

Please note: These minutes are yet to be confirmed as a true record of proceedings

SHIRE OF BUSSELTON

MINUTES OF A MEETING OF THE BUSSELTON SHIRE COUNCIL
HELD ON 23 APRIL 2008

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SHIRE OF BUSSELTON**MINUTES OF A MEETING OF THE BUSSELTON SHIRE COUNCIL HELD IN COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON WEDNESDAY, 23 APRIL 2008 AT 5:30 PM**

The Presiding Member opened the meeting at 5.30 p.m.

1. ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE

Presiding Member: Cr Wes Hartley Shire President

Members: Cr Bethwyn Hastie
Cr David Binks
Cr Ian Stubbs
Cr Tom Tuffin
Cr John Triplett
Cr Rob Underdown
Cr Bev Clarke
Cr Don Hanran-Smith
Cr Rod Wheeler

Officers: Mr Andrew Macnish Chief Executive Officer
Mr Matthew Smith Director, Community and Organisational Development
Mr Nigel Bancroft Director, Lifestyle Development
Ms Jenny Mathies Admin. Officer - Governance

Apologies: Cr Anne Ryan

Leave of Absence: Cr Ross Bromell
Cr Alan MacGregor

Absent: Ms Cathryn Hutton Executive Manager, Systems and Information

Media: "Busselton-Dunsborough Times"
"Busselton-Dunsborough Mail"

Public: 8

2. OPENING PRAYER

The Opening Prayer was delivered by Pastor Craig Roger of the Dunsborough Church of Christ.

3. PUBLIC QUESTION TIME

Nil.

4. SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Several questions asked at the last Council Meeting on 9 April 2008, were taken on notice. The questions and responses are provided below:

4.1 Question - Mr Vern Bussell:

In respect to the 18,000 glossy survey brochures that Council sent out, I would like to ask:

- (a) How many of those were returned?
- (b) Was there a specific question in relation to the sale of beachfront reserves?
- (c) Was it made clear that the main cost would still be borne by the ratepayers of the Shire of Busselton?

Response - Manager, Strategic Projects

- (a) *On the Council website there is a report called "Rebuilding the Busselton Jetty and Revitalising the Foreshore" which summarises the responses received in detail.*
- (b) *Refer to the abovementioned report.*
- (c) *The main cost is not being borne by the Shire of Busselton.*

4.2 Question - Councillor Anne Ryan

The new media person has commenced and a group were invited to attend a function at the Goose. Why weren't Councillors notified that this new person was employed and why were they not invited to the function.

Response - Manager, Strategic Projects

Any appointment below Director level is not reported to Council.

The General Manager of the "Busselton Dunsborough Mail", Barb McSherry and Editor of the "Busselton Dunsborough Times", Hayley Wootton sought the opportunity for the media to meet with the new Public Relations Officer.

The Public Relations Officer's primary contact will be with the Shire President, Shire Officers and the local media and the event was organised to introduce the Shire's PR officer to the local media, given how critical this relationship is.

Question - Councillor Anne Ryan:

How much did it cost?

Response - Presiding Member:

The room used cost \$110/hr.

Question - Councillor Anne Ryan:

With regard to the announcement of the non-funding by the Federal Government, why were Councillors notified the same time that a media release went out to everybody on Monday? Why weren't Councillors notified as a courtesy beforehand?

Response - Manager, Strategic Projects

Because the Shire President called a media conference to make the announcement and asked that Councillors be notified at the same time.

Councillor Anne Ryan:

Why was the Goose chosen for the media announcement on Monday?

Response - Presiding Member:

The Shire President decided the press conference would be at the jetty.

The media announcement was made at the Interpretive Centre and it wasn't conducive to interviews. The Goose was booked due to close proximity and due to weather uncertainty.

Councillor Anne Ryan:

How much did it cost?

Response - Presiding Member:

The room cost \$110/hr to hire.

Councillor Anne Ryan:

Whose decision was it to turn the negative response into a positive response in two local newspapers?

Response - Presiding Member (provided previously at the 9 April Council Meeting)

Andrew Macnish, Paul Martin and myself, on the way back from the meeting in Rockingham. We agreed that was the best way and we agreed that the public should be informed as soon as possible of who had attended the meeting with Gary Gray and the best way was a letter to be published in the local papers.

Councillor Anne Ryan:

How much did that cost?

Response - Presiding Member:

In line with the rates of our Council for the Community page.

