

## Council (Standing) Committee

### Minutes

22 June 2010

#### **Committee Terms of Reference** *(last updated 24/11/09)*

1. To review reports and recommendations that are to be submitted to a meeting of the Council and (where appropriate) make alternative recommendations to those recommendations listed in the reports.
2. To request additional information necessary to assist the members of Council in making a decisions.
3. To make reference to appropriate legislation, Council's policies, local laws and the Strategic Plan when making Committee Recommendations to Council.



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## GLOSSARY OF ABBREVIATED TERMS

Term	Explanation
1:100	Ratio of 'one in one hundred'
AD	Acceptable Development
ARI	Annual Recurrence Interval
AHD	Australian Height Datum
ANEF	Australian Noise Exposure Forecast
AWARE	All West Australians Reducing Emergencies (grant funding)
BCA	Building Code of Australia
BCCI	Bunbury Chamber of Commerce & Industries
BCRAB	Bunbury Community Recreation Association Board
BEAC	Built Environment Advisory Committee
BESAC	Bunbury Environment and Sustainability Advisory Committee
BHRC	Bunbury Harvey Regional Council
BPA	Bunbury Port Authority
BRAG	Bunbury Regional Art Galleries
BRAMB	Bunbury Regional Arts Management Board
BREC	Bunbury Regional Entertainment Centre
BSSC	Big Swamp Steering Committee
BWEA	Bunbury Wellington Economic Alliance
CALM	Department of Conservation and Land Management
CBD	Central Business District
CCAFF	Community Cultural and Arts Facilities Fund
CERM	Centre of Environmental and Recreation Management
CPI	Consumer Price Index
CSRFF	Community Sport and Recreation Facilities Fund
DADAAWA	Disability in the Arts Disadvantage in the Arts Australia, Western Australia
DAP	Detailed Area Plan (required by WA Planning Commission)
DCU	Development Coordinating Unit
DEC	Department of Environment and Conservation (formerly CALM)
DEWCP	Department for Environment, Water and Catchment Protection
DLI	Department of Land Information
DoE	Department of Environment
DOLA	Department of Land Administration
DoPI	Department of Primary Industry
DoW	Department of Water
DPI	Department for Planning and Infrastructure
DSR	Department of Sport and Recreation
DUP	Dual-use Path
ECT	Enforcement Computer Technology
EDAC	Economic Development Advisory Committee
EDWA	Education Department of Western Australia
EIA	Environmental Impact Assessment
EPA	Environmental Protection Authority
ERMP	Environmental Review and Management Program
ESL	Emergency Services Levy
FESA	Fire and Emergency Services Authority
FFL	Finished Floor Level
GBPG	Greater Bunbury Progress Group
GBRP	Greater Bunbury Resource Plan report
GBRS	Greater Bunbury Region Scheme
GL	Gigalitres
GRV	Gross Rental Value
GST	Goods and Services Tax
HCWA	Heritage Council of Western Australia
ICLEI	International Council for Local Environmental Initiatives
ICT	Information and Communications Technology
IP	Internet Protocol
IT	Information Technology
ITC	In Town Centre
ITLC	Former In-Town Lunch Centre (now the "In Town Centre")
LAP	Local Action Plan
LCC	Leschenault Catchment Council

## GLOSSARY OF ABBREVIATED TERMS

Term	Explanation
LEMC	Bunbury Local Emergency Management Committee
LIA	Light Industrial Area
LN (2000)	Liveable Neighbourhoods Policy (2000)
LSNA	Local Significant Natural Area
MHDG	Marlston Hill Design Guidelines
MRWA	Main Roads Western Australia
NDMP	National Disaster Mitigation Program
NEEDAC	Noongar Employment & Enterprise Development Aboriginal Corp.
NRM	Natural Resource Management
NRMO	Natural Resource Management Officer
ODP	Outline Development Plan
PAW	Public Access Way
PHCC	Peel-Harvey Catchment Council
PR	Plot Ratio
R-IC	Residential Inner City (Housing) - special density provisions
RDC	Residential Design Codes
RDG	Residential Design Guidelines
Residential R15	Town Planning Zone – up to 15 residential dwellings per hectare
Residential R20	Town Planning Zone – up to 20 residential dwellings per hectare
Residential R40	Town Planning Zone – up to 40 residential dwellings per hectare
Residential R60	Town Planning Zone – up to 60 residential dwellings per hectare
RFDS	Royal Flying Doctor Service
RMFFL	Recommended Minimum Finished Floor Levels
ROS	Regional Open Space
ROW	Right-of-Way
RSL	Returned Services League
SBCC	South Bunbury Cricket Club Inc.
SCADA	Supervisory Control and Data Acquisition
SGDC	Sportsgrounds Development Committee
SW	South West
SWACC	South Western Area Consultative Committee
SWAMS	South West Aboriginal Medical Service
SWBP	South West Biodiversity Project
SWCC	South West Catchments Council
SWDC	South West Development Commission
SWDRP	South West Dolphin Research Program
SWEL	South West Electronic Library
SWSC	South West Sports Centre
TME	Thompson McRobert Edgeloe
TPS	Town Planning Scheme
USBA	Union Bank of Switzerland Australia
VGO	Valuer General's Office
VOIP	Voice-Over Internet Protocol
WALGA	Western Australian Local Government Association
WAPC	Western Australian Planning Commission
WAPRES	Western Australian Plantation Resources
WAWA	Water Authority of Western Australia
WC	Water Corporation
WML	WML Consultants
WRC	Waters and Rivers Commission

## Council (Standing) Committee Minutes

Minutes of an Ordinary Meeting of the Council (Standing) Committee held in the Council Chambers, City of Bunbury Administration Building, 4 Stephen Street, Bunbury on Tuesday, 22 June 2010.

### Minutes 22 June 2010

Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.

#### 1. Declaration of Opening by the Presiding Member

The meeting was declared open at 6.00pm.

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

*PRESENT*

<b>Council Committee Members</b>	
Presiding Member:	His Worship the Mayor, Mr D Smith
Deputy Presiding Member:	Deputy Mayor, Councillor B Kelly
Members:	Councillor J Jones
	Councillor S Craddock
	Councillor W Major
	Councillor H Punch
	Councillor N Whittle
	Councillor R Slater
	Councillor M Steck
	Councillor A Leigh
	Councillor J Harrop
	Councillor D Spencer
Councillor K Steele	
<b>Executive Management Team (Non-Voting)</b>	
Chief Executive Officer:	Mr G Trevaskis
Executive Manager Corporate Services:	Mr K Weary
Executive Manager City Services:	Mr M Scott
Executive Manager City Development:	Mr G Klem
Executive Manager City Life:	Ms J Massey (Acting for D Marzano)

<b>Council Officers (Non-Voting):</b>	
City Accountant	Mr D Ransom
Admin. Officer Corporate Services:	Ms N Hribar
<b>Others (Non-Voting):</b>	
Members of the Public:	33 (approx.)
Members of the Press:	2

*APOLOGIES:*

Nil

**3. Responses to 'Public Questions' from the Previous Council Committee Meeting not Answered at that Meeting**

Nil

**4. Public Question Time**

**Ms Janine Hedley, 32 Wilkerson Way, Withers**

*Question: (Hudson Road Community Garden) Does the Council intend to provide funds for the Community Garden?*

*Response:* Mayor: If an application for funding was to be received then it would be reviewed by the Community Funding panel. Council then will have to approve the funding allocation. At this stage no such application has been received.

