Wheatbelt Women's Health Hub?

**Response:**

The future of the site will be discussed during the Agenda item.

*Public Question Time was declared closed by the Shire President at 3.29pm*

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

*Cr Boyle – 27<sup>th</sup> December, 2013 to 23<sup>rd</sup> January, 2014*

*Cr Duperouzel – 6<sup>th</sup> January, 2014 to 31<sup>st</sup> January, 2014*

*Cr Hooper – 16<sup>th</sup> January, 2014 to 23<sup>rd</sup> January, 2014*

*Cr Reid – 13<sup>th</sup> January, 2013 to 23<sup>rd</sup> January, 2014*

**RESOLUTION**

**011213**

**Moved: Cr Hooper**

**Seconded: Cr Duperouzel**

***“That Council grant a leave of absence to Cr Tony Boyle, Cr Mark Duperouzel, Cr Pat Hooper and Cr Matthew Reid for the month of January.”***

***CARRIED: 6/0***

**6. PETITIONS / PRESENTATIONS / DEPUTATIONS**

*Nil*

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

7.1 Minutes of the Ordinary Council Meeting held November 18, 2013

Corrections

Confirmation

**RESOLUTION**

**021213**

**Moved: Cr Hooper**

**Seconded: Cr Wallace**

***“That the minutes of the Ordinary Council Meeting held November 18, 2013 be confirmed as a correct record of proceedings.”***

***CARRIED: 6/0***

**8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

*Cr Reid stated that he and fellow Councillors are aware that parks and gardens are a priority of the York community. Council have directed Ray Hooper, CEO to prepare a Resources paper. The paper will specify the resources, plant and equipment, technical skills, financial resources necessary to fulfil this community expectation. The Council and community need to be aware of budgeting and water restrictions.*

**9. OFFICER’S REPORTS**

## **9.1 Development Services**



**9. OFFICER'S REPORTS**  
**9.1 DEVELOPMENT REPORTS**  
**9.1.1 Local Planning Policy – Advertising Signs**

*When acting as a planning authority in accordance with the powers conferred by the Planning and Development Act 2005 and any relevant scheme, the Council of the Shire is entitled to make decisions based only on proper planning considerations.*

<b>FILE NO:</b>	<b>PS.GEN</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>9 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>Shire-wide</b>
<b>APPLICANT:</b>	<b>N/a</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>J Jurmann, MPS</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Policy</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

**Summary:**

Council at its Ordinary Meeting held on 21 October 2013 resolved the following:

1. *“Adopt the draft amended Local Planning Policy – Advertising Signs for the purposes of community consultation.*
2. *Advertise the Policy for a minimum period of 21 days in accordance with the provisions of the York Town Planning Scheme No. 2.*
3. *Receive a further report following the community consultation period.”*

The draft amended Policy was advertised and no submissions were received. It is therefore recommended that the Policy be adopted.

**Background:**

The current Local Planning Policy for Advertising Signs was adopted by Council at its Ordinary Meeting held on 17 October 2011. The Policy was adopted to provide guidance to the community and Council for the regulation of advertising signage.

The Policy has been reviewed and appropriate changes have been made to clarify that the Policy applies to the whole of the Shire of York and to include provisions on protest signage and signage at the Forrest Oval Recreation Complex.

**Consultation:**

In accordance with Clause 8.8.2 of the York Town Planning Scheme No. 2, all local planning policies must be advertised to the community for a period of not less than 21 days prior to becoming operative.

The draft amended policy was advertised in the Avon Valley Gazette, together with advertisements at the Council Office and on Council's website inviting submissions from the community from the 2<sup>nd</sup> to the 25<sup>th</sup> November 2013.

No submissions were received during the consultation period.

**Statutory Environment:**

**York Town Planning Scheme No. 2**

Clause 8.8 of the Scheme enables Council to prepare and adopt local planning policies. Amendments or additions to policies must be made as if it was a new policy.

**Policy Implications:**

The amendments clarify the intent of the policy and provide guidance of current and emerging issues.

**Financial Implications:**

There are no financial implications associated with this proposal.

**Strategic Implications:**

The Shire of York's 2012 Strategic Community Plan goals are:

**Social**

- Manage population growth, through planned provision of services and infrastructure.
- Strengthen community interactions and a sense of a united, cohesive and safe community.
- Build and strengthen community, culture, vibrancy and energy.

**Environmental**

- Maintain and preserve the natural environment during growth, enhancing the 'rural' nature of York, and ensuring a sustainable environment for the future.
- Support sustainable energy and renewable resource choices.

**Economic**

- Build population base through economic prosperity.
- Value, protect and preserve our heritage and past.
- Grow the economic base and actively support local businesses and service provision.

The proposed amendments to the Local Planning Policy for Advertising Signs is consistent with the goals of the Strategic Community Plan and will support the protection of the heritage of York and support local businesses through clarity in policy.

**Voting Requirements:**

**Absolute Majority Required:**                      **No**

**Site Inspection:**

**Site Inspection Undertaken:**                      **Not applicable**

**Triple bottom Line Assessment:****Economic Implications:**

There are no economic implications associated with this proposal.

**Social Implications:**

There are no social implications associated with this proposal.

**Environmental Implications:**

There are no environmental implications associated with this proposal.

**Comment:**

The Policy has been advertised to the community in accordance with Council's resolution and the provisions of the town planning scheme.



**RESOLUTION  
031213**

**Moved: Cr Duperouzel**

**Seconded: Cr Hooper**

***“That Council:***

- 1. Adopt the reviewed Local Planning Policy – Advertising Signs in accordance with the provisions of the York Town Planning Scheme No. 2.***
- 2. Advertise to the community in a local circulating newspaper that the Policy has been adopted.”***

***CARRIED: 5/1***



### **Item 9.1.1 – Appendices**



## **9. OFFICER'S REPORTS**

### **9.1 DEVELOPMENT REPORTS**

#### **9.1.2 Proposed Rezoning – Foreman, Lewis & Red Swamp Precinct**

*When acting as a planning authority in accordance with the powers conferred by the Planning and Development Act 2005 and any relevant scheme, the Council of the Shire is entitled to make decisions based only on proper planning considerations.*

<b>FILE NO:</b>	<b>PS.PPD.4.4</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>9 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>Foreman, Lewis &amp; Red Swamp Precinct</b>
<b>APPLICANT:</b>	<b>N/a</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>J Jurmann, MPS</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>1 – Location Plan</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

#### **Summary:**

Council at its Ordinary Meeting held on 21 October 2013 considered a request on behalf of a landowner to rezone Lot 69 Lewis Road, York from Rural Residential to Residential.

In principle support was given to the rezoning, subject to the other landowners in the precinct being given an opportunity to 'opt-in' and share the costs to rezone their properties.

This report requests Council to consider how to share the costs of the rezoning equitably between all landowners and recommends Council Planner's prepare the scheme amendment documentation on behalf of all landowners for the Precinct.

#### **Background:**

Following receipt of a request for Council to initiate a scheme amendment to rezone Lot 69 Lewis (Cnr Foreman) Rd from Rural Residential to Residential with density coding consistent with the neighbouring York Estates to facilitate subdivision, Council at its Ordinary Meeting held on 21 October 2013 resolved the following:

1. *Advertise the applicant that it supports the rezoning of Lot 69 Lewis Road, York and agrees, in principle, to initiate a scheme amendment to the York Town Planning Scheme No. 2.*
2. *Advises that that the applicant is responsible for all costs associated with the rezoning, including preparation of scheme amendment documentation that meets the requirements of the York Local Planning Strategy and York Town Planning Scheme No. 2."*

This reports relates to the notation appended to Council's resolution which states:

*"Letter to be sent to all neighbours to give them the opportunity to 'opt in' to the proposal."*

#### **Consultation:**

In accordance with the notation a letter was sent to all landowners in the Foreman, Lewis and Red Swamp Precinct (see plan at Appendix 1). There are 13 properties varying from 1 to 1.5 hectares in area zoned Rural Residential, and not currently subdividable under the current Scheme provisions.

The letter advised landowners of the proposed rezoning and requested an 'expression of interest' if they were interested in participating in the rezoning, including cost sharing. Seven (7) positive responses were received from landowners throughout the Precinct. At the time of writing this report, no responses (or objections) were received from the remaining six (6) landowners.

Further discussions have also been held with the original applicant and their planning consultant, and it was agreed that further advice from Council was required regarding equitable distribution of costs amongst all landowners that would benefit from the rezoning.

### **Statutory Environment:**

#### **York Town Planning Scheme No. 2**

Properties in the York Estates have a dual coding of R5/R10 and therefore a minimum lot size of 2,000m<sup>2</sup>. The higher density coding of R10 allowing a minimum lot size of 1,000m<sup>2</sup> can only be utilised (in accordance with Schedule 5 of the Scheme) if the property can be connected to the Water Corporation's reticulated sewerage system (i.e. deep sewerage).

It is proposed to rezone the Precinct to Residential R5/R10 consistent with the zoning of the adjacent York Estates.

### **Policy Implications:**

#### **York Local Planning Strategy**

The LPS identifies the site within an area identified for future residential east of the Avon River. The objective of the precinct is *"to ensure any further residential development is compatible with existing development patterns and does not compromise the residential objectives for west of the Avon River."*

Strategies for the precinct include:

1. Any rezoning or recoding proposal for land within the precinct are to address the criteria listed in (d) of the section 2.3.3 of the LPS.
2. Support residential development that is consistent with existing zoning and draft Country Sewerage Policy provisions.
3. Residential intensification and expansion east of the Avon River will generally not be supported outside of sewered areas.
4. Support the proposed Low Density Residential expansion area (Map 2 of LPS – attached at Appendix 2) as this logically rounds off the existing residential area.

#### **Local Planning Policy – Contributions for Road & Footpath Construction & Infrastructure**

Contributions will be sought under the provisions of the Policy at the subdivision stage.

#### **Draft Country Sewerage Policy (Department of Health)**

The draft Policy does not permit the subdivision of unsewered properties with an area of less than 2,000m<sup>2</sup> and is enforced by the Western Australian Planning Commission. This proposal complies with this Policy.

### **Financial Implications:**

The Council resolution of 21 October 2013 stated that the applicant would be responsible for all costs associated with the rezoning. This resolution was proposed when the rezoning related to a single lot, i.e. Lot 69 Lewis Road.

In view of equitability, and in light that 7 of the 13 landowners are interested in the potential future subdivision of their properties, this point of the resolution should be reconsidered.

Recently Council initiated and bore the costs of rezoning the Crawford Court Precinct. Landowners are still responsible for the costs of any drainage infrastructure and road upgrading/construction, but did not have to bear the expense of engaging a planning consultant individually or as a group at the rezoning stage.

Due to the landowners being scattered throughout the Precinct and that no logical rezoning boundary can be established, it is considered appropriate for Council's Planners to also prepare the required documentation for this precinct.

The financial implications of this approach is that other landowners may also expect Council to bear the cost of rezoning their properties and it should be made clear that Council will not carry the costs of rezoning single properties or multiple properties in single ownership, particularly if the property does not have a strategic context and community benefit.

### **Strategic Implications:**

The Shire of York's 2012 Strategic Community Plan goals are:

#### Social

- Manage population growth, through planned provision of services and infrastructure.
- Strengthen community interactions and a sense of a united, cohesive and safe community.
- Build and strengthen community, culture, vibrancy and energy.

#### Environmental

- Maintain and preserve the natural environment during growth, enhancing the 'rural' nature of York, and ensuring a sustainable environment for the future.
- Support sustainable energy and renewable resource choices.

#### Economic

- Build population base through economic prosperity.
- Value, protect and preserve our heritage and past.
- Grow the economic base and actively support local businesses and service provision.

The rezoning of the Precinct is consistent with the objectives of the York Local Planning Strategy. As it is not considered good planning practice to rezone individual lots and it is always preferable to rezone precincts with logical boundaries, this new Precinct-wide proposal has a greater strategic context and benefit to the community.

### **Voting Requirements:**

**Absolute Majority Required:**                      **No**

### **Site Inspection:**

**Site Inspection Undertaken:**                      **Not applicable**

### **Triple bottom Line Assessment:**

#### **Economic Implications:**

If Council resolves to prepare the documentation associated with the rezoning, then there are economic implications associated with staff time and advertising costs. These costs can be absorbed within existing budget allocations.

#### **Social Implications:**

Rezoning of the precinct will provide increased additional housing choice for new and existing residents, which will have a positive social outcome for the York community.

**Environmental Implications:**

There are no environmental implications associated with this proposal, although drainage will need to be considered as part of the subdivision proposal.

**Comment:**

It is not considered an unreasonable request for Council's Planners to prepare the scheme amendment documentation for the Precinct, similar to the approach with the rezoning of Crawford Court.

An Outline Development Plan (or Structure Plan) may be required to facilitate subdivision, particularly if more than 3 lots are proposed and/or new roads are required. The costs associated with the preparation of the ODP will need to be borne by the applicant, as it may require the engagement of specialist consultants.

