



## Shire of Cunderdin

### Minutes of an Ordinary Council Meeting

Dear Council Member,

The Ordinary Meeting of the Cunderdin Shire Council was held on **Thursday 22<sup>nd</sup> July 2021** in the Council Chambers, Lundy Avenue, Cunderdin WA, 6407 **commencing at 5.00pm**

Stuart Hobley  
**Chief Executive Officer**  
16<sup>th</sup> July 2021

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## MINUTES

### 1. Declaration of Opening

The President declared the meeting open at 5:00 pm

The Shire of Cunderdin disclaimer was read aloud by Cr Dennis Whisson

The *Local Government Act 1995* Part 5 Division 2 Section 5.25 and Local Government (Administration) Regulations 1996 Regulation 13

“No responsibility whatsoever is implied or accepted by the Shire of Cunderdin for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of Council’s decisions, which will be provided within ten working days of this meeting”.

### 2. Record of Attendance, Apologies and Approved Leave of Absence

#### 2.1 Record of attendances

##### Councillors

Cr DA (Dennis) Whisson	Shire President
Cr AE (Alison) Harris	Deputy President
Cr TE (Todd) Harris	
Cr NW (Norm) Jenzen	
Cr W (Sam) Stewart	
Cr B (Bernie) Daly	

##### In Attendance

Stuart Hobley	Chief Executive Officer
Lauren Cole	Governance and Compliance Office

##### Guests of Council

Nil

##### Members of the Public

Nil

#### 2.2 Apologies

Hayley Byrnes	Deputy Chief Executive Officer
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#### 2.3 Leave of Absence Previously Granted

Cr A (Tony) Smith

### 3. Public Question Time

Nil.

### 4. Petitions, Deputations & Presentations

Nil.

### 5. Applications for Leave of Absence

Nil.

### 6. Confirmation of the Minutes of Previous Meetings

#### 6.1 Ordinary Meeting of Council held on 20<sup>th</sup> May 2021

##### Resolution 6.1 OCM July 2021

That the Minutes of the Ordinary Council Meeting held on Thursday 17<sup>th</sup> June 2021 be confirmed as a true and correct record.

Moved: Cr W (Sam) Stewart

Seconded: Cr B (Bernie) Daly

Vote – Simple Majority

Carried: 6/0

##### Note to this item:

The President will sign the minute declaration on the previous minutes.

### 7. Declaration of Members and Officers Interests

- Mr Stuart Hobleby declared an Financial Interest on Item 9.10 Annual Performance review – Chief Executive Officer.

### 8. Announcements by President without Discussion

The President would like to pass on Councils condolences to the Beard family on the passing of Clifton, and the Godfrey family on the passing of Nancy.

Both are valued community members who have dedicated their time and lives to the Cunderdin Community. Council were deeply saddened by the news and our thoughts and prayers are with both families.

## 9 Finance & Administration

### 9.1 Financial Reports for June 2021

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Deputy Chief Executive Officer
<b>Date:</b>	6 <sup>th</sup> July 2021
<b>Author:</b>	Hayley Byrnes
<b>Item Approved by:</b>	Stuart Hobley, Chief Executive Officer
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	2 attachments – Monthly Report June 2021 and Rates Report

#### **Proposal/Summary**

The financial reports as at 30<sup>th</sup> June 2021 are presented for Councils consideration.

#### **Background**

The financial reports have been circulated to all Councillors.

#### **Comment**

Nil.

#### **Consultation**

Nil.

#### **Statutory Environment**

The *Local Government Act 1995* Part 6 Division 3 requires that a monthly financial report be presented to Council.

#### **Policy Implications**

Nil.

#### **Financial Implications**

All financial implications are contained within the reports.

#### **Strategic Implications**

Nil.

#### **Resolution 9.1 OCM July 2021**

That Council receives the monthly financial reports for the periods ending 30<sup>th</sup> June 2021.

Moved: Cr AE (Alison) Harris

Seconded: Cr N (Norm) Jenzen

Vote – Simple Majority

Carried: 6/0

## 9.2 Accounts Paid – June 2021

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Deputy Chief Executive Officer
<b>Author:</b>	Hayley Byrnes
<b>Report Date:</b>	6th July 2021
<b>Item Approved By:</b>	Stuart Hobley, Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	2 attachments – Creditors list of payments June 2021 Credit Card Statement June 2021

### **Proposal/Summary**

Council is requested to confirm the payment of Accounts totalling:

Total for Municipal -	\$421,729.85
Total for Trust -	\$0.00
TOTAL -	\$421,729.85

For June 2021 as listed in the Warrant of Payments for the period 1<sup>st</sup> to 30<sup>th</sup> June 2021.

### **Background**

Nil.

### **Comment**

Nil.

### **Consultation**

Nil.

### **Statutory Environment**

In accordance with Financial Management Regulations 12 & 13, a List of all accounts paid or payable shall be presented to Council (Refer Warrant of Payments attached).

Financial Management Regulations 12 & 13.

### **Policy Implications**

Nil.

### **Financial Implications**

All financial implications are contained within the reports.

### **Strategic Implications**

Nil.

**Resolution 9.2 OCM July 2021**

1. That Council's payment of accounts amounting to \$421,729.85 being from Municipal Account for June 2021, as follows:

<b>Municipal Account</b>	<b>\$</b>	<b>Total</b>
Electronic Funds Transfer: EFT 5152 – 5260	\$378,390.12	
Direct Debit (Inc Bank Charges): DD2184.1-DD2216.10	\$14,411.52	
Cheques: 11728-11739	\$28,928.21	
<b>TOTAL</b>		<b>\$421,729.85</b>

be confirmed and noted; and,

2. That the Payments List as presented be incorporated in the Minutes of the Meeting.

Moved: Cr B (Bernie) Daly

Seconded: Cr W (Sam) Stewart

Vote – Simple Majority

Carried: 6 /0

### 9.3 Council Investments – As at 30<sup>th</sup> June 2021

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Deputy Chief Executive Officer
<b>Author:</b>	Hayley Byrnes
<b>Report Date:</b>	6 <sup>th</sup> July 2021
<b>Item Approved By:</b>	Stuart Hobley, Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	1 Attachment- Bank Statements June 2021

#### Proposal/Summary

To inform Council of its investments as at 30<sup>th</sup> June 2021.