*Question: (Hudson Road Community Garden) Would Council consider relocating the Community Garden to another location such as the Preston River area in Glen Iris?*

*Response:* Mayor: If the Hudson Road Community Garden does not go ahead then the City will try to assist them in finding an alternative location.

*Question: (Hudson Road Community Garden) Why is Council still pursuing the Community Garden when the local residents don't want it?*

*Response:* Mayor: It might be best to wait until next week's Council meeting to find out how the Council will vote on the issue. You should withhold your disappointment until then.

**Ms Sue Race, 36 Wilkerson Way, Withers**

*Question: (Hudson Road Community Garden) Are Council Briefing Sessions confidential and are Councillors breaching that confidentiality if they pass on information mentioned in the Briefing?*

*Response: Mayor: Briefing sessions are not a decision making session, they are purely there to provide information to Councillors on various issues. The sessions are not minuted and Councillors should not misuse or abuse the information received at a briefing session. However provided the information presented is not marked confidential or intended to be confidential, it is not a breach of the Code of Conduct if Councillors inform others about the briefing. As I have said it is not good practice to do so as they are not decision making meetings and as they are not minuted, Councillors may give differing opinions as to what was said or presented. If there was an item presented at a briefing that was confidential in nature, it would normally have been issued on pink paper with confidential marked on it. Councillors should not discuss these issues outside of briefing sessions. Also if it is an oral presentation that is intended to be confidential, Councillors will be told to ensure it remains confidential.*

*Question: (Hudson Road Community Garden) Can a Councillor comment on the outcome of a briefing session?*

*Response: Mayor: They can if the items were not presented on pink paper and marked confidential or Councillors were not told that it was to be kept confidential*

**Mr Glen Willets, 40 Wilkerson Way, Withers**

*Question: (Hudson Road Community Garden) The residents of Withers strongly oppose the Community Garden and feel that it was imposed upon them. There is no division in Withers and I am confident that we can get more signatures on another petition if it is required. The residents would like to keep the Reserve as it is with maybe the addition of swings and other playground equipment for the children of the area. In a briefing session if an item is on pink paper, is that a Council law and must Council abide by it?*

*Response: Mayor: Only if the items presented at a briefing session are on pink paper and marked confidential or are told that it is to be kept confidential then Council must abide by that and keep the information presented as confidential.*

**Mrs Carolle Connelly, 8 Lumper Street, Bunbury**

*Question: (Bunbury Women's Club – Right of Way) Can you please confirm that the legal advice received by the City of Bunbury once again confirms*



*that you cannot unload in a right-of-way? and When is the City going to enforce this and start fining the trucks involved?*

Response: Mayor: I have not seen the relevant legal advice and was not aware that this was an issue.  
CEO: Council has only just recently received the legal advice but it is not a clear cut issue and the City of Bunbury may be limited in its powers of prosecution. We will arrange to meet with your organisation as well as the other parties who have use of the right-of-way in order to try and help solve the issue. The issue is what right does Council have to get involved if the only remedy is for those who have the benefit of the right-of-way to take civil action to enforce their right to use the right-of-way.

**Mrs Beverley Payne, 16 Braun Street, Bunbury**

Question: *(Bunbury Women's Club – Right of Way) Would Council consider banning large trucks from this area (Princep Street)?*

Response: Mayor: Council does consider these type of requests but whether it can be done will need to be looked into. My suggestion would be for you to write to the CEO and ask him to get staff to look into the issue of restricting the kind of vehicles that can use Princep Street. It is an important east/west connecting road.

**5. Questions on Notice from Committee Members (No Discussion Permitted)**

Nil

## **6. Confirmation of Previous Minutes**

The minutes of the Council (Standing) Committee Meeting held 1 June 2010, have been circulated.

### **Recommendation**

The minutes of the Council (Standing) Committee Meeting held 1 June 2010, be confirmed as a true and accurate record.

### **Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Cr Craddock, seconded Cr Leigh and adopted to become the Committees recommendation on the matter.

#### **Committee Recommendation**

**The minutes of the Council (Standing) Committee Meeting held 1 June 2010, be confirmed as a true and accurate record.**

CARRIED  
13 votes "for" / Nil votes "against"

## **7. Disclosures of Interest under the Local Government Act 1995**

Nil

## **8. Announcements by the Presiding Member (No Discussion Permitted)**

As Council is aware that whilst I was away over east, the Federal Government announced that there was \$100M in funding available for the 565 Local Governments across Australia. Bunbury's share of those funds is about \$216,000. The closing date for submissions is one month from the date the application forms are available. We need to provide a list of the projects for the Federal Governments approval.

## 9. Chief Executive Officer Reports/Discussion Topics

### 9.1 Request for Leave of Absence – Councillor Ross Slater

<b>File Ref:</b>	A00215
<b>Applicant/Proponent:</b>	Councillor Ross Slater
<b>Author:</b>	Greg Trevaskis, Chief Executive Officer
<b>Executive:</b>	Greg Trevaskis, Chief Executive Officer

#### Summary/Background

Councillor Ross Slater requests leave of absence from all Council-related business on 29 June 2010.

Section 2.25 of the Local Government Act 1995, allows a council to grant leave of absence to one of its members provided that the period of leave does not exceed six consecutive ordinary meetings of the Council.

#### Recommendation

Pursuant to Section 2.25 of the Local Government Act 1995, Councillor Ross Slater is granted leave of absence from all Council-related business on 29 June 2010.

#### Outcome – Council Committee Meeting 22 June 2010

The recommendation was moved Cr Leigh, seconded Cr Jones.

The motion was put to the vote and was adopted to become the Committee's recommendation on the matter.