**RESOLUTION  
041213****Moved: Cr Hooper****Seconded: Cr Boyle*****"That Council:***

- 1. Request Council's Planners to prepare the scheme amendment documentation required to rezone the Foreman, Lewis and Red Swamp Precinct from Rural Residential to Residential R5/R10.***
- 2. That the affected landowners be advised of the resolution and be advised that the amendment once initiated will be advertised for community comment.***
- 3. That a further report be received to formally initiate the scheme amendment for the Precinct.***
- 4. Not to prepare scheme amendment documentation for rezoning proposals associated with single lots or multiple lots in single ownership or lots that are not identified in the York Local Planning Strategy."***

**CARRIED: 6/0**



## **Item 9.1.2 – Appendices**



## **9.2 Administration Reports**



**9. OFFICER'S REPORTS**  
**9.2 ADMINISTRATION REPORTS**  
**9.2.1 Demolition of Community Resource Building**

<b>FILE NO:</b>	<b>CCP.21</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>3 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>5 Joaquina Street, York</b>
<b>APPLICANT:</b>	<b>Not Applicable</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>G Tester, MHB</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Nil</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

**Summary:**

Council is requested to consider the demolition and removal of the tile roofed brick walled building situated at 5 Joaquina Street when the building is vacated by its current occupants as the building is no longer economically viable to maintain and it is considered to be structurally unsound.

**Background:**

This building is situated on a parcel of land 1138 square metres in an area zoned Town Centre and is owned by the Shire of York.

The building was originally constructed in 1953.

During the last several years this building has deteriorated to the point where it is now considered to be a maintenance liability and no longer suitable for use.

Structural assessments of this building have been undertaken by Councils Building Surveyors who have recommended that this building be demolished and removed.

A quote for demolition of this building was obtained in March 2013.

**Consultation:**

Council

**Statutory Environment:**

Building Act 2011, Building Regulations 2011

**Policy Implications:**

Nil

**Financial Implications:**

Demolition cost of approximately \$20,000.

**Strategic Implications:**

It is Councils vision that its assets are well maintained and meet its requirements with an objective to upgrade and maintain its infrastructure.

This building is no longer economically viable to maintain or to consider upgrading.

**Voting Requirements:**  
**Absolute Majority Required:** No

**Site Inspection:**  
**Site Inspection Undertaken:** Yes

**Triple bottom Line Assessment:**

**Economic Implications:**

While it may be considered unfortunate to remove a Council asset that could have been used by a community group it is considered to no longer be an option to continue to spend money on a building that has reached the limit of its serviceable life.

**Social Implications:**

Community groups seeking to occupy this Council owned building in the future will have to look elsewhere.

**Environmental Implications:**

Nil

**Comment:**

As most components of this building are defective due to the age of the building, it is recommended that Council allocate a budget amount of \$20,000 to facilitate the demolition of the former Community Resource Building when the current occupants have vacated the building.

This building is a maintenance liability and can no longer be considered to be an asset.

The removal of this building will provide an opportunity for Council to consider a number of options for this site ranging from a car park to the construction of a building for some future purpose.

**RESOLUTION  
051213**

**Moved: Cr Boyle**

**Seconded: Cr Hooper**

***"That Council:***

***Direct staff to arrange for the Demolition of the brick walled, tiled roofed building situated on Lot 7, 5 Joaquina Street York and provides a budget allocation of \$20,000.00 for this purpose in the 2014/15 budget."***

***CARRIED: 6/0***

**9. OFFICER'S REPORTS**  
**9.2 ADMINISTRATION REPORTS**  
**9.2.2 Youth Report for December 2013**

<b>FILE NO:</b>	<b>CS.LCS.6</b>
<b>COUNCIL DATE:</b>	<b>16<sup>th</sup> December, 2013</b>
<b>REPORT DATE:</b>	<b>6<sup>th</sup> December, 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>N/A</b>
<b>APPLICANT:</b>	<b>Shire of York</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>Anneke Birleson, YAC</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Nil</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

**Summary:**

- **York Youth Centre** - The Youth Centre is running every Tuesday and Wednesday after school. Attendance is very low as we move into the Summer period.
- **Summer School Holiday** - Contact with clubs regarding an Inclusion program during the school holidays is ongoing and a decision will be reached this week as to whether it is worth going ahead in January or waiting until April. There has been a positive response from some local artists, but a mixed response from sporting clubs, with Swimming and Golf keen to be involved at a future date.
- **Urban Art Project** - Awaiting news on grant.
- **Road Safety** - A conversation with Cliff Simpson has identified a possible source of funding for the Urban Art project, as well as future opportunities to involve youth in road safety awareness campaigns throughout 2014. Youth Activities Coordinator will meet with Cliff in the New Year to discuss possibilities.

**Background:**

Youth Activities Coordinator is building strong relationships with the appropriate partners in all fields of youth development, including education, police and health partnerships. Trust and integrity is being developed with York youth and their parents/guardians as quality programs are being introduced and activated.

**Consultation:**

Youth  
School  
Police  
Health  
Councillors  
Council Staff  
Community Members

**Statutory Environment:**

Nil

**Policy Implications:**

Not Applicable

**Financial Implications:**

Activities and initiatives are funded in SOY budget and through grants, fundraising activities and 'user pays' arrangements.

**Strategic Implications:**

***The Shire of York's 2012 Strategic Community Plan -***

***Social: Building a Sense of Community -***

- *Develop a Youth Plan to capture specific youth activities and opportunities.*

***Environment: Enhanced Lifestyle Choices -***

- *Provide and maintain facilities for youth and aged services.*
- *Provide and maintain local area spaces and parks.*
- *Implement asset plans for youth facility, skate park, park improvements, pool upgrades, archives centre, town hall upgrades.*

***Economic Development: Maximise Development -***

- *York will diversify economically through commercial growth, providing jobs and services to support our growing population.*
- *There will be employment and investment choices, providing a place for business access to rural and metropolitan opportunities.*

**Voting Requirements:**

**Absolute Majority Required:           No**

**Site Inspection:**

**Site Inspection Undertaken:           Not applicable**

**Triple bottom Line Assessment:**

**Economic Implications:**

Nil

**Social Implications:**

A strong focus on Youth activities will support community cohesion and interaction through the recognition and valuing of this section of the community.

**Environmental Implications:**

Not applicable

**Comment:**

This report serves to keep the community informed of the activities in place.

**RESOLUTION**

**061213**

**Moved: Cr Duperouzel**

**Seconded: Cr Smythe**

***"That Council:***

***Receives this report and acknowledges and endorses the activities and initiatives of the Youth Development Officer."***

***CARRIED: 6/0***



9. OFFICER'S REPORTS  
9.2 ADMINISTRATION REPORTS  
9.2.3 Information Services

FILE NO:	CS.LCS.8.1
COUNCIL DATE:	16 December 2013
REPORT DATE:	2 December 2013
LOCATION/ADDRESS:	N/A
APPLICANT:	Shire of York
SENIOR OFFICER:	R Hooper, CEO
REPORTING OFFICER:	Information Services Officers – Vicki & Tamara
DISCLOSURE OF INTEREST:	Nil
APPENDICES:	Appendix A and B
DOCUMENTS TABLED:	Nil

**Summary:**

The following is a summary of items for York Information Services for the month of **November 2013**.

- **Visitor Numbers-** (Appendix A) These numbers are counted manually and only include adults and older children actually walking through the doors of the Information Services office. They do not include people walking into the Town Hall to use toilets, view exhibits etc.

The Information Services are recording additional information on the visitor numbers visiting the Town Hall for such things as shopping, information only, events, family history, sightseeing, and walks. This count will assist any grant applications in the future and are available on request.

The number of visitors coming through the doors in November 2013 was **1162** as compared to **793** in 2012.

- **Product Sales-** (Appendix B) Net sales for the month of November 2013 were **\$690.50** compared to **\$434.40** for the same period 2012.
- **The Wanderer Magazine** - York has featured in The Wanderer Magazine for the RV Friendly Towns which is great for York as it promotes more people to come into town, we have had so much positive feedback with the Free RV Parking it's wonderful for the town.
- **Request for Services** - There are certain services that visitors ask for (verbally) on a regular basis, these include:
  - Laundromat
  - More RV Parking signs coming into town
  - Bus Tours to show people around the town and take them to the attractions in York
  - More York Information signs as you come into town
- **Feedback** – That the York Information Services should not close up for an hour for lunch, had people complaining about it.

**Background:**

We have the calendar of Event for the year of 2013. We have also started the 2014 calendar of Events. All known details are listed on the Calendar of Events, which is distributed through York Information Services and available on the Shire of York website.

**Consultation:**

Shire of York and local business proprietors

**Statutory Environment:**

Nil

**Policy Implications:**

Not Applicable

**Financial Implications:**

Nil

**Strategic Implications:**

Not Applicable

**Voting Requirements:**

**Absolute Majority Required: No**

**Site Inspection:**

**Site Inspection Undertaken: Not applicable**

**Triple bottom Line Assessment:****Economic Implications:**

Nil

**Social Implications:**

Nil

**Environmental Implications:**

Nil

**Comment:**

This report serves to keep the community informed of the activities in place.

**RESOLUTION**

**071213**

**Moved: Cr Smythe**

**Seconded: Cr Wallace**

***“That Council:***

***Receive the November 2013 report prepared by York Information Services”.***

***CARRIED: 6/0***

### **Item 9.2.3 – Appendices**



**9. OFFICER'S REPORTS**  
**9.2 ADMINISTRATION REPORTS**  
**9.2.4 South East Avon Regional Transition Group**

<b>FILE NO:</b>	<b>OR.RDT.5</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>5 September 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>South East Avon</b>
<b>APPLICANT:</b>	<b>SEARTG</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>R Hooper, CEO</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Minutes – SEARTG Board Meeting</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

**Summary:**

The minutes of the South East Avon Regional Transition Group Board Meeting held on 14 November, 2013 at the Shire of York are provided for Council and Community information.

**Background:**

The South East Avon Regional Transition Group (SEARTG) was formed from SEAVROC to investigate structural reform in this region under a formal agreement with the Department of Local Government.

The Regional Transition Group has received funding of over \$500,000 to undertake Business Plans, Asset Management Plans, Community Strategic Plans, 10 Year Financial Plans and Workforce Plans to properly analysis the structural reform process.

**Consultation:**

Not Applicable

**Statutory Environment:**

Not Applicable

**Policy Implications:**

Nil

**Financial Implications:**

Fully funded by Department of Local Government grants.

**Strategic Implications:**

The Shire of York's 2012 Strategic Community Plan goals are:

***Social***

- *Manage population growth, through planned provision of services and infrastructure.*
- *Strengthen community interactions and a sense of a united, cohesive and safe community.*
- *Build and strengthen community, culture, vibrancy and energy.*

***Environmental***

- *Maintain and preserve the natural environment during growth, enhancing the 'rural' nature of York, and ensuring a sustainable environment for the future.*
- *Support sustainable energy and renewable resource choices.*

**Economic**

- *Build population base through economic prosperity.*
- *Value, protect and preserve our heritage and past.*
- *Grow the economic base and actively support local businesses and service provision.*

**Voting Requirements:**

**Absolute Majority Required:**           **No**

**Site Inspection:**

**Site Inspection Undertaken:**           **Not Applicable**

**Triple bottom Line Assessment:****Economic Implications:**

Not Applicable

**Social Implications:**

The community will be fully informed of all plans and reports before any final decision is made in relation to any merger arising from the structural reform process.

**Environmental Implications:**

Nil

**Comment:**

Provide ongoing information on the current status of the structural reform studies.

**RESOLUTION**

**081213**

**Moved: Cr Duperouzel**

**Seconded: C Boyle**

***“That Council:***

***Receive the Minutes of the South East Avon Regional Transitional Group Board Meeting.”***

***CARRIED: 6/0***

#### **Item 9.2.4 – Appendices**





**9. OFFICER'S REPORTS**  
**9.2 ADMINISTRATION REPORTS**  
**9.2.5 Roads & Bridges Asset Management Plan**

<b>FILE NO:</b>	<b>TR.RDT.3</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>5 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>Shire of York</b>
<b>APPLICANT:</b>	<b>N/A</b>
<b>SENIOR OFFICER:</b>	<b>Ray Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>Ray Hooper, CEO</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Asset Management Plan – August 2012</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

**Summary:**

The Asset Management Plan – Roads and Bridges forms part of the Statutory Integrated Planning and Report process for all Local Governments in Western Australia.

**Background:**

The Roads and Bridges Asset Management Plan was funded through the structural reform process for the South East Avon Regional Transition Group.

**Consultation:**

Local Governments  
Consultants  
York Transport Group

**Statutory Environment:**

Integrated Planning Framework and Guidelines as part of the Local Government Reform Programme.

**Policy Implications:**

Nil

**Financial Implications:**

Nil at present as the Plan has been funded from Structural Reform grants and the Transition Group.

**Strategic Implications:**

The Shire of York's 2012 Strategic Community Plan goals are:

***Built Environment: Enhanced Lifestyle Choices***

***Our Vision -*** *Our assets, facilities, roads and parks are well maintained and meet our requirements.*

***Outcomes -*** *Improved Quality of Our Assets*

***Objectives -*** *Upgrade and Maintain Our Infrastructure*

***Priorities -*** *Develop and implement Asset Management Plans.*

**Voting Requirements:**

**Absolute Majority Required:** **No**

**Site Inspection:**

**Site Inspection Undertaken:** **Yes – All Roads & Bridges**

**Triple bottom Line Assessment:****Economic Implications:**

Asset Management of the transport network is vital for the future of rural and regional areas.