#### Background

The authority to invest money held in any Council Fund is delegated to the Chief Executive Officer. Council Funds may be invested in one or more of the following:

- Fixed Deposits;
- Commercial Bills;
- Government bonds; and
- Other Short-term Authorised Investments.

Council funds are to be invested with the following financial institutions:

- Major Banks & Bonds Issued by Government and/ or Government Authorities.

#### Comment

In addition to the Shire's Municipal Operating Accounts, the below investment accounts are held as at 30<sup>th</sup> June 2021.

COUNCIL ACCOUNTS					
Institution	Amount	Investment type/ Account details	Municipal Funds	Reserve Funds	Trust Funds
Westpac Bank	\$1,410,782.23	Municipal- 0000030	\$1,410,782.23		
Bendigo Bank	\$2,322,144.81	Municipal- 155971377	\$1,123,845.80	\$1,198,299.01	
Westpac Bank	\$146.78	Business Cash Reserve 22-3647 0.50%		\$146.78	
Bendigo Bank	\$992.00	Bendigo Trust Account 164 488 686			\$992.00
Westpac Bank	\$1.00	Trust Working Account 12-2981			\$1.00
<b>TOTAL INVESTMENTS</b>	<b>\$3,734,066.82</b>		<b>\$2,534,628.03</b>	<b>\$1,198,445.79</b>	<b>\$993.00</b>



In addition to the above Shire funds, the Shire administers the Cunderdin Community Centre Trust Account being Westpac Account 000 073 - \$ 86,974.42 and Bendigo Account Ref: 3030072 – \$ 451,547.58.

<b>CUNDERDIN COMMUNITY TRUST DETAILS</b>		
<b>30<sup>th</sup> June 2021</b>		
Opening Balance as per Bank Statement & Term Deposits	INVESTMENT ACC	86,974.42
	TERM DEPOSIT	451,547.58
	<b>TOTAL</b>	<b>548,522.00</b>
Credits		0.00
Debits		0.00
Closing Balance as Per Bank Statements & Term Deposits	<b>TOTAL</b>	<b>538,522.00</b>
<b>INCOMING</b>		
<i>Interest ( Investment account)</i>		0.00
		0.00
<b>OUTGOING</b>		
		0.00
<b>Balance as at end of month</b>	<b>TOTAL</b>	<b>538,522.00</b>

**Consultation**

Nil.

**Statutory Implications**

Financial Management Regulation 19.

**Policy Implications**

Nil.

**Financial Implications**

There are no financial implications in considering this item.

**Strategic Implications**

This item related to the Integrated Planning and Reporting Framework, which feeds into the Long Term Financial Plan when determining annual Council Budgets.

**Resolution 9.3 OCM July 2021**

That the report on Council investments as at 30<sup>th</sup> June 2021 be received and noted.

Moved: Cr AE (Alison) Harris

Seconded: Cr N (Norm) Jenzen

Vote – Simple Majority

Carried/Lost: 6/0

#### 9.4 Reserve Price – Lot 231 Dowerin-Meckering Road, Meckering

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Finance Officer
<b>Date:</b>	5 <sup>th</sup> July 2021
<b>Author:</b>	Brooke Davidson
<b>Item Approved by:</b>	Stuart Hobley, Chief Executive Officer
<b>Disclosure of Interest:</b>	NIL
<b>File Reference:</b>	A53560
<b>Attachment/s:</b>	Map of Lot 231 Dowerin-Meckering Road Appraisal of Land

#### **Proposal/Summary**

For Council to set a reserve price for Assessment A53608, being Lot 231 Dowerin-Meckering Road, Meckering, for the upcoming auction for sale of the land 23<sup>rd</sup> August 2021.

#### **Background**

Council, at its Ordinary Council Meeting 18<sup>th</sup> February 2021, resolved;

*That Council authorises the Chief Executive Officer:*

- 1. Having made reasonable efforts to do so, being unable to locate the owner of property A53608, pursuant to section 6.64 of the Local Government Act 1995, utilise McLeods Lawyers to sell the land being lot 231 on Plan 222786, which have rates and services in arrears for 3 or more years.*

The property was owned by Mr James Barry Cox (deceased) and currently vests with the Public Trustee. There is currently a Caveat on the property by Mr Cox's ex-defacto, Shirley Dawn Watts, lodged 27 May 2004 by Ball & Co Lawyers. The Shire has received advice in writing that Ms Watts is willing to remove the caveat from the property and has no desire to take the land.

The Shire instructed McLeods Lawyers to proceed with the sale of the land, as per Council resolution. The required steps were undertaken under the *Local Government Act 1995* and a Form 2 and 4 were issued, and a Form 3 erected on the land, for the Shire to take possession of the property.

An auction date has been set for the 23<sup>rd</sup> August 2021 where the property will be auctioned for sale. A Form 5 Notice will be advertised in the West Australian.

An appraisal of the land was arranged to set a reserve price for the auction. In setting a reserve price, the Shire will be subject to a duty of care similar to that of a mortgagee in possession to exercise reasonable care in selling the land.

#### **Comment**

An appraisal of the land was arranged by Landmark Livestock & Land, which has determined that the land value is \$65,000.

#### **Consultation**

McLeods Lawyers  
Public Trustee  
Ball & Co Lawyers  
Landmark Livestock & Land

**Statutory Implications**

**LOCAL GOVERNMENT ACT 1995 - SECT 6.64**

**6.64 . Actions to be taken**

(1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —

- (a) from time to time lease the land; or
- (b) sell the land; or
- (c) cause the land to be transferred to the Crown; or
- (d) cause the land to be transferred to itself.

(2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.