5. APPLICATIONS FOR LEAVE OF ABSENCE

C0804/121 Moved Councillor Hanran-Smith, seconded Councillor Tuffin:

That Leave of Absence be approved for Councillor Rob Underdown from Monday, 28 April until Thursday, 22 May 2008, inclusive.

CARRIED 10/0

6. CONFIRMATION OF MINUTES

6.1 Minutes of an Ordinary Meeting of Council held on 9 April 2008.

C0804/122 Moved Councillor Hastie, seconded Councillor Clarke:

That the minutes of an Ordinary Meeting of Council held on Wednesday, 9 April 2008, be confirmed as a true and correct record.

CARRIED 10/0

7. ANNOUNCEMENTS by the Presiding Member without discussion

Nil.

8. PETITIONS AND MEMORIALS

Nil.

9. DECLARATION OF DUE CONSIDERATION

The Presiding Member requested Councillors to acknowledge, in accordance with Clause 8.1 of the Standing Orders, that they have given due consideration to the matters contained within the Agenda.

Declared Due Consideration	No Declaration
Councillor Wes Hartley	Nil
Councillor Bethwyn Hastie	
Councillor David Binks	
Councillor Ian Stubbs	
Councillor Tom Tuffin	
Councillor John Triplett	
Councillor Bev Clarke	
Councillor Rob Underdown	
Councillor Don Hanran-Smith	
Councillor Rod Wheeler	

10. DECLARATIONS OF INTERESTS

10.1

DECLARATION OF INTEREST	
Name / Position	Councillor Bethwyn Hastie
Item No. / Subject	Item 15.1, Policy for Plantings on Urban Verges
Type of Interest	Interest Affecting Impartiality

11. PRESENTATIONS BY PARTIES WITH AN INTEREST

Nil.

12. BUSINESS FROM PREVIOUS MEETING

Nil.

ITEMS CONSIDERED BY SEPARATE RESOLUTION

At this juncture, in accordance with Clause 11.2 of the Standing Orders, those items requiring an Absolute Majority or in which Councillors had declared Financial, Proximity or Impartiality Interests, but that had not otherwise been identified for debate, were considered.

14.1 ANNUAL BUDGET REVIEW - PERIOD ENDING 29 FEBRUARY 2008

FILE NO: FIN7

PRÉCIS

Between January and March in each year, a local government is to carry out a review of its annual budget for that financial year. Council is required to consider the review submitted to it and determine (by absolute majority) whether or not to adopt the review, any parts of the review or any recommendations made in the review.

This report has been compiled to fulfil the statutory reporting requirements of the Local Government Act and associated Regulations in respect of the annual budget review, whilst also providing Council with an overview of the Shire's financial performance on a year to date basis for the period ending 29 February 2008.

COUNCIL DECISION / OFFICER RECOMMENDATION**ABSOLUTE MAJORITY REQUIRED**

C0804/123 Moved Councillor Hastie, seconded Councillor Wheeler:

1. That the annual budget review, for the period ending 29 February 2008, be adopted
2. That Council resolves not to fund the animal pound facility construction and fit-out costs incurred in the 2007/08 financial year from budgeted borrowings, but utilises unspent funds available within the current financial year to fund this project
3. That Council resolves not to fund the Agriculture Department Building capital improvement costs incurred in the 2007/08 financial year from budgeted borrowings, but utilises unspent funds available within the current financial year to fund this project
4. That Council resolves not to fund the Busselton Jetty Reconstruction costs incurred in the 2007/08 financial year from budgeted borrowings, but utilises unspent funds available within the current financial year to fund this project.

**CARRIED 10/0
BY ABSOLUTE MAJORITY**

15.2 TENDER SELECTION CRITERIA - PANEL CONTRACT - PROVISION OF CLEANING SERVICES TO SHIRE OWNED BUILDINGS

FILE NO: TEN06/08

PRÉCIS

Under Part 4 (Tenders) of the Local Government (Functions and General) Regulations 1996 14(2a), local governments are required to establish, in writing, tender selection criteria prior to calling tenders, and these must be included in the tender documentation.

This report seeks Council approval to call for tenders TEN 06/08 Panel Contract – Provision of Cleaning Services to Shire owned Buildings and to include selection criteria in the Tender.

COUNCIL DECISION / OFFICER RECOMMENDATION

ABSOLUTE MAJORITY REQUIRED

C0804/124 Moved Councillor Clarke, seconded Councillor Hanran-Smith:

1. That Council adopt the following selection criteria and approve the calling of tenders for TEN 06/08 -Panel Contract – Provision of Cleaning Services to Shire Owned Buildings.

