

**Council Minutes Index – 23 February 2023**

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## MINUTES

For an Ordinary Meeting of Council held in Council Chambers on 23 February 2023, commencing at 5.30pm.

### **Opening of Meeting**

*The Presiding Member opened the meeting at 5.30pm.*

### **Acknowledgment of Country**

*We acknowledge the cultural custodians of the land on which we gather, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps.*

### **Attendance, Apologies and Leave of Absence**

President	- Cr J Mountford
Councillors	- J Boyle
	- E Browne
	- M Christensen
	- T Lansdell
	- S Mahoney
	- A Pratico
	- P Quinby
	- A Rose
Officers	- T Clynch, Chief Executive Officer
	- P St John, Director Development, Community and Infrastructure
	- M Larkworthy, Director Corporate Services
	- E Matthews, Executive Assistant

### **Attendance of Gallery**

C. Sousa, K. Bowie.

### **Responses to Previous Questions Taken on Notice - Nil**

### **Public Question Time - Nil**

### **Petitions/Deputations/Presentations**

Katina Bowie, NBN Community Engagement Manager, provided an update on the planned upgrade and expansion of NBN services in the Shire.

### **Comments on Agenda Items by Parties with an Interest - Nil**

### **Applications for Leave of Absence - Nil**

### **Confirmation of Minutes**

#### **C.01/0223 Ordinary Council Meeting held 25 January 2023**

*That the Minutes of the Ordinary Meeting of Council held 25 January 2023 be confirmed as a true and correct record.*

#### **Council Decision Moved Cr Lansdell, Seconded Cr Browne**

**C.01/0223 That the Minutes of the Ordinary Meeting of Council held 25 January 2023 be confirmed as a true and correct record.**

**Carried 9/0**

#### **C.02/0223 Special Council Meeting held 9 February 2023**

Attachment 1 Special Council Meeting Minutes – 9 February 2023

*That the Minutes of the Special Meeting of Council held 9 February 2023 be confirmed as a true and correct record.*

#### **Council Decision Moved Cr Rose, Seconded Cr Pratico**

**C.02/0223 That the Minutes of the Special Meeting of Council held 9 February 2023 be confirmed as a true and correct record, subject to the voting outcome for items SpC.02/0223a, SpC.03/0223 and SpC.03/0223a being included.**

**Carried 9/0**

### **Announcements by the Presiding Member Without Discussion**

Cr Mountford advised that item C.12/0223 Draft Local Planning Scheme 6 had been withdrawn by the CEO to address mapping anomalies that were identified after the agenda was prepared. Cr Mountford foreshadowed a special meeting of council being called for Thursday 9 March 2023 to consider this and some other matters.

### **Notification of Disclosure of Interest**

Section 5.65 or 5.70 of the *Local Government Act 1995* requires a Member or Officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Member or Officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

A Member who makes a disclosure under Section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allows a Member to speak, the extent of the interest must also be stated.

Name	Cr Julia Boyle
Type of Interest	Impartiality
Item No.	C.03/0223 Sponsorship of 2023 State History Conference of Affiliated Societies
Nature of Interest	I am a member of the Blackwood Environment Society who is a recipient of a non-contested grant.

Name	Cr Mike Christensen
Type of Interest	Impartiality
Item No.	C.04/0223 Greys Hill Road 50km/h Speed Zone
Nature of Interest	This item was brought to my attention by a member of the Blackwood Environment Society (BES). As a member of the BES' management committee, it may be perceived that I have a personal interest and would not be able to act impartially.

Name	CEO, Tim Clynch
Type of Interest	Impartiality
Item No.	C.18/0223 Recommendations from the CEO Performance Review Committee
Nature of Interest	Being the author of the agenda item, I declare an impartiality interest in the item due to the report concerning a review of my performance.

### **Questions on Agenda Items by Elected Members - Nil**

### **Consideration of Motions of which Previous Notice has been Given**

Cr Boyle declared an impartiality interest in item C.03/0223 (refer to aforementioned disclosure).

### **C.03/0223 Sponsorship of 2023 State History Conference of Affiliated Societies**

*Submitted by Cr Mountford*

#### **Motion**

1. That Council approve an allocation of \$5,000 in the 2023/24 budget for sponsorship of the welcome function at the 2023 State History Conference of Affiliated Societies to be held in Bridgetown on 1-3 September 2023.
2. That the \$5,000 be funded from the \$130,000 allocation to be set aside in 2023/24 for funding of community grants, service agreements and other donations.

#### **Background/Reasons**

The Historical Society are hosting this important conference here in Bridgetown this year and are working with a very limited budget.

With over 100 delegates attending and many bringing partners along with them, the event will provide economic benefits to local tourism operators, hospitality businesses and other ancillary businesses.

It is a marvellous opportunity to showcase the town - particularly for this group of attendees - in light of our Historic Town status.

It is therefore appropriate that Council be seen to support the event and assist this very small but passionate group who have enthusiastically taken on this considerable project.

It is also important that the Society have certainty around the financial assistance now and not wait until the normal announcement of Community Grants recipients. It is necessary for them to book appropriate caterers and suppliers as soon as possible, especially given the conference falls in the busy wedding season where demand for suppliers is high.

#### Officer Comment

If Council was to resolve in accordance with the motion the effect would be that the \$5,000 donation would be committed in the 2023/24 budget and there would be \$5,000 less available for funding of other community grants, service agreements and other donations.

#### Statutory Environment

As the motion is seeking a commitment from Council for expenditure in the 2023/24 budget prior to adoption of that budget this decision would be considered a commitment to unbudgeted expenditure. Section 6.8 of the Local Government Act requires an absolute majority decision for expenditure not included in the annual budget.

#### Integrated Planning

- Strategic Community Plan
  - Outcome 2 good health and community wellbeing
  - Objective 2.4 building community capacity by supporting community organisations and volunteers
  
- Corporate Business Plan
  - Objective 2.4 building community capacity by supporting community organisations and volunteers
  - Action 2.4.1 fund community grants, service agreements and donations (\$160,000 in 2023/24)
  
- Long Term Financial Plan - Nil
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

#### Policy Implications - Nil

#### Budget Implications

If resolved, the \$5,000 would be included in the 2023/24 budget as a donation.

#### Risk Management

By committing funds prior to the 2023/24 budget would allow the Bridgetown Historical Society to continue with its planning of the conference in the knowledge the funding is secure. By committing the funds in advance however council will be reducing by \$5,000

the amount of funding available for distribution to unfunded applications in the 2023/24 community grants, service agreements and other donations round.

Voting Requirements – Absolute Majority (for unbudgeted expenditure).

**Moved** Cr Mountford, Seconded Cr Rose

1. That Council approve an allocation of \$5,000 in the 2023/24 budget for sponsorship of the welcome function at the 2023 State History Conference of Affiliated Societies to be held in Bridgetown on 1-3 September 2023.
2. That the \$5,000 be funded from the \$130,000 allocation to be set aside in 2023/24 for funding of community grants, service agreements and other donations.

**Amendment** Cr Pratico, Seconded Cr Quinby

The following wording be added to part 2 of the motion:

That Council request the Bridgetown Historical Society submit an application under the Community Grants, Service Agreements and Other Donations Program.

**Council Decision** **Moved Cr Pratico, Seconded Cr Rose**

**C.03/0223 That Council invoke clause 18.1 of the Standing Orders at 6.15pm to allow for informal discussion.**

**Carried 9/0**

**Council Decision** **Moved Cr Pratico, Seconded Cr Quinby**

**C.03/0223a That application of clause 18.1 of the Standing Orders cease at 6.29pm.**

**Carried 9/0**

In accordance with clause 10.13 of the Standing Orders Local Law, Cr Pratico sought the approval of Cr Quinby (as seconder to the Amendment) and the councillors for withdrawal of the Amendment. Cr Quinby and the other councillors supported Cr Pratico in his request to withdraw the Amendment by a unanimous show of hands.

**Amendment** Moved Cr Pratico, Seconded Cr Quinby

Replace part 2 with the following wording:

Funding for the Community Grants, Service Agreements and Other Donations Program be increased by \$5,000 to \$135,000 for the 2023/24 financial year only and the Bridgetown Historical Society be allocated \$5,000 from the non-contestable grants allocation.

**Carried 8/1**

Cr Mahoney voted against the amendment

**Council Decision Moved Cr Rose, Seconded Cr Quinby  
C.03/0223b That Council invoke clause 18.1 of the Standing Orders at 6.37pm  
to allow for informal discussion.**

**Carried 8/1**  
Cr Browne voted against the motion

**Council Decision Moved Cr Mahoney, Seconded Cr Lansdell  
C.03/0223c That application of clause 18.1 of the Standing Orders cease at  
6.38pm.**

**Carried 9/0**

The amendment was incorporated into the substantive motion and was put.

**Council Decision Moved Cr Mountford, Seconded Cr Rose  
C.03/0223d**

- 1. That Council approve an allocation of \$5,000 in the 2023/24 budget for sponsorship of the welcome function at the 2023 State History Conference of Affiliated Societies to be held in Bridgetown on 1-3 September 2023.**
- 2. Funding for the Community Grants, Service Agreements and Other Donations Program be increased by \$5,000 to \$135,000 for the 2023/24 financial year only and the Bridgetown Historical Society be allocated \$5,000 from the non-contestable grants allocation.**

**Carried by Absolute Majority 8/1**  
Cr Mahoney voted against the motion

Cr Christensen declared an impartiality interest in item C.04/0223 (refer to page 5).
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### **C.04/0223 Greys Hill Road 50km/h Speed Zone**

*Submitted by Cr Christensen*

Attachment 2          Photographs of Area Proposed for Reduced Speed Limit

#### **Motion**

That a request be submitted to Main Roads Western Australia seeking an extension of the 50km/h speed limit that currently ends on Grey's Hill Road to a point past its intersection with Mattamattup Street.

#### **Reasons**

The speed sign and speed change from 50km/h to 60 km/h is located on Grey's Hill Road, going downhill and approximately 200m from the junction with Mattamattup Street and about 20m after the warning sign for the turtle crossing. The intersection of Grey's Hill Road and Mattamattup Street is a busy intersection but visibility is poor for vehicles driving south down Grey's Hill Road with clear views only existing from approximately



90m away. In addition, on the river side, and in the bend there is a dirt layby / car park where people intending to access the river walk or river leave their vehicles.

The motion seeks to move the 60km/h speed limit to after the intersection with Mattamattup Street in order to improve safety at a busy intersection, have the reduced speed limit where the wildlife crossing exists and recognise the presence of pedestrians and parked vehicles at the entrance to the river walk near this intersection.

#### Officer Comment

Main Roads Western Australia (MRWA) are responsible for speed zones on all roads across the State. Requests for change in speed zones on local roads need to be submitted to the local government to assess the request and if supported, submit to MRWA.

Officers are supportive of the suggestion to extend the 50km/h zone to a point past the intersection of Greys Hill Road, Mattamattup Street and Blackwood Terrace East.

Traffic counters will need to be installed to obtain the necessary traffic data to submit a request to Main Roads WA

MRWA will review requests for speed zone controls as outlined in its 'Speed Zoning: Policy and Application Guidelines' provided:

- A request is received from the relevant road authority in line with this section
- The same location has not been reviewed within the last five years (provided that there has been no significant change in conditions since that review)
- The requested change is broadly in line with the provisions of this policy document. Main Roads may decline to undertake a request which is clearly contrary to this policy. In such cases, Main Roads will provide a reason for declining the application.

#### Statutory Environment - Nil

#### Integrated Planning

- Strategic Community Plan
  - Outcome 9 safe, affordable and efficient movement of people and vehicles
  - Objective 9.1 improve road safety and connectivity
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

#### Budget Implications - Nil

#### Whole of Life Accounting – Not applicable

#### Risk Management - Nil

#### Voting Requirements – Simple Majority

**Council Decision Moved Cr Christensen, Seconded Cr Boyle**  
**C.04/0223 That a request be submitted to Main Roads Western Australia seeking an extension of the 50km/h speed limit that currently ends on Grey’s Hill Road to a point past its intersection with Mattamattup Street.**

**Carried 9/0**

**Reports of Officers**

Reports of Officers have been divided into Departments as follows:

- CEO’s Office
- Corporate Services
- Development, Community and Infrastructure

After receiving the concurrence of Members, the Presiding Member announced that in accordance with clause 3.2(3) of the Standing Orders Local Law, item C.17/0223 would be brought forward for consideration.

<b>ITEM NO.</b>	C.17/0223	<b>FILE REF.</b>	A25446
<b>SUBJECT</b>	Inclusion of Power to Lease in New Management Order for Reserve 14889 South Western Highway, Yornup		
<b>PROPONENT</b>	Department of Planning Lands and Heritage		
<b>OFFICER</b>	Manager Development Services		
<b>DATE OF REPORT</b>	20 February 2023		

**Reason for Urgent Business**

Officers were of the view that approval of the change in reserve purpose could be approved as it was consistent with the Council resolution from July 2022 however it was subsequently determined after the agenda was prepared that neither the July 2022 Council resolution or delegated authority allowed approval to be given to the proposal to include the power to for the Shire of Bridgetown-Greenbushes to lease or licence portions of the land. Approval of the proposal this month will allow the change of reserve purpose to be completed and allow the W.A. Bush Fire Museum and Heritage Group Inc. to progress its plans to seek approval to develop a museum within the reserve.

**OFFICER RECOMMENDATION**

*That Item C.17/0223 be accepted as urgent business.*

**OFFICER RECOMMENDATION**

*That Council:*

- 1. Endorse the proposal by the Department of Planning Lands and Heritage (DPLH) to change the purpose of Reserve 14889 from “recreation” to “recreation and community” with inclusion of a Power for the Shire of Bridgetown-Greenbushes to lease or licence portions of the land for periods up to 21 years*
- 2. Grant delegated authority to the CEO to approve/accept any proposals to amend a reserve management order to permit the granting of power to the Shire to lease or licence the land.*

### Summary/Purpose

Council has previously resolved to seek a change in the purpose of Reserve 14889 South Western Highway, Yornup to a purpose that allows development of a museum plus a continuation of recreational and other activities in association with the adjacent Yornup Hall and Yornup Bush Fire Station.

Lot 7800, Reserve 14889 South Western Highway, Yornup is currently vested in the Shire of Bridgetown-Greenbushes for the purpose of “recreation”. DPLH proposes to change the purpose of Reserve 14889 from “recreation” to “recreation and community” with inclusion of a Power for the Shire of Bridgetown-Greenbushes to lease or licence portions of the land for periods up to 21 years.

Council endorsement of accepting the power to lease or licence is required. As the granting of power to lease or licence is a relatively common clause in a reserve management order, it is recommended council delegate to the CEO the power to approve/accept any such proposal.

### Background

For several years the W.A. Bush Fire Museum and Heritage Group Inc. has been keen to develop a bush fire museum within the district. A number of members of the Group are locally based.

The museum would involve construction of a building that is capable of displaying both firefighting vehicles and other artefacts.

A report was presented to Council’s July 2022 meeting where the following was resolved:

*(C.11/0722) That Council:*

- 1. Note the request from the W.A. Bush Fire Museum and Heritage Group Inc. to discontinue its proposal to develop a museum on Lot 7960 (Reserve 24611) South Western Highway, Yornup and therefore no further progressing of Council Resolution C.09/0122 is to occur.*
- 2. Support in-principle the revised proposal for development of a bush fire museum on Lot 7800, Reserve 14889 South Western Highway, Yornup, noting that a change in purpose of Reserve 14889 will be required before further consideration of that proposal can occur, including any development application.*
- 3. Authorises the CEO to submit an application to the Department of Planning Lands and Heritage (DPLH) for changing the purpose of Reserve 14889 to a purpose that allows development of a museum plus a continuation of recreational and other activities in association with the adjacent Yornup Hall and Yornup Bush Fire Station.*

The W.A. Bush Fire Museum and Heritage Group Inc. has engaged with the Yornup Hall Management Committee and that Committee has formally advised the Shire it supports the proposal.

Notwithstanding the proposal to change the purpose of the reserve, a separate development approval process will occur for the proposal. The change in purpose of the reserve in effect allows the W.A. Bush Fire Museum and Heritage Group Inc. to submit a development application.

#### Officer Comment

Reserve 14889 is vested in the Shire of Bridgetown-Greenbushes for “recreation”. The land is undeveloped but is used for some activities in association with the adjacent Yornup Hall which is on a separate reserve, plus vehicle access and parking for the Yornup Hall and Yornup Bush Fire Station.

The land is reserved for ‘recreation’ under Town Planning Scheme No. 4 (TPS 4). The development of a museum isn’t consistent with the purpose of “recreation” therefore a change of purpose of Reserve 14889 has been sought, allowing for the development of civic and cultural buildings, plus continued use of the reserve for recreation. The new purpose of “recreation and community” would allow this use to be developed on the reserve subject to the necessary approvals being obtained.

#### Statutory Environment

Section 46 of the *Land Administration Act 1997* empowers the Minister for Lands to include leasing powers in management orders granted over reserves. Under this provision, for example, local government can often lease managed reserves, typically for terms up to 21 years and for purposes consistent with the reserve’s purpose.

#### Integrated Planning

- Strategic Community Plan - Nil
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

#### Policy Implications – Nil

#### Budget Implications

Nil for seeking a change of reserve purpose.

#### Whole of Life Accounting - Nil

#### Risk Management - Nil

Voting Requirements - Absolute Majority for granting of a new delegation

**Council Decision Moved Cr Pratico, Seconded Cr Mahoney  
C.17/0223 That Item C.17/0223 be accepted as urgent business.**

**Carried 9/0**

**Council Decision Moved Cr Quinby, Seconded Cr Pratico**

**C.17/0223a That Council:**

- 1. Endorse the proposal by the Department of Planning Lands and Heritage (DPLH) to change the purpose of Reserve 14889 from “recreation” to “recreation and community” with inclusion of a Power for the Shire of Bridgetown-Greenbushes to lease or licence portions of the land for periods up to 21 years**
- 2. Grant delegated authority to the CEO to approve/accept any proposals to amend a reserve management order to permit the granting of power to the Shire to lease or licence the land.**

**Carried by Absolute Majority 9/0**

Return to Order of Business in Agenda from C.05/0223.

**CEO’s Office**

<b>ITEM NO.</b>	C.05/0223	<b>FILE REF.</b>	
<b>SUBJECT</b>	Desktop Review of Strategic Community Plan		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Chief Executive Officer		
<b>DATE OF REPORT</b>	14 February 2023		

Attachment 3 Briefing Paper for Community Consultation

**OFFICER RECOMMENDATION**

*That Council:*

- 1. Endorse the draft briefing paper (Attachment 3) to be released during the community consultation period for the desktop review of the Strategic Community Plan*
- 2. Authorise the CEO to make formatting changes to the draft briefing paper to improve appearance and legibility*
- 3. Set a 6 week community consultation period for the desktop review, commencing Wednesday 1 March 2023 and concluding Wednesday 12 April 2023.*

**Summary/Purpose**

A desktop review of Council’s current Strategic Community Plan has commenced with Councillors providing input into the review at the concept forum held on 9 February 2023. It is now recommended to proceed to the community consultation phase of the desktop review process.

**Background**

The Strategic Community Plan shares Council’s visions and aspirations for the future and outlines how it will, over the decade following adoption, work towards a brighter future for the Shire of Bridgetown-Greenbushes community. The 2021 Plan was developed with full community participation including a survey and community workshop.

The Strategic Community Plan is a strategy and planning document that reflects the longer term (10+ years) community and local government aspirations and priorities.

The Strategic Community Plan responds to three questions put to the community and the local government:

- Where are we now?
- Where do we want to be?
- How do we get there?

The Strategic Community Plan prioritises community aspirations giving consideration to:

- Social objectives
- Economic objectives
- Environmental objectives
- Factors such as changing demographics and land use.

In accordance with Section 5.56(1) of the Local Government Act 1995, local governments must undertake a review of their Strategic Community Plan (SCP) every two years, alternating between a minor and major review.

Council’s current SCP 2021-2031 was adopted on 24 June 2021. A desktop review is scheduled to occur in 2023.

Council commenced the review with a workshop session held at a concept forum on 9 February 2023.

#### Officer Comment

The focus of the review to date has been on making minor changes which centre on language corrections and updates to key messaging, statistics, referenced strategies, plans and legislation. The intent of the document remains unchanged. No changes to the vision, values, aspirations outcomes and objectives have been identified.

Changes to the SCP’s vision, values, aspirations outcomes and objectives would typically only occur after a comprehensive community engagement program and not as part of a desktop review exercise. Whilst submissions from members of the public can propose such changes Council should consider such proposals having regard to factors such as:

- the extent of change to existing vision, values, aspirations outcomes and objectives
- the consistency with community feedback provided in the engagement conducted in 2020.

The changes to the Strategic Community Plan identified by councillors’ in their workshop session are listed below:

<b>Page No.</b>	<b>Section</b>	<b>Description</b>
1	Introduction	Change “has been developed” to “was developed”.
2	President’s message	New message from Cr Mountford (to be developed)

7 & 8	Bridgetown Greenbushes at a Glance	Update statistics where updates are available
11 to 20	'Our Plan for the Future' Tables	Update "linked strategies"
21	Resourcing the Plan	Change rates data for 21/22 and 22/23 to actual figures. Update projections for future years in line with LTFP.  Update staff numbers and new directorate structure  Update committees

A 6 week community consultation period is recommended, commencing Wednesday 1 March 2023 and concluding Wednesday 12 April 2023. Engagement will occur via the following means:

- Advert in Manjimup Bridgetown Times 12.4.23
- Minimum two news items on shire website (one at commencement of consultation period and the other at mid-point). Both news stories to be posted on Shire Facebook page
- Notices on Shire notice boards
- Copy of briefing paper for community consultation to be available on website, Shire admin office, Shire Library and Greenbushes Community Resource Centre

### Statutory Environment

The requirements for preparation, consideration, consultation and advertising of a Strategic Community Plan are detailed in the Local Government Act 1995 and Local Government (Administration) Regulations 1996.

#### *Local Government Act 1995*

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

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

#### *Local Government (Administration) Regulations 1996*

##### **r 19C. Strategic community plans, requirements for (Act s. 5.56)**

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
  - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
  - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
  - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.  
\*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

### Integrated Planning

- Strategic Community Plan
  - Outcome 14 effective governance and financial management
  - Objective 14.1 achieve excellence in organisational performance and service delivery
- Corporate Business Plan
  - Objective 14.1 achieve excellence in organisational performance and service delivery
  - Action 14.1.1 provide major and minor reviews of the Strategic Community Plan in line with requirements in the Integrated Planning and Reporting Framework (2022/23; 2024/25)
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

### Policy Implications – Nil

### Budget Implications

Minor advertising costs for single advert in local newspaper that can be accommodated in existing budget allocation for advertising.



Whole of Life Accounting - Nil

Risk Management - Nil

Voting Requirements – Simple Majority

**Council Decision Moved Cr Mahoney, Seconded Cr Browne**

**C.05/0223 That Council:**

- 1. Endorse the draft briefing paper (Attachment 3) to be released during the community consultation period for the desktop review of the Strategic Community Plan**
- 2. Authorise the CEO to make formatting changes to the draft briefing paper to improve appearance and legibility**
- 3. Set a 6 week community consultation period for the desktop review, commencing Wednesday 1 March 2023 and concluding Wednesday 12 April 2023.**

**Carried 9/0**

<b>ITEM NO.</b>	C.06/0223	<b>FILE REF.</b>	210.2
<b>SUBJECT</b>	Local Government Elections 2023		
<b>PROPONENT</b>	Western Australian Electoral Commission		
<b>OFFICER</b>	Executive Assistant		
<b>DATE OF REPORT</b>	9 February 2023		

**OFFICER RECOMMENDATION**

*That Council:*

- 1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary election together with any other elections or polls which may be required*
- 2. Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.*

**Summary/Purpose**

The next Local Government election is due to be held on 21 October 2023. In accordance with the *Local Government Act 1995* (the Act), Council can opt to conduct an election either as an in-person election or a postal election. Current legislation dictates that if a Council decides to conduct a postal election, the Western Australian Electoral Commission (WAEC) must conduct the election, with the cost of the election to be recouped by the WAEC on the basis of full accrual cost recovery.