**Social Implications:**

Community expectations are for a safe and efficient local transport network administered by their Local Government.

**Environmental Implications:**

Environmental sustainability is an integrated component of any Asset Management Plan.

**Officers Comment:**

This first version of the Asset Management Plan – Roads & Bridges is the first step in the Asset Management process using road conditions reports, unit cost rates and works priority setting.

The data in the report relates to 2010/11 as the initial assessment and road and bridge expenditures for 2011/12 , 2012/13 and 2013/14 to date are currently being added for a full review in 2014.

The initial unit cost rates and road values were reviewed in the past four months and new values were adopted by Council in November 2013.

A new 15 year road plan is currently being developed from the asset programme.

The Roads & Bridges Asset Management forms part of the Long Term Financial Plan and the Corporate Business Plan as a guideline and framework for asset sustainability.

Some of the roads identified on Page IV under 'What We Cannot Do' have in fact been done or are planned as road expenditure needs are flexible to meet demands and to achieve asset preservation wherever possible.

The development of revised 10 year road programmes will deal with identified priorities based on technical assessment and road expenditures are now categorised as maintenance, renewal, upgrade and expansion to achieve the right mix for asset management.

Please note that projected Renewal Works Programme on Pages 40-54 are provided as a guide only and these roads will not necessarily be incorporated as current or future budget items at this stage as actual needs are determined on an annual basis.

Indicative road expenditure allocations have been made in the Long Term Financial Plan to be received by Council as part of Integrated Planning and Reporting and the Corporate Business Plan however these are also subject to annual review and allocations within the adopted budget.

This plan is a working guideline for the sustainable development of York and the management of the largest assets of the Shire being roads and bridges.

**RESOLUTION  
091213**

**Moved: Cr Duperouzel**

**Seconded: Cr Hooper**

***“That Council:***

- 1. Receive the Roads & Bridges – Asset Management Plan (Version 1 – August 2012) for incorporation into the Corporate Business Plan.***
- 2. Advise the DLG that a new 15 year road plan is currently being developed from the asset programme.’***

***CARRIED: 6/0***



## **Item 9.2.5 – Appendices**



**9. OFFICER'S REPORTS**  
**9.2 ADMINISTRATION REPORTS**  
**9.2.6 ANZAC Centenary**

**FILE NO:** CCP.13; CS.CEV.13  
**COUNCIL DATE:** 16 December 2013  
**REPORT DATE:** 9 December 2013  
**LOCATION/ADDRESS:** Mt Brown  
**APPLICANT:** York RSL  
**SENIOR OFFICER:** R Hooper, CEO  
**REPORTING OFFICER:** R Hooper, CEO  
**DISCLOSURE OF INTEREST:** Nil  
**APPENDICES:** Correspondence from the York RSL Sub-Branch  
**DOCUMENTS TABLED:** Nil

**Summary:**

York RSL Sub-Branch requests a partnership with the Shire of York to upgrade facilities at Mt Brown for memorial events such as the annual Dawn Service and to make this area more useable for community use.

**Background:**

Mt Brown has been used for memorial Dawn Services for an extended period and the numbers currently attending these indicates a need for upgrading.

Mt Brown is also a tourist feature and any upgrading works will increase its attractiveness and useability.

**Consultation:**

York RSL

**Statutory Environment:**

Nil at this stage.

**Policy Implications:**

Nil

**Financial Implications:**

Upgrading works will be subject to grant applications and 2014/15 budget allocations and there will be minimal, if any, financial impact in the 2013/14 financial year.

**Strategic Implications:**

***Environment: Preserving and Sustaining Our Natural Environment***

*Our Vision - We will sustain and enhance our rural identity and natural aspects within our thriving natural environment, ensuring our natural environment is protected and enhanced.*

*Outcomes – Preserved Natural Environment*

*Objectives – Protect and Enhance Our Natural Environment and Biodiversity*

*Priorities - Protect and sustain Mt Bakewell and Mt Browne.*

### ***Economic Development: Maximise Development***

*Our Vision - Visitors will be welcomed, with activities and places of significance to visit, providing a base to visit other regional and rural areas.*

*Outcomes – Increase Visitors*

*Objectives – Support York as a Regional Place to Visit*

*Priorities - Build tourism capability through events, arts, history, walkways, and cultural experiences.*

#### **Voting Requirements:**

**Absolute Majority Required: No**

#### **Site Inspection:**

**Site Inspection Undertaken: Yes – Numerous Inspections**

#### **Triple bottom Line Assessment:**

##### **Economic Implications:**

Potential beneficial impacts on tourism through upgraded facilities.

##### **Social Implications:**

Upgrading of facilities at Mt Brown will have beneficial impacts on community and tourist use as well as enhancing ANZAC Day and other memorial services.

##### **Environmental Implications:**

Due care and attention will be given to environmental management in any development on the site.

#### **Officers Comment:**

The Centenary of ANZAC will be a significant event in the history of Australia and the development of facilities to commemorate this event will have long term benefit to the community.



## OFFICER RECOMMENDATION

*"That Council:*

- 1. Endorse the upgrading of the Mt Brown facilities as a priority for the ANZAC centenary.*
- 2. Agree to the formation of a Working Party comprising two (2) Shire of York representatives and two (2) York RSL Sub-Branch representatives to (a) develop concept plans for approval by Council, and (b) prepare grant applications*
- 3. Make appropriate allocations in the 2014/15 Municipal Budget to undertake agreed works."*

## RESOLUTION 101213

**Moved: Cr Boyle**

**Seconded: Cr Hooper**

*"That Council:*

- 1. Endorse the upgrading of the Mt Brown facilities as a priority for the ANZAC centenary.*
- 2. Agree to the formation of a Working Party comprising three (3) Shire of York representatives being Cr Pat Hooper, Cr Matthew Reid and Ray Hooper, CEO and two (2) York RSL Sub-Branch representatives to (a) develop concept plans for approval by Council, and (b) prepare grant applications*
- 3. Make appropriate allocations in the 2014/15 Municipal Budget to undertake agreed works."*

**CARRIED: 6/0**

*The Officer Recommendation was amended to allow for greater Council representation.*



## **Item 9.2.6 – Appendices**



**9. OFFICER'S REPORTS**  
**9.2 ADMINISTRATION REPORTS**  
**9.2.7 York Recreation & Convention Centre (YRCC)**

<b>FILE NO:</b>	<b>CCP.7</b>
<b>COUNCIL DATE:</b>	<b>16th December 2013</b>
<b>REPORT DATE:</b>	<b>8th December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>N/A</b>
<b>APPLICANT:</b>	<b>Shire of York</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>Kathryn Brown, YRCC Manager</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Nil</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

**Summary:**

The following is a summary of items for York Recreation and Convention Centre for the month of  
**November 2013.**

- **Catering Numbers on Fridays-** Monthly averages were calculated from the number of meals served each Friday night. A steady number of meals sold each Friday, with only a marginal decline in children's meals across the month. Figures almost identical to October perhaps indicating that we have found our niche. Weekend dining showed a sizeable increase in numbers due to the return of regular fixtures for all summer sports, with almost a 100% increase in numbers of meals sold when compared with October.
- **Sporting Events And Catering -** Due to a busy month of sports fixtures, the YRCC was open at least 6 days a week, throughout November. All clubs seem happy with access to facilities and catering offered.
- **Diversity of Private Functions -** During November YRCC hosted a Melbourne Cup day event, an engagement party, a sundowner event, the Rail Project meeting, and Ladies Gala day bowls, in addition to regular tennis, cricket and lawn bowls fixtures
- **Feedback:**
  - Complaints regarding damage to gym flooring due to weights use on the carpeted areas and also trip hazard of weights being left out
  - Increased interest from community groups wanting to utilise the venue for meetings etc
  - Comments on improvement in lawn surfaces surrounding the venue

**Background:**

York Recreation and Convention centre is a hospitality venue within a sporting complex and is aimed at bringing together local sporting clubs and the wider York community. Through quality of customer service and excellent facilities and catering, we also wish to attract corporate clients with potential knock-on effects for other local businesses

**Consultation:**

Shire of York  
Affiliated Sporting clubs  
Corporate and local clients for functions

**Statutory Environment:**

Nil

**Policy Implications:**

Not Applicable

**Financial Implications:**

A substantial increase in turnover since October resulted in a final monthly figure closer to September in value. This is a positive outlook for “normal” trading as we hosted fewer events in November than September but turnover was still high.

**Strategic Implications:****Social: Building a Sense of Community****Vision**

- Our community will be inclusive and interactive, where people feel safe and are welcomed.
- Our community will value each other, building relationships and networks to interact, socialise and recreate.
- Our community will have access to service requirements.

**Objectives**

Outcomes – Connected community

Objectives – Strengthen community cohesiveness and participation

Priorities - Develop and participate in a regional social plan to capture and strengthen community development opportunities, such as recreation, social groups, communication and activities

**Voting Requirements:**

**Absolute Majority Required:** No

**Site Inspection:**

**Site Inspection Undertaken:** Not Applicable

**Triple bottom Line Assessment:****Economic Implications:**

The YRCC has the capacity to enhance the local economy through the attraction of conferences, seminars and events.

**Social Implications:**

Recreation and community hub facilities are integral to community wellbeing and social interaction.

**Environmental Implications:**

Nil

**Officers Comment:**

The report serves to keep the community informed of the activities at the YRCC.

**RESOLUTION**

**111213**

**Moved: Cr Wallace**

**Seconded: Cr Boyle**

***“That Council:***

***Receive the November 2013 report prepared by York Recreation and Convention Centre.”***

***CARRIED: 6/0***

**9. OFFICER'S REPORTS**  
**9.2 ADMINISTRATION REPORTS**  
**9.2.8 Old Lawn Tennis Centre – RDAP Program**

<b>FILE NO:</b>	<b>PS.TPS.48</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>9 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>Glebe Street, York</b>
<b>APPLICANT:</b>	<b>Shire of York</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>R Hooper, CEO</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>1. Minutes April 2013 Council Meeting</b> <b>2. Letter to LandCorp</b> <b>3. Letter from LandCorp</b> <b>4. Options Paper</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

**Summary:**

LandCorp advice of the 1<sup>st</sup> May, 2013 was that the Council condition on the proposed development of the land is not acceptable and a request for Council to consider the condition.

The staff recommendation is for Council to rescind the addendum to Resolution No. 020413 being

“subject to any created lots not being sold within three (3) years from the date of clearance of subdivision being deeded to the ownership of the Shire of York at no cost.”

**Background:**

The development of this land has been subject to much debate within successive Councils whether to retain it for future Shire development, sell the land or to proceed with the LandCorp development proposal.

**Consultation:**

LandCorp  
Council

**Statutory Environment:**

The provisions of the Planning and Development Act 2005 and the York Town Planning Scheme No. 2 will be applicable to any development associated with the land parcel.

**Policy Implications:**

There are no policy implications associated with this item. The zoning of the land is consistent with the proposed land use and the York Local Planning Strategy.

**Financial Implications:**

As a condition of the Regional Development Assistance Program, the Shire of York will be required to be ceded at no cost, prior to the commencement of construction and demolish the existing building (i.e. provide the land ‘shovel ready’). The costs of demolition has been estimated at \$50,000.

It is estimated that the land could be sold for \$250-300,000 based on recent sales for land in the locality. The cost of development has been estimated at \$756,641 in the McDowell Affleck report. As can be seen, the costs of development are quite high at \$65,549 per lot. The RDAP Program is specifically designed to facilitate development for local government where the development costs could be considered prohibitive.

If Council chose to sell the land and not participate in the Landcorp process there will be no guarantee of development, and therefore no rateable lots created. Landcorp has a standard condition on their developments to ensure that construction commences within a stipulated period of time and if the buyer defaults the land returns to Landcorp for re-sale.

### **Strategic Implications:**

The Shire of York's 2012 Strategic Community Plan goals are:

#### Social

- Manage population growth, through planned provision of services and infrastructure.
- Strengthen community interactions and a sense of a united, cohesive and safe community.
- Build and strengthen community, culture, vibrancy and energy.

#### Environmental

- Maintain and preserve the natural environment during growth, enhancing the 'rural' nature of York, and ensuring a sustainable environment for the future.
- Support sustainable energy and renewable resource choices.

#### Economic

- Build population base through economic prosperity.
- Value, protect and preserve our heritage and past.
- Grow the economic base and actively support local businesses and service provision.

The development of the site is consistent with the goals of the Community Strategic plan in that it will provide additional fully serviced housing lots to build the population and provide a planned development that will protect the environment through the creation of a foreshore reserve.

### **Voting Requirements:**

**Absolute Majority Required:**            **Yes**

### **Site Inspection:**

**Site Inspection Undertaken:**            **Yes**

### **Triple bottom Line Assessment:**

#### **Economic Implications:**

The development of this site will provide additional housing choice in York that is located on the Avon River within walking distance to the town centre. The draft development plan indicates the creation of nine (9) single residential lots and a ground housing site. It is envisaged that the group housing site will contain villas and townhouses that will again provide another housing choice. The growth of York's housing choice and availability is important to the economic growth of York and the region.