COMPLIANCE CRITERIA

These criteria will not be point scored. Each Tender will be assessed on a Yes/No basis as to whether the criterion is satisfactorily met. An assessment of “No” against any criterion may eliminate the Tender from consideration.

Description of Compliance Criteria		
(a)	Compliance with the Specification contained in the Request.	Yes/No
(b)	Compliance with the Conditions of Tendering in the Request.	Yes/No
(c)	Compliance with the Request for Tender Closing Date.	Yes/No
(d)	Compliance with and completion of the Price Schedule(s).	Yes/No

Description of Compliance Criteria	
(e) Will you have sufficient staff resources to allow cleaning of all buildings within the timeframes	Yes/No

Where a Tenderer answers "No" to (e) the Tenderer must clearly indicate in (a) below how they intend to resource the Contract if they are successful in any or all of the schedules. Tenderers should address each Schedule separately as the Principal reserves the right to accept any or no Tenderer for each Schedule.

QUALITATIVE CRITERIA

In determining the most advantageous Tender, the principal will score each Tenderer against the qualitative criteria. It is essential that Tenderers address each qualitative criterion as required making specific reference to each Schedule. The qualitative criteria will be used to select the chosen Tenderer / Panel of Tenderers, and failure to provide the specified information may result in elimination from the tender evaluation process. The qualitative criteria are as follows:

Description of Qualitative Criteria	Weighting
(a) Demonstrated methodology (eg how you plan to do the cleaning run) and capacity to undertake services including details of staff who will be performing duties and level of training.(No more than one (1) A4 page per Schedule)	60%
(b) Demonstrated experience in providing cleaning services indicating scope of services eg, offices, ablutions, sporting facilities, experience in floor service maintenance. Relate to the schedules as required (No more than two (2) A4 pages).	20%
(c) Skills and experience of key personnel indicating past work history and ability to manage a business. References and referees may be included.	20%

NON WEIGHTED COST CRITERIA

Criteria	Weighting
Tendered price	Not weighted

The tendered price will be considered along with related factors affecting the total cost to the Principal. For example the principal's contract managements costs may also be considered in assessing the best value for money outcome. While Price is an important evaluation criteria the principal reserves the right to not accept any / the lowest price for any / all Schedules.

Note:it is essential that Tenderers address all the above criteria. The responses will be used to select the successful Tenderer and failure to provide the specified information may result in elimination from further consideration.

Tenderers must demonstrate their ability against each criterion to be considered competitive for this work.

2. That Council delegate authority to the CEO to award tenders for Tender 06/08 – Panel Contract – Provision of Cleaning Services to Shire Owned Buildings, subject to the tender contract not exceeding \$374,000.

CARRIED 9/1
BY ABSOLUTE MAJORITY

Dissenting Voter:
Councillor Ian Stubbs

15.3 **INSPECTION OF COASTAL STRUCTURES****FILE NO:** FIN1**PRÉCIS**

This report seeks approval for funds of \$10,000 for an engineering Inspection of Coastal Protection Structures along the Busselton Foreshore as a preliminary to developing a Coastal Protection Asset Management Plan in 2008.

COUNCIL DECISION / OFFICER RECOMMENDATION**ABSOLUTE MAJORITY REQUIRED**

C0804/125 Moved Councillor Binks, seconded Councillor Hastie:

That Council endorse \$10,000 to be transferred from Beach Protection Reserve in FY 07/08 for the inspection of the coastal protection structures along Geographe Bay to occur as soon as possible.

CARRIED 10/0
BY ABSOLUTE MAJORITY

13. **LIFESTYLE DEVELOPMENT REPORT**

Nil

14. **SYSTEMS AND INFORMATION REPORT****14.1** **ANNUAL BUDGET REVIEW - PERIOD ENDING 29 FEBRUARY 2008**

This Item was considered earlier in the Meeting as part of the Items Requiring Separate Resolutions Without Debate, due to the requirement for an Absolute Majority Decision of Council ([C0804/123](#), page 6).

15. COMMUNITY INFRASTRUCTURE REPORT**15.1 POLICY FOR PLANTINGS ON URBAN VERGES****FILE NO:** RES1

DECLARATION OF INTEREST	
Name / Position	Councillor Bethwyn Hastie
Item No. / Subject	Item 15.1, Policy for Plantings on Urban Verges
Type of Interest	Interest Affecting Impartiality
Declaration	<p>"I am the Chairperson of the Geographe Community Landcare Nursery, which is a not for profit organisation but may be involved in providing plants.</p> <p>As a consequence there may be a perception that my impartiality on the matter may be affected. I declare that I will consider the item solely on its merits and vote or act accordingly."</p>

PRÉCIS

It is the intention of the Nature Verge Policy to provide opportunities for residents within the Shire of Busselton to minimise the use of water, reduce nutrient runoff into waterways, increase wildlife habitat and compliment the natural heritage of the Shire by the implementation of a 'Nature Verge Policy'.