#### Committee Recommendation

**Pursuant to Section 2.25 of the Local Government Act 1995, Councillor Ross Slater is granted leave of absence from all Council-related business on 29 June 2010.**

CARRIED  
13 votes "for" / Nil votes "against"

## 10. Reception of Formal Petitions and Memorials

Nil

## 11. Reception of Reports and Recommendations from Officers & Advisory Committees

### 11.1 Council Endorse Naming of the Roads in Riverlea Subdivision Glen Iris (was listed as item 11.1 on the meeting agenda)

<b>File Ref:</b>	R00561
<b>Applicant/Proponent:</b>	Bunbury Project Pty Ltd
<b>Author:</b>	Amanda Mitchell, Engineering Technical Officer
<b>Executive:</b>	Michael Scott, Executive manager city services
<b>Attachments:</b>	Appendix 1

#### Recommendation

Council approves the names:

- **Barker Boulevard**
- **Moonlight Drive**
- **Riverlea Entrance**
- **Meadow Lane**
- **Rivergum Way**
- **Equine Avenue**
- **Sanders Parade**
- **Swan Street**

for road names within the Riverlea subdivision in Glen Iris.

#### **Summary**

On 3 June 2010 a request was received by Bunbury Projects Pty Ltd for the use of the abovementioned names within the Riverlea subdivision in Glen Iris.

#### **Background**

The Geographic Names Committee determines the criteria for appropriate street names and has the ultimate authority in this regard. However, before any street name is approved, Council approval is required from the Council.

A copy of the site plan is **attached** at Appendix 1.

#### The name "Barker"

The late Mr Lex Barker and his family owned the Riverlea property for many years and carried out dairy farming. The family owned the property until it was purchased by Moorlands Pty Ltd for subdivision. This is proposed for the main road within the subdivision.

*The name "Moonlight"*

The historical local name for the bridge over the Preston River near Moorland Avenue was "Moonlight Bridge".

*The name "Riverlea"*

This is proposed for the entrance road into the Estate and is the name the developers have chosen for the Estate, as the area is in the lea of the Preston River.

*The name "Meadow"*

The Moorlands area in Glen Iris is still currently farmed and was heavily cut with meadow hay for many years.

*The name "Rivergum"*

There have been major stands of river gums within the Riverlea subdivision property.

*The name "Equine"*

Once dairy farming was no longer carried out within the Riverlea subdivision property, the Barker Family ran horses on the property for many years. The equine link with the property is very strong, with horse adjustment and riding schools being run from the property until recently.

*The name "Sanders"*

The Sanders family were the second owners of the Riverlea subdivision property early in the 20<sup>th</sup> Century. The late Theodora Sanders wrote the book "Bunbury – Some Early History", published in 1975, documenting the history of the many old properties of Bunbury at the time and also grew up on this property. Her maiden name was Kimber.

*The name "Swan"*

The theme is Rivers, Creeks and Brooks from the south west of W.A. Reserve Register approval 15/05/1995 file 323/1944 v6 p.928.

This name has already been approved by Council and the Geographic Names Committee for use.

Should for any reason one of the requested names be deemed unacceptable by the Geographical Names Committee, the developers have requested the name of "St Catherines" is to be used in its place.

The name "St Catherines" comes from a University College at Oxford. This name has already been approved by Council and the Geographic Names Committee for use.

**Officer Comments**

The requested road names have been evaluated against the Geographic Names Committee Principles, Guidelines and Procedures and are deemed acceptable.

### **Analysis of Financial and Budget Implications**

This proposal will not have any financial or budgetary implications on Council.

### **Options**

#### Option 1

As per the recommendation.

#### Option 2

Council does not support the recommendation.

### **Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Cr Slater, seconded Cr Leigh.

The motion was put to the vote and was adopted to become the Committee's recommendation on the matter.

### **Committee Recommendation**

#### **Council approves the names:**

- **Barker Boulevard**
- **Moonlight Drive**
- **Riverlea Entrance**
- **Meadow Lane**
- **Rivergum Way**
- **Equine Avenue**
- **Sanders Parade**
- **Swan Street**

**for road names within the Riverlea subdivision in Glen Iris.**

CARRIED

13 votes "for" / Nil votes "against"

## 11.2 Bunbury Bicycle Plan *(was listed as item 11.2 on the meeting agenda)*

<b>File Ref:</b>	A03830
<b>Applicant/Proponent:</b>	Myles Bovell, Landscape Architect
<b>Author:</b>	Cardno Eppell Olsen
<b>Executive:</b>	Michael Scott, Executive Manager City Services
<b>Attachments:</b>	Nil

### **Recommendation**

**To accept the City of Bunbury Bicycle Plan April 2010 as presented at the 15/6/10 Councillor briefing as a guiding document;**

- **for future path and cycleway grant submissions,**
- **to be considered with future path preservation and expansion schedules, and**
- **to support future development policies that encourage cycling participation.**

**NOTE:** A copy of the report will be available for public perusal at the Committee meeting and a copy will also be available at our Customer Service centre during office hours.

### **Summary**

The City of Bunbury Bicycle Plan is a document intended to maximise the efficiency and effectiveness of the existing bicycle network and enhance bicycle facilities for all users.

### **Background**

The previous Bicycle Plan for the City of Bunbury was developed in 1986. A document of this level of detail is necessary to continue the level of grant opportunity offered to the City over the past decade or so. This Bicycle Plan was 50% funded by BikeWest (Department of Transport).

### **Officer Comments**

The document prepared by Cardno Eppell Olsen meets all of the criteria set out at the projects inception. City officers from Development Services, City Life and City Services have provided input into the report and endorse the outcome. Main Roads, South West Development Commission, bicycle groups and members of the public were consulted during its preparation.

### **Analysis of Financial and Budget Implications**

There are no immediate financial implications on accepting this report but there will be if particular suggested projects are implemented.

## **Options**

### Option 1

As per the recommendation

### Option 2

Council does not support the recommendation

## **Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Cr Whittle, seconded Cr Spencer.

The motion was put to the vote and was adopted to become the Committee's recommendation on the matter

### **Committee Recommendation**

**To accept the City of Bunbury Bicycle Plan April 2010 as presented at the 15/6/10 Councillor briefing as a guiding document;**

- **for future path and cycleway grant submissions,**
- **to be considered with future path preservation and expansion schedules, and**
- **to support future development policies that encourage cycling participation.**

CARRIED  
12 votes "for" / Nil votes "against"



**11.3 5 Year Financial Plan 2010 – 2015** (was listed as item 11.3 on the meeting agenda)

<b>File Ref:</b>	A00362-06
<b>Applicant/Proponent:</b>	Internal Report
<b>Author:</b>	David Ransom, City Accountant
<b>Executive:</b>	Ken Weary, Executive Manager Corporate Services
<b>Attachments:</b>	Under Separate Cover

**Recommendation**

- 1. Council note that one submission was received.**
- 2. Council adopt the 5 Year Financial Plan 2010 - 2015.**

**Summary**

The draft 5 Year Financial Plan for the five financial years 2010 - 2015 is now referred to Council for adoption.