#### **Social Implications:**

Variety of housing choice, both in design and affordability, is important to achieve the goals of the Community Strategic Plan to build the population and economic base.

#### **Environmental Implications:**

There are no environmental implications associated with this proposal. The creation of a foreshore reserve as a buffer in accordance with the Department of Environment and Conservation will be beneficial to the community and the environment.



**Officers Comment:**

Due to the often prohibitive costs associated with undertaking developments in regional WA, many projects are not commercially viable and the supply of privately developed land is often limited or non-existent.

Through the Regional Development Assistance Program (RDAP) the State Government provides LandCorp with limited funding to progress regional projects that do not break-even, but is essential to supporting the revitalisation and growth of regional towns and centres, such as York.

Action on this matter has been deferred for six (6) months to allow Council to consider all options available for the best use of the land from the community benefit, business economic benefit and the financial sustainability of the Shire of York with the current recommendation being for an independent body in LandCorp to undertake the development with the associated risks and costs.

**OFFICER RECOMMENDATION**

*"That Council:*

- 1, *Rescind the following part of Resolution 020413 being:*

*Addendum:*

*Subject to any created lots not being sold within three (3) years from the date of clearance of subdivision being deeded to the ownership of the Shire of York at no cost.*

2. *Advise LandCorp as follows:*

*Approval is given to progress the development of lots 31, 150 & 151 Clifford Street, York, known as the old Lawn Tennis Centre, for residential purposes by LandCorp as part of the 2012 Regional Development Asset Program and that Council agree to cede the land at no cost to LandCorp prior to commencement of works."*

***As Council did not Put the Motion Cr Duperouzel offered an alternative motion.***

**RESOLUTION****121213****Moved: Cr Duperouzel****Seconded: Cr Smythe**

***"That Council:***

***Rescind all of Resolution 020413 and advise LandCorp of no further interest in dealing with LandCorp for the residential development of this site.***

***CARRIED: 6/0***

*The Officer Recommendation was amended as there is no urgency to dispose of land and Council will hold the land for future use or sale.*



## **Item 9.2.8 – Appendices**



### **9.3 Works Reports**



## **9.4 Financial Reports**





## **9. OFFICER'S REPORTS**

### **9.4 FINANCE REPORTS**

#### **9.4.1 Monthly Financial Reports – November 2013**

<b>FILE NO:</b>	<b>FI.FRP</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>6 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>Not Applicable</b>
<b>APPLICANT:</b>	<b>Not Applicable</b>
<b>SENIOR OFFICER:</b>	<b>Ray Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>Tabitha Bateman, FO</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Yes – Appendix A as detailed in Summary</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

#### **Summary:**

The Financial Report for the period ending 30 November 2013 is hereby presented for the consideration of the Council.

Appendix A includes the following:

- Monthly Statements for the period ended 30 November 2013
- Bank Account Reconciliations
- List of Creditors Payments
- Payroll Direct Debits Summary
- Corporate Credit Card Summary
- Fuel Card Summary

#### **Consultation:**

Dominic Carbone

#### **Statutory Environment:**

Local Government Act 1995 (As Amended).

Local Government (Financial Management) Regulations 1996 (As Amended).

#### **Policy Implications:**

Nil.

#### **Financial Implications:**

The following information provides balances for key financial areas for the Shire of York's financial position as at 30 November 2013;

Sundry Creditors as per General Ledger	<b>\$33,520.37</b>
Sundry Debtors as per General Ledger	<b>\$616,406.97</b>
Unpaid rates and services current year (inc. ESL)	<b>\$1,413,913.80</b>
Unpaid rates and services previous years (inc. ESL)	<b>\$737,449.64</b>

#### **Strategic Implications:**

Nil

#### **Voting Requirements:**

**Absolute Majority Required: No**

**Site Inspection:****Site Inspection Undertaken:** Not applicable**Triple bottom Line Assessment:****Economic Implications:**

A zero balance or surplus end of year financial position will increase community confidence and cohesion and provide an opportunity for improved community benefits in future years.

**Social Implications:**

Not applicable.

**Environmental Implications:**

Not applicable.

**Comment:**

Not applicable.

**RESOLUTION****131213****Moved: Cr Hooper****Seconded: Cr Smythe*****“That Council:***

***Receive the Monthly Financial Report for November and ratify payments drawn from the Municipal and Trust accounts for the period ending 30 November 2013:***

	<b><u>VOUCHER</u></b>	<b><u>AMOUNT</u></b>
<b>MUNICIPAL FUND</b>		
<b><i>Cheque Payments</i></b>	<b><i>30937 - 31004</i></b>	<b><i>\$ 83,202.93</i></b>
<b><i>Electronic Funds Payments</i></b>	<b><i>11550 - 11706</i></b>	<b><i>\$ 1,012,891.14</i></b>
<b><i>Direct Debits Payroll</i></b>		<b><i>\$ 164,855.25</i></b>
<b><i>Bank Fees</i></b>		<b><i>\$ 1,153.02</i></b>
<b><i>Corporate Cards</i></b>		<b><i>\$ 2,376.34</i></b>
<b><i>Shell Cards</i></b>		<b><i>\$ 15.00</i></b>
<b><i>TOTAL</i></b>		<b><i><u>\$ 1,264,493.68</u></i></b>
<b>TRUST FUND</b>		
<b><i>Cheque Payments</i></b>	<b><i>4212 - 4234</i></b>	<b><i>\$ 7,288.34</i></b>
<b><i>Direct Debits Licensing</i></b>		<b><i>\$ 126,995.25</i></b>
<b><i>TOTAL</i></b>		<b><i><u>\$ 134,283.59</u></i></b>
<b><i>TOTAL DISBURSEMENTS</i></b>		<b><i><u>\$1,398,777.27”</u></i></b>

**CARRIED: 6/0**

#### **Item 9.4.1 – Appendices**



## **9. OFFICERS' REPORTS**

### **9.4 FINANCE REPORTS**

#### **9.4.2 Annual Report and Electors Meeting**

<b>FILE:</b>	<b>FI.FRP.2</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>6 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>N/A</b>
<b>APPLICANT:</b>	<b>N/A</b>
<b>SENIOR OFFICER:</b>	<b>Ray Hooper, CEO</b>
<b>REPORTING OFFICER</b>	<b>Tyhscha Cochrane, DCEO</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>2012/13 Annual Report, Annual Financial Report &amp; Auditors Statement</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

#### **Summary:**

This report recommends that the Annual Report for the Shire of York for the Year Ended 30<sup>th</sup> June 2013 be accepted and that the Annual General Meeting of Electors' be held on Monday, 3<sup>rd</sup> February 2014.

#### **Background:**

The Council prepares an annual report for each financial year ending 30 June. Items to be included in the annual report are prescribed in the Local Government Act 1995.

It includes a summary of the Council's annual activities, including the audited annual financial statements and Independent Audit Report.

#### **Consultation:**

Auditors

Staff

DCA – Consultants

#### **Statutory Environment:**

Local Government Act, 1995 (As Amended) - the following sections of the Act are relevant to the receipt of the Annual Report and the convening of the Annual Electors Meeting:

#### ***"5.53. Annual reports***

- (1) The local government is to prepare an annual report for each financial year.
- (2) The annual report is to contain —
  - (a) a report from the mayor or president; and
  - (b) a report from the CEO; and
  - [(c), (d) deleted]*
  - (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and
  - (f) the financial report for the financial year; and
  - (g) such information as may be prescribed in relation to the payments made to employees; and
  - (h) the auditor's report for the financial year; and
  - (ha) a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*; and

- (hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —
  - (i) the number of complaints recorded in the register of complaints; and
  - (ii) how the recorded complaints were dealt with; and
  - (iii) any other details that the regulations may require;
 and
  - (i) such other information as may be prescribed.

*[Section 5.53 amended by No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6.]*

#### **5.54. Acceptance of annual reports**

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.

*\* Absolute majority required.*

- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

*[Section 5.54 amended by No. 49 of 2004 s. 49.]*

#### **5.55. Notice of annual reports**

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

#### **5.56. Planning for the future**

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

*[Section 5.56 inserted by No. 49 of 2004 s. 42(6).]*

*[5.57, 5.58. Deleted by No. 49 of 2004 s. 42(6).]''*

#### **Policy Implications:**

Nil

#### **Financial Implications:**

Nil

#### **Strategic Implications:**

Nil

#### **Voting Requirements:**

**Absolute Majority Required:** Yes

#### **Site Inspection:**

**Site Inspection Undertake:** Not applicable

**Comment:**

As required by legislation Council's accounts for the year ended 30<sup>th</sup> June 2013 were audited by Council's Auditors Macri Partners.

Council has met the statutory requirements thus far and to complete the processes it is recommended that Council receive the report and progress to advertising for a period not less than 14 days and convene an Electors Meeting commencing at 4pm on the 3<sup>rd</sup> February 2014.

**RESOLUTION****141213****Moved: Cr Hooper****Seconded: Cr Boyle*****“That Council:***

- 1. By an absolute majority accepts the Annual Report, incorporating the Annual Financial Report and the Audit Report for the year ended 30 June 2013;***
- 2. Gives local public notice of the availability of the Annual Report; and***
- 3. Authorises the Chief Executive Officer to convene the Annual Electors' Meeting, providing a minimum of 14 days' local public notice, to be held on Monday, 3<sup>rd</sup> February 2014 at 4.00pm.”***

**CARRIED: 6/0**





## **Item 9.4.2 – Appendices**



**9. OFFICER'S REPORTS**  
**9.4 FINANCE REPORTS**  
**9.4.3 Long Term Financial Plan**

<b>FILE NO:</b>	<b>OR.CMA.2.3</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>6 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>Shire of York</b>
<b>APPLICANT:</b>	<b>N/A</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>T Cochrane, DCEO</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Nil</b>
<b>DOCUMENTS TABLED:</b>	<b>Long Term Financial Plan</b>

**Summary:**

The Long Term Financial Plan for a ten (10) year period being 2013/2014 to 2022/2023 is tabled for Council to adopt one of the three scenarios.

**Background:**

The Long Term Financial Plan (LTFP) is part of the new Integrated Planning requirements for all local governments in Western Australia, and forms an important part of Council's Integrated Planning process.

The LTFP is aligned with the Strategic Community Plan and will be aligned to the Corporate Business Plan (in its final stages), and will form the basis for the preparation of Council's future annual budgets.

The Long Term Financial Plan covers a 10 year Planning Period, from 2013/2014 to 2022/2023 and therefore must be considered as a "living" document which cannot be set in concrete, and can be considered annually based on local economic circumstances and State/Federal Government funding programs available at the time.

**Consultation:**

Dominic Carbone – DCA Consultant  
Darren Long – Darren Long Consulting  
Councillors and Staff

**Statutory Environment:**

The Shire of York is required, under Section 5.56 of the *Local Government Act 1995*, to plan for the future of its district. In doing so, the Shire needs to comply with Regulation 19DA of the *Local Government (Financial Management) Regulations 1996*, which states-

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the Plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to-*
  - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*

- (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
- (c) develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.*

**Policy Implications:**

Not applicable.

**Financial Implications:**

The Long Term Financial Plan provides a clear indication of what needs to be considered for the Shire to achieve a greater degree of financial independence with the ability to achieve balanced budgets in the future and to begin addressing infrastructure asset funding gaps.

**Strategic Implications:**

The Shire of York, in developing the Long Term Financial Plan, and in undertaking subsequent annual reviews, will develop and align the LTFP to the following-

- Borrowing Strategy
- Rating Strategy
- Asset Management Plans
- Workforce Plan
- Cash Reserve Strategy
- Revenue Raising Strategy
- Capital Works Program
- Range and level of services
- Business plans and other studies developed in relation to specific projects.

**Voting Requirements:**

**Absolute Majority Required:**            **Yes**

**Site Inspection:**

**Site Inspection Undertaken:**            **Not applicable**

**Comment:**

The Plan presented to Council includes the modelling of three scenarios based on a range of assumptions and assesses the Council's revenue capacity against community demands and service levels.

Projections contained in the statutory schedules attached to the Plan reveal that over the next 10 years the Shire will require revenue from rates to grow faster than the anticipated Consumer Price Index, estimated over the life of the Plan of between 3% and 3.25%.

The draft Long Term Financial Plan (LTFP) has been prepared by Dominic Carbone and Darren Long Consultants following extensive consultation with staff and workshops with Councillors and Senior Staff.

The LTFP has been prepared based on three likely scenarios for Council consideration. The 3 scenario models proposed in this plan consider the range and level of service, workforce planning and asset management requirements, and capital works programs. The Council's Strategic Community Plan has identified community aspirations over the long term and the models provide the community with an understanding of the outcomes based on different assumptions.

## **SCENARIO 1 (BASELINE)**

This model provides for:

- ⇒ No change in the range and level of services;
- ⇒ Country Local Government Fund Individual grants continuing to 2013-14;
- ⇒ Country Local Government Fund Regional grants continuing to 2013-14;
- ⇒ An affordable capital works program;
- ⇒ Rate increases to be based on the WALGA Local Government Cost index of 3.2% per annum.