OFFICER RECOMMENDATION

1. That Council endorse the following Nature Verge Policy:

NATURE VERGE POLICY FOR URBAN AREAS**Purpose**

It is the intention of this policy to provide opportunities for residents within the Shire of Busselton to minimise the use of water, reduce nutrient runoff into waterways, increase wildlife habitat and compliment the natural heritage of the Shire by the Implementation of a "Nature Verge Policy".

Scope and Limitations

The "Nature Verge" is the land set aside within the road reserve between the resident's property line and the road or traffic lane and provides access for pedestrians, services and utilities. The verge also complements each individual adjacent residence and it is a preferred practice for residents to maintain the verge to an acceptable standard.

Background

This Policy provides a suitable framework for residents to undertake and/or retain the planting of trees and shrubs in the road verges to minimise the use of water by other means than typical irrigated lawn areas.

Policy Statement

The Shire will provide, where compliant, a WA native street tree/trees dependent on the size of the property's verge.

The Shire will accept and promote the practice of the planting of low growing "waterwise" WA native shrubs within the urban "nature verge" subject to a landscape plan being submitted and approved by the Shire prior to implementation. The brochure "Nature Verge landscaping" will form part of this Policy.

Outcomes

The Shire of Busselton will support the planting of WA native trees and shrubs within urban road verges as a response to Climate Change and reduced rainfall averages within the South West Region. This Policy is to provide an opportunity within public lands for residents to practice water efficiency principles by alignment with the State Water Strategy and encourage the installation of local plant species biodiversity values.

Monitoring

This Policy will be supported by Community Infrastructure's Technical Specifications - Section 9(c) Landscape Road Reserve / Nature Verge to provide the technical requirements of implementing a "nature verge" within public lands (gazetted road reserve). Policy review will be in line with the review of the Section 9(c) Technical Specification."

2. That promotion of the policy be through a dedicated 'Nature Verge' brochure (\$2,000) to inform local residents. The first 20 participants are subsidised (\$100 each on plant purchases) to encourage a standardised approach to planting of shrubs and groundcovers. Provision of demonstration verge opposite Shire main entrance (\$500) - (Funding available through Environmental Strategy Implementation Budget).
3. That a sum of \$30,000 per annum for 2008/09 to commence the Nature Verge project, be placed before Council in the current budget development process.

Note: At the request of Councillors at the previous week's Agenda Briefing Session, Officers had provided an alternative motion for consideration this evening, which involved adopting the Officer Recommendation subject to deletion of the word "*By-law*" where it appears throughout the body of the Agenda report and substitution with the words "*Local Law*". Councillors considered that the word *Local Law* is a more common place generic term than *By law*.

COUNCIL DECISION / ALTERNATIVE OFFICER RECOMMENDATION

C0804/126 Moved Councillor Hanran-Smith, seconded Councillor Clarke:

1. That Council endorse the following Nature Verge Policy:

NATURE VERGE POLICY FOR URBAN AREAS

Purpose

It is the intention of this policy to provide opportunities for residents within the Shire of Busselton to minimise the use of water, reduce nutrient runoff into waterways, increase wildlife habitat and compliment the natural heritage of the Shire by the Implementation of a "Nature Verge Policy".

Scope and Limitations

The "Nature Verge" is the land set aside within the road reserve between the resident's property line and the road or traffic lane and provides access for pedestrians, services and utilities. The verge also complements each individual adjacent residence and it is a preferred practice for residents to maintain the verge to an acceptable standard.

Background

This Policy provides a suitable framework for residents to undertake and/or retain the planting of trees and shrubs in the road verges to minimise the use of water by other means than typical irrigated lawn areas.

Policy Statement

The Shire will provide, where compliant, a WA native street tree/trees dependent on the size of the property's verge.

The Shire will accept and promote the practice of the planting of low growing "waterwise" WA native shrubs within the urban "nature verge" subject to a landscape plan being submitted and approved by the Shire prior to implementation. The brochure "Nature Verge landscaping" will form part of this Policy.

Outcomes

The Shire of Busselton will support the planting of WA native trees and shrubs within urban road verges as a response to Climate Change and reduced rainfall averages within the South West Region. This Policy is to provide an opportunity within public lands for residents to practice water efficiency principles by alignment with the State Water Strategy and encourage the installation of local plant species biodiversity values.