**Background**

A copy of the 5 Year Financial Plan 2009/2010 to 2013/2014 has been circulated **under separate cover**. Councillors developed the draft plan at two (2) Councillor Workshops and one (1) Councillor Briefing Session and have endorsed the plan for advertising.

Council advertised it's proposed 5 Year Financial Plan 2010 - 2015 with a public submission period of twenty one (21) days. Submissions closed 2 June 2010. One submission was received and has been previously distributed to Councillors.

Key projects included in the draft 5 Year Financial Plan are:

Infrastructure Development (Transport, Drainage, Environmental, and Lighting)	\$38.76M
Concept Plans / Project Analysis (Various)	\$ 0.42M
Public Building Improvements (Various)	\$ 0.58M
Bunbury Regional Entertainment Centre	\$ 7.50M
New Visitor Centre	\$ 7.12M
Stirling Street Arts Centre / Queens Garden	\$ 6.83M
Waste Services Plant Replacement	\$ 4.83M
Bunbury Regional Athletics Track & Multi Purpose Club Rooms	\$ 4.28M
New Soccer Pavilion, Hay Park	\$ 4.27M
New Depot	\$ 4.20M
Hands Oval Development	\$ 4.15M
Parking Strategy Implementation	\$ 2.78M
Bunbury Regional Arts Gallery Building Upgrade	\$ 1.30M
South West Sports Centre Solar Energy & Plant Improvements	\$ 1.28M
Hockey Stadium Turf Replacement	\$ 0.42M
Airport Improvements	\$ 0.21M
Fencing Ocean to Preston	<u>\$ 0.10M</u>

TOTAL            \$89.03M

### **Officer Comments**

The City of Bunbury 5 Year Financial Plan has been developed in conjunction with Councillors and Council Staff.

The 5 Year Financial Plan is the financial strategic plan for Council for the next 5 years. The plan is a summary of proposed major works to be undertaken and services to be provided during this time. The plan is dynamic and its components and underlying assumptions are subject to annual review.

### **Analysis of Financial and Budget Implications**

The purpose of the 5 Year Financial Plan is to ensure that Council's annual budget achieves the objectives outlined in City of Bunbury Strategic Plan.

The 5 Year Financial Plan maintains a balanced financial position each year.

The key financial performance indicators including financial ratios, financial assumptions, debt management and projected rate revenues are as detailed in the plan.

### **Options**

#### Option 1

Council adopt the 5 Year Financial Plan 2010 - 2015.

#### Option 2

Council endorse the 5 Year Financial Plan 2010 - 2015 with any amendments.

#### Option 3

Council not endorse the 5 Year Financial Plan and the plan be referred back to Committee for further review and consideration.

### **Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Cr Spencer, seconded Cr Major.

During the discussion the Mayor advised he would put each of the projects to the vote individually. The votes are as follows:

- Infrastructure Development (\$38.76M)  
      Transport, Drainage, Environmental and Lighting – 13 votes “for” / Nil votes “against” CARRIED
  
- Concept Plans / Project Analysis (\$0.42M)  
      Preliminary concept plans or project analysis to assist councillors evaluate the cost/benefit of the following: Underground Power, Improvements to 5 Mile Brook, Turkey Point access to Norfolk Park, Crosslands crossing at Blair Street – 13 votes “for” / Nil votes “against” CARRIED

- Public Building Improvements (\$0.58M)  
Preliminary concept plans and/or project works to improve public buildings for the following: Withers Library, Senior Citizens building, King Cottage, Gallery space at BRAG – 13 votes “for” / Nil votes “against” CARRIED
- Bunbury Regional Entertainment Centre (\$7.50M)  
Expansion of the centre to provide increased and improved facilities including a fully integrated theatre/conference facility. – 8 votes “for” / 5 votes “against” CARRIED.  
It was requested that the votes be recorded as follows:  
For: Mayor D Smith, Deputy Mayor Cr Kelly, Cr Spencer, Cr Harrop, Cr Steele, Cr Leigh, Cr Whittle, Cr Craddock  
Against: Cr Punch, Cr Major, Cr Slater, Cr Steck, Cr Jones
- New Visitor Centre (\$7.12M)  
A new Bunbury Regional Visitor Centre building to facilitate the expected tourism/visitor growth – 7 votes “for” / 6 votes “against” CARRIED.  
It was requested that the votes be recorded as follows:  
For: Mayor D Smith, Deputy Mayor Cr Kelly, Cr Spencer, Cr Harrop, Cr Leigh, Cr Whittle, Cr Craddock  
Against: Cr Punch, Cr Major, Cr Slater, Cr Steele, Cr Steck, Cr Jones
- Stirling Street Arts Centre / Queens Garden (\$6.83M)  
Upgrade the Stirling Street Arts Centres’ facilities to provide for the future requirements of the Stirling Street Arts Centre group, Bunbury City Band, South West Wind & Jazz Orchestra and other related user groups – 12 votes “for” / 1 votes “against” CARRIED.
- Waste Services Plant Replacement (4.83M)  
Plant replacement and \$1.9M allocated to build a Transfer Station within the City of Bunbury – 11 votes “for” / 2 votes “against” CARRIED.
- Bunbury Regional Athletics Track & Multi Purpose Club Rooms (\$4.28M)  
Multi purpose club rooms to be shared with little athletics, netball and archery clubs – 13 votes “for” / Nil votes “against” CARRIED.
- New Soccer Pavilion, Hay Park (\$4.27M)  
New soccer and multi-use pavilion at Hay Park – 12 votes “for” / 1 vote “against” CARRIED.
- New Depot (\$4.20M)  
Development of a modern depot facility for the City of Bunbury operations – 11 votes “for” / 2 votes “against” CARRIED.  
It was requested that the votes be recorded as follows:  
For: Mayor D Smith, Deputy Mayor Cr Kelly, Cr Jones, Cr Craddock, Cr Whittle, Cr Leigh, Cr Slater, Cr Harrop, Cr Spencer, Cr Major, Cr Punch  
Against: Cr Steck, Cr Steele
- Hands Oval Redevelopment (\$4.15M)  
Hands Oval improvements – 13 votes “for” / Nil votes “against” CARRIED.

- Parking Strategy Implementation (\$2.78M)  
Increase of street car parking machines, improve and install signage and the development of additional car parking within the city centre – 9 votes “for” / 4 votes “against” CARRIED.