(3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

**Policy Implications**

Nil

**Financial Implications**

The Assessment currently has outstanding rates and charges of \$6,906.23, which will be recoverable in the event of a successful sale.

**Strategic Implications**

Community Leadership

CL5-Objective 4 - Ensure sound long term financial management and deliver value for money.

**Resolution 9.4 OCM July 2021**

That Council authorises the Chief Executive Officer:

- 1. To set a reserve for A53608, being Lot 231 Dowerin-Meckering Road, Meckering at \$50,000 for the auction to be held 23<sup>rd</sup> August 2021.

Moved: Cr TE (Todd) Harris

Seconded: Cr W (Sam) Stewart

Vote – Simple majority

Carried: 6/0

## 9.5 2021/22 Budget Adoption

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Deputy Chief Executive Officer
<b>Date:</b>	16 <sup>th</sup> July 2021
<b>Author:</b>	Hayley Byrnes
<b>Item Approved By:</b>	Stuart Hobley, Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	3 Attachments

### **Proposal / Summary**

To consider and adopt the Municipal Fund Budget for the 2021/2022 financial year together with supporting schedules, including striking of the municipal fund rates, setting of elected members fees for the year and other consequential matters arising from the budget papers.

### **Background**

The draft 2021/2022 budget has been compiled based on the parameters established in the Council integrated planning documents including long term financial plan, corporate business plan and strategic community plan.

Council gave consideration to the detail within the budget via a workshop held on the 8<sup>th</sup> July 2021.

### **Comment**

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The main features of the draft budget include:

### **Rates**

The proposed budget provides a 4% increase in rates collected.

However, the periodic system of revaluations of properties undertaken by the Valuer General will result in some ratepayers paying more and some less than last year – while the revenue to Local Government will increase by 4% from last year.

The Unimproved Valuations (UV) were completed 1 August 2020 and effective from 30 June 2021. The overall change in valuations was an increase of 9.60%.

The minimum rate is proposed to be set at \$748.

### **Comments from the District Valuer were:**

Agricultural land across the Shire of Cunderdin has experienced favourable market conditions in 2020, resulting in an overall increase to Rural Unimproved Land Values, with broad-acre cropping land outperforming small rural holdings.

Broadacre holdings have increased up to 15% in the northern section of the Shire with 5—10% increases in the south. Some variations to individual assessments may have occurred either as a product of the valuation process and/or inclusion of updated information such as soil types.

### **End of year position**

The 2020/2021 end of year position is an estimated surplus of \$1,700,000. This is a result of a number of projects that were either not complete before the end of the financial year and the early payment of our Federal Assistance Funding which was received in June 2021.

The budget presented to Council for adoption results in an end of year surplus for 2021/22 of \$11,925.

## **Fees & Charges**

The fees and charges schedule is presented to Council for consideration. Variations as deemed appropriate have been made to the Fees & Charges; the variations have been highlighted yellow in the attachment. These variations have been made to ensure we are recouping the Shires costs to provide the service or bring items in that have been deemed necessary throughout the previous year.

## **Elected Member Attendance Fees, Allowances & Reimbursement of Costs**

The recommendations include the setting of meeting attendance fees and allowances for members. This includes the Presidents allowance of \$1,500.00, the Deputy President's allowance \$250.00 and members meeting attendance fees are set at the maximum rate of \$238 and \$490 for the President. With Committee meeting attendance fee set at the maximum rate \$118 for all members.

The Presidents entitled to an allowance in the range of \$508 – \$19,864 and the Deputy President is entitled to up to 25% of the agreed president's allowance.

Other claims such as travelling will need to be submitted should a member so require. All payments may be made direct to Members designated bank accounts. These fees and allowances are in accordance with Sec 5.98, 5.98A, 5.99 and 5.99A of the Local Government Act and the Local Government (Administration) Regulations. These fees are within the determinations for Band 4 as set by the Salaries and Allowances Tribunal 12 April 2016.

## **Salaries & Wages**

The budget for Salaries and Wages includes an estimated increase from the Fair Work Commission wage increase.

The Shire has recently received correspondence from WALGA Employee Relations in regard to the annual wage increase to the Local Government Industry Award 2020.

The Fair Works commission has divided awards into three groups based on the impact COVID-19 has had on respective industries. Each group has a different wage increase commencement date.

The 2.5% increase for employees under the Local Government Industry Award 2020 will come into effect from the start of the first full pay period on or after 1 July 2021.

## **Road Funding**

The road program has had in funding from the Department of Infrastructure and Regional Development. This has led to a significant road program for the 2021/2022 year. A portion of these works will be put out to contract as we do not have the capacity to undertake the works ourselves. The total of our Road funding sources are as follows:

MRWA Direct Grant	\$ 127,180
Regional Road Group	\$ 337,483
Roads to Recovery 20/21	\$ 329,674
Wheatbelt Secondary Freight Network	\$2,115,997
<b>TOTAL</b>	<b>\$2,910,334</b>

## **Reserve Transfers**

The following transfers in and out of Reserves have been budgeted for.

Transfer to Museum Reserve	(\$15,000)
Transfer from Building Reserve (Meckering Sports Club Roof)	\$30,000
Transfer from Building Reserve (Housing Project)	\$400,000
Transfer to AAA Sandalwood Units Reserve (Net income from units)	(\$30,000)

## **Borrowings**

The Shire has budgeted to borrow up to \$200,000 to complete a housing project.

## **Statutory Implications**

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending 30 June of the next year.

Divisions 5 and 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. *The Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2021/22 budget as presented is considered to meet statutory requirements.

- *Cemeteries Act 1986*
- *Waste Avoidance and Resources Recovery Act 2007*
- *Local Government (Miscellaneous Provisions) Act 1960*

## **Policy Implication**

Nil.

## **Consultation**

Internal: Staff

Council

External: Community groups (and Councillors) have had the opportunity to submit budget requests

## **Financial Implications**

The Budget document establishes activities which the Shire will pursue during the 2021/22 financial year taking into account the Shire of Cunderdin Corporate Business Plan and Long Term Financial Plan.