The findings in relation to this model are as follows:

- ⇒ The liquidity of the Shire, after deducting restricting assets (cash backed reserves), over the life of the Plan will deteriorate, meaning that the Shire would be operating in an overdraft situation during the latter years.
- ⇒ The operating surplus ratio over the forecast period varies from sustainable (-42%) to a very substantial margin of comfort (15%).
- ⇒ The rates coverage ratio will increase from 46% to 60% over the life of the Plan.
- ⇒ The Shire has sufficient funds within its operations to meet future forecast debt service costs.
- ⇒ For two years of the Plan, the Shire is spending more on capital renewal expenditure. For the remaining years, the level of capital renewal expenditure falls below the target of 90% – 100%.
- ⇒ The consumption of the Shires asset base is tracking downwards, but is still within the target range of 50% - 75% or exceeding it.
- ⇒ Revenue from own resources will increase from 66% to 87% over the life of the Plan, making the Shire more self-reliant by reducing its dependency on external funding for operational purposes.

## **SCENARIO 2**

This model provides for:

- ⇒ No change in the range and level of services;
- ⇒ Country Local Government Fund Individual and Regional grants to continue to 2013-14;
- ⇒ An affordable capital works program;
- ⇒ A balanced budget;
- ⇒ Rate increases to be based on achieving a balanced budget.

The findings in relation to this model are as follows:

- ⇒ Rates will vary from a decrease of 8.50% to an increase of 9.50% over the life of the Plan, with significant variations from year to year.
- ⇒ A balanced budget is achieved.
- ⇒ The liquidity of the Shire after deducting restricted assets (cash backed reserves) remains relatively constant over the life of the Plan but below the benchmark.

- ⇒ The operating surplus ratio over the forecast period will vary from an unsustainable classification (-42%) to a very substantial margin of comfort (15%).
- ⇒ The rates coverage ratio increases from 46% to 50% over the life of the Plan.
- ⇒ The Shire has sufficient funds to meet its debt obligations.
- ⇒ For 2 years of the Plan the Shire is spending more on capital renewal expenditure.
- ⇒ The consumption of the Shires' asset base declines over the life of the Plan, with the asset consumption ratio sitting on the upper end of the target range of 50% - 75% or exceeding it.
- ⇒ Revenue from own resources will increase from 66% to 90% over the life of the Plan, making the Shire more self-reliant, by reducing its dependency on external funding for operational purposes.

### **SCENARIO 3**

This model provides for:

- ⇒ No change in the range and level of services;
- ⇒ Country Local Government Fund Individual and Regional grants to continue to 2013-14;
- ⇒ An affordable capital works program;
- ⇒ Budgets in surplus;
- ⇒ Rate increases to be based on the WALGA Local Government Cost index of 3.2% per annum plus 3.8%.

The findings in relation to this model are as follows:

- ⇒ Rates will increase by 7.0% per annum. This will reduce budget deficits to manageable levels, and make available additional funds for new services and capital expenditure. Additional funds in 2015-16 will equate to \$87,747, and increase to \$3,109,118 in 2022-23. The availability of these additional funds will mean that the Shire will be less reliant on government grants and in turn able to meet its strategic objectives with more surety.
- ⇒ A balanced budget is achievable over the life of the Plan.
- ⇒ The operating surplus ratio over the forecast period will vary from unstainable (-42%) to a very substantial margin of comfort (34%).
- ⇒ The rates coverage ratio will increase from 46% to 79% over the life of the Plan. This means the Shire will be more self-reliant and able to begin to address the funding gaps identified in relation to infrastructure assets.
- ⇒ The Shire has sufficient funds to meet its debt obligations.
- ⇒ The additional funds available in the later years of the Plan will ensure the Shire is able to achieve an asset sustainability ratio target of 90% to 100%.
- ⇒ Revenue from own resources will increase from 66% to 107% over the life of the Plan, making the Shire more self-reliant, by reducing its dependency on external funding for operational purposes.

## OFFICER RECOMMENDATION

*"That Council:*

- 1. By an absolute majority endorse the Draft Long Term Financial Plan for the Period 2013/2014 to 2022/2023 based on Scenario 3 with an annual 7% rate increase for the 10 year life of the plan.*
- 2. In endorsing Scenario 3, acknowledges that annual rate increases are part of its annual budget deliberations and actual rate movements are considered in context with:*
  - local economic circumstances;*
  - State and/or Federal Government funding programs; and*
  - Previous financial year operating surplus or deficit carried forward and adjusted accordingly.*
- 3. Request the Consultant to amend reference to 2012/13 to 2013/14 in tabled document."*

## RESOLUTION

151213

Moved: Cr Hooper

Seconded: Cr Smythe

*"That Council Amend the Officer Recommendation to read:*

- 1. By an absolute majority endorse the Draft Long Term Financial Plan for the Period 2013/2014 to 2022/2023 based on Scenario 3 with an annual 7% rate increase for the 10 year life of the plan.*
- 2. In endorsing Scenario 3, acknowledges that annual rate increases are part of its annual budget deliberations and actual rate movements are considered in context with:*
  - local economic circumstances;*
  - State and/or Federal Government funding programs; and*
  - Previous financial year operating surplus or deficit carried forward and adjusted accordingly.*
- 3. Request the Consultant to amend reference to 2012/13 to 2013/14 in tabled document."*
- 4. The Long Term Financial Plan to be reviewed in the 2014/15 budget process and reviewed annually."*

**CARRIED: 6/0**

*The Officer Recommendation was amended to include Item 4.*





## **9. OFFICER'S REPORTS**

### **9.4 FINANCE REPORTS**

#### **9.4.4 Master Lending Agreement - WA Treasury Corporation**

<b>FILE NO:</b>	<b>FI.LNS</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>7 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>N/A</b>
<b>APPLICANT:</b>	<b>N/A</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>T Cochrane, DCEO</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Nil</b>
<b>DOCUMENTS TABLED:</b>	<b>Master Lending Agreement</b>

#### **Summary:**

The Shire of York is required to execute the Master Lending Agreement under its Common Seal by Council resolution.

#### **Background:**

The new Local Government Master Lending Agreement has been developed to incorporate the recently introduced Commonwealth Government's Personal Property Security Act 2009 and to improve the efficiency of the lending processes to local governments. The new Master Lending Agreement incorporates all future and existing loans under the one agreement therefore removing the need for individual loan agreements.

#### **Consultation:**

The Local Government Master Lending Agreement has been reviewed by the State Solicitor's Office and the Department of Local Government.

#### **Statutory Environment:**

A local government is only permitted to provide security in a way of a charge over its general funds pursuant to Local Government Act Section 6.21. The reference to this requirement has been included in the Local Government Master Lending Agreement.

#### **6.21. Restrictions on borrowing**

- (1) Where, under section 6.20(1), a regional local government borrows money, obtains credit or arranges for financial accommodation to be extended to the regional local government that money, credit or financial accommodation is to be secured only —
  - (a) by the regional local government giving security over the financial contributions of the participants to the regional local government's funds as set out or provided for in the establishment agreement for the regional local government; or
  - (b) by the regional local government giving security over Government grants which were not given to the regional local government for a specific purpose; or
  - (c) by a participant giving security over its general funds to the extent agreed by the participant.
- (1a) Despite subsection (1)(a) and (c), security cannot be given over —
  - (a) the financial contributions of a particular participant to the regional local government's funds; or
  - (b) the general funds of a particular participant,

if the participant is not a party to the activity or transaction for which the money is to be borrowed by, the credit is to be obtained for, or the financial accommodation is to be extended to, the regional local government.

- (2) Where, under section 6.20(1), a local government borrows money, obtains credit or arranges for financial accommodation to be extended to the local government that money, credit or financial accommodation is only to be secured by giving security over the general funds of the local government.
- (3) The Treasurer or a person authorised in that behalf by the Treasurer may give a direction in writing to a local government with respect to the exercise of its power under section 6.20(1) either generally or in relation to a particular proposed borrowing and the local government is to give effect to any such direction.
- (4) In this section and in section 6.23 —  
**general funds** means the revenue or income from —
  - (a) general rates; and
  - (b) Government grants which were not given to the local government for a specific purpose; and
  - (c) such other sources as are prescribed.

*[Section 6.21 amended by No. 49 of 2004 s. 59.]*

**Policy Implications:**

Not applicable.

**Financial Implications:**

Council currently has four loans and one debenture.

**Strategic Implications:**

Not applicable.

**Voting Requirements:**

**Absolute Majority Required:**           **No**

**Site Inspection:**

**Site Inspection Undertaken:**           **Not applicable**

**Comment:**

Council has been provided with the final copy of the Local Government Master Lending Agreement, which sweeps all existing loans under the Local Government Master Lending Agreement and facilitates future borrowings under the one agreement thereby removing the need for individual loan agreements to be executed under the seal each time the Shire of York borrows from the WA Treasury Corporation.

Any borrowing will be subject to the issuance of a firm rate quote by the WA Treasury Corporation's credit approval policy at the time of the application, and the release of funds is subject to the issuance of a firm rate quote by the WA Treasury Corporation and its acceptance by an authorised signatory of the Shire of York.

## OFFICER RECOMMENDATION

*"That Council resolves:*

- 1. to enter into a Master Lending agreement with the Western Australian Treasury Corporation as per the document tabled at this meeting;*
- 2. to approve the affixation of the Common Seal of the Shire of York to the said Master Lending Agreement in the presence of the Shire President and the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal thereto; and*
- 3. that the Chief Executive Officer or any one of the Senior Employees of the Shire of York authorised by the Chief Executive Officer from time to time is authorised to sign schedule documents under the Master Lending Agreement and or give instructions thereunder on behalf of the Shire of York."*

## RESOLUTION

161213

**Moved: Cr Hooper**

**Seconded: Cr Smythe**

***"That Council Amend the Officer Recommendation to read:***

- 1. to enter into a Master Lending agreement with the Western Australian Treasury Corporation as per the document tabled at this meeting;***
- 2. to approve the affixation of the Common Seal of the Shire of York to the said Master Lending Agreement in the presence of the Shire President and the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal thereto; and***
- 3. that the Chief Executive Officer or any one of the Senior Employees of the Shire of York authorised by the Chief Executive Officer from time to time is authorised to sign schedule documents under the Master Lending Agreement."***

**CARRIED: 6/0**

*The Officer Recommendation was amended based on how the City of Bunbury has dealt with this matter.*



## **9. OFFICER'S REPORTS**

### **9.4 FINANCE REPORTS**

#### **9.4.5 Investments – November 2013**

<b>FILE NO:</b>	<b>FI.FRP</b>
<b>COUNCIL DATE:</b>	<b>16 November 2013</b>
<b>REPORT DATE:</b>	<b>2 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>Shire of York</b>
<b>APPLICANT:</b>	<b>N/A</b>
<b>SENIOR OFFICER:</b>	<b>Ray Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>Tabitha Bateman, FO</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>Shire of York Investment Portfolio</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

#### **Summary:**

That Council consider the investment portfolio as attached.

#### **Background:**

The investment policy requires Council to review the performance of its investments on a monthly basis.

#### **Consultation:**

Auditors; and  
Dominic Carbone.

#### **Statutory Environment:**

Not Applicable.

#### **Policy Implications:**

In accordance with the Financial Management Investment Policy.

#### **Financial Implications:**

Credit Ratings:

#### **Strategic Implications:**

Not applicable.

#### **Voting Requirements:**

**Absolute Majority Required:**      **No**

#### **Site Inspection:**

**Site Inspection Undertaken:**      **Not applicable**

#### **Triple bottom Line Assessment:**

##### **Economic Implications:**

Not applicable.

##### **Social Implications:**

Not applicable.

##### **Environmental Implications:**

Not applicable.

**Comment:**

In accordance with the policy, a report of investments is presented to Council to provide a summary of investments held by the Shire of York as at 30 November 2013.

The Shire of York Investment Portfolio identifies Council's investment type, term to maturity and investment value.

The reporting will be reviewed on an ongoing basis by the Auditors and staff.

**RESOLUTION****171213****Moved: Cr Smythe****Seconded: Cr Boyle**

***"That Council receive the Shire of York Investment Portfolio as attached to this report."***

***CARRIED: 6/0***

#### **Item 9.4.5 – Appendices**





**9. OFFICER'S REPORTS**  
**9.4 FINANCE REPORTS**  
**9.4.6 Avon Tourism Funding**

**FILE NO:** CS.CEV.6  
**COUNCIL DATE:** 16 December 2014  
**REPORT DATE:** 10 December 2014  
**LOCATION/ADDRESS:** N/A  
**APPLICANT:** Avon Tourism  
**SENIOR OFFICER:** R Hooper, CEO  
**REPORTING OFFICER:** R Hooper, CEO  
**DISCLOSURE OF INTEREST:** Nil  
**APPENDICES:** Nil  
**DOCUMENTS TABLED:** Nil

**Summary:**

The purpose of this report is to consider a request from Wendy Williams, Avon Tourism, for \$10,000.00 towards area promotion and marketing of the Avon Valley.

**Background:**

The Shire of York has previously been a financial member of Avon Tourism.