The Shire has received a cost estimate from the WAEC to conduct the election as a postal ballot. Council is required to make a decision from the options available for the conduct of the 2023 Local Government Election.

### Background

Local government elections occur on the third Saturday in October every two years. Councillors each serve a term of four years. The Shire of Bridgetown-Greenbushes have four Councillors whose term expires in 2023. There is a possibility that an election would not be required in the event that only four nominations are received to fill the 4 vacancies.

The Shire has been conducting postal (ordinary) elections since 2005, due to the higher rates of participation, with the average response rate being 46.75%. The last in person ordinary election took place in 2005, where the turnout resulted in a response rate of 28.4% for Central Ward and 34.84% for East Ward.

The estimated cost for the 2023 election if conducted as a postal ballot is \$29,091 (ex-GST), which has been based on the following assumptions:

- 4,100 electors
- response rate of approximately 50%
- 4 vacancies
- count to be conducted at the offices of the Shire of Bridgetown-Greenbushes
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of \$900 will be incurred if Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

Under the Act, the WAEC is required to conduct elections on a full cost recovery basis, therefore the above quote is an estimate only and may vary depending upon a number of factors.

Costs not incorporated in the estimate include:

- Non-statutory advertising (ie; additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

### Officer Comment

If Council intends to conduct the 2023 election by postal voting, the following two resolutions will need to be passed:

1. Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required
2. Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

If Council resolves not to declare the WA Electoral Commission responsible for conducting the election, the election will be conducted as a “voting in person election”, in accordance with s4.61(1) of the Act.

The estimate cost for an in person election is approximately \$18,000, including:

- production and printing of all election related material
- advertising, both statutory and any other local or promotional
- wage costs: engagement of a Returning Officer (generally the Chief Executive Officer) and at least two other employees to staff the polling booth for at least ten hours on polling day, in addition to staff required to count the votes at the close of the poll.

Council historically hasn't opted to pay the additional sum for the Australia Post Priority Service for the lodgement of election packages.

### Statutory Environment

The principal legislation covering local government elections is:

- *Local Government Act 1995 Part 4*
- *Local Government (Elections) Regulations 1997.*

### *Local Government Act 1995*

#### **s 4.61. Choice of methods of conducting election**

(1) The election can be conducted as a —

**postal election** which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or

**voting in person** election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

### Integrated Planning

- Strategic Community Plan  
Outcome 14            Effective governance and financial management
- Corporate Business Plan – N/A
- Long Term Financial Plan – N/A
- Asset Management Plans – N/A
- Workforce Plan – N/A
- Other Integrated Planning – N/A

Policy Implications - Nil

### Budget Implications

The WAEC has provided the quote at this time to enable Council to allocate the funds in its 2023/24 budget.

Whole of Life Accounting – Not Applicable

Risk Management – Nil

### Voting Requirements

Absolute Majority for appointing the Electoral Commissioner to conduct the election, Simple Majority to resolve to have the elections 'in-person'.

**Council Decision Moved Cr Quinby, Seconded Cr Rose**

**C.06/0223 That Council:**

- 1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary election together with any other elections or polls which may be required**
- 2. Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.**

**Carried by Absolute Majority 9/0**

<b>ITEM NO.</b>	C.07/0223	<b>FILE REF.</b>	232
<b>SUBJECT</b>	2023 Annual General Meeting of Electors – Receival of Minutes		
<b>OFFICER</b>	Executive Assistant		
<b>DATE OF REPORT</b>	16 February 2023		

Attachment 4 Unconfirmed Minutes of the 2023 AGM of Electors – 2 February 2023

**OFFICER RECOMMENDATION**

*That Council receive the Minutes of the Annual General Meeting of Electors held on 2 February 2023.*

**Summary/Purpose**

For Council to formally ‘receive’ the Minutes of the Annual General Meeting of Electors held on 2 February 2023.

**Background**

At the Annual General Meeting (AGM) of Electors held on 2 February 2023, 9 electors were present (as recorded on the attendance register) where the Minutes from the previous AGM of Electors held 24 February 2022 were confirmed and the Annual Report & Annual Financial Statement for 2021/22 were received. No further motions were moved during the meeting.

As the Minutes from the AGM of Electors will not be confirmed until the next AGM of Electors, it is prudent for Council to formally receive the Minutes so that they become a ‘record of Council’.

There were four questions taken on notice at the AGM. Responses have been provided to the persons that asked those questions with those responses shown below:

**J. Nicholas**

**Question**

What is the current and estimated annual cost to ratepayers of Council’s decision to manage the Visitor Centre (VC)?

*Response – The 2022/23 budget indicates an annual cost of \$177,016 which represents the total of operating expenditure less operating revenue. This figure excludes corporate overhead allocations.*

Question

Is it true that in July of 2022, Council approved a restructure of parts of the Council including the VC and that total cost was appearing in your minutes as representing \$199,746? How much of this is being allocated to the VC?

*Response – Under the restructure a new position of Manager Visitor Servicing was created and there was a reduction in hours of other Visitor Centre positions. As well, the position of Manager Recreation & Culture which previously managed the Visitor Centre, Library and Leisure Centre was changed to a coordinator position with oversight of the Leisure Centre only. Of the \$199,746 additional employee costs arising from the 2022 restructure an amount of \$95,425 can be linked to the Visitor Centre. It should be noted however that in the figure of \$95,425, not all the Manager Visitor Servicing costs are allocated directly to the Visitor Centre as the costs are also allocated against the economic development and governance areas (approximately \$22,500). Also, although not a saving from the overall restructure costs of \$199,746, it should be noted that approximately \$26,000 of the former Manager Recreation & Culture position was previously allocated to the Visitor Centre but now is allocated to the Leisure Centre. If these two adjustments are taken into account it can be shown that the additional costs allocated against the Visitor Centre in the restructure is approximately \$47,000.*

**B. Bebbington**

Question

The last two days have been total fire bans in the Shire, I don't know if there have been harvest bans as well. One of the things it says quite clearly on the Shire's website is that during office hours any total fire bans and harvest bans will be put on the Shire's Facebook page. Why has there been no mention of the last two fire bans and any harvest bans (if there has been one).

*Response - Total Fire Bans (TFBs) are issued by the Department of Fire and Emergency Services (DFES), with our website up until this week stating that any TFBs declared during the week will generally be communicated to residents via the website or Facebook. It is acknowledged that the website hasn't always been updated when TFBs are issued. Although the Shire does attempt to notify residents of TFBs via Facebook, there are times when this isn't done due to late notice or staff resources. There is also potential for confusion when the Shire (as a 3<sup>rd</sup> party) communicates this information. To avoid confusion, the website has now been updated to direct all TFB queries to the DFES website. Harvest and Vehicle Movement Bans will continue to be communicated through the designated channels.*

Question

The Shire's website still says that you can click on a link to access the downloadable version of the 2021/22 mitigation works program, should this say 2022/23 program?

*Response – Due to a clerical oversight, the mitigation season on the Shire’s Bush Fire Mitigation Works website page was not updated to reflect the current financial year. This has since been rectified.*

**Statutory Environment**

Sections 5.27, 5.29 and 5.33 of the *Local Government Act 1995* require an Annual Electors Meeting to be held each year and for decisions made at such meetings to be considered by the Council. As mentioned in the report above, there were no decisions made that need to be considered by Council.

**Integrated Planning**

- Strategic Community Plan - Nil
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

**Budget Implications** - Nil

**Whole of Life Accounting** - Nil

**Risk Management** - Nil

**Voting Requirements** - Simple Majority

**Council Decision** *Moved Cr Boyle, Seconded Cr Browne*

***C.07/0223 That Council receive the Minutes of the Annual General Meeting of Electors held on 2 February 2023.***

***Carried 9/0***

<b>ITEM NO.</b>	C.08/0223	<b>FILE REF.</b>	209
<b>SUBJECT</b>	Rolling Action Sheet		
<b>OFFICER</b>	Executive Assistant		
<b>DATE OF REPORT</b>	14 February 2023		

Attachment 5      Rolling Action Sheet – February 2023

**OFFICER RECOMMENDATION**

*That the information contained in the Rolling Action Sheet be noted.*

**Summary/Purpose**

The presentation of the Rolling Action Sheet allows Councillors to be aware of the current status of Items/Projects that have not been finalised.

**Background**

The Rolling Action Sheet has been reviewed and forms an Attachment to this Agenda.

Statutory Environment – Nil

Integrated Planning

- Strategic Community Plan - Nil
- Corporate Business Plan - Nil
- Long Term Financial Plan – Not applicable
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

Policy Implications – Not Applicable

Budget Implications – Not Applicable

Whole of Life Accounting – Not Applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority

**Council Decision Moved Cr Rose, Seconded Cr Browne**

**C.08/0223 That the information contained in the Rolling Action Sheet be noted.**

**Carried 9/0**

**Corporate Services**

<b>ITEM NO.</b>	C.09/0223	<b>FILE REF.</b>	197.2
<b>SUBJECT</b>	Annual Review of Council Delegations		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Manager Governance & Risk		
<b>DATE OF REPORT</b>	10 February 2022		

Attachment 6 Delegation Register – Council to CEO (Track changed)

Attachment 7 Delegation Register – Council to CEO (Clean version)

**OFFICER RECOMMENDATION**

*That Council:*

1. *Revoke all delegations from Council to the CEO except delegation LUP.3 – Subdivisions*
2. *Approves all the delegations as amended/deleted/created contained within the Delegations Register in Attachment 6, noting that delegation LUP.3 – Subdivisions was adopted by Council on 25 January 2023 (C.07/0123).*

**Summary/Purpose**

Section 5.46(2) of the *Local Government Act 1995* requires Council to review its delegations at least once every financial year.

## Background

Council at its meeting on 25 January 2023 resolved (C.07/0123):

*“That consideration of these delegations be deferred to the February 2023 council meeting so that Councillors can be provided with a non-tracked changed version of the document to better enable the wording of the proposed delegations to be assessed, with the exception of LUP.3 – Subdivisions which is to be adopted as contained within Attachment 5.”*

Section 5.16 of the *Local Government Act 1995* allows a local government to delegate powers to Committees, other than the power of delegation. Similarly, Section 5.42 of the *Local Government Act* allows a local government the ability to delegate powers to its CEO.

Delegations are the standing power of the persons occupying the specified positions to exercise powers on behalf of Council and are required to have a legislative basis and be consistent with legislation. The legislative power to make the delegation and sub delegations is recorded in the Register.

A local government which delegates powers to its CEO or Committees is to carry out a review of all Delegations during each financial year.

## Officer Comment

There are currently no Delegations to Council Committees.

A comprehensive internal review of delegations from Council to CEO was undertaken by staff.

The outcome of this review has resulted in a number of amendments being recommended however it is not practical to list the reasons for every amendment in the body of this report.

As an overview, these reasons can be summarised as follows:

- Changes in legislation
- Grammatical errors
- Legislative references
- Organisation restructure
- Delegations not being required due to legislation requirements
- Format change

Following the January council meeting further grammatical and spelling corrections have been made.

Additionally, and upon reflection draft delegation LE.5 – Recordings of Proceedings (current delegation E.2), as previously presented for amendment is now being recommended for deletion.

Two versions of the delegation register are attached (a tracked changed version and a clean version).

In addition to the amended delegations, it is recommended that Council adopt and delete some further delegations as follows:



New delegations:

- CP.3 – Administration of Leases and Licences
- ES.5 – Variations to Prohibited Burning Periods
- ES.6 – Prohibited Burning Times – Control Activities
- ES.7 – Variations and Control Activities Restricted Burning Periods
- ES.8 – Burning Garden Refuse/Open Air fires
- ES.9 – Make Request to FES Commissioner – Control of Fire
- LE.4 – Powers of Entry

Deleted delegations:

- A.4 – Exercising Powers of the Local Government
- A.6 – Appointment of PID Officer
- A.7 – EEO Implementation Officer
- E.1 – Code of Conduct – Complaints Officer
- I.3 – Temporary Closure of Thoroughfares
- O.5 – Enforcement and Legal Proceedings
- O.8 – Fire Management Plan
- E.2 – Recordings of Proceedings

Delegations of power to the CEO may be made, amended or deleted at any time, by absolute majority resolution of council.

The CEO on-delegates powers to specific staff with those delegations contained in a separate register.

### Statutory Environment

*Local Government Act 1995 – s 5.42 – 5.48*

#### **5.42. Delegation of some powers and duties to CEO**

- (1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43. \*  
Absolute majority required.
- (2) A Delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of Delegation.

#### **5.43. Limits on Delegations to CEO's**

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (h) any power or duty that requires the approval of the Minister or the Governor; or
- (i) such other powers or duties as may be prescribed.

**5.44. CEO may delegate powers and duties to other employees**

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of Delegation.
- (2) A Delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of Delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
  - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
  - (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its Delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a Delegation under this section.
- (5) In subsections (3) and (4) —  
"conditions" includes qualifications, limitations or exceptions.

**5.45. Other matters relevant to Delegations under this Division**

- (1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —
  - (a) a Delegation made under this Division has effect for the period of time specified in the Delegation or where no period has been specified, indefinitely; and
  - (b) any decision to amend or revoke a Delegation by a local government under this Division is to be by an absolute majority.
- (2) Nothing in this Division is to be read as preventing —
  - (a) a local government from performing any of its functions by acting through a person other than the CEO; or
  - (b) a CEO from performing any of his or her functions by acting through another person.

**5.46. Register of, and records relevant to, Delegations to CEO's and employees**

- (1) The CEO is to keep a register of the Delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, Delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Integrated Planning

- Strategic Community Plan
  - Outcome 14 Effective governance and financial management
  - Objective 14.1 Achieve excellence in organisational performance and service delivery
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications

Many of the delegations contained within the Council Delegation Register relate back to Policy and Local Laws which have been set by Council to enable officers to work effectively in line with Council's requirements.

Budget Implications Nil

Whole of Life Accounting – Not Applicable

Risk Management

Council needs to be satisfied that appropriate policy, strategy and direction have been provided to the CEO and staff for effective decisions to be made under delegated authority.

Voting Requirements – Absolute Majority

**Council Decision Moved Cr Boyle, Seconded Cr Pratico**

**C.09/0223 That Council:**

- 1. Revoke all delegations from Council to the CEO except delegation LUP.3 – Subdivisions**
- 2. Approves all the delegations as amended/deleted/created contained within the Delegations Register in Attachment 6, noting that delegation LUP.3 – Subdivisions was adopted by Council on 25 January 2023 (C.07/0123).**

**Carried by Absolute Majority 9/0**

<b>ITEM NO.</b>	C.10/0223	<b>FILE REF.</b>	131
<b>SUBJECT</b>	January 2023 Financial Activity Statements and List of Accounts Paid in January 2023		
<b>OFFICER</b>	Manager Finance		
<b>DATE OF REPORT</b>	13 February 2023		

Attachment 8            January 2023 Financial Activity Statements  
Attachment 9            List of Accounts Paid in January 2023

**OFFICER RECOMMENDATION**

*That Council receive the;*

- 1. January 2023 Financial Activity Statements as presented in Attachment 8.*
- 2. List of Accounts Paid in January 2023 as presented in Attachment 9.*

Summary/Purpose

Regulation 34 of the Local Government (*Financial Management*) Regulations 1996 (the Regulations) requires a local government to prepare each month a statement of financial activity reporting on the sources and applications of its funds. The regulations also require that where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal and trust funds, a list of those accounts paid in a month are to be presented to the council at the next ordinary meeting (Regulation 13).

Background

In its monthly Financial Activity Statement a local government is to provide the following detail:

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the Local Government Act;
- (b) budget estimates to the end of the month to which the statement relates;
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) the net current assets at the end of the month to which the statement relates.

Each of the Financial Activity Statements is to be accompanied by documents containing:

- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- (b) an explanation of each of the material variances referred to in sub-regulation (1)(d); and
- (c) such other supporting information as is considered relevant by the Local Government.

The information in a statement of financial activity is to be shown according to nature and type classification.

The Financial Activity Statement and accompanying documents referred to in sub-regulation 34(2) are to be:

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
- (b) recorded in the minutes of the meeting at which it is presented.

Where the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, Regulation 13 requires that a list of accounts paid by the CEO is to be prepared each month showing for each account paid:

- (a) the payee's name; and
- (b) the amount of the payment; and
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

The list of accounts is to be:

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

### Statutory Environment

Section 6.4 (Financial Report) and Section 6.8 (Expenditure from municipal fund not included in annual budget) of the Local Government Act 1995, and Regulations 13 (List of Accounts) and 34 (Financial activity statement report) of the Local Government (*Financial Management*) Regulations 1996 apply.

Regulation 35(5) of the Local Government (*Financial Management*) Regulations requires a local government to adopt a percentage or value to be used in statements of financial activity for reporting material variances. Council when adopting its 2022/23 budget resolved as follows:

*“C.06/0822n That Council for the financial year ending 30 June 2023 adopt a percentage of plus or minus 5% at nature or type level to be used for reporting material variances of actual revenue and expenditure in the monthly financial reports. The exception being that material variances of \$10,000 or less are non-reportable.”*

The attached financial activity statements provide explanation of material variances in accordance with resolution C.06/0822n.

#### Integrated Planning

- Strategic Community Plan  
Outcome 14 Effective governance and financial management
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

#### Policy Implications

##### **F.6. Purchasing Policy**

To ensure purchasing is undertaken in an efficient, effective, economical and sustainable manner that provides transparency and accountability.

#### Budget Implications

Expenditure incurred in January 2023 and presented in the list of accounts paid, was allocated in the 2022/23 Budget.

Whole of Life Accounting – Not applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority

#### **Council Decision Moved Cr Lansdell, Seconded Cr Quinby**

**C.10/0223 That Council receive the:**

- 1. January 2023 Financial Activity Statements as presented in Attachment 8**
- 2. List of Accounts Paid in January 2023 as presented in Attachment 9.**

**Carried 9/0**

<b>ITEM NO.</b>	C.11/0223	<b>FILE REF.</b>	
<b>SUBJECT</b>	Budget Management Report – January 2023		
<b>OFFICER</b>	Director Corporate Services		
<b>DATE OF REPORT</b>	14 February 2023		

Attachment 10      Budget Management Report – January 2023

**OFFICER RECOMMENDATION**

*That Council:*

1. Receive the January 2023 Budget Management Report as presented in Attachment 10

2. Amends the 2022/23 Budget as follows:

<b>Account or Job Number</b>	<b>Account or Job Description</b>	<b>Expenditure or Income Type</b>	<b>Current Budget</b>	<b>Budget Amendment</b>	<b>Amended Budget</b>
62MA	Hester Fire Station – Building Maintenance	Materials & Contracts	\$970	\$1,618	\$2,588
1061620	DFES Minor Plant and Equipment	Materials & Contracts	\$20,847	-\$1,618	\$19,229
RC38	Hester Street – Asphalt Overlay	Materials & Contracts	\$10,260	\$2,894	\$13,154
RC38	Roe Street – Asphalt Overlay	Materials & Contracts	\$52,500	-\$2,894	\$49,606
<b>Total</b>				<b>\$0.00</b>	

**Summary/Purpose**

Presented is the January 2023 Budget Management Report (Attachment 10). The report contains detail of budget overspends authorised by the Chief Executive Officer and requested budget amendments for Council’s consideration.

**Background**

To aid in efficient and effective management of budget allocations Council adopted policy ‘F23 – Budget Management’ at its meeting held 15 December 2022.

**Officer Comment**

It is the function and duty of the CEO to cause Council decisions to be implemented and manage the day-to-day operations of the Shire. It is recognised the annual budget is an informed financial forecast and variations are to be expected as actual circumstances experienced may differ to initial estimates provided.

To assist in the day-to-day management of budget allocations policy ‘F23 – Budget Management’ provides clear direction on the approved circumstances in which budget overspends may be authorised and the associated reporting requirements to Council. The policy provides for the following categories of budget overspends:

- Non Reportable
- Determined by the CEO and Subsequently Reported to Council
- Authorised by the Shire President
- Council Budget Amendments

The attached Budget Management Report provides information as required by the policy in relation to dot points 2 to 4 above. Budget amendments as per the officer recommendation will not result in an increase to overall budget expenditure.

### Statutory Environment

#### *Local Government Act 1995*

S. 5.41 of the *Local Government Act 1995* (the Act) outlines the functions of the CEO. Functions included in this section of the Act relevant to this item are:

- cause council decisions to be implemented
- manage the day to day operations of the local government

### **s. 6.8 Expenditure from municipal funds not included in annual budget**

- (1) The Council cannot incur expense from its municipal fund for a purpose for which no expense estimate is included in the annual budget (known as an 'additional purpose') except where the expense —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government;
  - (b) is authorised in advance by resolution by Absolute Majority; or
  - (c) is authorised in advance by the mayor or president in an emergency.
- (2) Where expense has been incurred;
- (a) under s6.8 (1)(a) it is required to be included in the annual budget for that financial year; and
  - (b) under s6.8 (1)(c), it is to be reported to the next ordinary meeting of the council

### Integrated Planning

- Strategic Community Plan  
Outcome 14 Effective governance and financial management
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

### Policy Implications

This report has been prepared in accordance with Council's policy F.23 – 'Budget Management Policy'.

### Budget Implications

Budget amendments as recommended will have no impact on the financial position of the Shire.

Whole of Life Accounting – Not applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority

**Council Decision Moved Cr Rose, Seconded Cr Browne**

**C.11/0223 That Council:**

**1. Receive the January 2023 Budget Management Report as presented in Attachment 10**

**2. Amends the 2022/23 Budget as follows:**

<b>Account or Job Number</b>	<b>Account or Job Description</b>	<b>Expenditure or Income Type</b>	<b>Current Budget</b>	<b>Budget Amendment</b>	<b>Amended Budget</b>
62MA	Hester Fire Station – Building Maintenance	Materials & Contracts	\$970	\$1,618	\$2,588
1061620	DFES Minor Plant and Equipment	Materials & Contracts	\$20,847	-\$1,618	\$19,229
RC38	Hester Street – Asphalt Overlay	Materials & Contracts	\$10,260	\$2,894	\$13,154
RC38	Roe Street – Asphalt Overlay	Materials & Contracts	\$52,500	-\$2,894	\$49,606
<b>Total</b>				<b>\$0.00</b>	

**Carried 9/0**

**Development, Community and Infrastructure**

<b>ITEM NO.</b>	C.12/0223	<b>FILE REF.</b>	
<b>SUBJECT</b>	Draft Local Planning Scheme No. 6		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Director Community, Infrastructure and Development		
<b>DATE OF REPORT</b>	15 February 2023		

This item was withdrawn by the CEO.



<b>ITEM NO.</b>	C.13/0223	<b>FILE REF.</b>	
<b>SUBJECT</b>	Development Compliance Policy		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Director Community, Infrastructure and Development		
<b>DATE OF REPORT</b>	15 February 2023		

Attachment 14      Draft Development Compliance Policy

OFFICER RECOMMENDATION:

*That Council:*

1. *Adopt, for the purposes of public advertising, the draft Local Planning Policy titled 'Development Compliance Policy' attached to this agenda as Attachment 14 in accordance with Regulation 4 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015*
  
2. *Advertise the draft policy in accordance with the requirements of regulations 4 and 87 of the Planning and Development (Local Planning Schemes) Regulations 2015 for a period of 28 days by undertaking the following actions:*
  - i. *Advertise a notice regarding the draft policy on the Shire's website for the whole duration of the public advertising period, and in a local newspaper once during the first week of the public advertising period*
  - ii. *Making the draft policy available for viewing on the Shire's website for the whole duration of the public advertising period with the ability for the document to be downloaded and printed if a person wishes to do this*
  - iii. *Providing hard copies of the draft policy for public inspection at the Shire Administration Building for the whole duration of the public advertising period*
  
3. *Give further consideration to the draft Policy following closure of public advertising and consideration of any public submissions.*

Summary/Purpose

The purpose of this report is to present to Council a draft local planning policy on Development Compliance, which has been prepared under the provisions of Town Planning Schemes 3 and 4 and the Planning and Development (Local Planning schemes) Regulations 2015. Council is recommended to approve the draft policy for the purposes of public advertising.