It was requested that the votes be recorded as follows:

For: Mayor D Smith, Deputy Mayor Cr Kelly, Cr Craddock, Cr Whittle, Cr Leigh, Cr Harrop, Cr Spencer, Cr Major, Cr Punch  
Against: Cr Slater, Cr Steele, Cr Steck, Cr Jones

The following were voted together:

- Bunbury Regional Arts Gallery (BRAG) Building Upgrade (\$1.30M)  
BRAG building upgrade, air conditioning upgrade and internet project.
- South West Sports Centre (\$1.28M)  
Solar Energy & plant improvements.
- Hockey Stadium Turf Replacement (\$0.42M)  
Turf upgrade of existing hockey pitch.
- Airport Improvements (\$0.21M)  
Seal landing strip, taxi way and hanger expansion.
- Fencing Ocean to Preston (\$0.10M)  
Construction of fencing to protect parklands  
– 13 votes “for” / Nil votes “against” CARRIED.

The motion (as a whole) was put to the vote and was adopted to become the Committee’s recommendation on the matter.

**Committee Recommendation**

- 1. Council note that one submission was received.**
- 2. Council adopt the 5 Year Financial Plan 2010 - 2015.**

CARRIED  
9 votes “for” / 4 votes “against”

**11.4 Financial Statements - May 2010** *(was listed as item 11.4 on the meeting agenda)*

<b>File Ref:</b>	A02838
<b>Applicant/Proponent:</b>	Internal Report
<b>Author:</b>	David Ransom, City Accountant
<b>Executive:</b>	Ken Weary, Executive Manager Corporate Services
<b>Attachments:</b>	Under Separate Cover

**Recommendation**

**The Financial Statements for the periods ending 31 May 2010 be received.**

**Summary/Background**

Financial Statements for the period ending 31 May 2010, have been circulated to members **under separate cover**. The statements include the following:

- Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Statement of Financial Activity
- Statement of General Purpose Income
- Statement of Rating Information

The Financial Statements also contain a number of explanatory notes covering the following topics:

- Significant Accounting Policies
- Description of Programmes
- Net Current Assets
- Trade and Other Receivables
- Other Current Assets
- Trade and Other Payables
- Provisions
- Trust Funds
- Capital Expenditure
- Key Operating Expenditure & Income
- Loan Funds
- Reserve Funds
- Bunbury Timber Jetty
- Investment Funds

**Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Cr Harrop, seconded Cr Major.

The motion was put to the vote and was adopted to become the Committee's recommendation on the matter.

**Committee Recommendation**

**The Financial Statements for the periods ending 31 May 2010 be received.**

CARRIED

13 votes "for" / Nil votes "against"

**11.5 Cosenza's Seafood Restaurant – Proposed Deed of Assignment of Non-Exclusive Licence Over Portion Reserve 7891 'Guppy Park' Lot 808 on Deposited Plan 219169 Victoria Street, Bunbury (was listed as item 11.5 on the meeting agenda)**

<b>File Ref:</b>	F00101
<b>Applicant/Proponent:</b>	Dominic Cosenza, Licensee/Assignor Lorraine Helen Brant, Assignee Erinfair Pty Ltd, Assignee
<b>Author:</b>	David Whitfield, Property Officer
<b>Executive:</b>	Ken Weary, Executive Manager Corporate Services
<b>Attachments:</b>	Appendix 2

**Recommendation**

**Council agrees to grant a Deed of Assignment of Non-Exclusive Licence to Erin Fair Pty Ltd (Assignee) over portion of Reserve 7891 "Guppy Park", Victoria Street, Bunbury on the following conditions:**

- 1. Council agrees to grant the Deed of Assignment in accordance with the terms and conditions of this report.**
- 2. The intention to assign the Non-Exclusive Licence to be advertised pursuant to Section 3.58(3) of the Local Government Act 1995, in a local newspaper, give notice on the public notice boards at the City's public libraries and administration centre and on the City of Bunbury website.**
- 3. Subject to no objecting submissions being received as a result of part 2 above, the Deed of Assignment of Non-Exclusive Licence be finalised.**
- 4. Final approval for the Deed of Assignment of Non-Exclusive Licence be obtained from the Minister for Lands.**

**Summary**

An application has been received from Lorraine Helen Brant on behalf of Cosenza's Seafood Restaurant ("Licensee/Assignor") seeking Council consideration to assign the Non-Exclusive Licence over portion of Reserve 7891 "Guppy Park", Victoria Street, Bunbury (45m<sup>2</sup>) ("Assignee") and Erin Fair Pty Ltd ("Assignee") for the balance of the term of the Licence (Expires 30 June 2013).

The Licensee/Assignor has agreed to sell the business referred to as "Cosenza's Seafood Restaurant" to the Assignee. A Condition of Sale is to obtain the consent of Council and approval of the Minister for Lands to assign the Non-Exclusive Licence. The Non-Exclusive Licence area is located adjacent to the restaurant. A location plan is **attached** at Appendix 2.

## **Background**

The original Licensee/Assignor has held the Non-Exclusive Licence over the subject land since 2002. The land is held by the City of Bunbury under Management Order 182270 with the power to Licence for a term not exceeding four (4) years.

Pursuant to Section 18 of the Land Administration Act 1997, the Office of the Minister for Lands has provided "in principle" approval for the proposal.

### Current Licence Details

Commencement:	1 July 2009
Term:	Four (4) years
Expiry:	30 June 2013
Rental:	\$3931.20 per annum inclusive of GST (1 July 2009)
Rent Review:	Third anniversary date
Outgoings:	Responsibility of the applicant
Insurance:	The applicant to maintain Public Risk Insurance and General Insurance cover over the premises with Public Liability to be set at \$10 (m)
Permitted Use:	Alfresco dining

## **Officer Comments**

A Deed of Assignment from Dominic Cosenza to Lorraine Helen Brant was approved by Council at its meeting of 24 November 2009 (Decision 224/09). As part of the same decision the Deed of Non-Exclusive Licence was renewed effective 1 July 2009 for a period of 4 years expiring in 2013.

The transfer of the Deed of Assignment will support on ongoing business activity within the City Centre Precinct.

## **Analysis of Financial and Budget Implications**

Landgate Valuation Services' assessment of \$3,931.20 inclusive of GST is based on the permitted use 'alfresco dining'.

The Applicants will be responsible for all costs associated with advertising and the processing of this application.

## **Options**

### Option 1

Per the recommendation as listed in this report.

### Option 2

Per the recommendation as listed in this report (with amendments as suggested by council members).



Option 3

Council refuses the proposal by the Licensee/Assignor to transfer the Assignment to its Non-Exclusive Licence over portion of Reserve 7891 'Guppy Park', Victoria Street, Bunbury.

**Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Cr Major, seconded Cr Craddock.

The motion was put to the vote and was adopted to become the Committee's recommendation on the matter.