Monitoring

This Policy will be supported by Community Infrastructure's Technical Specifications - Section 9(c) Landscape Road Reserve / Nature Verge to provide the technical requirements of implementing a "nature verge" within public lands (gazetted road reserve). Policy review will be in line with the review of the Section 9(c) Technical Specification."

2. That promotion of the policy be through a dedicated 'Nature Verge' brochure (\$2,000) to inform local residents. The first 20 participants are subsidised (\$100 each on plant purchases) to encourage a standardised approach to planting of shrubs and groundcovers. Provision of demonstration verge opposite Shire main entrance (\$500) - (Funding available through Environmental Strategy Implementation Budget).
3. That a sum of \$30,000 per annum for 2008/09 to commence the Nature Verge project, be placed before Council in the current budget development process.
4. That it be noted that the Agenda Report in relation to this matter is amended by deletion of the word **"By-law"** where it appears throughout the body of the report and substitution with the word **"Local Law"**.

CARRIED 10/0

15.2 TENDER SELECTION CRITERIA - PANEL CONTRACT - PROVISION OF CLEANING SERVICES TO SHIRE OWNED BUILDINGS

This Item was considered earlier in the Meeting as part of the Items Requiring Separate Resolutions Without Debate, due to the requirement for an Absolute Majority Decision of Council ([C0804/124](#), pages 7 to 9 inclusive).

15.3 INSPECTION OF COASTAL STRUCTURES

This Item was considered earlier in the Meeting as part of the Items Requiring Separate Resolutions Without Debate, due to the requirement for an Absolute Majority Decision of Council ([C0804/125](#), page 10).

16. COMMUNITY AND ORGANISATIONAL DEVELOPMENT REPORT**16.1 RESULTS OF LEAVERS 2007 AND PLANNING FOR 2008****FILE NO:** YOU2**PRÉCIS**

This report summarises the results of Leavers 2007 and seeks Council's endorsement for the continuation of the Shire's role in Leavers 2008 to undertake the local coordination of the management strategies during Leavers celebrations to reduce the risk of community impact and damage.

It also addresses the petition received in respect to the conduct of Dunsborough based Leavers activities, as requested of the Chief Executive Officer in Council Resolution C0803/087.

OFFICER RECOMMENDATION

That Council supports the continuation of the Shire's coordination role for Leavers 2008, conditional on receiving the Office of Crime Prevention grant of \$20,000 and the continuation of risk management strategies for Leavers 2008 as indicated in the report.

COUNCIL DECISION

C0804/127 Moved Councillor Binks, seconded Councillor Underdown:

1. That Council supports the continuation of the Shire's coordination role for Leavers 2008, conditional on receiving the Office of Crime Prevention grant of \$20,000 and the continuation of risk management strategies for Leavers 2008 as indicated in the report.
2. That the Shire request the WA Police to emphasize law enforcement with respect to private parties in residential areas within the Shire, and in particular in the Dunsborough area, as part of its policing strategies for leavers celebrations in 2008 and beyond.

CARRIED 10/0

Note: Council amended the Officer Recommendation by inclusion of new Clause 2 in an endeavour to place some further emphasis on the law enforcement with respect to local parties in particular during the leavers celebrations, in response to the petition recently accepted by Council.

16.2 COUNCIL STRATEGIC AND CORPORATE PLAN REVIEW**FILE NO:** MAN2**PRÉCIS**

The "Strategic Plan 2006-2011 – Shire of Busselton" was endorsed by the Council on 8th March 2006 (C0603/069). This plan set the direction for the activities and initiatives of the Shire of Busselton for the next 5 years.

The plan was formulated by analysing the environment, demographic trends and Community Survey results from 2005. The plan determined the Strategic Objectives and how these were to be achieved through Strategic Initiatives and Corporate Plan actions.

An ever changing environment and growing community requires regular review of the Strategic Plan to ensure initiatives are still relevant and any new issues are captured. Accordingly opportunities for annual review are reflected in the Strategic Planning Policy.

Council are approaching the mid term of the plan and are required to perform an interim review of the Strategic and Corporate Plans to enable budget allocations to be set for 2008/09 priorities and enable the Five Year Financial Plan to be reviewed.

This interim review is the first step towards planning a full Strategic Plan review after the Council elections in October 2009.