Background

It is an offence for a person or company to act in contravention of the Local Planning Scheme or the Building Act. Where development or building works, or the use of land, has occurred in manner that not consistent with the provisions of planning or building legislation the Shire is able to consider undertaking various legal actions as prescribed in the relevant legislation in respect of that land use or development to ensure that the land in question is brought into compliance.

However, there is no absolute legal obligation on the Shire to enforce compliance in all cases. In determination of compliance action, the Shire may give due regard to the particular circumstances of an individual matter, including its scale and severity, its impacts on the environment and/or neighbouring property owners/occupiers and the wider community, and whether these impacts are permanent or reversible.

The Shire may also determine the extent to which the administrative (and potentially financial) resources that it applies to development compliance actions are appropriate and proportionate to the degree of severity of the matter.

To provide for a consistent approach in determining what action to take in respect of compliance matters, and to provide transparency to the community regarding how such decisions on action will be taken, it is recommended that the Council adopt a local planning policy on this matter.

#### Officer Comment

The proposed policy is based on a priority-led approach to considering compliance matters. Three broad categories of compliance matters are identified based on the degree of severity and potential/actual impacts of the non-compliant activity, and individual compliance cases would be assigned to one of these categories according to specified criteria. The category a compliance case is assigned to would then determine the level of priority, and commensurate resources, the Shire would apply to dealing with the matter.

The draft policy proposes the following three categories:

#### Category 1 (priority level 1)

Cases where the non-compliant works or activity involve one or more of the following:

- Actual or potential danger to the public or potential significant damage to property.
- Irreversible damage to, or significant change to the appearance of, a building or place on the State Register of Heritage Places or located within the Bridgetown Special Design Heritage Precinct.
- Significant negative and irreversible impacts on the natural environment, or significant impacts on the amenity of neighbouring property owners/occupiers or the wider community.

In these cases, the Shire will take all reasonable action to seek to ensure that the non-compliant activity ceases, and steps are taken to return the land / building(s) to its original state as much as is practicable.

#### Category 2 (priority level 2)

Cases where the non-compliant works or activity do not meet the criteria for Category 1 cases above, but have a degree of impact greater than matters identified in Category 3 below.

In these cases, the Shire will generally not pursue action to secure cessation of the non-compliant activity/works or otherwise impose penalties on owners/occupiers of the property concerned, except in cases where:

- There is specific circumstance that creates a broad public interest in rectifying the matter, or
- The non-compliant matter escalates or might reasonably be expected to escalate to a point where it meets the criteria for Category 1 cases above.

However, the Shire will in all Category 2 cases write to the owner(s) of the property concerned to inform them of the nature of the non-compliance on their land and advise

them how the land may be brought into compliance, where it is possible and practical to do so.

Owners will also be notified that whilst the Shire may not take action in respect of the non-compliant activity/works, the activity is not legitimised or approved by the Shire. The activity does not become compliant as a result of the Shire's decision, and compliance action can be considered by the Shire at any time in the future.

### Category 3 (priority level 3)

Cases where the non-compliant works or activity are:

- Insignificant to the point where the distinction between compliant and non-compliant works under the relevant legislation is unnoticeable other than following precise measurement.
- Where it can be established that the non-compliance has been in existence for a substantial time period and has no significant impact on the amenity of adjoining properties or their occupiers, the streetscape, or the wider locality.

In these cases, the Shire will generally take no further action once it has been established that matter meets one of the above criteria. However in exceptional circumstances, where the CEO is of the opinion that initiation of compliance action may be in the broader public interest, the matter may be reported to Council for consideration having regard to the particular circumstances applicable.

The attached draft policy recognises that the local government is under no absolute obligation to enforce compliance with planning and building legislation in respect of every single development issue – it is reasonable for the council to develop an approach to compliance that provides a proportionate response based on the broader community expectations and council priorities.

Whilst the draft policy aims to provide a framework for a consistent approach to dealing with compliance matters, no policy can be expected to cover every circumstance that might arise. Consequently, in exceptional circumstances, where the CEO is of the opinion that initiation of compliance action outside of the criteria provided in the draft policy may be in the broader public interest, the matter may be considered by Council having regard to the particular circumstances involved.

The proposed policy would have the status of a local planning policy applying throughout the area covered by the two currently operative local planning schemes in the Shire of Bridgetown-Greenbushes, i.e., Town Planning Scheme No. 3 and Town Planning Scheme No. 4. As such, the policy must be prepared in accordance with the provisions of the Deemed Provisions in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations which are automatically read as part of every local planning scheme. Regulation 4 requires a local planning policy to be advertised for public comment for not less than 21 days (28 days are recommended) and for Council to consider any submissions received in making a subsequent final decision on whether to adopt the policy.

Accordingly, officers recommend that the draft policy in Attachment 14 is adopted for the purposes of public advertising.

### Statutory Environment

Under section 218 of the *Planning and Development Act 2005*, a person commits an offence if they:

- a) contravene the provisions of a planning scheme; or
- b) commence, continue or carry out any development in any area the subject of a local planning scheme otherwise than in accordance with the provisions of the planning scheme; or
- c) commence, continue or carry out any development otherwise than in accordance with any condition imposed under the planning scheme with respect to the development, or otherwise fail to comply with any such condition.

Section 214 of the *Planning and Development Act 2005* provides a responsible authority (local government) with discretionary powers in respect of development undertaken in contravention of a planning scheme, including powers to require the person responsible for the development to stop work and/or to remove or alter the development and to restore the land as far as practicable to the condition it was in immediately before the non-complaint development was started.

Under section 9 of the *Building Act 2011* it is an offence for a person to carry out building work unless a building permit is in effect for the work, or a building permit is not required. Under section 10 of the same Act, it is an offence to do demolition work without a demolition permit being in effect unless a demolition permit is not required.

Under Regulation 3 of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, a local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. Under regulation 4 of these Regulations a local planning policy prepared by a local government must be advertised for public comment and any submissions received must be considered before any final resolution is made by the council to adopt the policy.

### Integrated Planning

- Strategic Community Plan
  - Outcome 7 Responsible and attractive growth and development.
  - Objective 7.1 Plan for a diverse range of land, housing and development opportunities to meet current and future needs.
  
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

### Policy Implications

Regulation 3 of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for a local government to prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. A policy to guide the Shire's approach to dealing with compliance matters relating to development in the Scheme area is appropriate subject matter for a local planning policy. The adoption of a local planning policy on this matter would facilitate a consistent approach to determining what action to take in respect of

compliance matters and provide transparency to the community regarding how decisions on appropriate action will be taken by the Shire.

Budget Implications - Nil

Whole of Life Accounting - Nil

Risk Management - Nil

Voting Requirements - Simple Majority

**Council Decision Moved Cr Pratico, Seconded Cr Browne**

**C.13/0223 That Council:**

- 1. Adopt, for the purposes of public advertising, the draft Local Planning Policy titled ‘Development Compliance Policy’ attached to this agenda as Attachment 14 in accordance with Regulation 4 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015**
- 2. Advertise the draft policy in accordance with the requirements of regulations 4 and 87 of the Planning and Development (Local Planning Schemes) Regulations 2015 for a period of 28 days by undertaking the following actions:**
  - i. Advertise a notice regarding the draft policy on the Shire’s website for the whole duration of the public advertising period, and in a local newspaper once during the first week of the public advertising period**
  - ii. Making the draft policy available for viewing on the Shire’s website for the whole duration of the public advertising period with the ability for the document to be downloaded and printed if a person wishes to do this**
  - iii. Providing hard copies of the draft policy for public inspection at the Shire Administration Building for the whole duration of the public advertising period**
- 3. Give further consideration to the draft Policy following closure of public advertising and consideration of any public submissions.**

**Carried 9/0**

<b>ITEM NO.</b>	C.14/0223	<b>FILE REF.</b>	228
<b>SUBJECT</b>	Trails Plan 2023-2028		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Manager Community Services		
<b>DATE OF REPORT</b>	February 2023		

Attachment 15 Draft Trails Plan 2023 - 2028

**OFFICER RECOMMENDATION**

*That Council:*

- 1. Adopt the revised draft Trails Plan 2023-2028 as per Attachment 15**
- 2. Request the Trails Development Advisory Committee to report back on prioritisation of projects for consideration by Council when reviewing its Corporate Business Plan.**

### Summary/Purpose

This recommendation seeks to adopt the revised draft Trails Plan 2023-2028 incorporating the changes as per the recommendation. The Trails Plan will provide a snapshot of Council's previous achievements in the area of trails development and outline the status and the proposed trails development projects based on current national and international trends, community engagement outcomes and economic and environmental opportunity.

### Background

Council's informing plans are prepared to provide a snap shot of a current situation and offer action items that provide a strategic pathway for development over a specific time-period, normally 4 to 5 years.

The Corporate Business Plan 2022-26 (9.3.1) identifies the need to review the previous Local Trails Plan including a costed implementation schedule in accordance with Council's project framework, as a means of developing a safe, well connected network of paths and trails for all users.

In the November 2022 meeting (C.13/1122) Council;

1. Noted the draft Trails Plan 2023-2028.
2. Authorise the CEO to seek community comment on the document for a period of 6 weeks prior to formal endorsement.

The Trails Development Advisory Committee coordinated the review process and via the review the following changes from the previous plan to the draft plan were made (and are shown as "track changes" in the plan shown in Attachment 15):

- (i) On the cover page Trails Masterplan Plan 2022-2027 changed to Trails Plan 2023-2028
- (ii) On page 4, Trails Plan 2021-2026 changed to Trails Plan 2023-2028
- (iii) On page 14, Completion of the Hygiene Report and Flora and Fauna survey for the Geegelup Mountain Bike Trail Network changed to Completion of the Hygiene Report and the Flora Survey for the Geegelup Mountain Bike Trail Network
- (iv) On Page 15 a new year (2022) has been added with the following actions:
  - Successful Heritage Council funding for the Bridgetown Heritage Walk
  - Completed the review, extension and reprint of the Bridgetown Heritage Walk
  - Completed the design and print of the Bridgetown Heritage Walk booklet
  - Undertaking consultation with property owners regarding plaque installation for the Bridgetown Heritage Trail
  - Completed the Review Of the Trails Plan
  - Successful funding application to Department of Local Government, Sport and Cultural Industries for the planning, corridor assessment and concept design of the Geegelup Mountain Bike Trail network
- (v) On page 22, 8. Trails Projects 2021-2026 changed to Trails Projects 2023-2028
- (vi) On Page 24 the Trails Plan reflects the current state of development of the Bridgetown Heritage Trail Project

(vii) Throughout section 8. Trails Project 2023-2028 tables (page 23-31) - the column “Timeline” removed.

(viii) Throughout section 8. Trails Project 2023-2028 tables (page 23-31) - the columns “Estimated Cost” and “Status” added.

The public comment period was advertised on the Shire Facebook Page, the Bridgetown Community Facebook page, the Greenbushes Buy Swap and Sell Facebook page the Shire Website. The Trails Plan 2023-2028 was available to all community members upon requested. The Shire received two submissions.

Name/Address	Summary of Submission	Officer Comment
<p>Anthony Ewing 76 Shephard Street Bridgetown WA 6255</p>	<p>I have a property in Bridgetown and regularly have mountain biking friends stay and then drive across to Nannup, down to Pemberton or over to Collie even Margaret River to ride.</p> <p>It's great that some mountain bike trail development is being considered. I think there is fantastic opportunity with the terrain around Bridgetown. The private property holdings probably make it difficult to create something quite like Nannup but there are certainly opportunities at Hester to create something really good. It does need to be done well though and DBCA have now demonstrated they can do things really well working with some great local trail builders on trails at Dwellingup, Collie, Nannup, Marget River etc.</p> <p>I think there is a great opportunity to link to Nannup with a long distance trail. There could be a situation similar to that in Tasmania between St Helens and Derby where St Helens developed their own network and is loosely linked to Derby with a shared trail head.</p> <p>Would be great to see Bridgetown profit from the money high quality trails bring to town.</p>	<p>Noted.</p>
<p>Mary Elgar Bridgetown Historical Society 5 Civic Lane Bridgetown WA 6255</p>	<p>I've gone through the draft Trails Masterplan and there is a glaring omission under 4.2 for 2022: Bridgetown Heritage Walk. Please can this be added in?</p>	<p>Noted. The review and subsequent compilation of the plan has taken 12 months during which the draft Trails Plan did not included 2022 projects. This oversight has been corrected and the plan now reflects the current state of trails within the Shire of Bridgetown-Greenbushes to the end of 2022.</p>

Council currently allocates the following funds to the maintenance of existing trails;

<b>Trail</b>	<b>Officer Value</b>	<b>Plant Value</b>	<b>Total</b>
Blackwood River Walk Trail	\$11,719	\$2,696	\$14,415
Old Rectory Walk	\$10,265	\$2,114	\$12,379
Warren Blackwood Bridle Trail	\$1,253	\$360	\$1,613
Warren Blackwood Stock Route Camp Areas	\$10,052	\$960	\$11,012
Walk Trails – Shire	\$2,764	\$725	\$3,489
<b>Total</b>	<b>\$36,053</b>	<b>\$6,855</b>	<b>\$42,908</b>

#### Officer Comment

The Trails Plan 20223-2028 has been developed through consultation with the Trails Development Advisory Committee, a community wide survey and engagement with a variety of local trails user groups, representatives of the Department of Biosecurity Conservation and Attractions and internal and external stakeholders.

The changes to the name of the Trails Plan 2023-2028 (rather than Masterplan) is recommended to ensure the use of consistent language to describe Council’s informing plans and strategic documents.

The changes to the active term of the draft Trails Plan has been changed to reflect the active years of the plan if adopted.

Other changes to the draft Trails Plan 2023-2028 include an update on the projects undertaken during 2022 (4.2. Trails Development Advisory Committee Achievements) to address the omission identified in the submission by Mary Elgar on behalf of the Bridgetown Historical Society.

The draft Trails Plan originally included a “Timeframe” column in the Trails Projects - Priority Area tables in Section 8 – Proposed Trails Project 2023-2028. This column and associated dates were removed given the suite of trails projects included in the plan are either proposed and must be approved by Council individually before a timeline can be considered. Once adopted, the proposed projects will be discussed by the Trails Development Advisory Committee and recommendations will made to Council for consideration. The project(s) supported by Council may require budget allocations by Council and external funding. These projects can be included in the Corporate Business Plan and other management plans to support strategic fiscal, whole of lifecycle and asset management practices. Council can then decide on a timeline for trail projects within the context of other organisational priorities and economic considerations.

Two columns were included to the Section 8, Priority Area tables in section 8 – Proposed Trails Project 2023-2028 these were “Estimated cost” and “Status”. These columns allow Council to consider the budgetary implications of each proposed project and understand each project in terms of its stage of development. This provides a simple means to keep Council informed with the annual desktop review.

The draft Trails Plan 2023-2028 identifies the importance of diversification in trails development to provide for a wide variety of recreational and cultural interests and support trails tourism using the existing strengths of the Shire. Trails development priority areas in the draft Trails Plan are categorized by trail and user type to fully capture and develop that diversity. The Priority Areas are;



- Walk – town, bush, heritage, birdwatching and art
- Cycle – road and mountain bike
- Water – canoe and Swim
- Drive – regional, scenic and gourmet
- Bridle – local loop trails and shared trails
- Off Road – 4X4 and motocross

The draft Trails Plan 2023-2028 identifies the importance of ongoing maintenance and acknowledges the State Government’s 8-stage trails development guidelines to ensure a positive experience for trail users. The 8-stage process ensures a strategic approach to trails design and development, supporting a whole of lifecycle approach to support a positive experience for trail users over time. Regular assessment of safety and clear marking ensures the safety of the user and the surrounding environment.

Shire officers work with community interest groups (walking groups, Bridgetown Mountain Bike and Cycling Club, Friends of Jarrah Park), Bunbury Prison Pre-release Unit and DBCA to maintain current trails. Members of these groups are registered volunteers for DBCA and work on DBCA managed land to maintain trails.

Statutory Environment - Nil

Policy - Nil

#### Integrated Planning

- Strategic Community Plan
  - Outcome 9 Safe affordable and efficient movement of people and vehicles.
  - Objective 9.3 Develop a safe, well-connected network of paths and trails for all users.
- Corporate Business Plan
  - Action 9.3.1 Provide a review of the Local Trails Plan including a costed implementation schedule in accordance with Council’s project framework.
- Long Term Financial Plan – Nil
- Asset Management Plans
  - Council approved trail developments will be included in the Asset Management Plan.
- Workforce Plan
  - Approved trails developments will be assessment during the planning stage of the capacity of the workforce to absorb any construction and maintenance requirements or outsource these requirements once the plan is adopted and the prioritised projects are identified and considered. This will be undertaken in the annual maintenance budget allocations and service level planning.

Budget Implications – Not Applicable

#### Whole of Life Accounting

The content of this report outlines a trails development process which supports whole of life cycle considerations trails infrastructure to assist Council in current and future decision making.

### Risk Management

The recommendation seeks to mitigate Council’s exposure to risk by clearly identifying community need through consultation with stakeholders and community to ensure the informing plan is reflective of the community need and will provide sound direction for Council’s future decision making.

Voting Requirements – Simple Majority

### **Council Decision Moved Cr Rose, Seconded Cr Christensen**

**C.14/0223 That Council:**

- 1. Adopt the revised draft Trails Plan 2023-2028 as per Attachment 15, subject to all references in the document to ‘Trails Masterplan’ being amended to ‘Trails Plan’.**
- 2. Request the Trails Development Advisory Committee to report back on prioritisation of projects for consideration by Council when reviewing its Corporate Business Plan.**

**Carried 9/0**

<u>Reason for amending the officer recommendation:</u> To ensure that all references to the name of the Plan are consistent and correct.
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<b>ITEM NO.</b>	C.15/0223	<b>FILE REF.</b>	203
<b>SUBJECT</b>	Proposed New Policy – Verge Management		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Manager Infrastructure		
<b>DATE OF REPORT</b>	14 February 2023		

Attachment 16 Draft Policy R.14 – Verge Management

### **OFFICER RECOMMENDATION**

*That Council:*

- 1. Revoke Policy R.4 ‘Road Verge Development Criteria’**
- 2. Adopt Policy R.14 ‘Verge Management’ as contained in Attachment 16.**

### **Summary/Purpose**

To consider a new policy that clearly describes levels of service and management responsibility regarding road verges. The proposed policy will incorporate the scope of the current policy R.4 ‘Road Verge Development Criteria’ and thereby make this policy redundant.

### **Background**

Road verges are public land and serve a variety of important functions. They provide space for necessary service infrastructure such as drainage, paths, power and, communications. They also provide useable space and amenity for the public and adjacent landowners. As such, the Shire, service providers, general public, and residents share an interest in the management, use, and appearance of verges.

Given the stakeholders involved and the potentially conflicting use and expectations, it is important to have clear guidelines and rules regarding verge use, development, and management. Some aspects are covered in legislation, Shire local laws, and Shire policies however many aspects are not currently addressed. This creates confusion and frustration for the public and operational inefficiency for the Shire administration.

### Officer Comment

The Shire Administration receives regular customer service requests regarding verges. These requests make up a significant portion of all requests received with typical requests being:

- Tree pruning & removal
- Fence repairs and clean-up from fallen trees & branches
- Verge Slashing
- General vegetation maintenance such as mowing, slashing, and weeds.
- Invasive species control
- Infrastructure maintenance, particularly regarding footpaths
- Verge hazards
- Clearing away dead wood, nuts and leaves
- Animal carcasses and other waste
- Treating termites and other insects
- Stormwater issues
- Works to enable parking
- Fire hazards

Shire officers currently adopt a position of servicing these requests based on risk, budget constraints and the historical status quo. Officers are often unsure how to appropriately respond to these requests which leads to inefficient use of officer time and also customer frustration. A clear and consistent documented position regarding responsibilities and level of service is urgently required to address this.

### Statutory Environment

Various aspects of the proposed policy are enabled or enforceable through legislation. Legislation regarding the clearing of native vegetation is substantial and reference should be made to the *Environmental Protection Act 1986* and *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*. Applicable excerpts of other legislation relevant to the proposed policy are below:

#### *Land Administration Act 1997*

##### **s 3. Terms used**

**road** means, subject to section 54, land dedicated at common law or reserved, declared or otherwise dedicated under an Act as an alley, bridge, court, lane, road, street, thoroughfare or yard for the passage of pedestrians or vehicles or both;

#### **Part 5 — Roads**

##### **Division 1 — Conventional roads**

##### **s 54. Dimensional configuration and situation of roads**

A road may have —

- (a) a 2 dimensional configuration consisting of —
  - (i) length; and
  - (ii) width;or
- (b) a 3 dimensional configuration consisting of —
  - (i) length; and

- (ii) width; and
- (iii) height or depth or both,  
as specified in the relevant plan of survey or sketch plan lodged with the Registrar and may be situated in airspace or waters or on the surface of or below the ground (including the bed of waters) or in any combination of 2 or more of these situations.

**s 55. Property in and management etc. of roads**

- (1) Subject to this section and to section 57, the absolute property in land comprising a road is by this subsection —
  - (a) vested in the Crown; and
  - (b) in the case of land under the operation of the TLA or the Registration of Deeds Act 1856, removed from that operation and so vested.
- (2) Subject to the Main Roads Act 1930 and the Public Works Act 1902, the local government within the district of which a road is situated has the care, control and management of the road.

Activities on Thoroughfares and Trading In Thoroughfares & Public Places Local Law

**PART 2 – ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES**

**Division 1 - General**

**2.1 General prohibitions**

A person shall not -

- (a) plant any plant which exceeds or which may exceed 0.75m in height on a thoroughfare so that the plant is within 6m of an intersection;
- (c) plant any plant (except grass or a similar plant) on a thoroughfare so that it is within 2m of a carriageway;
- (h) allow any form of debris including, but not limited to, gravel; sand; soil; vegetation or other substance to be placed or deposited by any means onto local government property, a footpath or a thoroughfare which may create a hazard or obstruction.

**PART 3 – VERGE TREATMENTS**

**Division 1 - Preliminary**

**3.1 Interpretation**

In this Part, unless the context otherwise requires -

**"acceptable material"** means any material which will create a hard surface, and which appears on a list of acceptable materials maintained by the local government.

**3.2 Application**

This Part only applies to the townsites.

**DIVISION 2 - PERMISSIBLE VERGE TREATMENTS**

**3.3 Permissible verge treatments**

- (1) An owner or occupier of land which abuts on a verge may on that part of the verge directly in front of her or his land install a permissible verge treatment.
- (2) The permissible verge treatments are –
  - (a) the planting and maintenance of a lawn;
  - (b) the planting and maintenance of a garden provided that -

- (i) clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare; and
- (ii) where there is no footpath, a pedestrian has safe and clear access of a minimum width of 2m along that part of the verge immediately adjacent to the kerb;
- (c) the installation of an acceptable material; or
- (d) the installation over no more than one third of the area of the verge (excluding any vehicle crossing) of an acceptable material in accordance with paragraph (c), and the planting and maintenance of either a lawn or a garden on the balance of the verge in accordance with paragraph (a) or (b).

### **3.4 Only permissible verge treatments to be installed**

- (1) A person shall not install or maintain a verge treatment which is not a permissible verge treatment.
- (2) The owner and occupier of the lot abutting a verge treatment referred to in sub-clause (1) are each to be taken to have installed and maintained that verge treatment for the purposes of this clause and clause 3.5.