In the deliberations of the budget for 2013/14 the following was recommended:

Avon Tourism Inc.	Regional area promotion and marketing for the Avon Valley. Council confirmed commitment for three financial years. Whilst Avon Tourism requested \$10,000 it is intended to utilise the \$8,000 in area promotion for York only.	\$2,000
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Council has contributed to promotions such as Perth Royal Show and other areas to assist with the operations such as a Business and Marketing Plan. The available history to date of what has been provided is shown below:

Date	Type	Amount	Description
28/10/2013	Invoice	330.00	ADVERT 2014 AVON VALLEY HOLIDAY PLANNER - INFO SVS, ADVERT 2014 AVON VALLEY HOLIDAY PLANNER - INFO SVS, GST
31/07/2013	Invoice	110.00	MEMBERSHIP NFP 2013/14 - RESIDENCY MUSEUM, MEMBERSHIP NFP 2013/14 - RESIDENCY MUSEUM, GST
30/09/2012	Invoice	11000.00	COUNCIL CONTRIBUTION - 12/13, COUNCIL CONTRIBUTION - 12/13, GST
22/08/2012	Invoice	100.00	BRONZE MEMBERSHIP - 2012/13, BRONZE MEMBERSHIP - 2012/13, GST
17/08/2012	Invoice	330.00	ADVERTISEMENT - AVON VALLEY HOLIDAY PLANNER - MUSEUM, ADVERTISEMENT - AVON VALLEY HOLIDAY PLANNER - MUSEUM, GST
20/04/2012	Invoice	2200.00	COUNCIL CONTRIBUTION 2011/12 FINANCIAL YEAR, COUNCIL CONTRIBUTION 2011/12 FINANCIAL YEAR- AVON TOURISM, GST
01/09/2010	Invoice	146.00	SILVER MEMBERSHIP 10/11 - MUSEUM, SILVER MEMBERSHIP 10/11 - MUSEUM,

Date	Type	Amount	Description
01/07/2010	Invoice	11000.00	GST SPONSORSHIP - AVON TOURISM ROYAL SHOW EXHIBITION10/11, SPONSORSHIP - AVON TOURISM ROYAL SHOW EXHIBITION10/11, GST
10/12/2009	Invoice	412.50	AVON TOURISM REGIONAL BROCHURE 2010 - RES MUS, AVON TOURISM REGIONAL BROCHURE 2010 - RES MUS, GST
23/10/2007	Invoice	11497.20	AVON TOURISM BUSINESS & MARKETING PLAN - 07/08, AVON TOURISM BUSINESS & MARKETING PLAN - 07/08, GST
26/09/2006	Invoice	11497.20	COUNCIL CONTRIBUTION 2006/07 FINANCIAL YEAR, COUNCIL CONTRIBUTION 2006/07 FINANCIAL YEAR, GST
21/11/2005	Invoice	20090.00	AVON TOUR MEMBER 2003-2005/06, AV TOUR MEMB 2004/05 & 2003/04, AV TOUR MEMB 2005/06, AV TOUR MEMB 2004/05 PAID PREVIOUSLY
21/11/2005	Invoice	500.00	ADVERT EXPERIENCE PERTH RES MUS, ADVERT EXPERIENCE PERTH RES MUS, GST
09/06/2005	Invoice	10540.91	AVON VALLEY TOURISM STUDY COMPELTION -RAP, AVON VALLEYTOURISM STUDY -RAP, GST
22/03/2005	Invoice	1100.00	SUPPORT FUNDING AVON TOURISM, SUPPORT FUNDING FOR AVON TOURISM, GST
22/03/2005	Invoice	154.00	ADVERT RESIDENCY MUSEUM 22/03/05, ADV HAVE A GO NEWS RES MUS, GST
29/06/2004	Invoice	5802.50	RAP PROJECT - STAGE 1, RAP PROJECT - STAGE 1, GST

**Consultation:**

Councillors and Avon Tourism.

**Statutory Environment:**

Local Government Act 1995.

**Policy Implications:**

Policy No. 13.1 - Events For York (some relevance)

**Financial Implications:**

Council budgeted \$10,000 towards Avon Tourism. \$2,000 committed no strings attached, however the other \$8,000 was towards Council approved projects.

Payment of \$8,000 as membership of Avon Tourism will significantly reduce the capacity for the promotion, marketing and events support for York.

**Strategic Implications:**

Some of Council's Priorities identified in the Strategic Community Plan relating particularly to tourism are as follows:

- To develop a plan to support cultural experiences, such as events, festivals, crafts and entertainment.
- Develop a regional tourism plan.
- Support the local visitor centre.
- Build tourism capability through events, arts, history, walkways, and cultural experiences.

**Voting Requirements:**

**Absolute Majority Required:**            **Yes (Budget Amendment)**

**Site Inspection:**

**Site Inspection Undertaken:**            **Not applicable**

**Triple bottom Line Assessment:****Economic Implications:**

Tourism is a high value industry in the Avon Valley with economic benefit to local and regional businesses.

**Social Implications:**

Regional and local tourism events, activities and businesses can benefit.

**Environmental Implications:**

Nil.

**Comment:**

Avon Tourism is a tourism organisation endeavouring to co-ordinate regional events and area promotion to benefit businesses and communities.

The stance that Council has made previously in the preparation of the budget is that \$2,000 is guaranteed and further input as to where the additional \$8,000 is to be spent requires further input from Council, however the intent was that it would be utilised for the promotion of York. This is similar to the refraining from the Bookeasy system that was in place. It was not intended to put ratepayers money outside of York. If there is value/benefit for York then this can be looked at again.

## OFFICER RECOMMENDATION

*"That Council notifies Avon Tourism that it:*

- 1. recommends Cr Matthew Reid and Cr Denese Smythe be nominated to the Board of Avon Tourism;*
- 2. gives a commitment to tourism;*
- 3. the amount of \$8,000 will be paid to Avon Tourism for membership in 2013/14; and*
- 4. Avon Tourism Inc be requested to provide the Shire of York of full membership details."*

## RESOLUTION

**181213**

**Moved: Cr Boyle**

**Seconded: Cr Duperouzel**

***"That Council Amend the Officer Recommendation to read:***

- 1. recommends Cr Matthew Reid and Cr Denese Smythe be nominated to the Board of Avon Tourism;***
- 2. gives a commitment to tourism;***
- 3. the amount of \$8,000, above the budgeted amount of \$2,000, will be paid to Avon Tourism for membership in 2013/14; and***
- 4. Avon Tourism Inc be requested to provide the Shire of York of full membership details."***

**CARRIED: 6/0**

*The Officer Recommendation was varied to provide clarity on the 2013/14 budget allocations.*

## **9.5 Late Reports**



## **9. OFFICER'S REPORTS**

### **9.5 LATE REPORT**

#### **9.5.1 Proposed Shed – Lot 404 (21) Avon Terrace, York**

*When acting as a planning authority in accordance with the powers conferred by the Planning and Development Act 2005 and any relevant scheme, the Council of the Shire is entitled to make decisions based only on proper planning considerations.*

<b>FILE NO:</b>	<b>P894, Av1.7330</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>16 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>Lot 404 (21) Avon Terrace, York.</b>
<b>APPLICANT:</b>	<b>Simon Nevill</b>
<b>SENIOR OFFICER:</b>	<b>J Jurmann (MPS)</b>
<b>REPORTING OFFICER:</b>	<b>K Strange (PO)</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>APPENDICES:</b>	<b>1 – Site Plan 2 – Architectural Plans 3 – Flood Mapping 4 – Schedule of Submissions</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil (at time of writing)</b>

#### **Summary:**

Council is in receipt of a planning application to construct a colourbond storage shed at Lot 404 (21) Avon Terrace, York.

The property is located in listed on the Municipal Heritage Inventory, within the Blandstown Heritage Precinct and identified on the Department of Water's mapping as flood affected.

The application was advertised in accordance with the provisions of the York Town Planning Scheme No. 2 and one submission was received regarding to the proposal.

An assessment of the proposal has been carried out and it is recommended that the application be approved subject to the conditions listed at the end of this report.

#### **Background:**

Lot 404 (21) Avon Terrace is located on the corner of Revett Place and Avon Terrace in the Blandstown Heritage Precinct, south of the centre of York. The existing development on the property consists of a dwelling, known as "Brook Cottage" that is registered as a Category 1B on the Shire of York's Municipal Heritage Inventory List and a shed.

It is proposed to construct a 6m x 5m colourbond shed to be used for storage by the owner approximately 7 metres north of the dwelling.

The property is zoned Residential R10 with an area of 2,899m<sup>2</sup> and is wholly affected by flooding. Department of Water mapping illustrates the extent of the flooding in relation to the proposed development (refer to Appendix 3).

#### **Consultation:**

The provisions of the York Town Planning Scheme No. 2 do not require the application to be advertised. Although taking into consideration the consultation requirements of the R-Codes where if the decision-maker deems that the proposal may impact on the amenity of the neighbours and due to the property being heritage listed and located in the Blandstown Heritage Precinct, it was determined that adjoining landowners should be consulted as part of the assessment process. Letters were sent directly to neighbouring landowners for their comments with submissions closing on 16 December 2013, the day of this meeting. At the time of writing this report, one submission had been received, which has been considered in the assessment

of this application. Refer to the Schedule of Submissions at Appendix 4 for details. No other enquiries had been received.

Considering the next Council meeting is not until February, it was decided appropriate so as not to cause unnecessary delays for the applicant, for Council to determine this application at this meeting. If any further submissions are received prior to Council considering this Agenda Item, the submission will be tabled for discussion prior to determination.

**Statutory Environment:**

York Town Planning Scheme No. 2

The subject property is zoned Residential R10 under the provisions of the Scheme.

An outbuilding is an ancillary development to a single house and in accordance with Clause 4.2 is considered permitted development, except where the development will be located on a heritage listed property or in a heritage precinct designated under the Scheme. Similarly, Clause 5.4 requires planning approval for development on properties identified within the Avon River 100 year flood fringe.

The matters for consideration listed in Clause 8.5 of the Scheme have been considered as follows:

- (a) *The aims and provisions of the Scheme and any other relevant town planning schemes operating within the Scheme area.*

The York Town Planning Scheme No. 2 applies to all land in the Shire of York and is the only operating scheme in the area. This assessment illustrates that the proposal is consistent with the aims of the Scheme.

The objectives of the Residential zone are:

- (a) *“To encourage single houses as the predominant form of residential development.*
- (b) *To require infill residential development in Heritage Precincts to be in accordance with Design Guidelines adopted by the local government.*
- (c) *To achieve a high standard of development and residential amenity.”*

The proposal is consistent with the objectives of the Residential zone, particularly as the development will not affect the amenity and will be of a high standard.

- (b) *The requirements of orderly and proper planning including any relevant proposed new town planning scheme or amendment, which has been granted consent for public submissions to be sought.*

There are no new schemes or amendments applicable to the property or this proposal.

- (c) *Any approved statement of planning policy of the Commission.*

There are no statements applicable to this application.

- (d) *Any approved environmental protection policy under the Environmental Protection Act 1986.*

There are no policies applicable to this application.

- (e) *Any relevant policy or strategy of the Commission and any relevant policy adopted by the Government of the State.*



### State Planning Policy 3.1 – Residential Design Codes

The applicable provisions of the Policy have been assessed as follows:

*Table 1 – General Site Requirements for R10 Coded Sites.*

Provision	Requirement	Proposed	Comment
Setbacks	Primary: 7.5m Secondary: 3m Other: Table 2a/2b Rear: 6m	Primary: 12m Secondary: 11m Other: N/A Rear: 22m	Complies
Open Space	Min. 60% of the site (60% x 2899 = 1,739.4m <sup>2</sup> Open Space) (2899 – 1739.4 = 1159.6m <sup>2</sup> Developable Area)	Shed: 6 x 5 = 30m <sup>2</sup> Existing Shed: 7 x 5 = 35m <sup>2</sup> Existing House: 14 x 8 = 112m <sup>2</sup> Total = 177m <sup>2</sup> < 1159.6m <sup>2</sup>	Complies
Vehicular access	>3m in width & <6m in width >0.5m from lot boundary >6m to street corner	Existing driveway on Avon Terrace. Request new driveway from Revett Place to access new shed.	To be conditioned.
Site works	<0.5m cut and fill	300mm proposed	Complies
Stormwater	All stormwater to be contained within the site.	No details provided.	To be conditioned.
Outbuildings	<60m <sup>2</sup> or <10% site area, whichever is lesser <2.4m wall height <4.2m ridge height Do not reduce open space Comply with setback requirements	New = 30m <sup>2</sup> + ex. = 35m <sup>2</sup> = 65m <sup>2</sup> Wall height = 2.7m Ridge height = 3.37m Open space (refer above) Setbacks (refer above)	Max. area of outbuildings does not comply. Refer to Local Planning Policy for acceptable variation.

The proposal generally complies with the provisions of the R-Codes. With regards to the maximum allowable floor area of all outbuildings, Council has adopted a Local Planning Policy that provides acceptable provisions to meet the Design Principles of the R-Codes to ensure that outbuilding proposals that do not meet the Deemed to Comply provisions meet the principle that “*Outbuildings that do not detract from the streetscape or visual amenity of residents or neighbouring properties.*” Refer to the following section.