OFFICER RECOMMENDATION**ABSOLUTE MAJORITY REQUIRED**

That Council endorse the following modifications to the Strategic and Corporate Plans and refer the same to the CEO to assess the implications on planned resourcing and hence budget development:

a) The following are identified as high priority Strategic Initiatives within the current Strategic Plan:

2.1.2 - Ensure community assets are effectively managed and maintained through improvement of asset base. Investigate the merits of targeted asset rationalisation.

2.1.3 - Work with developers to ensure community sensitive town site and neighbourhood layouts and functionality.

2.1.4 - Widen the scope of asset management plans to include whole of life costs.

2.2.3 - Strengthen the Shire's ability to negotiate developer contributions to community facilities.

2.4.1 - Support development that is contained in identified nodes with well defined boundaries.

2.4.5 - Develop a new Town Planning Scheme to reflect strategic requirements.

5.1.2 - Build organisational capacity through continuous service review and improvement.

5.1.3 - Ensure regulatory requirements are met.

5.1.5 - Build and retain organisational knowledge.

5.2.2 - Build leadership capacity.

5.3.1 - Implement communications framework (internal and external).

b) The following Strategic Initiatives are reworded:

2.1.2 - Ensure community assets are effectively managed and maintained through improvement of asset base. Investigate the merits of targeted asset rationalisation.

To – 2.1.2 – Manage and maintain the Shire's assets for the amenity of the Community.

2.1.4 - Widen the scope of asset management plans to include whole of life costs.

To - 2.1.4 – Ensure community assets are effectively managed and maintained to capture both short term requirements and whole of life costs

2.4.5 - Develop a new Town Planning Scheme to reflect strategic requirements.

To – 2.4.5 – Develop a new Town Planning Scheme to provide for the lifestyle we cherish and protect.

5.3.1 - Implement communications framework (internal and external).

To – Further develop Stakeholder management practises, communication and community education (on the Shire's role) and monitor performance with regular reviews.

- c) The following new high priority Strategic Initiatives are added to the Strategic Plan:
- (i) Proactively manage the Port Geographe development to deliver a high quality and sustainable outcome with minimum ongoing costs and liabilities for the Community.
 - (ii) Develop and implement appropriate and practical workplace accommodation strategies to meet the immediate and medium term requirements of the Shire.
 - (iii) Provide integrated Corporate Software solutions to deliver continuous improvement in customer service and utilisation of skills and to improve the transparency, efficiency and effectiveness of Shire process to staff and the Community.
- d) The following Corporate Plan actions are amended:
- 2.1.3 - Work with developers to ensure community sensitive town site and neighbourhood layouts and functionality.
- Include Corporate Plan actions against 2.1.3 for the Vasse development project and ongoing Town Planning assessments.
- e) The following Corporate Plan actions are added:
- Add two new corporate plan actions to strategic initiative 5.1.3 - Ensure regulatory requirements are met.
- (i) Actively participate in Local Government sustainability research to establish the Shire's desired role in structural reform.
 - (ii) Undertake regular education programs to strengthen and build good governance capabilities.
- Add the following corporate action to new Strategic Initiative - Proactively manage the Port Geographe development to deliver a high quality and sustainable outcome with minimum ongoing costs and liabilities for the Community:
- (i) Management of annual sand bypassing & seagrass management process, canal water quality, developer obligation and handover
 - (ii) Noise & odour management plans associated with bypassing works

- (iii) Management of subdivision process for phase two and its relationship to the Development Deed & Environmental Approval requirements
- (iv) Regular issues including the Development Deed and compliance issues associated with actions 1 - 3 above.
- (v) Future planning for handover and beyond, seagrass study, possible groyne reconfiguration, future water quality issues.

f) The following Corporate Plan actions are deleted:

Corporate Plan action
1.1.1.2 - Financially support established festivals and events with the objective of creating self-funding status
1.1.1.1 - Develop and implement Strategy to brand all Shire sponsored events with Wine Coast Western Australia trade mark.
1.1.1.1 - Investigate integration of Community Contribution calculation in staff performance
3.2.3.1 - Assist committee to develop a wetland management proposal, associated business plan and source funding

g) The following Corporate Plan actions are deferred:

Corporate Plan action
1.2.1.2 - Progress Lower South West Library and Information Centre as per council briefing session
1.4.2.1 - Implement health promotion strategy
Maintenance of existing sister city relationships and review opportunities for new relationships.
2.1.2.5 - Progress implementation of the review findings for the future use of community halls.
2.3.1.1 - Review Caravan Parks
3.1.3.2 - Develop airport strategy
4.2.1.1 - Development of agreement with state/federal agencies on habitat protection
5.1.5.5 - Record Keeping Plan update including development of data entry protocols as per Principle 2 of Record Keeping Plan
Continue to investigate workflow module (BIZFLOW)

COUNCIL DECISION**ABSOLUTE MAJORITY REQUIRED**

C0804/128 Moved Councillor Clarke, seconded Councillor Hanran-Smith:

That Council endorse the following modifications to the Strategic and Corporate Plans and refer the same to the CEO to assess the implications on planned resourcing and hence budget development:

a) The following are identified as high priority Strategic Initiatives within the current Strategic Plan:

2.1.2 - Ensure community assets are effectively managed and maintained through improvement of asset base. Investigate the merits of targeted asset rationalisation.