### **3.5 Obligations of owner or occupier**

An owner or occupier who installs or maintains a permissible verge treatment shall -

- (a) keep the permissible verge treatment in a good and tidy condition and ensure, where the verge treatment is a garden or lawn, that a footpath on the verge and a carriageway adjoining the verge is not obstructed by the verge treatment;
- (b) not place any obstruction on or around the verge treatment; and
- (c) not disturb a footpath on the verge

### **3.6 Notice to owner or occupier**

The local government may give a notice in writing to the owner or the occupier of a lot abutting on a verge to make good, within the time specified in the notice, any breach of a provision of this Part.

## **DIVISION 4 - PUBLIC WORKS**

### **3.8 Power to carry out public works on verge**

Where the local government or an authority empowered to do so under a written law disturbs a verge, the local government or the authority -

- (a) is not liable to compensate any person for that disturbance;
- (b) may backfill with sand, if necessary, any garden or lawn; and
- (c) is not liable to replace or restore any –
  - (i) verge treatment and, in particular, any plant or any acceptable material or other hard surface; or
  - (ii) sprinklers, pipes or other reticulation equipment.

## **PART 9 - MISCELLANEOUS NOTICES**

### **9.1 Notice to redirect or repair sprinkler**

Where a lawn or a garden is being watered with a sprinkler which is on the lawn or the garden, in a manner which causes or may cause an inconvenience or obstruction to any person using a thoroughfare, the local government may give a notice to the owner or the occupier of the land abutting on the lawn or the garden, requiring the owner or the occupier or both to move or alter the direction of the sprinkler or other watering equipment.

### **9.2 Hazardous plants**

- (1) Where a plant in a garden creates or may create a hazard for any person using a thoroughfare, the local government may give a notice to the owner or the

occupier of the land abutting on the garden to remove, cut, move or otherwise deal with that plant so as to remove the hazard.

- (2) Sub-clause (1) does not apply where the plant was planted by the local government.

### **9.3 Notice to repair damage to thoroughfare**

Where any portion of a thoroughfare has been damaged, the local government may by notice to the person who caused the damage order the person to repair or replace that portion of the thoroughfare to the satisfaction of the local government.

### **9.4 Notice to remove thing unlawfully placed on thoroughfare**

Where any thing is placed on a thoroughfare in contravention of this local law, the local government may by notice in writing to the owner or the occupier of the property which abuts on that portion of the thoroughfare where the thing has been placed, or such other person who may be responsible for the thing being so placed, require the relevant person to remove the thing.

## *Local Government (Uniform Local Provisions) Regulations 1996*

### **r 5. Interfering with, or taking from, local government land**

- (1) A person must not, without lawful authority —
- (a) interfere with the soil of, or anything on, land that is local government property; or
  - (b) take anything from land that is local government property.

### **Sch. 9.1 cl. 5(1) Permission to have gate across public thoroughfare**

- (1) A person may apply to the local government for permission to have across a public thoroughfare under the control or management of the local government a gate or other device that enables motor traffic to pass across the public thoroughfare and prevents livestock from straying.
- (2) The local government may, before dealing with the application, require the applicant to publish notice of the application in such manner as the local government thinks fit.
- (3) Permission granted by the local government under this regulation —
- (a) must be in writing; and
  - (b) must specify the period for which it is granted; and
  - (c) must specify each condition imposed under subregulation (4); and
  - (d) may be renewed from time to time; and
  - (e) may be cancelled by giving written notice to the person to whom the permission was granted.
- (4) The local government may impose such conditions as it thinks fit on granting permission under this regulation including, but not limited to, conditions on the construction, placement and maintenance of the gate or other device across the public thoroughfare.
- (5) The local government may, when renewing permission granted under this regulation or at any other time, vary any condition imposed by it under subregulation (4) and the variation takes effect when written notice of it is given to the person to whom the permission was granted.
- (6) The local government may at any time, by written notice given to the person to whom permission was granted under this regulation, cancel the permission and request the person responsible for the gate or other device to remove it within a time specified in the request.

**Sch. 9.1 cl. 7(2) Crossing from public thoroughfare to private land or private thoroughfare**

- (1) Upon the application of the sole owner, or a majority of the owners, of private land the local government may, in writing and subject to regulation 14(2) —
  - (a) approve the construction, under the supervision of, and to the satisfaction of, the local government, of a crossing giving access from a public thoroughfare to —
    - (i) the land; or
    - (ii) a private thoroughfare serving the land;
  - or
  - (b) agree to construct for the applicant a crossing giving access from a public thoroughfare to —
    - (i) the land; or
    - (ii) a private thoroughfare serving the land.
- (2) A person is not to construct a crossing for vehicles from a public thoroughfare that is a Government road to —
  - (a) land on which premises have been or are about to be constructed; or
  - (b) a private thoroughfare serving the land,

unless the construction of the crossing has been approved by the local government under subregulation (1) and the crossing is constructed in accordance with the approval.

Note for this regulation:

This regulation is of a kind prescribed in the Local Government Act 1995 Schedule 3.1 Division 2 item 2A(a). This means that an offender might be given a notice under section 3.25(1)(b) of the Act and if the notice is not complied with the local government may, under section 3.26, itself do what the notice required and recover the cost from the offender.

**Sch. 9.1 cl. 7(3) Requirement to construct or repair crossing**

- (1) A local government may, subject to regulation 14(2), give a person who is the owner or occupier of private land a notice in writing requiring the person to construct or repair a crossing from a public thoroughfare to the land or a private thoroughfare serving the land.
- (2) If the person fails to comply with the notice, the local government may construct or repair the crossing as the notice required and recover 50% of the cost of doing so as a debt due from the person.
- (3) A person given a notice under subregulation (1) must comply with the notice.

*Energy Operators (Powers) Act 1979*

**54. Duty and powers, as to vegetation causing interference**

- (1) It shall be the duty of the occupier of any land on or over which vegetation is growing to fell or lop, or to remove or otherwise deal with, in such manner as is reasonable in the circumstances, so much of any vegetation as is necessary to prevent it interfering with or obstructing, or becoming likely to interfere with or obstruct, the construction, maintenance or safe use of any supply system.
- (2) Where in the opinion of a responsible officer of an energy operator the duty imposed by subsection (1) has not been carried out —

- (i) if the interference or obstruction is occasioned solely in relation to premises or apparatus on the land (not being a street or other public place) from which the vegetation is growing, and the occupier of that land so consents; or
  - (ii) in any other case, (but where the vegetation has been planted or cultivated, only if the occupier of the land at the point at which the vegetation interferes or obstructs the supply system has been requested by notice in writing to carry out the work but has not done so within such period, not being less than 3 days, as is specified in the notice, and has been given a reasonable opportunity to make representations as to the manner in which the work should be effected),  
the energy operator may enter upon the land without notice and clear or remove the vegetation so far as is necessary causing as little damage as is practicable.
- (3) The reasonable cost of the clearance or removal of vegetation pursuant to subsection (2) may be recovered by the energy operator from the occupier of the land as a debt due to the energy operator, if that vegetation had been planted or cultivated, and for the purposes of this subsection a local government which has planted or encouraged the planting of vegetation on land not occupied by any other person shall be deemed to be the occupier of that land.

#### Integrated Planning

- Strategic Community Plan - Nil
- Corporate Business Plan
  - Objective 7.4 Provide attractive, well maintained verges and street trees.
  - Action 7.4.1 Provide a new policy articulating responsibility (Shire or property owner) for verge maintenance and beautification.
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy/Strategic Implications - Not applicable

Budget Implications - Not applicable

Whole of Life Accounting - Not applicable

Risk Management - Not applicable

Voting Requirements - Simple Majority

#### **Council Decision Moved Cr Christensen, Seconded Cr Browne**

**C.15/0223 That Council:**

- 1. Revoke Policy R.4 'Road Verge Development Criteria'**
- 2. Adopt Policy R.14 'Verge Management' as contained in Attachment 16.**

**Carried 9/0**



<b>ITEM NO.</b>	C.16/0223	<b>FILE REF.</b>	
<b>SUBJECT</b>	Fees and Charges Amendment – Commercial Waste		
<b>PROPONENT</b>	Shire of Bridgetown Greenbushes		
<b>OFFICER</b>	Manager Infrastructure		
<b>DATE OF REPORT</b>	14 February 2023		

**OFFICER RECOMMENDATION**

*That Council:*

1. Approve amending the 2022/23 Fees and Charges to include the following new charges and accompanying notes for the Bridgetown Waste Management Facility:
  - i. Unsorted General Commercial (incl. C&D) waste: \$126.00 / m<sup>3</sup> (24 tokens)
  - ii. Sorted General Commercial (incl. C&D) waste: \$63.00 / m<sup>3</sup> (12 tokens)

*Note: Sorted waste means waste not containing any materials that would be accepted at the facility for recycling or repurposing. General Commercial waste means waste regardless of origin, including Construction and Demolition (C&D) waste, delivered to the site for disposal to landfill by a commercial business*
2. Give local public notice of the new fees, effective 1 March 2023.

**Summary/Purpose**

For Council to consider the introduction of new commercial waste charges for the Bridgetown Waste Facility in order to extend the lifespan of the current landfill cell and to improve landfill cost recovery.

**Background**

Landfill volume at the Bridgetown Waste Facility is a valuable finite resource and in order to maximise the longevity of the site, waste diversion strategies should be undertaken as much as practical.

The current landfill cell is filling at a faster rate than anticipated with increased volumes of commercial waste compared to recent years being the primary cause. It is estimated the cell has less than 2 years of capacity remaining.

Waste from commercial operators, comprising general mixed waste and also construction and demolition waste (C&D) accounts for approximately 40% of all waste sent to the Shire’s landfill. This waste is typically unsorted, containing significant quantities of material that could be diverted from landfill to be recycled or repurposed.

Shire personnel at the facility do not have the time or resources to undertake sorting of waste. Current charges make no distinction between sorted and unsorted waste and therefore offer no financial incentive for business to undertake sorting prior to delivery to site.

The current Shire fees for bulk waste, either by truck or bulk bin, are \$42/m<sup>3</sup>. Accordingly, any commercial waste, either sorted or unsorted, is therefore charged at \$42/m<sup>3</sup>.

For comparison, other Southwest Local Government charges for relevant waste categories are in the following ranges:

C&D waste	\$40/m <sup>3</sup> to \$140/m <sup>3</sup>
Unsorted Commercial waste	\$40/m <sup>3</sup> to \$150/m <sup>3</sup>
Sorted Commercial waste	\$40/m <sup>3</sup> to \$90/m <sup>3</sup>

Construction and operation of a landfill site is undertaken at considerable expense and levied charges should reflect cost recovery. There are complex financial and engineering factors to consider in determining cost recovery for landfill construction and operation and this figure is not currently available. The Shire has engaged a specialist consultant to undertake the site development plan and post closure plan and this process will yield accurate figures. Using estimated data a figure of \$50 to \$100 per m<sup>3</sup> appears to be reasonable cost recovery. Comparison with other South West Local Governments also indicates that our current rate of \$42/m<sup>3</sup> is at the lower end.

#### Officer Comment

Currently there is a single company making regular use of the landfill site for large commercial waste volumes and this company is contributing the vast majority of such waste received. Another operator is seeking permission to begin making regular deliveries which will place further pressure on site capacity.

In order to address cost recovery and improve diversion of waste from landfill, the following new fees are proposed to be added to the 2022/23 fees and charges:

*Unsorted General Commercial (incl. C&D) waste: \$126.00 / m<sup>3</sup> (24 tokens)*  
*Sorted General Commercial (incl. C&D) waste: \$63.00 / m<sup>3</sup> (12 tokens)*

#### *Note:*

*Sorted waste means waste not containing any materials that would be accepted at the facility for recycling or repurposing.*

*General Commercial waste means waste regardless of origin, including Construction and Demolition (C&D) waste, delivered to the site for disposal to landfill by a commercial business.*

Consideration was given to including the new fees as part of the annual review of fees and charges however the rate that the current landfill cell is being filled is of concern. The process of commissioning a new cell is underway but with a timeframe expected to be around 12 months, it is considered prudent to take steps now to extend the life of the current cell.

#### Statutory Environment

##### *Local Government Act 1995*

#### **6.16. Imposition of fees and charges**

- (1) A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
- (2) A fee or charge may be imposed for the following —
  - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
  - (b) supplying a service or carrying out work at the request of a person;
  - (c) subject to section 5.94, providing information from local government records;
  - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
  - (e) supplying goods;
  - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
  - (a) imposed\* during a financial year; and
  - (b) amended\* from time to time during a financial year.

### **6.17. Setting level of fees and charges**

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
  - (a) the cost to the local government of providing the service or goods; and
  - (b) the importance of the service or goods to the community; and
  - (c) the price at which the service or goods could be provided by an alternative provider.

### **6.19. Local government to give notice of fees and charges**

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

### Integrated Planning

- Strategic Community Plan
  - Outcome 6 A sustainable, low-waste, circular economy.
  - Objective 6.1 Provide sustainable, cost effective waste management infrastructure and services.
  
  - Outcome 14 Effective governance and financial management.
  - Objective 14.1 Achieve excellence in organisational performance and service delivery.
  - Objective 14.2 Improve real and perceived value for money from Council rates.
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans – Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications - Not applicable

### Budget Implications

The effect of the proposed fees on the current budget depends on the response by commercial waste companies. Continued large volumes to landfill will result in increased revenue however significantly reduced volumes may result in decrease in budgeted income.

Whole of Life Accounting - Not applicable

### Risk Management

There is a risk that the current landfill cell will be filled before the new cell is available. This situation would result in landfill waste needing to be temporarily transported at significant cost to another facility.

Voting Requirements – Absolute Majority

**Council Decision Moved Cr Lansdell, Seconded Cr Pratico**

**C.16/0223 That Council:**

- 1. Approve amending the 2022/23 Fees and Charges to include the following new charges and accompanying notes for the Bridgetown Waste Management Facility:**
  - i. Unsorted General Commercial (incl. C&D) waste: \$126.00 / m<sup>3</sup> (24 tokens)**
  - ii. Sorted General Commercial (incl. C&D) waste: \$63.00 / m<sup>3</sup> (12 tokens)**

**Note: Sorted waste means waste not containing any materials that would be accepted at the facility for recycling or repurposing. General Commercial waste means waste regardless of origin, including Construction and Demolition (C&D) waste, delivered to the site for disposal to landfill by a commercial business**
- 2. Give local public notice of the new fees, effective 1 March 2023.**

**Carried by Absolute Majority 9/0**

**Receival of Minutes from Management Committees**

Nil

**Urgent Business Approved by Decision**

<b>ITEM NO.</b>	C.17/0223	<b>FILE REF.</b>	A25446
<b>SUBJECT</b>	Inclusion of Power to Lease in New Management Order for Reserve 14889 South Western Highway, Yornup		
<b>PROPONENT</b>	Department of Planning Lands and Heritage		
<b>OFFICER</b>	Manager Development Services		
<b>DATE OF REPORT</b>	20 February 2023		

Refer to page 10.

**Responses to Elected Member Questions Taken on Notice - Nil**

**Elected Members Questions With Notice - Nil**

**Notice of Motions for Consideration at the Next Meeting - Nil**

**Matters Behind Closed Doors (Confidential Items)**

**Council Decision Moved Cr Christensen, Seconded Cr Browne**

**C.18/0223 That Council go behind closed doors to consider Item C.18/0223 at 6.56pm.**

**Carried 9/0**

In accordance with Section 5.23(2) of the *Local Government Act 1995* the CEO has recommended this Item be considered behind closed doors as the subject matter relates to the following matters prescribed by Section 5.23(2):

- A matter affecting an employee or employees;

In accordance with clause 4.2 of the Standing Orders Local Law the contents of this item are to remain confidential and must not be disclosed by a member to any person other than a member of Council or an employee of the Council to the extent necessary for the purpose of carrying out his or her duties.

The CEO declared an impartiality interest in item C.18/0223 (refer to page 5).

<b>ITEM NO.</b>	C.18/0223	<b>FILE REF.</b>	
<b>SUBJECT</b>	Recommendations from the CEO Performance Review Committee		
<b>PROPONENT</b>	CEO Performance Review Committee		
<b>OFFICER</b>	Chief Executive Officer		
<b>DATE OF REPORT</b>	22 February 2023		

Attachment 17      Progress Report on Achievement of CEO Performance  
Criteria for 2022/23 (CEO Self-Reporting)

**Council Decision   Moved Cr Rose, Seconded Cr Browne**

**C.18/0223a   That Council:**

- 1. Note the progress report (Attachment 17) compiled by the CEO on achievement of CEO Performance Criteria for 2022/23**
- 2. Appoint Price Consulting to administer and facilitate the 2023 CEO performance review process with the same methodology as used for the 2022 review excepting that the consultant is to make an additional trip to Bridgetown prior to the commencement of the review process to meet with members of the CEO Performance Review Committee followed by a meeting with interested councillors. The process is to be completed in July in time for presentation to the Council meeting to be held on 27 July 2023**
- 3. Note the 1<sup>st</sup> stage of the annual leave plan agreed between the CEO and the CEO Performance Review Committee.**

**Carried 9/0**

**Council Decision   Moved Cr Christensen, Seconded Cr Browne**

**C.18/0223b   That Council come out from behind closed doors at 7.05pm.**

**Carried 9/0**

At 7.05pm Council opened the doors to the meeting. It was noted that no members of the public returned to the meeting.

### **Closure**

*The Presiding Member closed the meeting at 7.05pm.*

### **List of Attachments**

<b>Attachment</b>	<b>Item</b>	<b>Details</b>
1	C.02/0223	Special Council Meeting Minutes – 9 February 2023
2	C.04/0223	Photographs of Area Proposed for Reduced Speed Limit
3	C.05/0223	Briefing Paper for Community Consultation
4	C.07/0223	Unconfirmed Minutes of the 2023 AGM of Electors – 2 February 2023
5	C.08/0223	Rolling Action Sheet – February 2023
6	C.09/0223	Delegation Register – Council to CEO (Track changed)
7	C.09/0223	Delegation Register – Council to CEO (Clean version)
8	C.10/0223	January 2023 Financial Activity Statements
9	C.10/0223	List of Accounts Paid in January 2023
10	C.11/0223	Budget Management Report – January 2023
11	C.12/0223	Draft Local Planning Scheme No. 6 text
12	C.12/0223	Draft Local Planning Scheme No. 6 maps
13	C.12/0223	Previous item no. C10/0722 – Council Minutes 28 July 2022
14	C.13/0223	Draft Development Compliance Policy
15	C.14/0223	Draft Trails Plan 2023 - 2028
16	C.15/0223	Draft Policy R.14 'Verge Management'
17	C.18/0223	Progress Report on Achievement of CEO Performance Criteria for 2022/23 (CEO Self-Reporting) - Confidential

Minutes Papers prepared and recommended by E Matthews, Executive Assistant



27 February 2023

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Minutes Papers authorised by T Clynch, CEO



27 February 2023

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As Presiding Member, I certify that the Minutes of the Council Meeting held 23 February 2023 were confirmed as a true and correct record of the proceedings of that meeting at the Ordinary Meeting of Council held on Thursday 30 March 2023.

..... 30 March 2023



**Special Council Minutes Index – 9 February 2023**

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## MINUTES

For the Special Meeting of Council held in the Council Chambers on **Thursday, 9 February 2023** commencing at 5.30pm, called for consideration of the following;

1. 1RFT 01-22/23 Design and Construct of Greenbushes Car Park
2. Awarding of Contract and Budget Amendment – Detailed Design Greenbushes Youth Precinct and Construction of Stage 1 works – Skate Park, Court, Shelter and Path
3. Chief Executive Officer Recruitment Process.

### **Opening of Meeting**

*The Presiding Member opened the meeting at 5.31pm.*

### **Acknowledgment of Country**

*We acknowledge the cultural custodians of the land on which we gather, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps.*

### **Attendance & Apologies**

President	- Cr J Mountford
Councillors	- J Boyle
	- E Browne
	- M Christensen
	- T Lansdell
	- S Mahoney
	- A Pratico
	- P Quinby
	- A Rose
Officers	- T Clynch, Chief Executive Officer
	- P St John, Director Development, Community & Infrastructure
	- M Larkworthy, Director Corporate Services
	- E Matthews, Executive Assistant
	- M Richards, Manager Community Services

**Attendance of Gallery** - Nil

**Public Question Time** - Nil

**Petitions/Deputations/Presentations** – Nil

**Comments on Agenda Items by Parties with an Interest** – Nil

**Notification of Disclosures of Interest**

Section 5.65 or 5.70 of the Local Government Act requires a Member or Officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Member or Officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

A Member who makes a disclosure under Section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow a Member to speak, the extent of the interest must also be stated.

Name	Tim Clynch
Type of Interest	Financial
Item No.	SpC.01/0223 Chief Executive Officer Recruitment Process
Nature of Interest	Relates to possible future employment.

**Business Items**

The CEO, being the author of the agenda item, declares a financial interest in the item due to the report relating to possible future employment. This report has been prepared by the CEO as the CEO recruitment process has yet to commence. Assuming council commences the recruitment process the current CEO will not have input into any further reports on this matter.

Philip St John, Michelle Larkworthy, Megan Richards and Esther Matthews vacated the meeting at 5.34pm.

<b>ITEM NO.</b>	SpC.01/0223	<b>FILE REF.</b>	
<b>SUBJECT</b>	Chief Executive Officer Recruitment Process		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Chief Executive Officer		
<b>DATE OF REPORT</b>	7 February 2022		

- Attachment 1 Schedule 2 (Model standards for CEO recruitment, performance and termination) of the Local Government (Administration) Regulations
- Attachment 2 Shire of Bridgetown-Greenbushes Standards for CEO Recruitment, Performance and Termination
- Attachment 3 Draft Instrument of Appointment for CEO Recruitment Committee
- Attachment 4 Draft Selection Criteria for Nominations for Independent Person on CEO Recruitment Committee

Attachment 5     Scope for Human Resource Consultant to Assist CEO Recruitment Committee

OFFICER RECOMMENDATION

*That Council:*

1. *Notes that the contract of employment for the Chief Executive Officer Mr Tim Clynych expires on 4 January 2024*
2. *Notes that as Mr Clynych has served in the position of Chief Executive Officer for a period of more than 10 years Council is required under Schedule 2 (Model standards for CEO recruitment, performance and termination) of the Local Government (Administration) Regulations 1996 to carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of Mr Clynych's contract of employment*
3. *Resolves to commence the Chief Executive Recruitment Process from February 2023*
4. *Establishes a CEO Recruitment Committee*
5. *Determines the number of councillors to be members of the CEO Recruitment Committee and appoints that number of councillors as members*
6. *Approves the Instrument of Appointment for the CEO Recruitment Committee as per Attachment 3, incorporating the number of councillor representatives resolved in Part 5*
7. *Authorises the Presiding Member of the CEO Recruitment Committee to call for a 2 week period expressions of interest from members of the Shire of Bridgetown-Greenbushes' community to nominate for the position of independent person position on the CEO Recruitment Committee. The nomination form for persons seeking the position of independent person is to include the selection criteria contained in Attachment 4*
8. *Endorses the scope (as contained in Attachment 5) for the CEO recruitment process and authorises the CEO's nominated officer to forward the scope to the following human resource consultancy firms seeking a quote/proposal to undertake the work specified in the scope in assisting the CEO Recruitment Committee with the recruitment and selection processes:*
  - *Gerard Daniels*
  - *Beilby Downing Teal*
  - *Mills Recruitment*
  - *Leading Roles*
  - *LO-GO Appointments*
  - *Ohura Consulting*
  - *Lester Blades*
  - *Price Consulting Group*

9. Notes that the selection of the human resource consultant will be a decision of Council with the associated expenditure to be addressed in the mid-year budget review.

### Summary/Purpose

The purpose of this agenda item is to:

- Note the expiry of the current CEO's contract of employment on 4 January 2024 and accordingly the requirement under legislation to commence a recruitment process for the position of CEO.
- Resolve to commence the CEO recruitment process.
- Establish a CEO Recruitment Committee and the membership of that committee.
- Commence a process for selection of an independent person to the CEO Recruitment Committee.
- Endorse a scope to be sent to selected human resource consultants seeking quotes/proposals to assist the CEO Recruitment Committee in the recruitment/selection process.