## **Strategic Implications**

### **Officers Recommendation 9.5**

#### **PART A - MUNICIPAL FUND BUDGET FOR 2021/222**

That Council, pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopt the Municipal Fund Budget as contained in the attachment of this agenda for the Shire of Cunderdin for the 2021/22 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type, shows a surplus of \$11,925
- An amount required to be raised from rates of \$ 2,209,640
- Budget schedules as detailed.
- Transfers to/from Reserve accounts as detailed.

#### **PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

1. That Council, for the purpose of yielding the surplus disclosed by the Municipal Fund Budget adopted at Part A above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, impose the following general and minimum rates on Gross Rental and Unimproved Values.

### 1.1 General Rates

Gross Rental Value (GRV)	9.0448 cents in the dollar
Rural (UV)	0.8046 cents in the dollar
Mining (UV)	0.8046 cents in the dollar

### 1.2 Minimum Rates

Gross Rental Value (GRV)	\$748
Unimproved Value (UV)	\$748
Mining (UV)	\$748

2. That Council, pursuant to section 6.45 of the Local Government Act 1995 and regulation 64 (2) of the Local Government (Financial Management) Regulations 1996, offers a one or four instalment payment option, and nominates the following due dates for payment in full or by instalments:

Full payment and 1st instalment due date 3 September 2021

2nd quarterly instalment due date 5 November 2021

3rd quarterly instalment due date 7 January 2022

4th quarterly & final instalment due date 11 March 2022

3. That Council, pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$9.00 for each instalment after the initial instalment is paid.
4. That Council, pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
5. That Council, pursuant to section 6.51 (1) and subject to section 6.51 (4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

### **PART C – GENERAL FEES AND CHARGES FOR 2021/22**

That Council, pursuant to section 6.16 of the Local Government Act 1995, adopts the Fees and Charges included in the Attachment 13.1.2 Draft fees and charges 2021/2022 attached to this agenda.

### **PART D – OTHER STATUTORY FEES FOR 2021/22**

1. That Council, pursuant to Part 7 Local Government Planning Charges Planning and Development Regulations 2009 adopts the Fees and Charges for Planning Services within the Shire of Cunderdin as included at page 11 Attachment 9.5.2 Draft fees and charges 2021/2022 attached to this agenda.
2. That Council, pursuant to section 53 of the Cemeteries Act 1986 adopts the Fees and Charges for Cemeteries within the Shire of Cunderdin as included at page 7 Attachment 9.5.2 Draft fees and charges 2021/2022 attached to this agenda.
3. That Council, pursuant to section 245A(8) of the Local Government (Miscellaneous Provision) Act 1960 adopts the swimming pool inspection fee included at page 4 Attachment 9.5.2 Draft fees and charges 2021/2022 attached to this agenda.

4. That Council, pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, adopt the charges for the removal and deposit of domestic and commercial waste as included at page 6 Attachment 9.5.2 Draft fees and charges 2021/2022 attached to this agenda.

**PART E – ELECTED MEMBERS FEES AND ALLOWANCES FOR 2021/22**

1. That Council, pursuant to section 5.98(1)(b) of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopt the following meeting attendance fees for elected members:

President \$ 490 per meeting attended  
Councillors \$ 238 per meeting attended  
Councillors \$ 118 per committee meeting attended.

2. That Council, pursuant to section 5.98(5) of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

President \$1,500

3. That Council, pursuant to section 5.98A of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

Deputy President \$250

**PART F – MATERIAL VARIANCE REPORTING FOR 2021/22**

That Council, in accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2021/22 for reporting material variances shall be a percentage of ten (10) or a minimum of \$10,000, whichever is the greater.

Moved: Cr

Seconded: Cr

Vote – Absolute Majority

Carried/Lost: \_/\_



Due to unseen circumstances the Budget for 2021/22 was not able to be fully presented for adoption to Council at the July Ordinary Council Meeting.

### **Resolution 9.5 OCM July 2021**

The Council refer the following items back to the Administration Staff for further consideration;

- PART A – MUNICIPLA FUND BUDGET FOR 2021/22
- PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS
- PART F – MATERIAL VARIANCE REPORTING FOR 2021/22

#### **PART C – GENERAL FEES AND CHARGES FOR 2021/22**

That Council, pursuant to section 6.16 of the Local Government Act 1995, adopts the Fees and Charges included in the Attachment 13.1.2 Draft fees and charges 2021/2022 attached to this agenda.

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2. That Council, pursuant to section 53 of the Cemeteries Act 1986 adopts the Fees and Charges for Cemeteries within the Shire of Cunderdin as included at page 7 Attachment 9.5.2 Draft fees and charges 2021/2022 attached to this agenda.

3. That Council, pursuant to section 245A(8) of the Local Government (Miscellaneous Provision) Act 1960 adopts the swimming pool inspection fee included at page 4 Attachment 9.5.2 Draft fees and charges 2021/2022 attached to this agenda.

4. That Council, pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, adopt the charges for the removal and deposit of domestic and commercial waste as included at page 6 Attachment 9.5.2 Draft fees and charges 2021/2022 attached to this agenda.

#### **PART E – ELECTED MEMBERS FEES AND ALLOWANCES FOR 2021/22**

1. That Council, pursuant to section 5.98(1)(b) of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopt the following meeting attendance fees for elected members:

President \$ 490 per meeting attended  
Councillors \$ 238 per meeting attended  
Councillors \$ 118 per committee meeting attended.

2. That Council, pursuant to section 5.98(5) of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

President \$1,500

3. That Council, pursuant to section 5.98A of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

Deputy President \$250

Moved: Cr B (Bernie) Daly

Seconded: Cr NW (Norm) Jenzen

Vote – Absolute Majority

Carried: 6/0

## 9.6 WALGA State Conference and Annual General Meeting

<b>Location:</b>	Crown Perth
<b>Applicant:</b>	Administration
<b>Date:</b>	13 <sup>th</sup> July 2021
<b>Author:</b>	Lauren Cole
<b>Item Approved by:</b>	Stuart Hobley, Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	ADM245
<b>Attachment/s:</b>	1 x Attachment

### **Proposal/Summary**

For Council to appoint its delegates and proxy delegates to the 2021 WALGA Annual General Meeting (AGM) on Monday the 20<sup>th</sup> September 2021 at Crown Perth.