2.1.3 - Work with developers to ensure community sensitive town site and neighbourhood layouts and functionality.

2.1.4 - Widen the scope of asset management plans to include whole of life costs.

2.2.3 - Strengthen the Shire's ability to negotiate developer contributions to community facilities.

2.4.1 - Support development that is contained in identified nodes with well defined boundaries.

2.4.5 - Develop a new Town Planning Scheme to reflect strategic requirements.

5.1.2 - Build organisational capacity through continuous service review and improvement.

5.1.3 - Ensure regulatory requirements are met.

5.1.5 - Build and retain organisational knowledge.

5.2.2 - Build leadership capacity.

5.3.1 - Implement communications framework (internal and external).

b) The following Strategic Initiatives are reworded:

2.1.2 - Ensure community assets are effectively managed and maintained through improvement of asset base. Investigate the merits of targeted asset rationalisation.

To – 2.1.2 – Manage and maintain the Shire’s assets for the amenity of the Community.

2.1.4 - Widen the scope of asset management plans to include whole of life costs.

To - 2.1.4 – Ensure community assets are effectively managed and maintained to capture both short term requirements and whole of life costs

2.4.5 - Develop a new Town Planning Scheme to reflect strategic requirements.

To – 2.4.5 – Develop a new Town Planning Scheme to provide for the lifestyle we cherish and protect.

5.3.1 - Implement communications framework (internal and external).

To – Further develop Stakeholder management practises, communication and community education (on the Shire’s role) and monitor performance with regular reviews.

c) The following new high priority Strategic Initiatives are added to the Strategic Plan:

(i) Proactively manage the Port Geographe development to deliver a high quality and sustainable outcome with minimum ongoing costs and liabilities for the Community.

(ii) Develop and implement appropriate and practical workplace accommodation strategies to meet the immediate and medium term requirements of the Shire.

(iii) Provide integrated Corporate Software solutions to deliver continuous improvement in customer service and utilisation of skills and to improve the transparency, efficiency and effectiveness of Shire process to staff and the Community.

d) The following Corporate Plan actions are amended:

2.1.3 - Work with developers to ensure community sensitive town site and neighbourhood layouts and functionality.

Include Corporate Plan actions against 2.1.3 for the Vasse development project and ongoing Town Planning assessments.

e) The following Corporate Plan actions are added:

Add two new corporate plan actions to strategic initiative 5.1.3 - Ensure regulatory requirements are met.

- (i) Actively participate in Local Government sustainability research to establish the Shire's desired role in structural reform.
- (ii) Undertake regular education programs to strengthen and build good governance capabilities.

Add the following corporate action to new Strategic Initiative - Proactively manage the Port Geographe development to deliver a high quality and sustainable outcome with minimum ongoing costs and liabilities for the Community:

- (i) Management of annual sand bypassing & seagrass management process, canal water quality, developer obligation and handover
- (ii) Noise & odour management plans associated with bypassing works
- (iii) Management of subdivision process for phase two and its relationship to the Development Deed & Environmental Approval requirements
- (iv) Regular issues including the Development Deed and compliance issues associated with actions 1 - 3 above.
- (v) Future planning for handover and beyond, seagrass study, possible groyne reconfiguration, future water quality issues.

- f) The following Corporate Plan actions are deleted:

Corporate Plan action
1.1.1.2 - Financially support established festivals and events with the objective of creating self-funding status
1.1.1.1 - Develop and implement Strategy to brand all Shire sponsored events with Wine Coast Western Australia trade mark.
1.1.1.1 - Investigate integration of Community Contribution calculation in staff performance
3.2.3.1 - Assist committee to develop a wetland management proposal, associated business plan and source funding

- g) The following Corporate Plan actions are deferred:

Corporate Plan action
1.2.1.2 - Progress Lower South West Library and Information Centre as per council briefing session
1.4.2.1 - Implement health promotion strategy
Maintenance of existing sister city relationships and review opportunities for new relationships.