### Background

The contract of employment for the Chief Executive Officer Mr Tim Clynych expires on 4 January 2024. As the current CEO has served in the position for a period of more than 10 years Council is required under Schedule 2 (Model Standards for CEO recruitment, performance and termination) of the Local Government (Administration) Regulations to carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the current CEO's contract of employment.

In 2019 the requirements for the recruitment of a Chief Executive Officer changed. The minimum requirements that now must be met are:

- The Council has identified and agreed to the qualifications and selection criteria necessary to effectively undertake the role and duties of the CEO within that particular local government context.
- The Council has approved, by absolute majority, the Job Description Form (JDF) which clearly outlines the qualifications, selection criteria and responsibilities of the position. The JDF is made available to all applicants.
- The Council has established a selection panel to conduct the recruitment and selection process. The panel must include at least one independent person who is not a current elected member, human resources consultant, or staff member of a local government.
- The local government attracts applicants through a transparent, open and competitive process. The local government must advertise a vacancy for the position of CEO in the manner prescribed.
- The local government has assessed the knowledge, experience, qualifications and skills of all applicants against the selection criteria.
- The local government has verified the recommended applicant's work history, qualifications, referees and claims made in their job application.
- The appointment is merit-based, with the successful applicant assessed as clearly demonstrating how their knowledge, skills and experience meet the selection criteria.

- The appointment is made impartially and free from nepotism, bias or unlawful discrimination.
- The council has endorsed by absolute majority the final appointment.
- The council has approved the employment contract by absolute majority.
- The local government re-advertises the CEO position and undertakes a recruitment and selection process after each instance where a person has occupied the position for ten (10) consecutive years.

There are several decisions that must be made during the recruitment of a CEO, however the decisions to be made prior to advertising are:

1. The establishment of a CEO Recruitment Committee; The establishment of this Committee is required to be a decision of Council and the appointment of members to the committee must be an Absolute Majority decision of Council.
2. The selection of an Independent Member for the CEO Recruitment Committee; Council can run either an open or closed process for the recruitment of the Independent Member.
3. The Approval of the Job Description Form (JDF).
4. Determination of selection criteria.
5. The appointment of a Human Resource Consultant if one is to be used. If a Human Resource consultant is appointed, they will have the expertise to assist the CEO Recruitment Committee in the process.

Councils are required to establish a selection panel (CEO Recruitment Committee) to conduct and facilitate the recruitment and selection process. The Committee should be made up of councillors (the number of which is determined by the council) and must include at least one independent person. The independent person cannot be a current elected member, human resources consultant, or staff member of a local government. Examples of who the independent person could be include:

- former elected members or staff members of the local government
- former elected members (such as a Mayor or Shire President) or staff members of another local government
- a prominent or highly regarded member of the community
- a person with experience in the recruitment of CEOs and senior executives.

#### Officer Comment

The recommendations contained in this agenda item were derived from an informal meeting of the CEO Performance Review Committee held on 6 February 2022. The meeting was informal as the subject of CEO recruitment is outside the objectives and purposes of the committee however the members of that committee believed it important to provide some direction to Council on the matters.

If the officer recommendation is endorsed the process for the CEO recruitment process can commence almost immediately with the request for quote/proposal to be sent to 8 shortlisted human resource consultants. The purpose of appointing a human resources consultant is to assist the CEO Recruitment Committee in the recruitment/selection process.

The newly formed CEO Recruitment Committee can meet with its initial item of business being to review the Job Description Form (JDF) for the position of CEO. The updated JDF will require formal council endorsement and this can occur simultaneous with council appointing the human resource consultant and

independent member of the committee. With the selection processes for both the human resources consultant and the independent member to occur almost immediately and scheduled to run for 2 weeks the presentation of these matters to Council could be considered at a Special Council meeting in early March 2023 rather than waiting for the ordinary council meeting at the end of March.

#### Statutory Environment

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996*

#### Integrated Planning

- Strategic Community Plan - Nil
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning – Nil

#### Policy Implications

Council has adopted Standards for CEO Recruitment, Performance and Termination consistent with Schedule 2 (Model standards for CEO recruitment, performance and termination) of the *Local Government (Administration) Regulations 1996*.

#### Budget Implications

The position of independent member on the CEO Recruitment Committee is a voluntary, unpaid position.

The costs of engaging a human resources consultant are expected to range between \$10,000 and \$50,000. Council's 2022/23 budget doesn't contain expenditure for this purpose therefore Council will have to incur unbudgeted expenditure for an appointment. This cost can be recognised in the mid-year budget review, scheduled to be presented to the ordinary March council meeting.

#### Whole of Life Accounting - Nil

#### Risk Management

If the process of CEO Recruitment is not handled properly, there may be some non-compliance with the legislation. With such an occurrence being unlikely and the consequences high the risk factor is considered medium under Council's Risk Management Policy.

#### Voting Requirements

Absolute Majority for establishment of CEO Recruitment Committee, Simple Majority for remainder.

**Moved** Cr Rose, Seconded Cr Browne

That Council:

1. Notes that the contract of employment for the Chief Executive Officer Mr Tim Clynch expires on 4 January 2024

2. Notes that as Mr Clynych has served in the position of Chief Executive Officer for a period of more than 10 years Council is required under Schedule 2 (Model standards for CEO recruitment, performance and termination) of the Local Government (Administration) Regulations 1996 to carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of Mr Clynych's contract of employment
3. Resolves to commence the Chief Executive Recruitment Process from February 2023
4. Establishes a CEO Recruitment Committee
5. Determines the number of councillors to be members of the CEO Recruitment Committee and appoints that number of councillors as members
6. Approves the Instrument of Appointment for the CEO Recruitment Committee as per Attachment 3, incorporating the number of councillor representatives resolved in Part 5
7. Authorises the Presiding Member of the CEO Recruitment Committee to call for a 2 week period expressions of interest from members of the Shire of Bridgetown-Greenbushes' community to nominate for the position of independent person position on the CEO Recruitment Committee. The nomination form for persons seeking the position of independent person is to include the selection criteria contained in Attachment 4
8. Endorses the scope (as contained in Attachment 5) for the CEO recruitment process and authorises the CEO's nominated officer to forward the scope to the following human resource consultancy firms seeking a quote/proposal to undertake the work specified in the scope in assisting the CEO Recruitment Committee with the recruitment and selection processes:
  - Gerard Daniels
  - Beilby Downing Teal
  - Mills Recruitment
  - Leading Roles
  - LO-GO Appointments
  - Ohura Consulting
  - Lester Blades
  - Price Consulting Group
9. Notes that the selection of the human resource consultant will be a decision of Council with the associated expenditure to be addressed in the mid-year budget review.

**Council Decision**                      ***Moved Cr Mahoney, Seconded Cr Rose***  
***SpC.01/0223                      That Council invoke clause 18.1 of the Standing Orders at***  
***5.36pm to allow for informal discussion.***

***Carried 9/0***

**Council Decision**                      **Moved Cr Mahoney, Seconded Cr Boyle**  
**SpC.01/0223a**      **That application of clause 18.1 of the Standing Orders cease at 6.01pm.**

**Carried 9/0**

**Amendment**                      **Moved Cr Rose, Seconded Cr Browne**

That the motion be amended as follows:

1. Part 5 – the number of councillors to be members of the CEO Recruitment Committee is to be 9 (being all councillors). Furthermore appoints the Shire President Cr Mountford as Presiding Member and the Deputy President Cr Mahoney as Deputy Presiding Member.
2. Part 7 – reword to:  
“Call for expressions of interest from members of the Shire of Bridgetown-Greenbushes community to nominate for the position of independent person position on the CEO Recruitment Committee. The nomination form for persons seeking the position of independent person is to include the selection criteria contained in Attachment 4 with the closing date for receipt of nominations to be 5.00pm, Monday 27 February 2023”.
3. Part 8 – add “Hunter Executive” to the list of HR consultancy firms.
4. Part 8 – add “that the CEO’s nominated officer advertise for expressions of interest in ‘The West Australian’ to enable other recruitment consultants to consider submitting a proposal”.
5. Part 8 – endorse the scope subject to the following task being added - “include performing reference checks”

**Carried 9/0**

The amendment was incorporated into the substantive motion and was put.

**Council Decision**                      **Moved Cr Rose, Seconded Cr Browne**  
**SpC.01/0223b**                      **That Council:**

1. **Notes that the contract of employment for the Chief Executive Officer Mr Tim Clynych expires on 4 January 2024**
2. **Notes that as Mr Clynych has served in the position of Chief Executive Officer for a period of more than 10 years Council is required under Schedule 2 (Model standards for CEO recruitment, performance and termination) of the Local Government (Administration) Regulations 1996 to carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of Mr Clynych’s contract of employment**
3. **Resolves to commence the Chief Executive Recruitment Process from February 2023**
4. **Establishes a CEO Recruitment Committee**
5. **Determines the number of councillors to be members of the CEO Recruitment Committee to be 9 (being all councillors) and appoints that number of councillors as members. Furthermore Council appoints the**



**Shire President Cr Mountford as Presiding Member and the Deputy President Cr Mahoney as Deputy Presiding Member**

- 6. Approves the Instrument of Appointment for the CEO Recruitment Committee as per Attachment 3, incorporating the number of councillor representatives resolved in Part 5**
- 7. Call for expressions of interest from members of the Shire of Bridgetown-Greenbushes community to nominate for the position of independent person position on the CEO Recruitment Committee. The nomination form for persons seeking the position of independent person is to include the selection criteria contained in Attachment 4 with the closing date for receipt of nominations to be 5.00pm, Monday 27 February 2023**
- 8. Endorses the scope (as contained in Attachment 5) for the CEO recruitment process subject to the following task being added - “include performing reference checks”. Council authorises the CEO’s nominated officer to forward the scope to the following human resource consultancy firms seeking a quote/proposal to undertake the work specified in the scope in assisting the CEO Recruitment Committee with the recruitment and selection processes:**
  - **Gerard Daniels**
  - **Beilby Downing Teal**
  - **Mills Recruitment**
  - **Leading Roles**
  - **LO-GO Appointments**
  - **Ohura Consulting**
  - **Lester Blades**
  - **Price Consulting Group**
  - **Hunter Executive**

**Furthermore that the CEO’s nominated officer advertise for expressions of interest in ‘The West Australian’ to enable other recruitment consultants to consider submitting a proposal**

- 9. Notes that the selection of the human resource consultant will be a decision of Council with the associated expenditure to be addressed in the mid-year budget review.**

**Carried by Absolute Majority 9/0**

Philip St John, Michelle Larkworthy, Megan Richards and Esther Matthews returned to the meeting at 6.06pm.
--

In accordance with s.5.23(2) of the *Local Government Act 1995*, the CEO has recommended items SpC.02/0223 and SpC.03/0223 be considered behind closed doors as the subject matter relates to the following matter prescribed by Section 5.23(2):

- A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

In accordance with Clause 4.2 of the Standing Orders Local Law the contents of these items are to remain confidential and must not be disclosed by a member to any person other than a member of Council or an employee of the Council to the extent necessary for the purpose of carrying out his or her duties.

**Council Decision** *Moved Cr Quinby, Seconded Cr Pratico*  
*SpC.02/0223 That Council go behind closed doors at 6.06pm.*

**Carried 9/0**

<b>ITEM NO.</b>	SpC.02/0223	<b>FILE REF.</b>	
<b>SUBJECT</b>	RFT01 - 22/23 Design and Construct of Greenbushes Car Park		
<b>PROPONENT</b>	Shire of Bridgetown-Greenbushes		
<b>OFFICER</b>	Chief Executive Officer		
<b>DATE OF REPORT</b>	6 February 2022		

Attachment 6                      Bridgetown-Greenbushes Car Park Tender RFT01-2223 D&C  
Confidential Tender Assessment Report (Confidential)

**Council Decision** *Moved Cr Pratico, Seconded Cr Lansdell*  
*SpC.02/0223a That Council:*

- 1. Award Tender RFT01 – 22/23 ‘Design and Construct of Greenbushes Car Park’ to BCP Contractors Pty Ltd (ABN: 24 602 859 405) and authorises the Chief Executive Officer to finalise and execute a contract to complete the works in accordance with BCP Contractors Pty Ltd’s tender, inclusive of both separable portions A and B (with Separable Portion B subject to PTA approval of the design to the satisfaction of the Shire) for the lump sum price of \$568,420.57 (ex. GST).**
- 2. Amend its 2022/23 budget as follows:**
  - i. Transfer an amount of \$51,864 from the Strategic Projects Reserve to fund the additional expenditure of the Greenbushes CBD Parking & Safety Enhancement Project.**
  - ii. Expenditure Account 1410040 Job No. CP05 ‘Major Strategic Project Greenbushes CBD Parking & Safety Enhancement Project’ – increase by \$57,624 from \$610,796 to \$668,420.**
  - iii. Income Account 1414130 ‘Car Park Grants & Contributions’ – increase by \$7,760 from \$605,282 to \$613,042.**

<b>ITEM NO.</b>	SpC.03/0223	<b>FILE REF.</b>	500
<b>SUBJECT</b>	Greenbushes Youth Precinct Detailed Design and Construct RFQ Acceptance		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Manager Community Services		
<b>DATE OF REPORT</b>	February 2022		

Attachment 7          Greenbushes Youth Precinct Concept Design and Report

**Council Decision**    *Moved Cr Lansdell, Seconded Cr Pratico*  
**SpC.03/0223**          *That Council:*

- 1. Accept the proposal from Skate Sculpture dated 1 February 2023 for the detailed design and construction of elements of the Greenbushes Youth Precinct (stage 1) including Skate Park, Quarter Basketball Court, Shelter and Outdoor Furniture in accordance with the Greenbushes Youth Precinct Plan and Report for the contract value of \$483,104.70**
- 2. Authorise the Chief Executive Officer to negotiate cost elements of the contract as long as the total value of the contract does not exceed \$483,105**
- 3. Amend the 2022/23 budget by;**
  - i. increasing the expenditure allocation of Job No. 22IN ‘Major Strategic Project – Greenbushes Youth Precinct’ by \$33,105, from \$450,000 to \$483,105**
  - ii. increasing income in account 1344530.92 ‘Other Recreation and Sport Contributions/Reimbursements’ by \$160,000 from \$191,564 to \$351,564**
  - iii. decreasing income in account 1344230.65 ‘Other Recreation and Sport Grants’ by \$125,000 from \$283,164 to \$158,164**
- 4. Determine that, in the event that a third party contribution of less than \$160,000 is received for this project by 31 March 2023, that the funding shortfall be allocated from the Strategic Projects Reserve, and that a formal budget amendment report to ratify this will be prepared at that time should this be necessary**
- 5. Transfer an amount up to \$35,000 from the Strategic Projects Reserve to fund contingency and project management costs for Stage 1 of the project.**

**Council Decision**    *Moved Cr Boyle, Seconded Cr Browne*  
**SpC.03/0223a**          *That Council come out from behind closed doors at 6.12pm.*

At 6.12pm Council opened the doors to the meeting. It was noted that no members of the public returned to the meeting.

**Closure**

*The Presiding Member closed the meeting at 6.13pm.*

**List of Attachments**

Attachment	Item No.	Details
1	SpC.01/0223	Schedule 2 (Model standards for CEO recruitment, performance and termination) of the Local Government (Administration) Regulations
2	SpC.01/0223	Shire of Bridgetown-Greenbushes Standards for CEO Recruitment, Performance and Termination
3	SpC.01/0223	Draft Instrument of Appointment for CEO Recruitment Committee
4	SpC.01/0223	Draft Selection Criteria for Nominations for Independent Person on CEO Recruitment Committee
5	SpC.01/0223	Scope for Human Resource Consultant to Assist CEO Recruitment Committee
6	SpC.02/0223	Bridgetown-Greenbushes Car Park Tender RFT01-2223 D&C Confidential Tender Assessment Report (Confidential)
7	SpC.03/0223	Greenbushes Youth Precinct Concept Design and Report

Minute Papers prepared and recommended by E Matthews, Executive Assistant



17 February 2023

Minute Papers authorised by T Clynch, CEO



17 February 2023

Photographs – Greys Hill Road





# **DESKTOP REVIEW OF STRATEGIC COMMUNITY PLAN 2021-2031**

## **Briefing Paper to Inform Community Consultation**

**Closing Date for Submissions is  
4.00pm, Wednesday 12<sup>th</sup> April 2023**

## ***In Brief***

- In accordance with Section 5.56(1) of the Local Government Act 1995, local governments must undertake a review of their Strategic Community Plan (SCP) every two years, alternating between a minor and major review.
- Council's current Strategic Community Plan 2021-2031 was adopted on 24 June 2021.
- A desktop review is scheduled to occur in 2023.
- The Shire has commenced the process for a minor review of the Strategic Community Plan and has proposed minor changes.
- A major review of the Strategic Community Plan is due in 2025 with an intention to begin community engagement mid to late 2024.

## ***Background***

1. In June 2021 Council endorsed its Strategic Community Plan 2021-2031 (SCP). The SCP was informed through a community engagement program, which documented the community's priorities, aspirations and vision.
2. Under the Integrated Planning and Reporting Framework and Guidelines, all local governments must develop their 10+ year SCP through a community engagement process aimed at identifying long term community aspirations, visions and objectives. For the 2021 SCP Council engaged with the community with two specific and focused initiatives with a total of 779 persons actively participating:
  - Community Scorecard Survey – September 2020
  - Community Sundowner/Workshop – November 2020
3. All local governments are required to plan for the future of their district under Section 5.56 (1) of the Local Government Act 1995 (the Act). Regulations under Section 5.56 (2) of the Act outline the minimum requirements to achieve this. The minimum requirement of the plan is the development of a SCP and a Corporate Business Plan.
4. The Department of Local Government Sports and Cultural Industries (DLGSC) Integrated Planning and Reporting Framework and Guidelines state that every two years, local governments are required to undertake a review of the Strategic Community Plan, alternating between a minor and major review. A minor review, according to the Departmental guidelines, is "primarily a desktop exercise".
5. The Corporate Business Plan is an internal business planning tool that translates Council priorities into operations within the resources available. The plan highlights the services, operations, projects and initiatives a local government will deliver within a defined period, being the next 4 years. It also includes the additional costs associated with delivering services, operations and projects.

6. The Integrated Planning and Reporting Framework (IPRF), the overarching umbrella which encompasses both the SCP and CBP, is a set of strategic and operational documents that the Shire is required by legislation to prepare. These documents include:

<b>Document</b>	<b>Purpose</b>
Strategic Community Plan	The Strategic Community Plan is a strategic document that provides direction for the Shire (and the community) over a 10 to 15-year period. The Shire's Strategic Community Plan was last endorsed in June 2021.
Corporate Business Plan	The Corporate Business Plan is an operational document that activates the Strategic Community Plan over a four-year period. The Corporate Business Plan is reviewed annually with the next review scheduled to be completed by June 2023.
Long Term Financial Plan	<p>The Long Term Financial Plan (LTFP) presents a financial analysis of all strategic objectives and goals set out in the integrated planning framework documents. It is an integral part of Council's strategic planning process and is aligned to other core planning documents, including the SCP and CBP.</p> <p>It analyses financial trends over a fifteen (15) year period, based on a range of decisions and assumptions which provide the Shire with information to assess resourcing requirements to achieve its strategic objectives and ensure its future financial viability. The plan is based on a higher level of detail in the first four (4) years underpinned by a number of assumptions. The remaining years are shown with indicative forecasts.</p> <p>The LTFP incorporates a number of high level assumptions regarding ongoing operational expenditure and income sources. It includes funding allocations for asset renewal programs and one-off CBP projects of both an operational and capital nature.</p> <p>A review of the LTFP is currently in progress.</p>
Asset Management Plan	Asset planning is intended to integrate the expected cost of looking after assets with long term financial planning. Asset Management Plans include improvement plans that outline the actions required to reduce the potential of a funding gap between the required level of renewal/upgrade of assets as



	<p>compared to the actual funding currently being provided through the annual budget and the LTFP.</p> <p>The Shire's Asset Management Plans were last reviewed in May 2021.</p>
Workforce Plan	<p>An integrated workforce plan identifies and reports on the internal capacity to meet current and future needs of the goals and objectives of the Shire and the community, both in capacity and capability. It identifies the gaps or surplus in human, assets or financial resources and identifies strategies to ensure there are the right people in the right place and at the right time to deliver on objectives and realistic expectations. The plan is to address gaps between current and future workforce capability, identify areas of skill or capacity shortage, and outline strategies to address them. This information is to inform LTFP and Asset Management Plan(s) to ensure the financial and physical resources of the Workforce Plan are included in those plans and planning activities.</p> <p>The Shire's Workforce Plan was last prepared in 2019. This document is currently under review.</p>

### ***Review Process***

1. Council commenced the review with a workshop session held at a concept forum on 9 February 2023.
2. The focus of the review has been on making minor changes which centre on language corrections and updates to key messaging, statistics, referenced strategies, plans and legislation. The intent of the document remains unchanged. No changes to the vision, values, aspirations outcomes and objectives have been identified.
3. Changes to the SCP's vision, values, aspirations outcomes and objectives would typically only occur after a comprehensive community engagement program and not as part of a desktop review exercise. Whilst submissions from members of the public can propose such changes Council will consider such proposals having regard to factors such as:
  - the extent of change to existing vision, values, aspirations outcomes and objectives
  - the consistency with community feedback provided in the engagement conducted in 2020.

4. The changes to the Strategic Community Plan identified by councillors in their workshop session are listed below:

Page No.	Section	Description
1	Introduction	Change “has been developed” to “was developed”.
2	President’s message	New message from Cr Mountford (to be developed)
7 & 8	Bridgetown Greenbushes at a Glance	Update statistics where updates are available
11 to 20	‘Our Plan for the Future’ Tables	Update “linked strategies”
21	Resourcing the Plan	Change rates data for 21/22 and 22/23 to actual figures. Update projections for future years in line with LTFP.  Update staff numbers and new directorate structure  Update committees

### ***How to Make a Submission***

Written comments or suggestions can be submitted as follows:

- Via email to [btnshire@bridgetown.wa.gov.au](mailto:btnshire@bridgetown.wa.gov.au)
- By post to PO Box 271 Bridgetown WA 6255
- By hand to Shire Administration Office – 1 Steere Street, Bridgetown WA 6255

The submission period is 6 weeks. The closing date for receipt of submissions is **4.00pm, Wednesday 12<sup>th</sup> April 2023.**



## ANNUAL GENERAL MEETING OF ELECTORS

### MINUTES INDEX – 2 February 2023

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## MINUTES

For the Annual General Meeting of Electors held in the Council Chambers on Thursday, 2 February 2023 commencing at 5.30pm.

### **Opening of Meeting**

*The Presiding Member opened the meeting at 5.30pm*

### **Acknowledgment of Country**

*We acknowledge the cultural custodians of the land on which we gather, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps.*

### **Attendance, Apologies and Leave of Absence**

Presiding Member	- Cr S Mahoney*
Councillors	- J Boyle - E Browne - M Christensen - T Lansdell - S Mahoney - A Pratico - P Quinby - A Rose
Officers	- T Clynch, Chief Executive Officer - P St John, Director Development, Community & Infrastructure - M Larkworthy, Director Corporate Services - E Matthews, Executive Assistant
Apologies	- Cr J Mountford

\*In the absence of Cr Mountford, Cr Mahoney assumed the role of Presiding Member in accordance with s 5.30(2) of the *Local Government Act 1995*.