### **Background**

WA Local Government Association is holding its Annual General Meeting on Monday, 20<sup>th</sup> September 2021 at Crown Perth.

As a Member of the Association the Shire has been asked to register the attendance and voting entitlements of Council's delegates to the AGM.

Council has been requested to register two Voting Delegates and two Proxy Voting Delegates.

### **Comment**

It is usual practice for the Shire President and Shire Deputy President to be the Shire's Voting Delegates. However, should one not be available another Councillor will need to be nominated together with the required Proxy Voting Delegates.

The 2020 Council's Voting Delegates were Cr Dennis Whisson and Cr Alison Harris, with Cr Todd Harris and Cr Tony Smith as the Proxy Voting Delegate.

Due to the restriction with COVID-19 pandemic and the significant uncertainty around the ability to host large events, the Local Government Convention for 2020 was cancelled. With the WALGA AGM delayed until late September to provide as much time as possible for the meeting to be held in-person.

The 2021 WA Local Government Convention is scheduled to be held at Crown Perth on Monday 20 – Tuesday, 21 September with the Opening Welcome Reception being held on the evening of Sunday, 19 September.

The theme for the 2021 WA Local Government Convention is *leading the way: Looking Forward, Looking Back*, taking place against the backdrop of generation change for the sector with the reform of the Local Government Act on the horizon. Additionally, 2020 and 2021 have seen an unprecedented level of the uncertainty experienced in areas such as local and international politics, the economy, the environment, and the ongoing impact and evolving nature of the COVID-19 pandemic, and the Convention program has been developed help embolden Local Government representations to positively embrace change and have a forward thinking mindset as to what could benefit their communities.

### **Consultation**

Nil

### **Statutory Implications**

Nil

### **Policy Implications**

1.8 – Elected Members – Conference, training, travel and out of pocket expenses.

### **Financial Implications**

The AGM is free of charge.

However there may be cost associated with meals and accommodation for attending Councillors

### **Strategic Implications**

#### **Cunderdin Community Strategic Plan**

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

#### **Social**

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

#### **Environmental**

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

#### **Economic**

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

#### **Resolution 9.6 OCM July 2021**

That Council appoints its Delegates to the 2021 Annual General Meeting of the WA Local Government Association as follows:

<b>Voting Delegates</b>	<b>Proxy Voting Delegates</b>
<i>Name of Voting Delegates (2)</i>	<i>Name of Proxy Voting Delegates (2)</i>
Cr Dennis Whisson	Mr Stuart Hobley
Cr Todd Harris	

Moved: Cr N (Norm) Jenzen

Seconded: Cr W (Sam) Stewart

Vote – Absolute Majority

Carried: 6/0

## 9.7 Property and Rates – Re-vestment of Land

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Finance Officer
<b>Date:</b>	14 <sup>th</sup> July 2021
<b>Author:</b>	Brooke Davidson
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	NIL
<b>File Reference:</b>	A53679
<b>Attachment/s:</b>	Nil

### Proposal/Summary

For Council to review and approved the transfer of Assessment A53679, being Lot 243 and 244 on plan 222786, Stewart Street, Meckering to the Shire of Cunderdin.

### Background

The parcels of land are owned by Ivy Ethel Stone, who is deceased. The land is now held by the Estate of Ivy Ethel Stone and Council staff have been working through the process to transfer this land to the Shire of Cunderdin.

Property – Lot 243 and 244 on Plan 222786	
<b>Assessment</b>	A53679
<b>Zoning/Area</b>	General Agriculture – 2.7528 ha
<b>Period Outstanding</b>	In Excess of 5 years
<b>Amount Outstanding</b>	\$32,157.66
<b>Payment</b>	No payments made in our current system dating back to 30/04/2015

Council at its 15 February 2018 Ordinary Council Meeting resolved:

*“That Council, pursuant to Section 6.64 (1)(b) of the Local Government Act 1995, proceed to sale of Assessments A53560, A53602, A53614, A53616, A53667, A53669, A53675, A54849 and A53679.”*

Accordingly, the abovementioned properties which have had rates outstanding of three or more years were referred to AMPAC for recovery action. Her known relatives, who may have an interest in the land, have been contacted and are not interested in the land.

Council reviewed the property on the 18<sup>th</sup> April 2019 Ordinary Council Meeting and resolved:

*That Council authorises the Chief Executive Officer:*

- 1. Pursuant to Section 6.64 (1)(b) of the Local Government Act 1995, proceed to sale of Assessment A53616, which has rates and services in arrears for 3 or more years.*
- 2. Having made reasonable efforts to do so, being unable to locate the owner of property A53679 is to, pursuant to Section 6.64 (1)(b) of the Local Government Act 1995, proceed to sale of Assessment A53679, which has rates and services in arrears for 3 or more years.*

The property was referred to AMPAC for recovery action. Forms 2, 3, 4 and 5 were executed and advertised as required and an auction date was set for the 10<sup>th</sup> August 2020 at the Cunderdin Ettamogah Pub, 75 Main Street Cunderdin. The property was passed in an auction, due to no bids received.