**Committee Recommendation**

**Council agrees to grant a Deed of Assignment of Non-Exclusive Licence to Erin Fair Pty Ltd (Assignee) over portion of Reserve 7891 "Guppy Park", Victoria Street, Bunbury on the following conditions:**

- 1. Council agrees to grant the Deed of Assignment in accordance with the terms and conditions of this report.**
- 2. The intention to assign the Non-Exclusive Licence to be advertised pursuant to Section 3.58(3) of the Local Government Act 1995, in a local newspaper, give notice on the public notice boards at the City's public libraries and administration centre and on the City of Bunbury website.**
- 3. Subject to no objecting submissions being received as a result of part 2 above, the Deed of Assignment of Non-Exclusive Licence be finalised.**
- 4. Final approval for the Deed of Assignment of Non-Exclusive Licence be obtained from the Minister for Lands.**

CARRIED  
13 votes "for" / Nil votes "against"

**11.6 Bunbury Netball Association Inc. – Proposed Deed of Renewal of Lease over Portion of Hay Park (Reserve 30601, Lot 3001 on Deposited Plan 43554 Parade Road, Bunbury) (was listed as item 11.6 on the meeting agenda)**

<b>File Ref:</b>	F00020
<b>Applicant/Proponent:</b>	Bunbury Netball Association Inc.
<b>Author:</b>	Ron Boardley, Senior Property Officer
<b>Executive:</b>	Ken Weary, Executive Manager Corporate Services
<b>Attachments:</b>	Appendix 3

**Recommendation**

**Council agrees to renew the Lease with the Bunbury Netball Association Inc. over portion Hay Park Reserve 30601 Parade Road, Bunbury for a term of five (5) years subject to the terms and conditions as specified in the report, and the following:**

- 1. Final approval of the Minister for Lands.**
- 2. The applicant to pay all costs associated with the lease application including document preparation, registration and rental assessment.**

**Summary**

An application has been received from the Bunbury Netball Association Inc. (“applicant”) seeking council’s consent to renew its Lease over portion of Hay Park Reserve 30601, (Lot 3001 on Deposited Plan 43554) Parade Road, Bunbury for a further five (5) year term. A location plan is **attached** at Appendix 3.

**Background**

The applicant has occupied its current lease site since 1994. The land is comprised within Reserve 30601, (Lot 3001 on Deposited Plan 43554) and is held by the City of Bunbury under Management Order 1902/1967 Crown Land Record Volume 3129 Folio 866 for the purpose of “Recreation” with the power to lease for a term not exceeding twenty-one (21) years.

Pursuant to Section 18 of the Land Administration Act 1997, the Office of the Minister for Lands has provided “in principle” approval for the proposal subject to formal approval being granted on receipt of the Lease document.

The current lease has been extended to 30 June 2010 through the “Holding Over” clause of the current lease. The proposal to renew the term does not conflict with the Hay Park Feasibility Study short term development options for the location. The Association and the City’s Executive have been in discussions on the proposed co-tenure of the New Sports Pavilion to be located on the south west corner of the new athletics track.

The applicant has complied with the provisions of the current lease.

Current Lease Details

Commencement:	1 July 1994
Term:	Fifteen (15) years
Expiry Date:	30 June 2009 (Held over to 30 June 2010)
Rental:	\$1,487 + GST
Rent Review:	CPI annually
Outgoings:	Responsibility of the applicant
Insurance:	Lessee to maintain Public Risk and General Insurance cover over the premises with Public Liability to be set at \$5(M)

Proposed Renewal of Lease Details

Commencement:	1 July 2010
Term:	Five (5) years
Expiry Date:	30 June 2015
Rental:	\$1,600 per annum exclusive of GST and indexed annually by CPI
Rent Review:	Third anniversary date
Outgoings:	Responsibility of the Lessee
Insurance:	The Lessee to maintain Public Risk and General Insurance Policies over the premises with Public liability to be set at \$10(M)
Special Conditions:	Lessee responsible for maintaining and upkeep of the demised premises. Upon completion of the proposed new sports pavilion on the adjoining athletics track, should Council so require, the Lessee will be required to vacate the existing netball pavilion, at which time the pavilion will be removed from the lease.
Document Preparation:	The applicant to pay full cost of document preparation and registration

The City's Executive and the applicant have mutually agreed on the proposed term and conditions of the Lease.

**Officer Comments**

The applicant has leased the site 1994 and has satisfactorily fulfilled its obligations and responsibilities under the Lease during this time. The applicant provides like-minded participation from local community members and visitors.

**Analysis of Financial and Budget Implications**

The applicant will be responsible for all costs associated with the preparation and registration of documentation associated with the extension of the lease.

The lease rental has been calculated on the clubrooms and based on an independent valuer's assessment with the applicant responsible for all outgoings and maintenance to the courts.

## **Options**

### Option 1

Per the recommendation as listed in this report.

### Option 2

Per the recommendation as listed in this report, with amendments as suggested by council members.

### Option 3

Council refuses the proposal by the applicant to renew its lease over portion of Hay Park Reserve 30601 Parade Road, Bunbury.

## **Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Cr Major, seconded Cr Leigh.

The motion was put to the vote and was adopted to become the Committee's recommendation on the matter.

### **Committee Recommendation**

**Council agrees to renew the Lease with the Bunbury Netball Association Inc. over portion Hay Park Reserve 30601 Parade Road, Bunbury for a term of five (5) years subject to the terms and conditions as specified in the report, and the following:**

- 1. Final approval of the Minister for Lands.**
- 2. The applicant to pay all costs associated with the lease application including document preparation, registration and rental assessment.**

CARRIED  
13 votes "for" / Nil votes "against"

**11.7 Proposed Sale of Part Lot 53 on Deposited Plan 66476 Brittain Road, Davenport** *(was listed as item 11.7 on the meeting agenda)*

<b>File Ref:</b>	A00420
<b>Applicant/Proponent:</b>	Loctor Pty Ltd and B R & G E Linaker
<b>Author:</b>	Ron Boardley, Senior Property Officer
<b>Executive:</b>	Ken Weary, Executive Manager Corporate Services
<b>Attachments:</b>	Appendix 4

**Recommendation**

- 1. Council offer the portions of Part Lot 53 Brittain Road, adjoining Lots 9 and 88 Barnard Street, for sale to the adjoining land owners on the condition that the land is amalgamated with the adjoining lots and the purchasers meet all costs associated with surveying, subdivision and Certificate of Title preparation.**
- 2. The City to apply for a caveat over the new Certificates of Title preventing ingress/egress from the amalgamated properties onto Brittain and Richter Roads.**
- 3. The Department of Water be requested to relinquish its interest in Reserve 30569 (Lot 520) for vesting in the City of Bunbury for drainage purposes**

**Summary**

Applications have been received from Loctor Pty Ltd, the owner of Lot 9 (No. 1) Barnard Street, Davenport and B R & G E Linaker, the owners of Lot 88 (No. 3) Barnard Street, Davenport to purchase a portion of Lot 53 on Deposited Plan 66476 Brittain Road, Davenport for amalgamation with their respective adjoining lots.