- (f) *Any Planning Policy adopted by the local government under clause 8.8, any policy for a designated heritage precinct adopted under clause 5.1.3, and any other plan or guideline adopted by the local government under the Scheme.*

### Local Planning Policy – Heritage Precincts and Places

The subject property is listed in Category 1B on the Municipal Heritage Inventory, which indicates that the dwelling is of “*considerable cultural heritage significance to the Shire of York that is worthy of recognition and protection through provisions of the Shire of York’s Town Planning Scheme*” and is also located within the Blandstown Heritage Precinct.

The objectives of the Policy with regards to new residential development are to facilitate development that respects the existing character of an area; are sympathetic to the predominant form, siting and appearance of existing and neighbouring buildings and streetscape; and to maintain the heritage value of significance buildings and streetscapes.

Clause 3.4.1 of the LPP relates to scale and size of new buildings, additions and extensions. Pertinent to this application is the requirement that additions should not be more imposing than the original building. The lot slopes away from the street and therefore the chosen location will result in the proposed shed appearing a lesser height and scale than the dwelling.

Clause 3.4.2 relates to form and is applicable to new, additions and extensions to dwellings and does not apply to this proposal. However it should be noted that the pitch of the shed is a higher gable roof taking into consideration the surrounding development.

Clause 3.4.3 relates to siting of new buildings and requires the siting of new buildings to be sympathetic to the local streetscape and predominant front and side setbacks of the streetscape should be maintained. Buildings in Blandstown have traditionally been set parallel to the street and are oriented to the street frontage. Garages and carports should be designed to have a minimum visual impact on the streetscape and where side or rear access is available vehicular access should be provided from these points and parking area, including garages and carports, located accordingly. It is proposed to access the shed from the secondary access from Revett Place and although it is not proposed to orient the shed parallel the street, due to the contour of the site and location away from the dwelling, the proposed shed will not impact on the Avon Terrace streetscape and is therefore consistent with the provisions of this clause.

Clause 3.4.4 relates to materials and colours and does not exclude the use of modern materials provided that they are sympathetic with the surrounding context and are not in sharp contrast. It is proposed to construct a colourbond shed using heritage wall colours and a corrugated zincalume roof, which is consistent with the provisions of this clause.

Clause 3.4.4 also sets out the following specific provisions relating to the construction of garages and carports as follows to ensure that there is minimal impact on the streetscape:

- (a) The garage and carport should be built to reflect the style of the existing or proposed house, but not be so elaborately detailed as to detract from the house. The design should be sympathetic to the style of the house without copying the detailing used on the existing or proposed house;*

The proposed shed is a relatively standard design that is not uncommon within this area. It is sympathetic to the style of the house as it does not detract from the character and its impact on the street.

- (b) Roof form, materials and pitch should be the same as the existing house. Walls and/or piers should match existing brickwork or render as closely as possible;*

The roof pitch of the shed is proposed at 15°, which although less than the pitch of the roof on the existing cottage, is higher than the standard shed design. The pitch is considered appropriate due to the contours of the site, location of the shed and to ensure that the form of the shed does not detract from the cottage. The shed will be constructed in colourbond, an approved material for outbuildings, and will be in a heritage green with zincalume roof.

- (c) Timber posts used in a carport should respond to the style of the verandah posts on the house. Timber decoration may be used to relate the new structure to the existing or proposed house, but should not make the garage or carport more important than the house;*

Not applicable to this proposal.

- (d) The materials and colours of garage doors should not detract from the heritage character of the Blandstown Precinct; and*

The garage door is colourbond and in a heritage green colour and due to the location, contours of the site, and distance from the street, will not detract from the character of the Blandstown Precinct.

- (e) Where the side of the wall of a garage faces a street it shall be designed and treated in such a manner that it presents an articulated and detailed façade to the street. Eaves of a minimum 300mm shall be provided.*

Not applicable. The garage will not directly face a street.

Clause 3.4.6 relates to fences, gates and driveways and suggests that driveways and paths be constructed of gravel, stabilised clay, red brick paving, brown or red asphalt or brown concrete. As a new driveway will be required from Revett Place, this provision should be a condition of approval.

In conclusion, the proposed development is consistent with the provisions of the LPP and will not detrimentally impact on the dwelling, the Precinct or the streetscape.

#### Local Planning Policy – Outbuildings in Residential Zones

The aim of the LPP is to guide the assessment of outbuildings in residential zones that do not meet the Deemed to Comply provisions of the R-Codes, such as this case.

As the proposal meets all provisions of the R-Codes with the exception of floor area, only Clause 7.1.2 of the Policy requires assessment:

*Table 2 – Residential R10*

Provision	Requirement	Proposed	Comment
7.1.2. Floor Area	Outbuildings on a residential lot coded R10 and below that have a combined area not exceeding 100m <sup>2</sup> or 10 per cent in aggregate of the site area, whichever is lesser shall be deemed as meeting the performance criteria of Clause 6.10.1 of the R-Codes.	Proposed shed 6m x 5m = 30m <sup>2</sup> + existing shed approx. 7m x 5m = 35m <sup>2</sup> . Total area of outbuildings = 65m <sup>2</sup> OR Site area = 2,899m <sup>2</sup> x 10% = 289.9m <sup>2</sup> .	Lesser floor area applies (i.e. <100m <sup>2</sup> ). Complies.

The proposed development complies with the provisions of the LPP, and therefore, Principle 5.4.3 (P3) of the R-Codes for outbuildings.

- (g) *In the case of land reserved under the Scheme, the ultimate purpose intended for the reserve.*

The land is not reserved under the Scheme.

- (h) *The conservation of any place that has been entered in the Register within the meaning of the Heritage of Western Australia Act 1990, or which is included in the Heritage List under clause 5.1.2, and the effect of the proposal on the character or appearance of a heritage precinct.*

The property is registered as a Category 1B on the Shire of York's Municipal Heritage Inventory List and is located in the Blandstown Heritage Precinct. The development has been assessed against the provisions of the Local Planning Policy for Heritage Precincts and Places. Refer to section (f) of this report.

- (i) *The compatibility or a use or development with its setting.*

The development of an ancillary outbuilding is a permissible use within a Residential Zone. The compatibility has been assessed, particularly from a heritage point of view and it can be concluded that the development is compatible with the setting.

- (j) *Any social issues that have an effect on the amenity of the locality.*

There are no social issues associated with this proposal.

- (k) *The cultural significance of any place or area affected by the development.*

Blandstown is a culturally significant area within York as it played a key role in the town's early settlement and it is important that new development is designed to complement the existing buildings. The proposed development will not affect the cultural significance of the area as illustrated in this assessment.

- (l) *The likely effect of the proposal on the natural environment and any means that are proposed to protect or to mitigate impacts on the natural environment.*

The property contains a portion of the Bland Brook which is part of the Avon River system and is moderately vegetated. No significant vegetation will require removal to facilitate this development.

- (m) *Whether the land to which the application relates is unsuitable for the proposal by reason of it being, or being likely to be, subject to flooding, tidal inundation, subsidence, landslip, bushfire or any other risk.*

The whole of the property is subject to flooding and was therefore referred to the Department of Water for their advice who have advised that although the shed will be located in the floodway, the development will not obstruct flows during major flood events. Refer to section (aa) for further details.

Due to the shed being located in the floodway, a condition of approval is recommended to be imposed to require the applicant to sign an Indemnity Agreement indemnifying the Shire of York from any loss or damage incurred during a flood event.

- (n) *The preservation of the amenity of the locality.*

Amenity is defined in the Model Scheme Text (and proposed in Scheme Amendment 50 to be included in TPS 2) as *"all those factors which combine to form the character of an area and include the present and likely future amenity"*. The amenity of Blandstown has been discussed throughout this report and therefore can be concluded that the amenity will not be detrimentally affected by the construction of a shed on the subject property.

- (o) *The relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal.*

This matter for consideration has been considering during the assessment of the provisions of the Local Planning Policy for Heritage Precincts and Places. The assessment illustrates that the proposal is in context with its surroundings.

- (p) *Whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles.*

Access to the site is currently from Avon Terrace. The proposed shed will be accessed from Revett Place and will therefore require a new access to be constructed.

- (q) *The amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety.*

This proposal will not result in any increase in traffic in the locality. Access to the site from Revett Place will be safer for the occupants and other users of Avon Terrace, particularly considering the recent increases in numbers of heavy vehicles.

- (r) *Whether public transport services are necessary and, if so, whether they are available and adequate for the proposal.*

Not applicable to this development.

- (s) *Whether public utility services are available and adequate for the proposal.*

Public utility services are available to the site. No further services will be required for this development.

- (t) *Whether adequate provision has been made for access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities).*

Not applicable to this development.

- (u) *Whether adequate provision has been made for access by disabled persons.*

Not applicable to this development.

- (v) *Whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved.*

The proposal will not impact or require the removal of any significant vegetation.

- (w) *Whether the proposal is likely to cause soil erosion and degradation.*

It is unlikely that the development will cause soil erosion or degradation.

- (x) *The potential loss of any community service or benefit resulting from the planning consent.*

No community services or benefits will be affected by this proposal.

- (y) *Any relevant submissions received on the application.*

One submission was received from an adjoining landowner raising a number of points for consideration. The issues raised in the submission have been considered during the assessment of this application. Refer to the Schedule of Submissions for further details.

- (z) *The potential impacts of noise, dust, light, risk, and other pollutants on surrounding land uses.*

There are no potential impacts of pollutants identified.

- (aa) *The comments or submissions received from any authority consulted under clause 7.4.*

This proposal was referred to the Department of Water for assessment of any impacts on flooding in the locality. The following response was received:

*"The Department of Water in carrying out its role in floodplain management provides advice and recommends guidelines for development on floodplains with the object of minimising flood risk and damage.*

*The Avon River Flood Study shows that the lot is affected by major flooding with the 100 year ARI flood level estimated to be ~174.9 m AHD. More importantly, the proposed shed is located within the floodway (see attached plan – Appendix 3).*

*When development is proposed within the floodway our department assesses each proposal based on its merits and the factors examined include the depth of flooding, velocity of flow, its obstructive effects on flow, possible structural and potential flood damage, difficulty in evacuation during major floods and its regional benefit.*

*In this particular case, the proposed shed is not expected to obstruct flood flows and thereby detrimentally impact upon the existing flooding regime. Consequently the proposal is considered acceptable with respect to major flooding. However it should be noted that the shed may be subject to potential flood damages during major flows in the Avon River/Bland Brook.*

*It should be noted that this advice is related to major flooding only and other planning issues, such as environmental and ecological considerations, may also need to be addressed."*

Based on the advice of the Department of Water, the location of this shed is considered acceptable with respect to flooding.

- (bb) *Any other planning consideration the local government considers relevant.*

Nil.

**Policy Implications:**

There are no policy implications for this development.

**Financial Implications:**

There are no financial implications for the Shire. All relevant fees have been paid.

**Strategic Implications:**

The Shire of York's 2012 Strategic Community Plan goals are:

**Social**

- Manage population growth, through planned provision of services and infrastructure.
- Strengthen community interactions and a sense of a united, cohesive and safe community.
- Build and strengthen community, culture, vibrancy and energy.

**Environmental**

- Maintain and preserve the natural environment during growth, enhancing the 'rural' nature of York, and ensuring a sustainable environment for the future.
- Support sustainable energy and renewable resource choices.

**Economic**

- Build population base through economic prosperity.
- Value, protect and preserve our heritage and past.
- Grow the economic base and actively support local businesses and service provision.

This proposal is consistent with the objectives of Plan, particularly as it will not affect the heritage significance of the dwelling or Blandstown and will not affect the environment.

**Voting Requirements:**

**Absolute Majority Required:** No

**Site Inspection:**

**Site Inspection Undertaken:** Yes

**Triple bottom Line Assessment:****Economic Implications:**

There are no economic implications associated with this proposal.

**Social Implications:**

There are no social implications associated with this proposal.

**Environmental Implications:**

There are no environmental implications associated with the proposal. The significant natural vegetation on this property will not be affected by the development nor will the construction of this outbuilding will not impact the flow of the waterway during major flood events.

**Comment:**

There were two major issues for consideration when assessment of this development was undertaken – heritage and flooding. Both issues have been addressed, together with the comments made in the submission, and it can be concluded that the development is consistent with the aims and objectives of the York Town Planning Scheme No.2 and meets the provisions of the relevant policies.

The proposal will not affect the heritage significance of the dwelling, locality of Blandstown.

The Department of Water have advised that the proposal is unlikely to obstruct flood flows and thereby detrimentally impact upon the existing flooding regime.

Therefore, it is recommended that the planning application be conditionally approved.