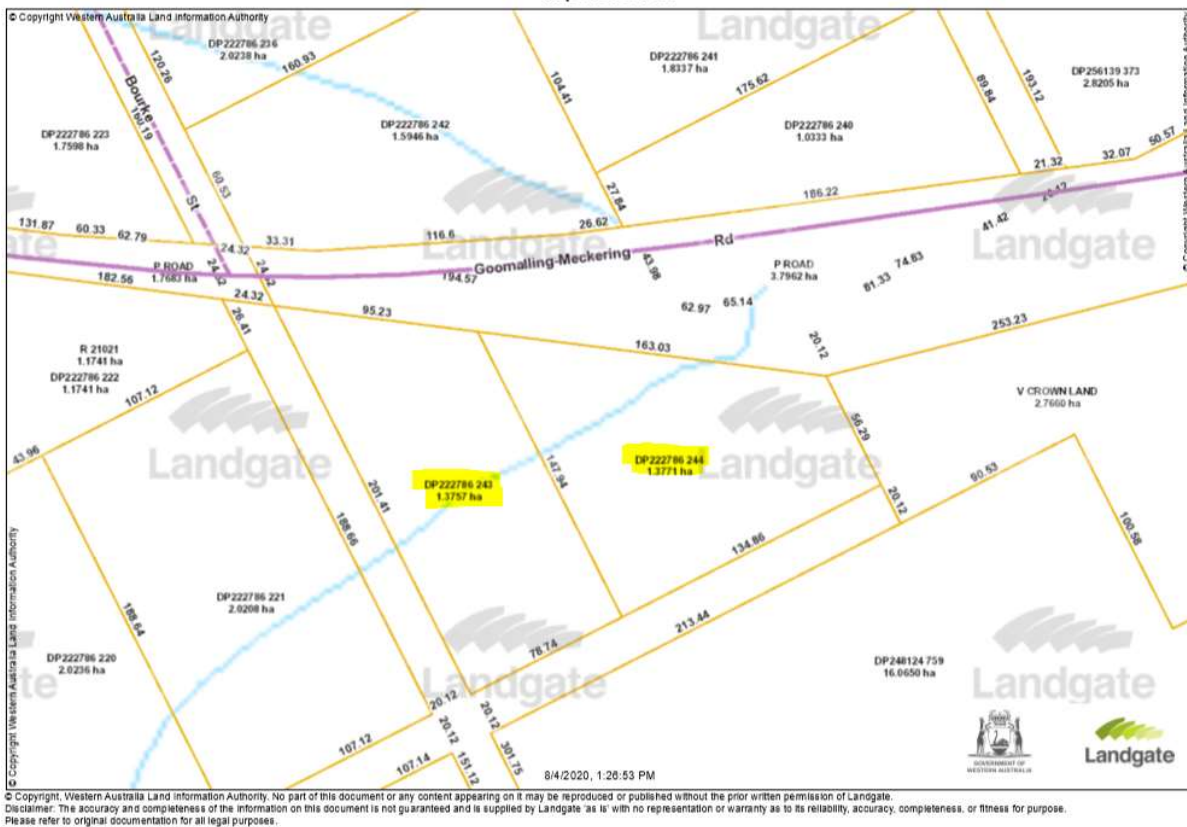
Council reviewed the property on the 20<sup>th</sup> August 2020 Ordinary Council Meeting and resolved:

That Council authorises the Chief Executive Officer:

1. Having made reasonable efforts to do so, being unable to locate the owner of property A53679 is to, pursuant to Section 6.64 (1)(b) of the Local Government Act 1995, apply in the form and manner prescribed to the Minister to have the land re-vested in the Crown in right of the State, land parcels contained within assessment A53679 which have rates and services in arrears for 3 or more years.
2. That Council request that the Department of Planning, Lands and Heritage ensure that these lots are not able to be sold to the public in the future.



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**Comment**

Under the powers of the *Local Government Act 1995*, if at the expiration of 12 months and a contract for sale of the land, has not been entered into by the local government, it may transfer the land to itself.

Given the high level of debt, minimum value of the land, building restrictions and the amount of time that has been afforded in searching for ratepayers to either clear or reduce this debt, it is appropriate to apply the relevant section of the *Local Government Act 1995* empowering the re-vestment of land provision in relation to unpaid rates and charges.

A Transfer of Land document is required to be completed by the President and Chief Executive Officer, with the Common Seal to be affixed.

Council would also be required to write off the outstanding debt associated with the property, currently at \$32,157.66.

The Shire will at this stage retain the land, however could in future submit a Form 6 Application to have the land to revested into the Crown.

It is suggested that Council do not proceed resolution 9.4 Ordinary Council Meeting, 20<sup>th</sup> August 2020 to allow the property to be re-vested to the Shire of Cunderdin instead of the Crown at this point in time.

The land is in a location that can be utilised by the for future tree planting to offset road clearing.

**Consultation**

- AMPAC Debt Recovery
- Price Sierakowski Corporate

**Statutory Implications**

*The Local Government Act 1995*

## 6.71. Power to transfer land to Crown or to local government

- (1) If under this Subdivision land is offered for sale but at the expiration of 12 months a contract for the sale of the land has not been entered into by the local government, it may by transfer, where the land is subject to the provisions of the *Transfer of Land Act 1893*, and by deed, where the land is not subject to the provisions of that Act, transfer or convey the estate in fee simple in the land to —
- (a) the Crown in right of the State; or
  - (b) the local government.

### **Policy Implications**

Nil

### **Financial Implications**

The outstanding amount for the assessment will not be recoverable and the rates and costs of legal proceedings will need to be written off.

### **Strategic Implications**

CL5-Objective 4 Ensure sound long term financial management and deliver value for money.  
IT5.5.4 Risk Management

#### **Resolution 9.7 OCM July 2021**

That Council authorises the Chief Executive Officer:

1. Apply Section 6.71 of the Local Government Act 1995, and transfer the land contained within assessment A53679, being Lots 243 and 244 on plan 222786, to the Local Government, which has rates and charges unpaid for 3 years or more.
2. Accept the land being assessment A53679, Lot 243 and 244 on Plan 222786, Stewart Street, Meckering; and
3. Write off all outstanding rates and charges associated with the property; and
4. That the President and Chief Executive Officer be authorised to sign and affix the Common Seal to the Transfer of Land documents.

Moved: Cr B (Bernie) Daly

Seconded: Cr N (Norm) Jenzen

Vote – Simple majority

Carried: 6/0

## 9.8 Move Behind Closed Doors

### **Resolution 9.8 OCM July 2021**

That Council move behind closed doors in accordance with s.5.23 of the Local Government Act.