### **Attendance of Electors**

J. Moore, B. Moore, J. Nicholas, L. Roberts, D. Barrett, J. Barrett, B. Bebbington, T. Dittrich, N. Bellugue.

### **Confirmation of Minutes**

Attachment 1          Minutes of the AGM of Electors held 24 February 2022

*A Motion is required to confirm the Minutes of the Annual General Meeting of Electors held 24 February 2022.*

**Moved Cr Quinby, Seconded Cr Rose**  
**That the Minutes of the Annual General Meeting of Electors held 24 February 2022 be confirmed as a true and correct record.**

**Carried**

After the motion was carried it was pointed out by a member of the gallery that Cr Quinby in reading out the motion had inadvertently used the words “That Council confirm the minutes...” Rather than revoke the motion and commence a new motion the decision was made, on the basis that the error was of a minor scale, that the mover and seconder agreed to amend the wording and this change was accepted by a show of hands from those at the meeting that originally voted to accept this motion.

### **Annual Report & Annual Financial Report**

Attachment 2 Annual Report and Annual Financial Report for the year ended 30 June 2022

*A Motion is required to receive the Annual Report and Annual Financial Report for the year ended 30 June 2022, as presented.*

**Moved Cr Quinby, Seconded Cr Browne**  
**That the Annual Report & Annual Financial Statements for the 2021/22 year be received as presented.**

**Carried**

**General Business Regarding the Financial Statements** – Nil

### **General Business**

#### **B. Moore**

##### Question

At the 2022 AGM of Electors, I proposed a motion dealing with the parking in town and seeking a review of the situation. The motion was ratified at the March 2022 Council Meeting. I thank the Councillors for accepting this motion. It makes you wonder if there is any point in coming here to try and improve our town when you look at the progress on this motion over the past 11 months. The last progress report as shown in the rolling action sheet for January shows that in October 2022, the Shire Executive were determining whether the review should be handled internally or by an external consultant. It appears that no decision came from this executive determination. Can you explain why it has taken so long to achieve virtually nothing?

*CEO Response – Mr Moore that motion was in three parts. One being a review of CBD parking, the second was about ranger services conducting parking patrols and thirdly investigating the provision of a disabled parking bay out the front of the Westpac building. The issue of parking checks being conducted will be addressed in the Workforce Plan which is currently being drafted. The disabled parking bay plans have been approved by Main Roads WA and we are now seeking quotes from a contractor. The review of the parking situation, I acknowledge that this has not occurred and the only reason I can provide is that there have been other*

*matters that have been prioritised. The issue of parking has been discussed by Councillors at concept forums and included discussion on how we can achieve more parking options in the CBD. There are a lot of different issues being addressed at the moment with this particular one not being progressed as quickly as we would like.*

Question

Are you familiar with 'Shire Connect'?

*Presiding Member Response – I am remotely familiar with Shire Connect.*

Question

It is a newsletter contained on the Shire website that (according to the website) will be available every second week of the month, including key outcomes from the most recent council meeting. The last newsletter was published in December 2021 and does not indicate it is the last edition or where information can be obtained in the future. What has happened to this newsletter, as I thought it replaced the costly printed newsletter distributed by the Shire?

*CEO Response – Although it wasn't a formal decision of Council, Council did request that the Communications Plan be reviewed and as part of that process a lot of the existing communications modes were put on hold. The Communications Plan is currently being prepared and is due to be presented to Council in the next month or so. The status of Shire Connect is a component of that. It probably wasn't communicated very well that the newsletter was to be put in abeyance whilst the Communications Plan was being reviewed which was an error on our part. The Communications Plan will address the most effective and appropriate formats of communication.*

Question

Do you have any idea when the public might know?

*CEO Response – I would expect the draft Communications Plan to be presented to Council no later than the March ordinary meeting.*

**B. Bebbington**

Question

Following the February 2022 bushfire, Boyd Brown from Telstra announced that he would meet with the Bridgetown community in relation to the telecommunications issues during the fire and loss of mobile phone communications during the fire. In March of 2022 the Federal Government announced funding to upgrade the Bridgetown mobile tower for Telstra. Do you know if that upgrade has been completed and has there been any meeting arranged with Telstra as committed to by Boyd Brown?

*CEO Response - I am not aware of the progress of the upgrade, I would assume it hasn't been done yet as Telstra would normally send us a notification letter when the works are complete. I can certainly check this. With regard to the community meetings, we have had 2 meetings with Mr Boyd Brown and others from Telstra since that resolution. There was one not long after last year's AGM with former Shire President Cr Bookless, and then there was a meeting in December with*

current Shire President Cr Mountford. At both of those meetings we asked Mr Brown whether he would hold a community meeting and both times he declined the invitation on the basis that Telstra was going to provide information to the community via other channels.

## **J. Nicholas**

### Question

What is the current and estimated annual cost to ratepayers of Council's decision to manage the Visitor Centre (VC)?

*Presiding Member Response – That question will be taken on notice.*

### Question

Is it true that in July of 2022, Council approved a restructure of parts of the Council including the VC and that total cost was appearing in your minutes as representing \$199,746. How much of this is being allocated to the VC?

*Presiding Member Response – That question will be taken on notice.*

Mr Nicholas commented on the need for ratepayers to understand the rate increase and how much of it is being allocated to the VC.

### Question

In June 2022, Shire President Cr Mountford in a radio interview on ABC defended the Council's decision to continue managing the VC and made issues of the following; there appeared to be not enough space dedicated to visitor servicing (within the CRC plan), and Council wanted to see a vibrant, energetic and attractive style of visitor servicing. My recent visit to the VC indicated to me that those lofty ambitions are still a long way off being achieved. It is still a drab, unattractive building with the inside looking dark and dingy, with a significant amount of space being taken up by the Jigsaw Gallery. The signage is still non-existent. When are those lofty ambitions that Council had back in June likely to be achieved?

*Presiding Member Response – Mr Nicholas I cannot possibly put a timeframe on the comments made by Cr Mountford in that radio interview and I cannot put a timeframe on what you describe as the lofty ambitions.*

### Question

How much of the estimated \$300,000 which was to be spent on bringing the building to a structurally sound status has actually been spent?

*Presiding Member Response – as far as I know, none.*

*CEO Response - A very minimal amount, if any. Council is reviewing the scope of that work. In response to your first question about reviewing the operations of the VC and how that might be delivered, this will affect the fit out and appearance of the VC. Those discussions have been happening with Councillors, yet to be formally presented to Council for a decision. There have been discussions about the operations of the VC, hence we haven't progressed the building works at this stage.*

Question

Does that mean Council is having second thoughts on managing the VC?

*Presiding Member Response – No.*

Question

Was it Council's aim during all of this time to just make sure the CRC couldn't manage the VC and allow for an expansion of the Jigsaw Gallery?

*Presiding Member Response – I refute that comment. No, that was not Council's intention.*

Question

Why is it that Council believe that the CRC plan had not enough space for visitor servicing, yet today there is less space for visitor servicing that was ever in the CRC plan.

*Presiding Member Response - I don't have the plans of the space you are referring to in front of me and cannot comment.*

*CEO Response - The expansion of the Jigsaw Gallery into the old museum room has only been approved on a temporary basis whilst there is no other immediate use for that space. If Council want to expand the VC into that space we would have discussions with the Jigsaw Gallery about vacating that space. That is part of discussions now about requirements within the visitor servicing area.*

**B. Bebbington**

Question

In relation to my previous question regarding the mobile phone tower upgrade in Bridgetown, on 5 January 2023 I received correspondence from the Minister of Communications' office confirming that the upgrade is to proceed by 30 June 2023. However, the Telstra website lists the upgrades and there is no mention of the Bridgetown upgrade plan. There is however an upgrade scheduled for the Winnejuip tower. Perhaps it would be appropriate for the Shire to approach Telstra to find out whether Bridgetown is going to receive the 12 hour battery upgrade that has been funded by the Federal Government. Will the Shire contact Telstra to find out whether we are getting an upgrade to the Bridgetown mobile tower?

*Presiding Member Response – Yes.*

Question

At the recent Sunnyside Bush Fire Brigade AGM, information passed on by the Shire's Community Emergency Services Manager, was that people who hadn't completed specific courses were not to attend fires as they would not receive any insurance cover. I also understand that there was an injury at the 2022 Bridgetown fire for which there has been an issue as to whether the person is or isn't covered by the insurance policy. Is it correct that if you are a registered member of a bush fire brigade you are covered by insurance?

*CEO Response – there is a lot of movement in this space at the moment which is all linked to the new WHS legislation. Volunteers are now classified the same as*



*an employee. Through our discussions with our insurer there has been a lot of discussion about the impact on volunteers, in particular bush fire volunteers and at this stage the position is that if you are a brigade member you are covered as you would have completed the necessary training. If you are a member of the public responding to a fire and are not a member of a bush fire brigade you are covered if you are under the direction of a brigade, fire control officer or captain under the structure. However if you are a member of the public who chose to fight a fire without being under direction, you are not covered by insurance. At this stage if you are a brigade member you are covered, if this was to change the Shire would do something about it. It would be totally unacceptable for bush fire brigade members to be uninsured. If you are a bush fire brigade member you are covered. There may be requirements to review training of members moving forward.*

#### Question

You mention the expectation that if you were a bush fire brigade member you would have done some training, that is actually not a requirement. For example, both my wife and I joined our local brigade in 2000 and she has not received any training. She is still a member of the brigade. If I am in town and I phone my wife and ask her to bring my gear to a fire site, will she be covered by insurance?

*CEO Response – There is the issue of what an active member who fights fires is and what a support member is. I would say that most active members have done some form of training over the years. I think you will find that the Bush Fire Advisory Committee will be recommending to Council shortly that there be a requirement for active members to undergo training, including a classification of the types of members. If a member is expected to respond to fires then there will be a requirement for training. It is fairly basic training, but someone who is a support member and it is clear that they don't fight fires, then there wouldn't be a requirement for them to do the firefighting training as they wouldn't need those skills. This is an issue currently being addressed by the committee and will come to Council in due course with all brigades being briefed following this.*

#### Question

The last two days have been total fire bans in the Shire, I don't know if there have been harvest bans as well. One of the things it says quite clearly on the Shire's website is that during office hours any total fire bans and harvest bans will be put on the Shire's Facebook page. Why has there been no mention of the last two fire bans and any harvest bans (if there has been one).

*Presiding Member Response – that question will be taken on notice.*

#### Question

The Shire's website still says that you can click on a link to access the downloadable version of the 2021/22 mitigation works program, should this say 2022/23 program?

*Presiding Member Response – that question will be taken on notice.*

#### Question

Also on bush fire mitigation, there are 19 sites on the current program and only one has been completed. There are 11 mechanical functions, why have we not achieved any of these functions. When is it proposed that we will start doing that?

*CEO Response - You wouldn't normally be performing mechanical works in weather like we have been experiencing. We do schedule those works for autumn when the weather is more favourable. I am aware that we have engaged a contractor to do the mechanical works, however you certainly wouldn't be sending anyone out in vegetated areas in high temperatures. We aim to achieve the mitigation works by the end of June every year. Although one might only be completed, that doesn't mean we haven't started work on the others. There may be components that have been completed and are waiting on milder weather conditions to finalise the treatment. If weather doesn't play its part and we have a late summer extending into autumn, there are times that you can't get the works done and we would negotiate with the funding agency to carry the works forward. The intent is that we do mitigation all year round but in summer it is influenced by the weather conditions.*

#### Question

At the last Council meeting I attended in November, I raised the issue of not having received a response to correspondence I sent to the Shire in April. The reply from the CEO noted that it was expected that I would receive a response within two weeks. Is there any reason why the Shire or Council considers it is appropriate that members of the public should have to wait 10 months for a response?

*Presiding Member Response – I would imagine that Shire administration employee numbers would impact on the ability to answer correspondence and whilst 10 months would seem to be far too long, there may be mitigating circumstances.*

*CEO Response – I do know that there were various communications back and forth and it appears that Mr Bebbington is seeking a final response to the questions he submitted 10 months ago. There have been communications during that time. I am happy to look into this and provide a response to Mr Bebbington.*

#### **J. Nicholas**

##### Question

The Shire carpark has been remarked with the bays contained within the parking plan. Is there any intention as part of that plan to make it better known that Civic Lane is actually a roadway and marked accordingly? It is very dangerous to try and get into that laneway in the morning where you find people leaving the carpark on the wrong side of the road and equally at night it is difficult to leave, with people turning in to the roadway on the wrong side of the road.

*CEO Response – Yes it has been looked at a number of times with various ideas put forward. Historically there was a yellow line across the edge which proved ineffective and the decision was made not to renew. A speed bump was looked into, however approval for Main Roads WA would be required so that hasn't progressed. There was discussion about hatch marking, however you wouldn't normally hatch mark a road. We are still looking at what options are available. The problem is that people back out and don't have visual clearance and back into traffic along Civic Lane. We have had discussions with Arc Infrastructure about vehicles parking along the railway and trying to stop them and their response was to build a fence to deter parking. We are still looking at options.*

### Question

My concern is more about the entry and egress off Steere Street, whether some marking could be made to indicate that it is a roadway with lines both sides and a line in the middle so people stay on the correct side of the road. Could we relook at the entrance and egress issues?

*CEO Response – We have looked at this, the biggest issue being the width of the entrance. You can fit two vehicles however it is a tight fit. What you normally get is the vehicle turning into Civic Lane waiting for the vehicle to exit before turning in. We have considered a one way entry and exit but you can't really have a two way road ending at a single way intersection. There is a Telstra pit right next to the lane's entrance which means that we can't really widen the entrance. This is something that we will continue to look at as it is a very tight squeeze.*

### **B. Bebbington**

#### Question

Following on from that matter, at last year's AGM a motion was moved regarding the potential to readvertise the Shire's changes to Steere Street, Civic Lane and Stewart Street which Council subsequently resolved not to readvertise. The Shire has already put to Council the changes to Civic Lane which include extending an island out of Civic Lane to improve visibility when exiting. If this has already been approved by Council why is it still being considered? Can we get clarification that the modifications to Civic Lane are consistent with what was agreed upon by Council?

*CEO Response – The project is in the budget and has commenced with the line marking of the carpark. The rest of the project is intended to be finished in this financial year. Historically, we prioritise our works program to complete the grant funded works first so the funding can be acquitted, meaning the rest of the works will commence towards the end of the construction season around April.*

#### Question

The previous question from Mr Nicholas related to the ingress and egress at Civic Lane where you said that Council are still working it out. But the plan has already been put to Council and approved. The Shire has already gone through the process of assessing the best options for ingress and egress and it has been endorsed by Council. Do we or do we not have an answer for the ingress and egress concerns of Civic Lane or should it be redirected back to Council?

*CEO Response – It is my understanding that the plans approved by Council did not widen the area where the footpath connects to the carpark. It is still a very narrow entrance which is an issue. The plan that was approved by Council is an improvement and does not necessarily address the issue of two vehicles entering and exiting simultaneously. Two vehicles can fit but what tends to happen is that drivers are reluctant and choose to wait until the intersection is clear.*

### **D. Barrett**

#### Question

I've been following the modification of the railway station and I'm looking forward to it being open. Can you give any indication of what purpose the building might be used for? I've heard rumours of several different uses and I'd like to know if there are any

plans at all. I would like to see a constructive community building that we can all enjoy.

*CEO Response – Council initially looked at using the space as a gallery, however advice from the local artistic community was that another gallery wasn't really needed. We then called for expressions of interest (EOIs) from the community to see if there were any commercial operators interested in activating the space. Unfortunately we didn't get any interest as it is not really designed for a commercial undertaking as the size of the building and the heritage constraints limit the options. Following no EOIs being received, Council resolved to consider what other uses could go there which is currently underway. The completion date for the railway is currently the end of March so Council need to have an idea of what is going to go in there by then. We hope to have more information within the next month.*

Mr Barrett noted that he would like to see a community based space and not another commercial enterprise.

**Closure**

*The Presiding Member closed the meeting at 6.26pm.*

**List of Attachments**

Attachment	Details
1	Minutes of the AGM of Electors held 24 February 2022
2	Annual Report & Annual Financial Report for the year ended 30 June 2022

Minute Papers prepared and recommended by E Matthews, Executive Assistant



17 February 2023

Minute Papers authorised by T Clynch, CEO



17 February 2023

**CERTIFICATION OF MINUTES**

As Presiding Member, I certify that the Minutes of the Annual Meeting of Electors held 2 February 2023 were confirmed as a true and correct record of the proceedings of that meeting at the Annual Meeting of Electors held on ..... 20.....

.....(Date).....



# ROLLING ACTION SHEET

## ROLLING ACTION SHEET

**February 2023 (encompassing Council Resolutions up to Special Council Meeting held 9 February 2023)**

Where a tick is indicated this Item will be deleted in the next update

Note: Where no progress has occurred on implementing a resolution since the last update this comment will be made in the right hand column titled 'Progress Since Last report' but will not be included in the 'Past Comments' column. Only comments detailing specifics of how the resolution is being implemented are contained in the 'Past Comments' column.

Council Decision No.	Wording of Decision	Responsible Officer	Past Comments	Progress Since Last report	✓
C.02/1216 Acquisition of Dumpling Gully Precinct	That Council request the CEO to investigate the options of the Shire of Bridgetown-Greenbushes taking ownership of the Dumpling Gully Dams (and associated area) commonly called the Dumpling Gully Precinct to incorporate the area into a Shire Reserve which can be developed for both passive and active recreation activities for the community and to manage and protect the Wetlands and associated unique fauna and flora of the region.	T Clynch	<p>Correspondence forwarded to Water Corporation on 23 December 2016. Response received 28 February 2017 indicating in-principle support to the proposal (April 2017).</p> <p>A meeting was held with the Water Corporation and Talison Lithium on 19.6.17 to further discuss the processes for de-proclamation of the drinking water source and the need to engage with DPAW (July 2017).</p> <p>A meeting is scheduled for 3 September with Water Corporation to progress this matter (September 2018).</p> <p>Advice received from Water Corporation that is continuing to work with Department of Water and Environmental Regulation (DWER) about excising the dam from State Forest (requires Cabinet approval) and resolving the water allocation issues. A follow up meeting with DWER is being planned (October 2018).</p> <p><b>January 2019</b> Refer item in January agenda.</p> <p><b>February 2019</b> Submission lodged with Department of Water and Environmental Regulation recommending that the Greenbushes</p>	<p><b>February 2023</b> A new meeting date with Government agency representatives hasn't been established yet.</p>	✓

			<p>Catchment Area should be abolished under the Country Areas Water Supply Act 1947.</p> <p><b>September 2019</b>  DWER is currently conducting stakeholder consultation on the abolition of the Greenbushes Catchment Area under the Country Areas Water Supply Act 1947 on the basis that water quality issues with this source means that it is no longer used by the Water Corporation to supply public drinking water. The DWER recommendation is that the catchment should now be abolished to enable increased recreation, tourism and customary activities.</p> <p><b>October 2019</b>  The process to transfer the land from State Forest is progressing.</p> <p><b>March 2020</b>  The Shire President and CEO had a meeting with the Minister for Environment about growth strategy projects and took the opportunity to ask for an update on transfer of the former Water Corporation dams to the Shire. A response was subsequently received from the Minister advising that DBCA is supportive in-principle of the Shire's request to use the dams for recreation but a number of issues need to be addressed with both the Shire and Water Corporation. A meeting of all parties is to be requested to expedite the matter.</p> <p><b>May 2020</b>  A meeting of relevant agencies is required but hasn't been able to be arranged due to COVID-19. With the current easing of restrictions a meeting is to be scheduled.</p>		
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			<p><b>July 2020</b> A meeting with DBCA is being arranged for August.</p> <p><b>August 2020</b> A meeting was held with DBCA to discuss a number of matters including the dumpling gully precinct. This led to an understanding that a meeting with all parties (Shire, DBCA and Water Corporation) needs to be held and this is currently being arranged.</p> <p><b>September 2020</b> A request has been submitted to DBCA for a meeting to be held between Shire, DBCA and Water Corporation to identify issues to enable this proposal to be progressed.</p> <p><b>June 2021</b> A meeting was held last week with an officer of the Water Corporation to discuss any issues precluding transfer of the land to the Shire. All matters have been addressed and the issue is currently with DBCA to progress. An update has been requested from DBCA.</p> <p><b>July 2021</b> Contact has been made with DBCA to arrange a meeting of stakeholders to accelerate the disposal to the Shire of the Dumpling Gully dams.</p> <p><b>July 2022</b> No progress since last report.</p> <p><b>October 2022</b> A meeting is being arranged for mid-November with relevant Government agencies to determine what needs to occur to accelerate the acquisition of the water bodies by the Shire.</p>		
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			<p><b>November 2022</b> A meeting of relevant agencies has been scheduled for 7.12.22</p> <p><b>December 2022</b> A multi-agency meeting was meant to be held on 7.12.222 but unfortunately had to be postponed due to some late notice of unavailability of key participants. A revised meeting date in January is being arranged.</p> <p><b>January 2023</b> Revised meeting date yet to be set due to absence of relevant Government staff in January.</p>	
C.09/0321 Greenbushes CBD Parking & Safety Enhancement Project	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorses the final concept (layout) plan for the Greenbushes CBD Parking &amp; Safety Enhancement Project as per Attachment 6.</li> <li>2. Notes and acknowledges the contribution by Talison Lithium Pty Ltd to fund the land acquisition component of the Greenbushes CBD Parking &amp; Safety Enhancement Project</li> <li>3. Amends the 2020/21 budget to reflect the financial contribution by Talison Lithium Pty Ltd, being unbudgeted revenue and matching unbudgeted expenditure of \$80,000 noting that in the event of expenditure being less than this amount a reduced financial contribution will be received.</li> <li>4. Authorise the CEO to lodge an application for subdivision to excise the land required for the Greenbushes CBD Parking &amp; Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes.</li> <li>5. Authorise the CEO to complete the land acquisition processes for excising the land required for the Greenbushes CBD Parking &amp;</li> </ol>	T Clynych	<p><b>April 2021</b> Work has been done in reformatting the final concept (layout) plan into a plan suitable for lodging with an application for subdivision to excise the land for the car park from existing lots. The subdivision application form is being prepared and is awaiting signing by the land owners prior to submittal to the Western Australian Planning Commission.</p> <p><b>May 2021</b> Awaiting endorsement of the subdivision application by land owners.</p> <p><b>August 2021</b> Surveyor appointed to lodge subdivision application</p> <p><b>September 2021</b> Preliminary assessment of the subdivision application has been received from DPLH, necessitating some minor changes to the plan of subdivision. Consultation is occurring with the owner on these changes before the application is resubmitted.</p> <p><b>October 2021</b></p>	<p><b>February 2023</b> Council awarded the tender for the design and construction of the car park at a special meeting held on 9.2.23. The process for purchase of the land is expected to be finalized by the end of February.</p>