A copy of Deposited Plan 66476 is **attached** at Appendix 4.

**Background**

The City of Bunbury is the Registered Proprietor of Lot 53 Richter Road. This lot is the remaining portion of the former Lot 454 Richter Road, Davenport.

On 8 October 2009, the Western Australian Planning Commission granted subdivision approval to excise a portion of the former lot 454 to allow for construction of the section of Brittain Road, between South Western Highway and Richter Road. The remaining portions of the former lot 454, is now referred to as lot 53, as indicated above.

Both of the adjoining owners have expressed their interest in purchasing the land for amalgamation with their adjoining lots.

Valuations will be obtained from Landgate and an independent valuer.

As indicated on the deposited plan, there is an existing small Reserve (No. 30569, Lot 520) between the two Barnard Street lots, which is vested in the Department of Water. Preliminary enquiries with the Department have ascertained that the Reserve is no longer required by the Department. The City of Bunbury has a drainage pipe across the Reserve and this has been extended across the northern portion of lot 53 to link with the new section of Brittain Road. It is proposed that the Reserve be extended to include the new section of pipe and that the Department of Water be requested to relinquish its interest in the Reserve so that this can be vested in the City of Bunbury.

The City's Engineering Services Section has advised that it is not possible to permit access to the northern portion of Lot 53, from either Richter Road or Brittain Road and therefore the land is only suitable for sale to the adjoining landowners for amalgamation with their lots.

This matter was considered by the Land Rationalisation & Acquisitions Committee on 11 February 2010, when the following recommendation to Council was passed:

- "1. Council offer the portions of Lot 454 Richter Road adjoining Lot 9 and 88 Barnard Street for sale to the land owners on the condition that the purchasers meet all costs associated with surveying, subdivision and Certificate of Title preparation.*
- 2. The City to apply for a caveat over the new Certificates of Title preventing ingress/egress from the amalgamated properties onto Brittan Road."*

(Note: The title description of the land has changed with the issue of the new Certificate of Title)

### **Officer Comments**

As access is not permitted to the northern portion of Lot 53, from either Richter Road or Brittain Road, the land is only suitable for sale to the adjoining landowners for amalgamation with their lots.

As Reserve 30569 (Lot 520) is no longer required by the Department of Water, the department be requested to relinquish its interest in the Reserve so that this can be vested in the City for drainage purposes.

### **Analysis of Financial and Budget Implications**

The applicants will be responsible for all costs associated with the proposed subdivision/amalgamation.

### **Councillor/Officer Consultation**

This matter has previously been considered by the City's Land Rationalisation & Acquisitions Committee, which recommended the course of action proposed by this report.

## **Options**

### Option 1

Per the recommendation listed in this report.

### Option 2

Per the recommendation listed in this report, with amendments suggested by council members.

### Option 3

Council do not support the recommendation.

## **Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Cr Slater, seconded Cr Major.

Cr Steck moved procedural motion 15.9 of the City of Bunbury Standing Orders that the motion “lie on the table” until as such time that Councillors receive information of the total of City of Bunbury land holdings. The procedural motion was put to the vote and LOST 2 votes “for” / 11 votes “against”.

The mover and seconder were asked if they would accept an additional point to the recommendation. The mover and seconder agreed. The amendment is as follows:

4. *That the proceeds of the sale of the land be contributed to the shared path and pedestrian amenity at the Robertson Drive intersection to the Richter Road intersection.*

Cr Steck moved procedural motion 15.9 of the City of Bunbury Standing Orders that the motion “lie on the table” until the Council meeting in order to receive a colour map that shows clearly the section of land in question. The procedural motion was put to the vote and CARRIED 11 votes “for” / 2 votes “against”.

**11.8 Council Administrative Policies Review** *(was listed as item 11.8 on the meeting agenda)*

<b>File Ref:</b>	A00410
<b>Applicant/Proponent:</b>	Internal Report
<b>Author:</b>	Jack Dyson, Senior Administration Officer
<b>Executive:</b>	Greg Trevaskis, Chief Executive Officer
<b>Attachments:</b>	Appendix 5 & Under Separate Cover

**Recommendation**

**That the Administrative Policies Manual incorporating amendments as previously circulated to Councillors be adopted as the Administrative Policy Manual of the City of Bunbury effective from 29 June 2010.**

**Summary**

This report is to adopt a policy manual (issued under separate cover) that accurately reflects current practices and procedures in order to ensure compliance with relevant legislative and administrative requirements.

**Background**

A review of Council's existing Administrative Policies was last officially undertaken on 7 August 2007.

In December 2009, Council resolved to establish a Policy Review and Development (Standing) Committee with Terms of Reference including:

1. To work with the Mayor, Councillors and Executive staff on the review of existing Council policies and the development of new Council policies.
2. To provide Bunbury City Councillors with assistance and support to develop new Council policies.
3. To make recommendations to Council on matters of policy, policy review and policy development; and
4. To explore opportunities that promotes policy development in all matters under Council jurisdiction.

This committee held its first meeting on Wednesday 24 March 2010 with subsequent monthly meetings being conducted in April and May 2010 respectively.

At the committee meeting held on 21 April 2010, Committee Members were advised of some of the difficulties staff were encountering with regard to "what is current policy" given that an internal review of all policies had recently been completed.

It was agreed at that meeting that a full copy of the "internally reviewed" document be presented to the committee and that the document identify or track changes.

This was facilitated for the May 26 2010 meeting of the committee, at which time it was agreed to circulate the document to all councillors with a request to peruse the



document and advise of any comments, suggested further amendments and/or improvements by Monday 14 June 2010.

This was actioned under memorandum dated 27 May 2010 (a copy **attached** at Appendix 5)

At the time of preparing this agenda item no comments or further suggestions have been received from any elected members.

It is the intention of the committee, that once this manual is adopted; a regular rolling system of review will be implemented to ensure that policies are at all times current and that ample opportunity is allocated to facilitate the introduction of new policy.

### **Officer Comments**

A copy of the existing Council Administrative Policies identifying proposed amendments and tracking changes which followed an internal review, was issued to members under separate memorandum dated 27 May 2010.

The internal review of Councils Administrative Policies actually commenced in November 2009 and was finalised in mid February 2010.

In December 2009, Council resolved to establish the aforementioned committee for the purposes of reviewing and developing Council Policy, therefore the internally reviewed document was not presented to Council for consideration. It was referred to the committee instead.

A number of the changes made through the internal review were necessitated as a result of either changes in legislation, identified or suggested reforms and requests as a result of other external factors such as the global financial crisis.

In the last three years, none of these existing policies have proved problematic and very few, if any complaints have been received which arose from the implementation of any policy.