Moved: Cr TE (Todd) Harris

Seconded: Cr AE (Alison) Harris

Vote – Simple Majority

Carried: 6/0

## 9.11 Move from behind closed doors

### **Resolution 9.11 OCM July 2021**

That Council move from behind closed doors in accordance with s.5.23 of the Local Government Act.

Moved: Cr W (Sam) Stewart

Seconded: Cr TE (Todd) Harris

Vote – Simple Majority

Carried: 6/0

## 9.12 Chief Executive Officers Report

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	16 <sup>th</sup> April 2021
<b>Author:</b>	Stuart Hobley
<b>Item Approved by:</b>	Stuart Hobley, Chief Executive Officer
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	1 x Attachment

### **Proposal/Summary**

To provide an update on the matters the Chief Executive Officer has been addressing over the past month.

### **Background**

#### Regional Road Group

A Regional Road Group Meeting was held via Zoom on the 12 July 2021, the Minutes are attached. Council has received funding to complete resealing works on the Minnivale Road and Goldfields Road.

#### CBH Development Approval – Emergency Bulkheads

CBH had submitted a development application to construct emergency bulkheads on the land owned by CBH to the east of their existing facility.

The development application is currently with Main Roads who are required to comment on the proposal as the development is situated within the minimum distance required to a Main Road.

Council's planner is working with CBH to ensure the development meets the planning requirements. If the requirements are able to be met the application does not require approval from Council.

#### Election

Council has indicated to WALGA that it will participate in the WALGA advertising program for the upcoming October 2021 Elections. It is intended to again conduct an "in person voting" election rather than a postal voting election.

#### NAIDOC Week



The Community Development Officer in conjunction with the local indigenous community held a very successful NAIDOC week event in O'Connor Park. Approximately 50 people were in attendance for the lunch and afternoons activities.

#### Local Roads and Community Infrastructure Program Projects

##### Round 1 Projects

Basketball Courts – Retaining Wall and Fencing \$30,000

The construction of the retaining wall and fencing at the basketball courts has been completed.

AAA Garden - \$160,000

The trees, shrubs and ground covers have planted in the garden and the reticulation is being laid. Due to the volume of rain that has fallen over the past weeks, a few small areas of the garden will not be planted yet due to water logging. The shade shelter and plants will be erected within the next two weeks. The project has come in on budget and will be completed before 30 July 2021.

Oval Lights - \$270,000 (\$180,000 LRCIP)

The lights and basketball courts have been installed and the works are completed. The old lights have also been removed.

This project is completed and is under budget.

##### Round 2 Projects

Cunderdin Swimming Pool

An update on the swimming pool will be provided at the meeting.

#### Budget

Council has had several discussions regarding the 2021-22 budget. The budget will be discussed at the Council Information Session prior to the meeting and the budget should be adopted at the Council meeting.

#### Local Government Week

Information regarding Local Government Week has been forwarded to all Councillors. If you wish to attend could you please advise the office as soon as possible to the bookings can be arranged.

#### Comment

Nil.

#### Consultation

Nil.

#### Statutory Implications

Nil.

#### Policy Implications

Nil.

#### Financial Implications

Nil.

#### Strategic Implications

Nil.

**Resolution 9.12 OCM July 2021**

That the Chief Executives Officers Report be received.

Moved: Cr N (Norm) Jenzen

Seconded: Cr AE (Alison) Harris

Vote – Simple majority

Carried: 6/0

**10. Environmental Health and Building**

Nil

## 11. Planning & Development

### 11.1 Partially Retrospective Proposed Dwelling with Side Setback Variation – Lot 205 (11) Carter Rd, Cunderdin

<b>Location:</b>	Lot 205 (11) Carter Rd, Cunderdin
<b>Applicant:</b>	Ben Judd
<b>Date:</b>	16 <sup>th</sup> July 2021
<b>Author:</b>	Natasha Jurmann
<b>Item Approved by:</b>	Stuart Hopley, Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	3 x Attachment

#### **Proposal/Summary**

The proponent wishes to build a single storey dwelling on Lot 205 (11) Carter Road in Cunderdin. The proposal is being presented to the Council because the earthworks are within the side setback for the lot.

#### **Background**

Lot 204 (11) Carter Road, Cunderdin (referred to herein as the property) is 13,754m<sup>2</sup> in area and is currently vacant. The property is zoned Rural Residential and is surrounded by land similarly zoned to the East and West, with the remainder being a mix of Residential and General Agricultural Zoned Land.

A Site Plan and Site Photos is provided in attachments.

A development application has been received which proposes to construct a Dwelling and an Outbuilding which will:

- Have a living area of 522.7m<sup>2</sup>;
- Have an attic of 76m<sup>2</sup>;
- Be setback 17m from the Eastern Lot Boundary;
- Be Setback 47m from the Carter Road frontage;
- Have a retaining wall 3.5m from the Western Lot boundary(Variation);
- Be setback 24.7m from the Western Lot boundary(house);

The applicant took their plans to the neighbour on the Eastern and Western Lot boundary for their approval and both neighbours have signed the plans to say that they are happy with the earthworks and plans for the proposed development.

In addition to the plans the applicant has submitted a signed earthworks plan to show that the neighbours were happy with the proposed earthworks. In addition to this upon inspecting the site and looking at the recorded contours for the lot, any person wanting to build a single level house on this lot would need to do substantial earthworks to level a portion of the lot for the house.

A copy of the development application submitted is provided in attachments.

The application requires development approval because of the proposed reduction to the side setback. The application has been presented to Council for determination due to the extent of the variation.

## **Comment**

The application is required to be assessed in accordance with the Shire of Cunderdin's Local Planning Scheme No. 3 (Scheme) and *Planning and Development (Local Planning Schemes) Regulations 2015* – Schedule 2 Deemed Provisions.

A Dwelling is Discretionary development under the Shire of Cunderdin's Local Planning Scheme No.3 and Permitted Development under the Proposed Shire of Cunderdin Local Planning Scheme No.4.