	<p>Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes.</p>		<p>Subdivision application has been lodged and awaiting determination by Western Australian Planning Commission.</p> <p><b>November 2021</b> Still awaiting approval of the subdivision application by Western Australian Planning Commission</p> <p><b>December 2021</b> Subdivision application is currently being referred by Western Australian Planning Commission to referral agencies. Request for Tender documentation to be prepared shortly which will include an external review of construction specifications and cost estimates.</p> <p><b>January 2022</b> This project was discussed at the January Concept Forum and a report has been included in the January Council agenda.</p> <p><b>February 2022</b> Approval for the subdivision to excise the land off the existing lots has been granted by the Western Australian Planning Commission. It is now intended to proceed with surveying and preparation of relevant documents for completion of the land transfer, including payments to the existing land owners.</p> <p><b>March 2022</b> Survey documents have been completed and lodged at Landgate.</p> <p><b>May 2022</b> Clearance of subdivision conditions now occurring.</p> <p><b>June 2022</b> A briefing/update will be provided to councillors in next 2 months.</p> <p><b>July 2022</b></p>		
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			<p>Awaiting finalisation of grant agreement with Australian Government for allocation of LRCIP Phase 3 funding to this project. Excision of land for purchase is currently at settlement stage.</p> <p><b>August 2022</b> Land transfer process nearing completion. Awaiting final endorsement of LRCIP funding application which will allocate funding to enable this project to be completed in 2021/22.</p> <p><b>September 2022</b> No progress since last report.</p> <p><b>October 2022</b> Offer and settlement for purchase of land has been completed. Awaiting issuing of new titles by Landgate for the transaction to be finalised. Preparation of construction drawings and tender documentation to occur. Project management options to be determined.</p> <p><b>November 2022</b> Settlement process for acquisition of land proceeding. Contact has been made with engineer to prepare construction drawings suitable for inclusion in request for tender document.</p> <p><b>December 2022</b> The transfer documentation associated with the excising of the land is now “in order for dealings” and settlement is expected in January. A decision has been made to proceed to a “Design and Construct” tender as the funding deadline for this project is 30.6.23.</p> <p><b>January 2023</b> The land acquisition process for the Shire to acquire the portions of the roadhouse</p>		
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			and RSL land for the car park will be completed by the end of January. All approvals have been obtained, new titles issued and property settlement is underway. Taking into account the tight deadline for completing this project (30 June 2023) Core Business Australia were engaged in December to manage a design and construct request for tender for this project. The tender was advertised on 21 December 2022 and the closing date for receipt of tenders is 24 January 2022. Tender assessment will commence immediately after and a report to council will be prepared. Subject to no changes to this timeline the CEO will consult with the Shire President about calling a special meeting of council on 9 February 2023 (same day as concept forum) to consider and award the tender.		
C.09/0521 Access and Inclusion Advisory Committee Membership & Visitor Centre Access	<p>1. That Council direct the CEO to investigate options to increase the accessibility of the current Visitor Centre building.</p> <p>2. That Council endorse the appointment of community member Roberta Waterman to the Access and Inclusion Advisory Committee.</p>	T Clynch	<p><b>June 2021</b> This action is linked to Resolution C.08/0421 Visitor Information Services &amp; Brierley Jigsaw Gallery Outsourcing Business Case with the consultations associated with that resolution informing this issue.</p> <p><b>September 2021</b> Accessibility is a consideration in the current planning being undertaken for the CRC to move to the Visitor Centre.</p> <p><b>October 2021</b> The draft plans for fit out of the visitor centre include retrofitting an automatic sliding door at the entrance.</p> <p><b>November 2021</b></p>	<b>February 2023</b>	No update since last month's report

			<p>The investigation into improving accessibility to the Visitor Centre building are linked to the development of plans for the CRC to relocate to that building.</p> <p><b>December 2021</b> No progress since last report</p> <p><b>January 2022</b> On hold pending further developments in possible redesign of visitor centre building</p> <p><b>February 2022</b> On hold pending further developments in possible redesign of visitor centre building.</p> <p><b>May 2022</b> The fit out plans prepared by the Bridgetown CRC do propose to improve accessibility into the building however those plans have yet to be endorsed by Council. It can be assumed that no matter what changes to the plans may occur the accessibility issues will be addressed however until such time as the plans are endorsed this item will remain on the Rolling Action Sheet.</p> <p><b>June 2022</b> Improving accessibility of the visitor centre will be considered in the proposed building renewal works proposed to occur in 2022/23.</p> <p><b>July 2022</b> No update since last month's report</p> <p><b>September 2022</b> The general matter of upgrade works to the Visitor Centre was discussed at the September Concept Forum. The A/CEO agreed to provide a further briefing to the October forum.</p> <p><b>October 2022</b></p>	
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			<p>No progress since last update.</p> <p><b>November 2022</b></p> <p>Deferred pending further discussions with Council in December on building renewal works at visitor centre.</p> <p><b>December 2022</b></p> <p>Consideration of potential accessibility improvements at the visitor centre are on hold pending future Council decisions on the visitor centre building – expected to occur in January.</p> <p><b>January 2023</b></p> <p>No change from last month.</p>	
<p>C.11/0621</p> <p>Civic Centre Car Park, Steere Street and Stewart Street Precinct</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the submissions received in 2019 as per Attachment 15 and 2020/21 as per Attachment 16.</li> <li>2. Request the Chief Executive Officer to implement the design of Civic Centre Car Park, Steere Street and Stewart Street Precinct as per Attachment 13.</li> <li>3. Authorise the Chief Executive Officer to execute any minor modifications as may be necessary to safely and efficiently implement the project.</li> </ol>	<p>S Alexander</p>	<p><b>August 2021</b></p> <p>Funds included in 2021/22 budget with work to be scheduled into 2021/22 works program.</p> <p><b>October 2021</b></p> <p>Some preliminary works for car parking on Stewart Street have recently commenced.</p> <p><b>November 2021</b></p> <p>The works will occur as part of the 2021/22 road construction program.</p> <p><b>December 2021</b></p> <p>No progress since last report</p> <p><b>January 2022</b></p> <p>No progress since last report</p> <p><b>April 2022</b></p> <p>The works are scheduled to occur as part of the 2021/22 road construction program, weather permitting.</p> <p><b>May 2022</b></p> <p>Awaiting availability of contractor to undertake new line marking in the Civic Centre car park. The works on Stewart Street and Steere Street will be carried forward to 2022/23 due to limitations in</p>	<p><b>February 2023</b></p> <p>Car park line marking complete. Contractor yet to be engaged for remainder of works. RFQ to be issued in February.</p>

			<p>finding contractors and the need to complete grant funded components of the road construction program as a priority.</p> <p><b>June 2022</b> The funding for this project is proposed to be carried forward to 2022/23 due to limitations in finding contractors and the need to complete grant funded components of the road construction program as a priority.</p> <p><b>July 2022</b> No update since last month's report</p> <p><b>August 2022</b> This work will be scheduled into the Shire's 2022/23 road construction program.</p> <p><b>September 2022</b> Design of the works have been completed with the calling for quotes to occur shortly.</p> <p><b>October 2022</b> This project has been scheduled into the 2022/23 construction program. With grant funded projects finalised this project is likely to occur after March 2023.</p> <p><b>November 2022</b> No update since last month's report.</p> <p><b>January 2023</b> Line marking of car park scheduled to occur on 19 January 2023.</p>		
C.15/0621b Proposed Land Exchange - Lot 1 (141) Hampton Street, Bridgetown and Closed Portions of Henry Street	That Council fund the \$2,500 difference of \$2,500 ex-GST to be paid to the State of Western Australia, necessary for finalization of the proposed land exchange of Part Lot 1 Hampton Street and the closed portions of Henry Street road reserve, adjacent to Lot 1 Hampton Street, Bridgetown	T Clynych	<p><b>July 2021</b> Contact made with DPLH to determine process to reactivate the land exchange</p> <p><b>August 2021</b> New subdivision application being prepared.</p> <p><b>October 2021</b> Awaiting endorsement of the subdivision application form by the affected land</p>	<b>February 2023</b> Land transfer expected to be finalized by end of February.	

			<p>owner.</p> <p><b>December 2021</b> No progress since last report</p> <p><b>January 2022</b> Agreement of the land owner yet to be obtained.</p> <p><b>May 2022</b> A meeting has been held with the land owner and a written agreement is being prepared for consideration.</p> <p><b>June 2022</b> A settlement agent has been engaged to complete the transaction.</p> <p><b>July 2022</b> No update since last month's report</p> <p><b>August 2022</b> Settlement process occurring.</p> <p><b>September 2022</b> No further progress.</p> <p><b>October 2022</b> Settlement process occurring.</p> <p><b>November 2022</b> Settlement process still proceeding.</p> <p><b>December 2022</b> Settlement expected in January.</p> <p><b>January 2023</b> Settlement process occurring and expected to be finalised by 31.1.23.</p>	
C.02/0721 Review of Local Laws	<p>1. That in accordance with section 3.16(3) of the Local Government Act 1995, Council note and consider the three submissions received in response to its statutory review of Local Laws.</p> <p>2. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to repeal the Pest Plants Local Law.</p>	T Clynych	<p><b>September 2021</b> This resolution is being actioned in parts (each Local Law being actioned independently). An item on the repeal of the Pest Plants Local Law is contained in the September Council agenda</p> <p><b>October 2021</b> Report on Pest Plants Repeal Local Law</p>	<p><b>February 2023</b> Amendment to Fencing Local Law in progress. Review of Standing Orders Local Law has been deferred as the State Government intends to legislate for standing meeting procedures in the next tranche of legislative changes under the Local Government</p>



	<p>3. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to amend the following Local Laws with reports to be presented to future Council meetings presenting details of the proposed amendments for consideration:</p> <ul style="list-style-type: none"> <li>(i) Activities on Thoroughfares and Trading in Thoroughfares &amp; Public Places Local Law</li> <li>(ii) Cats Local Law</li> <li>(iii) Fencing Local Law</li> <li>(iv) Health Local Law</li> <li>(v) Standing Orders Local Law</li> </ul> <p>4. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to retain without amendment the following Local Laws:</p> <ul style="list-style-type: none"> <li>(i) Bush Fire Brigades Local Law</li> <li>(ii) Cemeteries Local Law</li> <li>(iii) Dogs Local Law</li> <li>(iv) Parking &amp; Parking Facilities Local Law</li> </ul> <p>5. That in accordance with section 3.12 of the Local Government Act 1995 Council resolves to make a Waste Local Law with a report to be presented to a future Council meeting presenting a draft Local Law for consideration.</p> <p>6. In accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to amend the Local Government Property Local Law by reviewing clause 5.3 of the Local Law with a report on this proposed amendment to be presented to future Council meetings.</p>		<p>presented to September Council meeting.</p> <p><b>December 2021</b> Pest Plants Repeal Local Law currently being advertised</p> <p><b>February 2022</b> Report on Pest Plants Repeal Local Law will be presented to March Council meeting. Other proposed amendments to local laws as per the resolution will be addressed in turn.</p> <p><b>March 2022</b> Report on Pest Plants Repeal Local Law and Fencing Local Law are included in March Council agenda. Other proposed amendments to local laws as per the resolution will be addressed in turn.</p> <p><b>April 2022</b> Reports on the Pest Plants Repeal Local Law and Fencing Local Law were presented to Council's March meeting.</p> <p><b>May 2022</b> The proposed amendment to the Fencing Local Law will be submitted to the June Council meeting.</p> <p>An enquiry has been submitted to WALGA seeking information to inform the potential change to clause 5.3 of the Property Local Law.</p> <p><b>June 2022</b> The proposed amendment to the Fencing Local Law will be submitted to the July Council meeting.</p> <p>A response has been received from WALGA about gender signage on public toilets and further research into this issue is required.</p> <p><b>July 2022</b> The Pest Plants Repeal Local Law 2021</p>	<p>Amendment Act this year. Amendments to the other 3 local laws will be progressed as resources allow.</p>	
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			<p>was gazetted on 5 July and is operational from 19 July 2022.</p> <p><b>August 2022</b> No update since last report.</p> <p><b>October 2022</b> Report on Fencing Local law amendment contained in October agenda.</p> <p><b>November 2022</b> Fencing Amendment Local Law being advertised.</p> <p><b>December 2022</b> No update since last month.</p> <p><b>January 2023</b> Report on Fencing Local Law included in January Council agenda.</p>		
C.10/0821a Proposed Land Purchase – Lot 501 on Deposited Plan 54482	That Council resolves to purchase Lot 501 on Deposited Plan 54482 for the sum of \$500 GST inclusive and funds the acquisition and land transfer costs by transferring a sum up to \$2,000 from the Land and Buildings Reserve.	T Clynch	<p><b>September 2021</b> Offer and Acceptance being prepared</p> <p><b>November 2021</b> No progress since last update</p> <p><b>January 2022</b> Agreements have been received from land owners and appointment of settlement agent is pending</p> <p><b>March 2022</b> A new settlement agent is to be appointed. Agreement to be reached with land owners seeking consent to use same settlement agent.</p> <p><b>April 2022</b> A settlement agent has been selected.</p> <p><b>May 2022</b> Due to workload the selected settlement agent was unable to progress the transfer process so a new settlement agent is being appointed.</p> <p><b>June 2022</b></p>	<b>February 2023</b> Finalization of this purchase is expected by the end of February.	

			<p>A new settlement agent has been appointed.</p> <p><b>July 2022</b> No update since last month's report</p> <p><b>August 2022</b> Settlement process occurring.</p> <p><b>September 2022</b> No further progress.</p> <p><b>October 2022</b> Settlement process occurring.</p> <p><b>November 2022</b> Settlement process proceeding.</p> <p><b>December 2022</b> Settlement expected by end of December.</p> <p><b>January 2023</b> Settlement in process.</p>		
<p>C.19/1021 Waiver of Stallholder Fees for Proposed Farmers Markets</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Grant stall holders at the (yet to commence) fortnightly Farmer Markets an exemption from the Stallholders/Traders fee (Thoroughfares &amp; Public Places Local Law) with the exception of stall holders requiring access to electricity.</li> <li>2. Endorse a new fee and charge of \$15 per stall per day for stall holders at the (yet to commence) fortnightly Farmer's Market who require access to electricity. Noting this will be approximately 2 – 3 primarily food stall/traders who will also require a food business registration. Furthermore public notice of the establishment of this fee be given in accordance with Section 6.19 of the Local Government Act.</li> <li>3. Note the existing exemption of stall holder fees for stalls at the Blackwood River Markets (noting food stalls/traders require a food business registration and direct the CEO to undertake an audit of the insurance</li> </ol>	<p>M Richards</p>	<p><b>November 2021</b> Advertising of new fee occurred 17 November 2021.</p> <p><b>December 2021</b> The audit of the insurance requirements and provisions of the Blackwood River Markets has yet to commence.</p> <p><b>January 2022</b> No progress from last month</p> <p><b>February 2022</b> No progress since last update</p> <p><b>March 2022</b> LGIS (Shire's insurers) has commenced a risk assessment of the river markets and will provide a report within next 2 weeks.</p> <p><b>April 2022</b> Awaiting report from LGIS.</p> <p><b>July 2022</b> Report received from LGIS on 20 July</p>	<p><b>February 2023</b> Community members are not interested in starting the farmers markets at this point.</p>	<p>√</p>

	requirements and provisions of the Blackwood River Markets.		<p>2022. The report will now be reviewed by relevant officers and the Executive.</p> <p><b>August 2022</b> No update since last month's report.</p> <p><b>October 2022</b> The community members driving the development of the Farmers Markets have not renewed their interest since COVID 19 restrictions. Officers will initiate contact, assess interest and report back to Council.</p> <p><b>November 2022</b> No update since last month's report.</p> <p><b>January 2023</b> Officers have contacted the community members originally driving this initiative and are waiting for a response.</p>	
C.11/1221 Review of Plantation Applications Town Planning Scheme Policy	That Council adopt the draft revised Plantation Applications Town Planning Scheme Policy TP.1, as per Attachment 7, and direct the Chief Executive Officer to proceed to public consultation in accordance with Clause 7.6.2 of Town Planning Scheme No.4, with a report and feedback to be presented to a future meeting of Council.	T Clynych	<p><b>January 2022</b> Actioning of this resolution has been deferred to late January due to the commencement of the new Senior Planner in mid-January</p> <p><b>February 2022</b> Advertising to commence next week with closing date for submissions being 23 March 2022.</p> <p><b>March 2022</b> Submission period ends 23.3.22 after which a report will be prepared for either the April or May Council meeting.</p> <p><b>April 2022</b> Submissions being assessed.</p> <p><b>June 2022</b> No update from last report</p> <p><b>July 2022</b> Due to workload associated with development applications the relevant officer hasn't been able to progress the</p>	<p><b>February 2023</b> The focus over the last 6 months has been to progress the consolidation of Town Planning Schemes 3 and 4. A report on that matter is contained in the February Council agenda. Once the consolidated TPS is adopted for community consultation all existing town planning scheme policies (including the Plantations Policy) will be reviewed. In the case of the Plantations Policy this is likely to mean that the review process will recommence from the start.</p>

			assessment of the submission received on the draft policy. The matter will be presented to Council in next 2 months. <b>August 2022</b> No update since last report.	
C.04/0322 Consideration of Recommendation from Annual General Meeting of Electors – Bridgetown CBD Parking	That Council: 1. Conducts a review of the parking situation in the Bridgetown CBD, incorporating street parking and off-road parking, including loading bays. 2. Request the CEO to assess the capacity of Ranger Services to conduct parking patrols on a regular but infrequent basis, with emphasis on illegal parking and report back via the review of the Workforce Plan due to be completed by June 2022. 3. Request the CEO to investigate the area in front of Westpac Bank for provision of a disabled parking bay.	T Clynch	<b>April 2022</b> Not commenced <b>June 2022</b> Preliminary assessment of the footpath in front of the Westpac Bank has occurred and concept plans are being prepared. <b>July 2022</b> No update since last month's report <b>August 2022</b> The parking review hasn't commenced however investigations into establishing an ACROD bay on the footpath in front of the Westpac Bank have occurred and a draft plan and cost estimate was presented to the August Concept forum. Funding of third project is provided for in the draft 2022/23 budget. <b>September 2022</b> No update since last report. <b>October 2022</b> This item has yet to be progressed. Shire Executive are currently determining the scope of the parking review to determine if it should be done internally or outsourced to a consultant. <b>November 2022</b> No update since last month's report	<b>February 2023</b> The issue of parking checks being conducted will be addressed in the Workforce Plan which is currently being drafted. The disabled parking bay plans have been approved by Main Roads WA and we are now seeking quotes from a contractor. The review of the parking situation, has not occurred yet.
C.06/0322a Consideration of Recommendation from Annual General Meeting of	That Council: 1. Direct the CEO to engage with the Public Transport Authority requesting consideration towards introducing measures to increase fire access for fire crews along the railway corridor within the Shire of Bridgetown-	T Clynch	<b>April 2022</b> Not commenced <b>May 2022</b> Photographic evidence of need for fire mitigation works and mapping is being	<b>February 2023</b> The approach taken to date with Arc Infrastructure hasn't yielded any feedback therefore it is intended to write directly to the Public Transport Authority

Electors – Access to Rail Corridor	Greenbushes  2. Request the Public Transport Authority conduct a higher degree of fire mitigation works on railway reserves within the Shire of Bridgetown-Greenbushes.		prepared in order to support the requests to the PTA. <b>June 2022</b> A meeting has been held with a consultant acting for Arc Infrastructure about possible enhanced mitigation works on the railway reserve. <b>July 2022</b> No update since last report	(PTA) raising the issue of mitigation. The letter will include a request for PTA to engage with Arc Infrastructure on the issue.	
C.05/0422 Stanifer Street 40km/h Zone	That a request be submitted to Main Roads Western Australia seeking a reduction in the speed limit to 40km/h on Stanifer Street from just east of its intersection with George Street to just west of its intersection with Diorite Street with this reduced speed limit being in place until such time as the proposed heavy haulage access road between South Western Highway and the Talison Lithium Mine site is constructed and operational.	S Alexander	<b>May 2022</b> Traffic counter has been setup on Stanifer St and will record data for 2 weeks. <b>June 2022</b> Traffic counter data being processed for submittal to MRWA. <b>July 2022</b> Request submitted to MRWA <b>September 2022</b> No update since last month's report. <b>October 2022</b> Waiting for a decision from MRWA on the application. <b>November 2022</b> Waiting for a decision from MRWA on the application <b>December 2022</b> No update since last month's report <b>January 2023</b> Still awaiting decision from MRWA.	<b>February 2023</b> Contacted MRWA for an update. Waiting for a response.	
C.17/0422 Nairnup Road Land Acquisition	1. Direct the CEO to commence formal negotiations with the owners of Lot 7919 Tweed Road, Glenlynn, for the purchase of a 486 sq. m portion of this lot, for the purpose of creating a new alignment for a portion of Nairnup Road.  2. Note a further report be presented to Council on	S Alexander	<b>May 2022</b> Letter posted to land owners <b>June 2022</b> Awaiting response from land owners. <b>July 2022</b> Letter response period has expired with no response received.	<b>February 2023</b> Waiting on advice from the Department of Planning Lands and Heritage to inform the report. Report to be submitted to a future council meeting.	

	the conclusion of this negotiation.		<p><b>August 2022</b> No update since last month's report</p> <p><b>September 2022</b> No response received from property owners. Report scheduled for October council meeting to progress the matter.</p> <p><b>October 2022</b> Report to be presented to November Council meeting.</p> <p><b>November 2022</b> Currently confirming correct legal process with a view to begin compulsory land acquisition.</p> <p><b>December 2022</b> Some further issues require addressing prior to reporting back to Council. Report proposed to be presented to Council in January.</p> <p><b>January 2023</b> Report scheduled for February Council Meeting.</p>	
C.13/0522 Geegelup Mountain Bike Trail Network and Bridgetown Tourism App	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorse the recommendation from its Trails Development Advisory Committee to proceed with the planning of the Geegelup Mountain Bike Trail Network.</li> <li>2. Note the estimated cost of the planning of the Geegelup Mountain Bike Trail Network is \$50,000 (ex-GST).</li> <li>3. Accept the \$25,000 (ex GST) external funding from the Department of Local Government Sport and Cultural Industries to cover one-half the cost of planning the Geegelup Mountain Bike Trail Network to the point of detailed design.</li> <li>4. Fund its contribution to the planning of the Geegelup Mountain Bike Trail Network project</li> </ol>	M Richards	<p><b>May 2022</b> Consultant has been appointed.</p> <p><b>July 2022</b> Awaiting commencement of work by consultant.</p> <p><b>August 2022</b> A RFQ including project scope has been sent to three trail designers. Awaiting responses.</p> <p><b>September 2022</b> RFQs have been sent out to 3 of the reputable trail development organisations including 2 in the South West. We are waiting to receive response.</p> <p><b>October 2022</b> The three consultants have been in</p>	<p><b>February 2023</b> DBCA, Magic Dirt Trail Worx, representatives of the Bridgetown Mountain Bike and Cycling Club met to complete the first site visit and begin the auditing process. The consultants and DBCA identified a location to build 20km of marketable mountain bike trails in the Hester – the existing trails are mainly located on firebreaks and old DBCA road. The consultant suggested that the existing trails are not worth investing money into – sign and promote to local riding groups now. The 20km of new trail will bring visitors and will be marketable to mountain bike enthusiast.</p>

	<p>by transferring the sum of \$25,000 from the Trails Reserve.</p> <p>5. In light of Parts 1-4 above, approve a 2021/22 budget amendment by increasing the 'materials and components' allocation for Account 31RA (Local Community Trails &amp; Paths Projects) from \$23,243 to \$73,243.</p> <p>6. Note the results of the investigation into the development of a Shire specific Tourist App and determine not to proceed with this project at this time.</p> <p>7. Include the \$50,000 expenditure for the planning of the Geegelup Mountain Bike Trail Network in the financial summary pages of the new Corporate Business Plan 2022-26.</p>		<p>consultation with the Shire to discuss the RFQ with submissions expected to be received for consideration by the end of October.</p> <p><b>November 2022</b> RFQ's being assessed.</p> <p><b>December 2022</b> Magic Dirt Trailworx has been engaged to undertake the planning work associated with this project. An initial meeting to discuss the job is planned before the end of December 2022.</p> <p><b>January 2023</b> Organising initial meeting as consultants were unable to make a time prior to the Christmas break.</p>	
<p>C.09/0622 (Parts 3-5) Review of Finance Policies</p>	<p>That with respect to Section 3 (Finance) of the Policy Manual Council:</p> <p>3. Note that a separate review of Policy F.1 (Community Grants, Service Agreements, Donations and Contributions) and Policy F.9 (Service Agreements for community Service Providers) is to occur with both policies being incorporated into a new single policy.</p> <p>4. Note that a separate review of Policy F.6 (Purchasing Policy) and Policy F.14 (Buy Local Policy) is to occur with both policies being incorporated into a new single policy.</p> <p>5. Note that separate reviews of the following policies is to occur:</p> <ul style="list-style-type: none"> <li>•Policy F.7 (Reporting Forecast Budget Variations Policy)</li> <li>•Policy F.15 (Asset Management)</li> <li>•Policy F.18 (Self-Supporting Loans to Shire Community/Sporting Groups)</li> <li>•Policy F.19 (Assets Financing and Borrowings)</li> </ul>	T Clynych	<p><b>July 2022</b> Preliminary work has been undertaken on a proposed new Budget Management policy to replace the existing policy F.7 (Reporting Forecast Budget Variations). The proposed policy parameters will be considered by the Audit Committee at its next meeting.</p> <p><b>August 2022</b> No update since last month's report.</p> <p><b>September 2022</b> The Audit Committee considered parameters for a new budget management policy. A draft Budget Management Policy will be included in the November agenda. This policy will replace Council's current policy F.6 Reporting Forecast Budget Variations Policy.</p> <p><b>October 2022</b> Report to Council scheduled for November.</p> <p><b>November 2022</b></p>	<p><b>February 2023</b> No update since last month's report</p>