#### OFFICER RECOMMENDATION

*"That Council:*

*APPROVE the construction of a shed at Lot 404 (21) Avon Terrace, York, subject to the following conditions and advice notes:*

##### Conditions

- 1. Development must substantially commence within two (2) years from the date of this decision.*
- 2. Development must take place in accordance with the stamped approved plans.*
- 3. Materials and colours are to be in accordance with the Local Planning Policy Heritage Precinct and Places.*
- 4. The outbuilding is not be used for habitable, commercial and/or industrial purposes.*
- 5. All stormwater shall be contained on site.*
- 6. No significant vegetation shall be removed without approval of the local government. Measures shall be taken to ensure the protection of any significant vegetation on the site, prior to commencement of construction works.*
- 7. The applicant shall enter into a Deed of Indemnity indemnifying the Shire of York from any loss or damage caused by flood prior to occupation.*
- 8. Cut and fill associated with the development must not exceed 300mm without the prior approval from the local government and Department of Water.*
- 9. Suitable arrangements being made with the local government for the provision of vehicular crossover to service the lot from Revett Place prior to occupation. Construction of driveways/accessways shall comply with the Local Planning Policy – Heritage Places and Precincts with regards to materials.*

##### Advice Notes:

- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval will lapse and be of no further effect.*
- Note 2: Where an approval has so lapsed, no development is to be carried out without the further approval of the local government having first been sought and obtained.*
- Note 3: If an applicant is aggrieved by this determination there is a right of appeal under the Planning & Development Act 2005. An appeal must be lodged within 28 days of the determination.*
- Note 4: This approval is not a building permit. In accordance with the provisions of the Building Act 2011, an application for a building permit must be submitted to, and approval granted by the local government prior to any change of classification or prior to the commencement of any structural works within the development hereby permitted."*

**RESOLUTION  
191213**

**Moved: Cr Boyle**

**Seconded: Cr Duperouzel**

***That Council:***

***Defer this item and refer to the Heritage Advisor for advice.”***

***CARRIED: 6/0***



## **Item 9.5.1 – Appendices**



## **9. OFFICER'S REPORTS**

### **9.5 LATE REPORTS**

#### **9.5.2 Development Assessment Panels**

<b>FILE NO:</b>	<b>PS.DEV</b>
<b>COUNCIL DATE:</b>	<b>16 December 2013</b>
<b>REPORT DATE:</b>	<b>16 December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>Not Applicable</b>
<b>APPLICANT:</b>	<b>Department of Planning</b>
<b>SENIOR OFFICER:</b>	<b>R Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>J Jurmann, MPS</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Cr Reid – Financial – DAP Member</b> <b>Cr Duperouzel – Financial – DAP Member</b> <b>Cr Smythe – Financial – DAP Member (Alternate)</b> <b>Cr Wallace – Financial – DAP Member (Alternate)</b>
<b>APPENDICES:</b>	<b>Nomination Form</b>
<b>DOCUMENTS TABLED:</b>	<b>Nil</b>

#### **Summary:**

Following the election of the new Council, the nominated Councillors to the Development Assessment Panel require review.

Under regulation 26 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, Council must nominate four elected members of the Council, comprising two local members and two alternate local members to sit on the Wheatbelt Joint Development Assessment Panel.

Councillors Reid and Duperouzel are nominated as Members, and Councillors Smythe and Wallace as Deputy Members.

#### **Background:**

On 1 July 2011 fifteen Development Assessment Panels (DAP) came into operation in order to determine development applications that meet a certain threshold value. Each DAP comprises five (5) members: three (3) specialist members, one of which is the presiding member, and two (2) local government members.

Council at its Ordinary Meeting held on 17 February 2012 nominated Councillors Boyle and Scott as DAP members and Councillors Duperouzel and Smythe as deputy members in accordance with regulation 26 of the *Planning and Development (Development Assessment Panels) Regulations 2011*.

The recent elections have resulted in a review and agreement to change to local DAP membership to reflect the current positions on Council.

#### **Consultation:**

Not applicable as this is a requirement of legislation.

#### **Statutory Environment:**

*Planning & Development (Development Assessment Panels) Regulations 2011*

#### **Policy Implications:**

Not applicable

**Financial Implications:**

There will be costs associated with elected members attending training sessions which would be covered under Members – Training allocations. Development Assessment Panel application fees are in addition to any normal local government planning fees.

**Strategic Implications:**

The Shire of York's 2012 Strategic Community Plan goals are:

**Social**

- Manage population growth, through planned provision of services and infrastructure.
- Strengthen community interactions and a sense of a united, cohesive and safe community.
- Build and strengthen community, culture, vibrancy and energy.

**Environmental**

- Maintain and preserve the natural environment during growth, enhancing the 'rural' nature of York, and ensuring a sustainable environment for the future.
- Support sustainable energy and renewable resource choices.

**Economic**

- Build population base through economic prosperity.
- Value, protect and preserve our heritage and past.
- Grow the economic base and actively support local businesses and service provision.

Local representation is vital to DAPs to achieve community strategic objectives and manage development to ensure that it is appropriate for York and contributes to the growth and economic prosperity of York.

**Voting Requirements:**

**Absolute Majority Required:**                      **No**

**Site Inspection:**

**Site Inspection Undertaken:**                      **Not applicable**

**Triple bottom Line Assessment:****Economic Implications:**

The objective of the Development Assessment Panels is to streamline application and assessment processes for large scale projects. For rural areas the thresholds for development applications are:

- Less than \$3 million – Council is the determining authority
- \$3 - \$7 million – an applicant may elect for Council or the DAP to be the determining authority. Council may also delegate an application to the DAP to determine by an absolute majority vote.
- Greater than \$7 million – automatic DAP application.

**Social Implications:**

The community may have a sense of loss of local decision making however this may be offset by the external decision process which may be appropriate for state or locally significant or controversial development proposals.

**Environmental Implications:**

All environmental issues will be considered in any assessment whether a DAP or a local government.

**Comment:**

As Council is aware of the imminent submission of the SITA application that will be a DAP application, the DAP Secretariat has been contacted and advised that training for Council's DAP Members is required. The Secretariat has assured Council that training will be conducted for Council's DAP Members.

**OFFICER RECOMMENDATION**

*"That Council:*

- 1. Nominate Cr Reid and Cr Duperouzel as Members of the local Development Assessment Panel and nominate Cr Smythe and Cr Wallace to be alternate members of the DAP.*
- 2. Forward the nominations to the Department of Planning.*
- 3. Request the DAP Secretariat to conduct training for all Shire of York DAP Members as a matter of urgency."*

*Cr Reid and Cr Duperouzel declared a Financial Interest to this item and left the room at 4.14pm*

*Cr Tony Boyle was appointed as Acting Chair for this part of the meeting.*

**RESOLUTION  
201213**

**Moved: Cr Hooper**

**Seconded: Cr Smythe**

***"That Council:***

- 1(a). Appoint and nominate Cr Reid and Cr Duperouzel as Members of the local Development Assessment Panel***

***CARRIED: 4.0***

*Cr Reid and Cr Duperouzel returned to the room at 4.15pm. Cr Reid resumed the Chair.*

*Cr Smythe and Cr Wallace declared a Financial Interest to this item and left the room at 4.15pm*

**RESOLUTION  
211213**

**Moved: Cr Boyle**

**Seconded: Cr Hooper**

***"That Council:***

- 1(b). Appoint and nominate Cr Smythe and Cr Wallace as alternate members of the local Development Assessment Panel.***

***CARRIED: 4/0***

*Cr Smythe and Cr Wallace returned to the room at 4.16pm*

**RESOLUTION  
221213**

**Moved: Cr Boyle**

**Seconded: Cr Hooper**

***“That Council:***

- 2. Forward the nominations to the Department of Planning.***
- 3. Request the DAP Secretariat to conduct training for all Shire of York DAP Members as a matter of urgency.”***

***CARRIED: 6/0***

*The Officer Recommendation was amended to allow for declarations of interest as remuneration is attached to DAP nominations.*

## **Item 9.5.2 – Appendices**





## **9. OFFICER'S REPORTS**

### **9.5 ADMINISTRATION REPORTS**

#### **9.5.3 Application to Keep Three (3) Cats**

<b>FILE NO:</b>	<b>RS.ANC.1</b>
<b>COUNCIL DATE:</b>	<b>16<sup>th</sup> December 2013</b>
<b>REPORT DATE:</b>	<b>9<sup>th</sup> December 2013</b>
<b>LOCATION/ADDRESS:</b>	<b>2 Dinsdale Street, York 6302</b>
<b>APPLICANT:</b>	<b>Graham Lantzke</b>
<b>SENIOR OFFICER:</b>	<b>Mr Ray Hooper, CEO</b>
<b>REPORTING OFFICER:</b>	<b>Ranger Services</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Graham Lantzke - Applicant</b>
<b>APPENDICES:</b>	<b>Nil</b>
<b>DOCUMENTS TABLED:</b>	<b>Permission e-mail Kimberley Bell</b>

#### **Summary:**

An application has been received from Graham Lantzke requesting permission to keep three cats at his property at 2 Dinsdale Street, York.

#### **Background:**

It is a requirement of the York Health Local Law that only two cats and offspring under 6 months of age can be kept on a premise within a townsite unless an exemption is granted by Council under the provisions of section 5.2.4 (3) of the Shire of York Health Local Laws.

This is the first third Cat application that the Shire of York has received, similar requests involving dogs have been approved where all adjoining neighbours have agreed to the request and the Shire Ranger or other authorised Council Officer has considered that there are no valid reasons for withholding such approval. The same could be applied to the third cat application.

#### **Consultation:**

The Shire Ranger has liaised with Mr Graham Lantzke, who lives on the property 2 Dinsdale Street York,

#### **Statutory Environment:**

Cat Act 2011

York Shire Health Local Law (2007)

#### **Policy Implications:**

Not Applicable

#### **Financial Implications:**

Not Applicable

#### **Strategic Implications:**

Not Applicable

#### **Voting Requirements:**

**Absolute Majority Required:** Yes

#### **Site Inspection:**

**Site Inspection Undertaken:** Yes

The Shire Ranger inspected the property on the 09<sup>th</sup> of December 2013 and has advised that there are no reasons to withhold the granting of an exemption to keep three cats at the property.

#### **Triple bottom Line Assessment:**

**Economic Implications:**

Nil

**Social Implications:**

Keeping of cats in a townsite may impact on the social cohesion of a community if the cats create a nuisance.

**Environmental Implications:**

Nil

**Comment:**

Mr Lantzke has had no complaints in relation to any cats on his property. It is recommended that Council agree to the granting of an exemption for the keeping of three cats at 2 Dinsdale Street, York subject to the following conditions:

- That the exemption be reviewed in twelve months to ensure that no adverse problems have been experienced as a result of the exemption, and
- That Council reserve the right to withdraw the exemption at anytime if any major or substantial problems are experienced prior to the review period.
- That the exemption applies only to the cats nominated by the applicant.
- Each cat on the property must be registered with the Shire of York.
- Upon the death or permanent removal of any of the nominated cats a maximum of two cats only will be permitted to be kept on this property

*Mr Graham Lantzke declared an Impartiality Interest to this item and left the room at 4.17pm*

**RESOLUTION****231213****Moved: Cr Smythe****Seconded: Cr Boyle*****“That Council:******Approve an exemption for the keeping of three cats at 2 Dinsdale Street, York subject to the following conditions:***

- 1. That the exemption be reviewed in twelve months to ensure that no adverse problems have been experienced as a result of the exemption, and***
- 2. That Council reserve the right to withdraw the exemption at anytime if any major or substantial problems are experienced prior to the review period.***
- 3. That the exemption applies only to the cats nominated by the applicant.***
- 4. Each cat on the property must be registered with the Shire of York.***
- 5. Upon the death or permanent removal of any of the nominated cats a maximum of two cats only will be permitted to be kept on this property”***

***CARRIED: 5/1***

*Graham Lantzke returned to the room at 4.18pm*

## 9.6 Confidential Reports

### 9.6.1 Australia Day Awards

#### RESOLUTION

241213

Moved: Cr Hooper

Seconded: Cr Smythe

*“That Council:*

*Go “Into Committee” to consider the Confidential Report at 4.18pm.”*

**CARRIED: 6/0**

#### RESOLUTION

251213

Moved: Cr Hooper

Seconded: Cr Boyle

*“That Council:*

- (1) receive the Notes from the York Honours Reference for the Meeting held on the 29<sup>th</sup> November, 2013*
- (2) endorse the recommendations from the York Honours Reference Group for the Junior Sports Star of the Year Award and the Senior Sports Star of the Year Award, for the Year 2013;*
- (3) endorse the recommendations from the York Honours Reference Group for the Under 25 Citizen of the Year Award; Community Group or Event Award and Senior Citizen of the Year Award.”*

**CARRIED: 6/0**

#### RESOLUTION

261213

Moved: Cr Smythe

Seconded: Cr Wallace

*“That Council:*

*Come ‘Out of Committee’ at 4.21pm.”*

**CARRIED: 6/0**



## 10. NEXT MEETING

**RESOLUTION**  
**271213**

**Moved: Cr Hooper**

**Seconded: Cr Duperouzel**

***“That Council:***

***Hold the Annual Electors’ Meeting on February 3<sup>d</sup>, 2014 at 4.00pm in the Council Chambers, York Town Hall, York, and***

***hold the next Ordinary Meeting of the Council on February 17, 2014 at 4.00pm in the Council Chambers, York Town Hall, York.”***

***CARRIED: 6/0***

## 11. CLOSURE

*Cr Reid thanked everyone for their attendance and declared the meeting closed at 4.25pm.*