Corporate Plan action
2.1.2.5 - Progress implementation of the review findings for the future use of community halls.
3.1.3.2 - Develop airport strategy
4.2.1.1 - Development of agreement with state/federal agencies on habitat protection
5.1.5.5 - Record Keeping Plan update including development of data entry protocols as per Principle 2 of Record Keeping Plan
Continue to investigate workflow module (BIZFLOW)

CARRIED 10/0
BY ABSOLUTE MAJORITY

Note: Council deleted "2.3.1.1 - Review Caravan Parks" from the list of Corporate Plan actions to be deferred in Clause g) as it considers that it is essential that the Shire continues the review of where another caravan park can be located, as many privately-owned sites have ceased to exist over the last few years.

17. CHIEF EXECUTIVE OFFICER'S REPORT

Nil

18. MOTIONS of which notice has been given**18.1 PROPOSED RENAMING OF AIRPORT DRIVE TO NEVILLE HYDER DRIVE, BUSSELTON REGIONAL AIRPORT**

NoM NO: 07/08: 32
FILE NO: NAM2

Councillor Wes Hartley had previously given notice of his intention to move the following motion at this meeting of Council:

COUNCIL DECISION

C0804/129 Moved Councillor Hartley, seconded Councillor Triplett:

- 1 That the existing entrance road to Busselton Regional Airport known as Airport Drive be re-named Neville Hyder Drive, in tribute to the late Neville Hyder, dedicated Busselton aviator and charter member of the Busselton Aero Club."
2. That an appropriate re-naming ceremony be arranged by the Shire of Busselton, in consultation with the Busselton Aero Club and Mr Hyder's widow, Mrs Pat Hyder.

CARRIED 10/0

EN BLOC COUNCIL DECISION

C0804/130 Moved Councillor Wheeler, seconded Councillor Tuffin:

That consideration of the matters contained in Items 18.2 and 18.3 be referred to a future Council Meeting, following conduct of an Asset Management Workshop, proposed to be held for Councillors in May 2008.

CARRIED 10/0

18.2 **PROPOSAL FOR 50 YEAR ASSET MANAGEMENT PLAN**

NoM NO: 07/08: 34
FILE NO: FIN7

Councillor Rod Wheeler had previously given notice of his intention to move the following motion at this meeting of Council:

MOTION

1. That an Asset Management Plan be introduced in lieu of the current limited Five Year Capital Road Programme, to extend over a fifty year period. This plan should contain all known major maintenance, refurbishment and replacements due of all assets. When a period of five years has passed, the plan should be reviewed and up-dated to the full fifty years.
2. That the first ten years be shown in detail taking into account all scheduled maintenance, repair and replacement(s) known to fall due within this period including any deferred work outstanding.
3. That the first year reflect the priority of work and known replacements programmed to be undertaken as assessed for the budget year.

COUNCIL DECISION

C0804/131 Councillor Wheeler, Councillor Tuffin (En Bloc):

That consideration of the proposal for a 50 Year Road Asset Management Plan be referred to a future Council Meeting, following conduct of an Asset Management Workshop proposed to be held for Councillors in May 2008.

CARRIED 10/0

18.3 PROPOSAL FOR 20 YEAR STRATEGIC PLAN

NoM NO: 07/08: 35
FILE NO: MAN2

Councillor Rod Wheeler had previously given notice of his intention to move the following motion at this meeting of Council:

MOTION

That the Strategic Plan be increased from the current five year period to a twenty year period and to include ten year core business objectives and financial plans.

OFFICER RECOMMENDATION

That Council defer making any formal decision regarding this matter at this time.

COUNCIL DECISION

C0804/132 Councillor Wheeler, Councillor Tuffin (En Bloc):

That consideration of the proposal to increase the Strategic Plan from a five year period to a 20 year period be referred to a future Council Meeting, following conduct of an Asset Management Workshop proposed to be held for Councillors in May 2008.

CARRIED 10/0

19. **CONFIDENTIAL REPORTS**

Nil

20. **NOTICES OF MOTION** proposed for consideration at a future Meeting

Nil

21. **QUESTIONS FROM MEMBERS WITHOUT NOTICE**

Nil

22. **NEXT MEETING**

Wednesday, 14 May 2008, commencing at 5.30 p.m.

23. **CLOSURE**

The meeting closed at 5.48 p.m.

THESE MINUTES CONSISTING OF PAGES 1 TO 27 WERE CONFIRMED AS A TRUE
AND CORRECT RECORD ON _____

DATE: _____

PRESIDING MEMBER: _____