Clause 32.1 Development Requirements states that:

*"Unless otherwise provided by the Scheme, all development is required to comply with the requirements of Schedule 6 – Development Standards."*

The proposed development is a variation on the scheme and on the policy (see below).

Scheme Provision	Proposed	Comment
Minimum setbacks		
Front boundary – 15m	47m	Complies
Side boundaries – 10m	-3.5m (retaining wall) on western boundary - 24.7m to the house - 17m to Eastern Boundary	Variation requested to side boundary setback. This request is acceptable due to lot development constraints and the affected neighbour is ok with the proposed development.  It is recommended that a landscaping plan be required prior to the release of the Building Permit to reduce the appearance of Bulk and Scale along the Western Boundary between the retaining wall and lot boundary.

In accordance with the Scheme, variations are to be assessed against whether the development is consistent with the following:

- the objectives of the scheme. The relevant objectives of the scheme are as follows:
  - a) *No more than one single dwelling shall be constructed and occupied on any lot classified Rural Residential zone however the local government may, at its discretion, approve ancillary accommodation.*
  - b) *All buildings, service roads and firebreaks constructed in the zone shall be designed and sited so as to minimise any adverse impacts on the environment, landscape and scenic values.*
  - c) *In order to conserve the rural environment or features of natural beauty all trees shall be retained unless their removal is authorised by the local government.*
  - d) *In order to enhance the rural amenity of the land in areas the local government considers deficient in tree cover it may require as a condition of any planning or subdivision approval the planting of such trees and/or groups of trees and species as specified by the local government.*

The dwelling is considered to be consistent with the objectives of the zone with the addition of the recommended landscaping provisions. The dwelling is unlikely to detract from the amenity of the landscape as it will be suitably setback from the Carter Road frontage so as to not appear overly large.

- Clause 67 of Schedule 2 – Deemed Provisions of the Regulations also contains general matters for consideration. Those most relevant to this application are:

*“g) any local planning policy for the Scheme area (see table above);*

*m) the compatibility of the development with its setting including –*

- (i) the compatibility of the development with the desired future character of its setting; and*
- (ii) the relationship of the development 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 development.*

*n) the amenity of the locality including the following –*

- (i) Environmental impacts of the development;*
- (ii) The character of the locality; and*
- (iii) Social impacts on the development.*

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

The provisions of the Scheme and Regulations essentially require the variation be assessed in terms of whether the development will have a detrimental impact on visual amenity or character of the locality, from the streetscape or adjoining properties and whether it is consistent with orderly and proper planning.

The application was taken to the neighbouring landowners to endorse the development in writing by the applicant. The proposed development is setback more than twice the required 20m from carter road and almost twice the required 10m from both side boundaries, as such once the development is complete and landscaping is put in it is unlikely that the development would cause a detrimental impact on the amenity of the area.

The existing character and amenity of the area is predominantly very large single houses with ancillary outbuildings. It should be noted that this would be the first house in the area with a reduced setback for their retaining wall at such a large height, but there are a few sheds in the area with earthworks in the side setbacks including 109 Watts St, and 110 Watts St.

On this basis it is recommended that the dwelling be approved subject to a landscaping condition.

Options:

The following options are available to Council:

1. Resolve to, in accordance with the officer’s recommendation to approve the application subject to conditions; or
2. Approve the application subject to other conditions; or
3. Refuse the application and list reasons for refusal;

Option 1 is recommended.

### **Consultation**

The application was taken to the neighbors by the applicant and signed off on, so no further consultation was deemed necessary.

### **Statutory Implications**

The recommendation does not result in any policy implications for the Shire.

### **Policy Implications**

Nil.

### **Financial Implications**

There are no financial implications associated with this proposal for the Shire. If the councillors chose to refuse the application it could result in substantial legal fees.

### **Strategic Implications**

#### **Cunderdin Community Strategic Plan**

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

#### **Social**

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

#### **Environmental**

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

#### **Economic**

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

**Resolution 11.1 OCM July 2021**

That Council:

Approve the application for a Dwelling with side setback variation at Lot 204 (11) Carter Rd, Cunderdin subject to the following conditions.

1. The development hereby approved shall be substantially commenced within two (2) years of the date of this decision notice.
2. The development hereby approved shall be undertaken in accordance with the signed and stamped, Approved Development Plan(s) (enclosed), including any notes placed thereon in red by the Shire and except as may be modified by the following conditions.
3. All stormwater is to be managed on site by the landowner to the satisfaction of the local government.
4. The applicant shall submit a landscaping plan to the satisfaction of the Shire of Cunderdin prior to the issuing of a Building Permit.

***Advice Notes:***

1. *If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.*
2. *Where an approval has lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained. Should the approval period lapse, a new planning application with relevant retrospective fees may be required by the Shire of Cunderdin.*
3. *If the applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.*
4. *In accordance with the provisions of the Building Act 2011, and Building Regulations 2012, an application for a building permit must be submitted to, and approval granted by the Shire, prior to the commencement of the development hereby permitted*

Moved: Cr N (Norm) Jenzen

Seconded: Cr W (Sam) Stewart

Vote – Absolute Majority

Carried: 6/0



**12. Works & Services**

Nil.

**13. Urgent Items**

Nil.

**14. Scheduling of Meeting**

**14.1 August 2021 Ordinary Meeting**

The next ordinary meeting of council is scheduled to take place on Wednesday 18<sup>th</sup> August 2021 commencing at 5pm at the Cunderdin Shire Council Chambers, Cunderdin, WA 6407

**15. Closure of meeting**

There being no further business the Shire President will declare the meeting closed at 6.35 pm.

**16. Certification**

**DECLARATION**

I, Dennis Whisson, certify that the minutes of the Ordinary Council Meeting held on 22<sup>nd</sup> July 2021 as shown were confirmed at the ordinary meeting of Council held on 18<sup>th</sup> August 2021.

Signed: \_\_\_\_\_

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