Council approval for adoption of the manual is sought in order to give a clear indication to staff of current policy and as previously mentioned, the intention is to commence a rolling system of ongoing review of all policies and the introduction of new policy.

### **Analysis of Financial and Budget Implications**

There are no financial or budgetary implications arising as a result of this proposal.

### **Options**

#### Option 1

As per the recommendation.

#### Option 2

As per the recommendation with amendments.

Option 3

Council not support the proposed recommendation

**Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Deputy Mayor Cr Kelly, seconded Cr Harrop.

The motion was put to the vote and was adopted to become the Committee's recommendation on the matter.

**Committee Recommendation**

**That the Administrative Policies Manual incorporating amendments as previously circulated to Councillors be adopted as the Administrative Policy Manual of the City of Bunbury effective from 29 June 2010.**

CARRIED

12 votes "for" / 1 vote "against"

**11.9 Advisory Committee and/or Project Control Group Minutes to be Noted at the Council Committee Meeting** *(was listed as item 11.9 on the meeting agenda)*

<b>File Ref:</b>	Various
<b>Applicant/Proponent:</b>	Internal Report
<b>Author:</b>	Various
<b>Executive:</b>	Various
<b>Attachments:</b>	Under Separate Cover

**Recommendation**

The following Advisory Committee Meeting Minutes listed in the report circulated under separate cover are noted for information only:

- Title: Minutes –City Promotions Committee (13/05/10 & 19/04/10)**  
**Author: Nardine Walford-Jones, Events Officer**  
**File: A03402**

Committee Members to refer to the report circulated under separate cover.

**Outcome – Council Committee Meeting 22 June 2010**

The recommendation was moved Cr Jones, seconded Cr Leigh.

The motion was put to the vote and adopted to become the Committee's recommendation on the matter.

**Committee Recommendation**

The following Advisory Committee Meeting Minutes listed in the report circulated under separate cover are noted for information only:

- Title: Minutes –City Promotions Committee (13/05/10 & 19/04/10)**  
**Author: Nardine Walford-Jones, Events Officer**  
**File: A03402**

CARRIED  
13 votes "for" / Nil votes "against"

## 12. Motions on Notice

Nil

## 13. Urgent Business (With Approval of Majority of Members Present as Permitted Under Standing Order 5.1.13)

Nil

## 14. Items to be Noted or Endorsed

### 14.1 Items to be Noted (No Discussion) at the Council Committee Meeting

<b>File Ref:</b>	Various
<b>Applicant/Proponent:</b>	Internal Report
<b>Author:</b>	Various
<b>Executive:</b>	Various

#### Recommendation

The following items listed in the report circulated under separate cover, are noted for information only:

1. **Title:** Write Off of Account Receivables Balances  
**Author:** David Ransom, City Accountant  
**File:** A00088-02
2. **Title:** Outstanding Community Law and Safety Infringements  
**Author:** David Ransom, City Accountant  
**File:** A00566
3. **Title:** Building Application / Development Approvals May 2010  
**Author:** Gary Fitzgerald, Manager Development Services  
**File:** A00088-02
4. **Title:** Schedule of Accounts Paid for the Period 1 to 31 May 2010  
**Author:** David Ransom, City Accountant  
**File:** A00083

Committee Members to refer to the report circulated under separate cover.

#### Outcome – Council Committee Meeting 22 June 2010

The recommendation was moved Cr Jones, seconded Cr Leigh.

The motion was put to the vote and was adopted to become the Committee's recommendation on the matter.

**Committee Recommendation**

The following items listed in the report circulated under separate cover, are noted for information only:

1.     **Title:     Write Off of Account Receivables Balances**  
       **Author:  David Ransom, City Accountant**  
       **File:     A00088-02**
  
2.     **Title:     Outstanding Community Law and Safety Infringements**  
       **Author:  David Ransom, City Accountant**  
       **File:     A00566**
  
3.     **Title:     Building Application / Development Approvals May 2010**  
       **Author:  Gary Fitzgerald, Manager Development Services**  
       **File:     A00088-02**
  
4.     **Title:     Schedule of Accounts Paid for the Period 1 to 31 May 2010**  
       **Author:  David Ransom, City Accountant**  
       **File:     A00083**

CARRIED  
13 votes "for" / Nil votes "against"

**14.2 Items to be Endorsed (No Discussion) at the Council Committee Meeting**

There are no items recommended for endorsement.

## **15. Confidential Business as Stipulated Under Section 5.23(2) of the Local Government Act 1995**

Cr Jones moved, Cr Steck seconded procedural motion 15.10 of the City of Bunbury Standing Orders that “the meeting exclude members of the public to permit Confidential Business (as defined by the Local Government Act 1995 Section 5.23(2)(a)) to be discussed. The procedural motion was put to the vote and CARRIED 13 votes “for” / Nil votes “against”.

The members of the public and press were asked to leave the chambers.

### **15.1 Appointment of New Chief Executive Officer**

<b>File Ref:</b>	A01918-03
<b>Applicant/Proponent:</b>	Internal Report
<b>Author:</b>	Aileen Clemens, Manager Human Resources
<b>Executive:</b>	Greg Trevaskis, Chief Executive Officer
<b>Attachments:</b>	Confidential Report Under Separate Cover

A confidential report and recommendation has been circulated to members **under separate cover.**

#### **Outcome – Council Committee Meeting 22 June 2010**

The Committee moved into confidential business and upon resumption in open session adopted the following as the Committee’s recommendation.

Cr Slater moved, Cr Steck seconded that the meeting be reopened to the public and press.

#### **Committee Recommendation**

- 1. Council accepts the resignations of Mr Greg Trevaskis as Chief Executive Officer.**
- 2. Council endorses the establishment of a CEO selection panel to oversee the short listing and interviewing for a new Chief Executive Officer and to recommend to Council on the preferred candidate for approval. The panel to comprise of His Worship the Mayor and three (3) Councillors:**
  - 2.1 His Worship the Mayor – Mr David Smith**
  - 2.2 Deputy Mayor Councillor Brendan Kelly**
  - 2.3 Councillor Stephen Craddock**
  - 2.4 Councillor Noel Whittle**
- 3. Council notes the four (4) recruitment submissions received.**

- 4. Council delegate authority to the CEO selection panel to appoint a preferred recruitment firm to assist in the Council in the recruitment of a new Chief Executive Officer.**
- 5. Council authorises the CEO selection panel, in conjunction with the recruitment firm to review the Chief Executive Officer Contract of Employment and total remuneration package for presentation to Council for approval.**
- 6. Council authorises the CEO selection panel (in conjunction with the successful recruitment firm) to advertise for the position of Chief Executive Officer as soon as practical.**

## **16. Close of Meeting**

The meeting was declared closed at 8.43pm.