	•Policy F.21 (Risk Management)		<p>Budget Management Policy to be presented to Council In December. Other policies to be progressed in time.</p> <p><b>December 2022</b></p> <p>Budget Management Policy included in December Council agenda.</p> <p><b>January 2023</b></p> <p>Due to other priorities in finance area the standalone review of nominated policies hasn't commenced. Also awaiting updates from DLGSC on ratio reporting before review of Policies F.15 and F.19 can occur.</p>	
C.11/0622 Verge Information Sheet	<p>That the decision to prepare a Verge Information Sheet made by Council on 26 May 2022 be revised as follows;</p> <ol style="list-style-type: none"> <li>1. The current Council Policies on Street trees, Crossovers and Verge development be reviewed as a matter of priority.</li> <li>2. On completion of the reviews referred to above, a series of Verge Information Sheets be prepared relating to the various aspects of verge management (including but not limited to the matters referred to in the decision of 26 May 2022) for the purpose of providing clear information to residents.</li> </ol>	P St John	<p><b>July 2022</b></p> <p>Internal review of current policies has commenced.</p> <p><b>August 2022</b></p> <p>No update since last report.</p> <p><b>September 2022</b></p> <p>Further report scheduled for the October council meeting.</p> <p><b>October 2022</b></p> <p>This is planned to be presented to Council in November 2022.</p> <p><b>November 2022</b></p> <p>Some further discussion regarding the directions of the proposed policy were held at the November Concept Forum with the intent being to submit a draft policy to the December Council meeting.</p> <p><b>December 2022</b></p> <p>The draft Verge Management Policy has been completed but has to be considered in the context of the planned levels of service review for parks maintenance.</p> <p>Further discussion on verge management issues is scheduled for the January Concept Forum.</p>	<p><b>February 2023</b></p> <p>Refer item in February Council agenda relating to a new verge policy.</p>

			<p><b>January 2023</b> Discussion occurred at January Concept Forum. Draft policy to be presented to February Council meeting.</p>		
<p>C.10/0722 4 Review of Local Planning Schemes 3 and 4</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Approve the Report of Review of Local Planning Schemes 3 and 4 as shown in Attachment 9 in accordance with Regulation 66(3) of the Planning and Development (Local Planning Schemes) Regulations 2015.</li> <li>2. Restate its position of September 2017 that Local Planning Scheme No 3 and No 4 be replaced by a single, consolidated new Local Planning Scheme No 6 encompassing all of the land within the Shire of Bridgetown-Greenbushes municipal boundary.</li> <li>3. Decide that the preparation of Local Planning Scheme 6 will be a 3 stage process involving the following; Stage 1 – Preparation, adoption and completion of a new Local Planning Scheme No 6 text and maps as a simplification and administrative update of the current Schemes, with a focus on combining the two operational Schemes in a manner consistent with the Model Scheme Text and the Deemed Provisions. At this first stage, the scope of the new Scheme will be limited to include consideration of only such changes as are required by law or WA Planning Commission policy, and are necessary to enable the Schemes to be combined and updated, as listed below: <ul style="list-style-type: none"> <li>(a) Remove provisions inconsistent with the Model Provisions and the Deemed Provisions as prescribed in the Planning and Development (Local Planning Schemes) Regulations 2015.</li> <li>(b) Restructure the scheme to follow the format of the Model Scheme Text.</li> </ul> </li> </ol>	P St John	<p><b>August 2022</b> Nothing to report since last month.</p> <p><b>September 2022</b> Yet to receive response from the WAPC.</p> <p><b>October 2022</b> The WAPC has approved the approach proposed by the Council in July. The first stage of the scheme review is now progressing and a draft is expected to be completed by Dec 2022 – Jan 2023.</p> <p><b>November 2022</b> Discussion occurred at the November Concept Forum. A Council Workshop will be held in January.</p> <p><b>December 2022</b> A council workshop is to be held in January to discuss the review process.</p> <p><b>January 2023</b> Council workshop scheduled for 19.1.23. Stage 1 review report to be presented to February Council meeting.</p>	<p><b>February 2023</b> Refer item in February Council agenda.</p>	√

	<p>(c) Zone land according to the model land use zones and reserves and their corresponding objectives, as set out in the Model Scheme Text, as much on a like for like basis as is possible. In particular, this includes:</p> <ul style="list-style-type: none"> <li>i. change of existing Special Residential (generally 2,000-4,000m<sup>2</sup>) zones to Residential (R2.5 to 5) to reflect the minimum lot sizes set out in Schemes 3 and 4, also zone in a manner consistent with the Regulations, and in the WAPC position statement of May 2021 in regard to the Special Residential zone; and</li> <li>ii. existing Special Rural (generally 1 to 4ha) estates, to be rezoned Rural Residential (1 to 4 ha), to reflect the minimum lot sizes set out in Schemes 3 and 4.</li> </ul> <p>(d) Rural zoned land in the Bridgetown townsite, subdivided to 1 to 4 ha, with a rural residential character and land use, to be rezoned to Rural Residential with a minimum lot size to match the prevailing lot size.</p> <p>(e) In the zoning table of the scheme and in Part 6 (clause 37) apply model land use definitions set out in the Model Scheme Text, which will generally be a like for like conversion.</p> <p>(f) Existing development control provisions will be carried over to the new scheme.</p> <p>(g) Existing site specific development control provisions will be carried over in the new scheme text excepting where:</p> <ul style="list-style-type: none"> <li>i. they set out provisions for the subdivision of the land and the subdivision has been completed;</li> </ul>				
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	<ul style="list-style-type: none"> <li>ii. the issues they deal with can be incorporated into generic scheme provisions; or</li> <li>iii. they have been overtaken by matters covered under other legislation, that has been introduced after Schemes 3 and 4 were gazetted in the 1980's.</li> </ul> <p>(h) Inclusion of provisions for development that does not requiring planning approval, in addition to those exemptions already required by the deemed provisions.</p> <p>Stage 2 – Progression and finalisation of the Local Planning Strategy in accordance with Part 3 of the Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>Stage 3 – Preparation of a series of logically grouped planning amendments to Local Planning Scheme 6 to enable the implementation of the Local Planning Strategy.</p> <p>4. Recommend to the WA Planning Commission that the new scheme text and maps can be finalised prior to the completion of the Local Planning Strategy, with the 3 stages of this process, to some extent, overlapping with each other.</p> <p>5. Note that although the intent of the Stage 1 is an administrative update and simplification of the existing Local Planning Schemes, it is likely that some new provisions will result in changes to the level of regulatory control and possible planning outcomes. In order that the implications of these can be properly considered, the officer report on the draft Local Planning Scheme No 6 (Stage 1) shall specifically identify where the new and consolidated provisions may change the level of</p>			
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	regulatory control and possible planning outcomes, in order to enable their specific consideration as part of the overall consideration of the draft Scheme.			
C.12/0722 Greenbushes Community Bus Pilot Program	That Council endorses the return of the Council funded fortnightly Greenbushes Bus Service to Bridgetown for a trial period of 3 months.	M Richards	<p><b>August 2022</b> Planning for recommencement of the bus service is occurring.</p> <p><b>September 2022</b> This will begin in October once the bus driver is available.</p> <p><b>October 2022</b> The 3 month trial period began on the 13 October with the first bus run from Greenbushes attracting 2 Greenbushes residents.</p> <p><b>November 2022</b> Trial in progress.</p> <p><b>December 2022</b> Trial still occurring, however Gabriel was unable to attend the December run.</p> <p><b>January 2023</b> Trial still ongoing.</p>	<p><b>February 2023</b> The final Greenbush Bus Run of the trial will occur this month and a report will be provided to Council at the March Council meeting.</p>
C.13/0922 Standardised Acknowledgement of Country	3. Request the CEO to investigate the design, cost and method of installing a visual Acknowledgement of Country to be included on the main glass entrance doors of the Bridgetown Leisure Centre and the Bridgetown Library, the glass door of the customer support area of the administration building, and appropriately at the Visitor Centre, with a report back to Council.	M Richards	<p><b>October 2022</b> Council supported the recommendation to investigate a method for including a visual Acknowledgement of Country on the entrance doors of the Library, Leisure Centre, Visitor Centre and the doors to the customer service area of the administration building.</p> <p><b>November 2022</b> Discussions with prospective contractors occurring.</p> <p><b>December 2022</b> No update since last month.</p>	<p><b>February 2023</b> No update since last month</p>

C.02/1022 Proposed Amendment to Local Law Relating to Fencing	That Council give local public notice of its intention to make a Shire of Bridgetown-Greenbushes Amendment Local Law Relating to Fencing 2022 as contained in Attachment 1 and also give notice of this intention to the Minister responsible for Local Government. The purpose of the Shire of Bridgetown-Greenbushes Amendment Local Law Relating to Fencing 2022 is to introduce new requirements for licensing of an electrified fence on a commercial or industrial lot and the effect is that any electrified fence on a commercial or industrial lot is to be located on the property side of the fence, and behind a sufficient fence.	N Price	<p><b>November 2022</b> No update since last report.</p> <p><b>January 2023</b> Item being presented to January 2023 Council meeting</p>	<p><b>February 2023</b> Item presented to Council meeting 25/1/23. Public advertising commenced 15/2/23 and closes 31/3/23.</p>	
C.08/1022 Speed Limit – Whittells Road	That Council request the Chief Executive Officer submit an application to Main Roads Western Australia seeking the introduction of a 60kph speed zone on Whittells Road from Railway Terrace to Sunridge Drive.	S Alexander	<p><b>November 2022</b> Yet to be actioned. Application is planned to be submitted by the end of November.</p> <p><b>December 2022</b> MRWA needs to look at the surrounding roads and consider if they should also be speed zoned. Site visit booked for Thursday 8<sup>th</sup> December to access this.</p> <p><b>January 2023</b> MRWA performed a site visit in December. Now awaiting feedback from MRWA.</p>	<p><b>February 2023</b> Waiting for MRWA decision.</p>	

<p>C.09/1022 Cultural Inclusion Advisory Committee Recommendations</p>	<p>3. Agree, in principle, to the dual naming of the Blackwood River to include the Aboriginal name – Goorbilyup</p> <p>4. Progress the dual naming process by agreeing to;</p> <p>a) Consult with each of the Shires along the Blackwood River (West Arthur, Boyup Brook, Nannup and Augusta Margaret River).</p> <p>b) Consult with the Aboriginal Elders representing each of the language groups located along the Blackwood River (Wadandi, Pibulmun, Kaneang and possibly Willman)</p> <p>c) Consult with the Aboriginal Corporations representing each of the language groups along the Blackwood River if required</p> <p>5. Present back to Council for final determination</p>	<p>M Richards</p>	<p><b>November 2022</b> Implementation of this resolution has been delayed by other work priorities for the relevant officer but will be actioned in December.</p> <p><b>December 2022</b> Letters prepared to other local governments regarding dual naming of Blackwood River.</p> <p><b>January 2023</b> Letters were sent in December 2022 to each of the Shire CEO's along the Blackwood River. Officers are waiting to receive responses. The local Aboriginal Elder has been engaging with other Elders across the region regarding the dual naming of the Blackwood River.</p>	<p><b>February 2023</b> Acknowledgements received from Shires of West Arthur and Augusta Margaret River noting that their formal consideration will occur by the end of February with responses to be provided shortly thereafter.</p>	
<p>C.02/1122 Petition – Greenbushes Depot and Worker</p>	<p>That Council;</p> <p>1. Receive the petition</p> <p>2. Note its intent to review parks and gardens service levels and this will include an assessment of the service levels for the Greenbushes locality and an assessment of employee resources to achieve those service levels</p> <p>3. Note that the placement of staff such as locality and facility is an operational responsibility of the Chief Executive Officer and not a decision of the Council</p> <p>4. Note the intent of the Chief Executive Officer to investigate the advantages and disadvantages of establishing a sub-works depot at Greenbushes as part of the planning for redevelopment of the Shire Depot buildings that were destroyed in the February 2022 bushfire.</p>	<p>T Clynych</p>	<p><b>January 2023</b> Work on reviewing parks and gardens service levels has commenced.</p>	<p><b>February 2023</b> Work on reviewing parks and gardens service levels is progressing.</p>	
<p>C.03/1122 Review of Infrastructure Policies</p>	<p>That with respect to Section 4 (Infrastructure) of the Policy Manual, Council:</p> <p>1. Endorse the following Policies with modifications as shown in Attachment 2:</p> <ul style="list-style-type: none"> <li>• Policy I.2 (Provision of Roads and Associated</li> </ul>	<p>S Alexander</p>	<p><b>January 2023</b> Standalone review of Policies I.1, I.4, I.7 and I.8 are yet to commence.</p>	<p><b>February 2023</b> No change since last report.</p>	

	<p>Civil Works for Subdivisions and Developments)</p> <ul style="list-style-type: none"> <li>• Policy I.5 (Road Resumptions)</li> <li>• Policy I.6 (Exploration Drilling on Shire Roads and Reserves)</li> <li>• Policy I.9 (Private Works Plant and Equipment Accessed by Shire Staff)</li> <li>• Policy I.13 (Gravel Road Development &amp; Maintenance)</li> <li>• Policy I.14 (Restricted Access Vehicles – Applications for Council Support)</li> <li>• Policy I.15 (Lawn Cemetery – Reservation of Grave Sites)</li> <li>• Policy I.17 (Pesticides Spraying)</li> <li>• Policy I.19 (Gravel Procurement)</li> </ul> <p>2. Note that review of Policy I.1 (Street Trees), Policy I.4 (Road Verge, Policy), I.7 (Crossovers), and Policy I.8 (Temporary Closure of a Road for an Event) are deferred for standalone process due to the scope of changes required</p> <p>3. Note and retain all other policies without modification.</p>				
<p>C.04/1122 Review of Policy Manual Section 9 – Other</p>	<p>That with respect to Section 9 (Other) of the Policy Manual, Council:</p> <p>1. Endorse the following Policies with minor modifications as shown in Attachment 3:</p> <ul style="list-style-type: none"> <li>• O.1 Vandalism</li> <li>• O.2 Policy for Allowing Functions in Shire Reserves or Parks</li> <li>• O.3 Procedures for Adopting New Sites/Properties for Inclusion in the Municipal Inventory</li> <li>• O.5 Provision of Refreshments to Firefighters by Incident Controller</li> <li>• O.14 Australia Day Events</li> </ul> <p>2. Revoke Policy O.7 (Genetically Modified Organism (GMO) Free Zone) and renumber all policies accordingly</p>	T Clynych	<p><b>January 2023</b></p> <p>Review of Policy O.8 will occur after completion of a 'review of visitor servicing' currently being undertaken. Review of Policies O.9, O.11 and O.15 is currently being considered by a sub-group of fire control officers.</p>	<p><b>February 2023</b></p> <p>No change since last report.</p>	



	<p>3. Note and retain all other policies without modification</p> <p>4. Note that the following policies will be subject to standalone review in 2022/23:</p> <ul style="list-style-type: none"> <li>• O.8 Bridgetown-Greenbushes Visitor Centre Membership</li> <li>• O.9 Bush Fire Brigade Personal Protective Equipment</li> <li>• O.11 Use of Chainsaws by Bush Fire Brigades</li> <li>• O.15 Fire Protection – Shire or Brigade Owned Fire Fighting Appliances.</li> </ul>				
C.08/1122 Land Untidy – Lot 69, 38 Warner Street Hester	<p>That Council;</p> <p>1. Instruct the CEO to take legal action against the owner of Lot 69, 38 Warner Street Hester in accordance with Section 3.25 of the Local Government Act to remedy that the subject land is untidy; and</p> <p>2. Authorise the CEO to engage a solicitor to prepare legal documents and represent the local government in court.</p>	L Guthridge	<p><b>January 2023</b></p> <p>Contact has been made with the property owner and some clean-up work has commenced by that owner.</p>	<p><b>February 2023</b></p> <p>Progress for clean-up is slow. Staff will activate legal action if clean up not resolved by the end of February 2023</p>	
C.13/1122 Trails Masterplan	<p>That Council;</p> <p>1. Note the draft Trails Masterplan 2022-2027 as shown in Attachment 11</p> <p>2. Authorise the CEO to seek community comment on the document for a period of 6 weeks prior to formal endorsement.</p>	M Richards	<p><b>January 2023</b></p> <p>The Plan remains open for community comment until 20 Jan 2023. The Plan and community comments will return for Council endorsement at the February Council meeting.</p>	<p><b>February 2023</b></p> <p>Report going to Council this month.</p>	

<p>C.14/1222 Amendment No 71 to Town Planning Scheme No 4 – Proposed Additional Use – Motor Vehicle Repairs – Lot 48 (37) Jephson Street Greenbushes</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Resolve to initiate and advertise Amendment No. 71 to the Shire of Bridgetown- Greenbushes Town Planning Scheme No. 4 to include “Additional Use A7” into ‘Schedule 4 Additional Uses’ to make Motor Vehicle Repair Station a discretionary use on Lot 48 Jephson Street, Greenbushes and amend the Scheme Map accordingly</li> <li>2. Instruct the CEO to prepare amendment documents for Amendment No. 71 to the Shire of Bridgetown-Greenbushes Town Planning Scheme No. 4</li> <li>3. When the amendment is advertised, in addition to the other forms of advertising, a notification letter be sent to all owners and occupiers of properties falling within a 200 metre radius of the boundary of the subject land</li> <li>4. Determine that the amendment is a “Standard Amendment” pursuant to Part 5, Division 1, 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 as the Amendment is not a complex or basic amendment for the reason that the Amendment that would have minimal impact on land in the scheme area that is not the subject of the Amendment and does not result in any significant environmental, social, economic or governance impacts on land in the scheme area, on the basis that the additional use being proposed is one that can be considered at the Council’s discretion.</li> </ol>	<p>L Guthridge</p>	<p><b>December 2022</b> Amendment documents referred to the EPA for assessment in accordance with Section 48A of the EP Act.</p> <p><b>January 2023</b> EPA confirmed that additional information required to enable the EPA to assess the Amendment relating to impacts of the proposal on social surrounds and inland waters given the nature of the land use proposal subject of the amendment.</p>	<p><b>February 2023</b> The EPA has confirmed that it will not formally assess the Amendment. Shire staff to commence the advertising process.</p>	
<p>C.16/1222 Land Untidy – Lot 32, 12 Connell Street Hester</p>	<p>That Council authorise the CEO to;</p> <ol style="list-style-type: none"> <li>1. Serve notice in accordance with the Local Government Act 1995 to clean up and remediate Lot 32, 12 Connell Street Hester from all miscellaneous building debris contaminated by asbestos containing material resulting from fire</li> <li>2. In the event that the notice is not complied with, take all necessary steps to ensure that clean up and remediation of Lot 32, 12 Connell Street Hester is undertaken</li> </ol>	<p>L Guthridge</p>	<p><b>January 2023</b> The owner will be contacted to explain the process of legal action if the owner does not clean up property.</p> <p>The Shire recently arranged for airborne asbestos monitoring at the site (results pending) to get a gauge of the health risk for people living in the area.</p>	<p><b>February 2023</b> Attempts to contact the owner via phone and site visit has been unsuccessful. Formal letter will be prepared to invite the owner to discuss options with Shire staff.</p> <p>Airborne testing for asbestos has concluded and the results reveal a very low risk to human health and are below</p>	

	3. Recover all costs from the owner incurred by the Local Government in executing part 2 of this resolution.			the limits of reporting (LOR)	
C.17/1222 Greenbushes Youth Precinct Concept Design	That Council; 1. Adopt the Greenbushes Youth Precinct Concept Design Report 2022 2. Having regard to funding timelines split the Greenbushes Youth Precinct project into two stages; a. Stage 1 - the skate park, court, shelter and landscaping b. Stage 2 - the pump track 3. Note the CEO will submit a Lotterywest funding application to cover the costs associated with the construction of Stage 2 of the Greenbushes Youth Precinct project 4. Note the CEO will be calling tenders for the design of the whole project and construction of Stage 1 of the project.	M Richards	<b>January 2023</b> A 'design and construct' procurement proposal document has been prepared. As skate park/pump track construction is a specialist area the procurement is being run through WALGA's preferred supplier panel system rather than a request for tender process. This will save time in the procurement process and will allow the Shire to focus solely on pre-qualified specialists in this field. Subject to quotes being received Council could consider awarding the contract at a special meeting proposed on 9 February	<b>February 2023</b> Council, at a special meeting held on 9.2.23 resolved to accept a proposal from Skate Sculpture.	√
C.11/0123 Public Open Space Strategy	1. The Corporate Business Plan project named as 'Playground Strategy' be renamed as 'Parks Facilities Plan' 2. Council note the methodology and outcomes of the project as contained in Attachment 10.	P St John		<b>February 2023</b> Not actioned yet.	
SpC.01/0223 Chief Executive Officer Recruitment Process	That Council: 1. Notes that the contract of employment for the Chief Executive Officer Mr Tim Clynch expires on 4 January 2024 2. Notes that as Mr Clynch has served in the position of Chief Executive Officer for a period of more than 10 years Council is required under Schedule 2 (Model standards for CEO recruitment, performance and termination) of the Local Government (Administration) Regulations 1996 to carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of Mr Clynch's contract of employment 3. Resolves to commence the Chief Executive			<b>February 2023</b> EOI for independent person to be a member of CEO Recruitment Committee currently in progress. EOI for HR/recruitment firms to submit proposals also in progress.	

	<p>Recruitment Process from February 2023</p> <ol style="list-style-type: none"> <li>4. Establishes a CEO Recruitment Committee</li> <li>5. Determines the number of councillors to be members of the CEO Recruitment Committee to be 9 (being all councillors) and appoints that number of councillors as members. Furthermore Council appoints the Shire President Cr Mountford as Presiding Member and the Deputy President Cr Mahoney as Deputy Presiding Member</li> <li>6. Approves the Instrument of Appointment for the CEO Recruitment Committee as per Attachment 3, incorporating the number of councillor representatives resolved in Part 5</li> <li>7. Call for expressions of interest from members of the Shire of Bridgetown-Greenbushes community to nominate for the position of independent person position on the CEO Recruitment Committee. The nomination form for persons seeking the position of independent person is to include the selection criteria contained in Attachment 4 with the closing date for receipt of nominations to be 5.00pm, Monday 27 February 2023</li> <li>8. Endorses the scope (as contained in Attachment 5) for the CEO recruitment process subject to the following task being added - "include performing reference checks". Council authorises the CEO's nominated officer to forward the scope to the following human resource consultancy firms seeking a quote/proposal to undertake the work specified in the scope in assisting the CEO Recruitment Committee with the recruitment and selection processes: <ul style="list-style-type: none"> <li>o Gerard Daniels</li> <li>o Beilby Downing Teal</li> <li>o Mills Recruitment</li> <li>o Leading Roles</li> <li>o LO-GO Appointments</li> <li>o Ohura Consulting</li> <li>o Lester Blades</li> <li>o Price Consulting Group</li> </ul> </li> </ol>				
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	<ul style="list-style-type: none"> <li>○ Hunter Executive</li> </ul> <p>Furthermore that the CEO's nominated officer advertise for expressions of interest in 'The West Australian' to enable other recruitment consultants to consider submitting a proposal</p> <p>9. Notes that the selection of the human resource consultant will be a decision of Council with the associated expenditure to be addressed in the mid-year budget review.</p>				
SpC.02/0223 RFT01 - 22/23 Design and Construct of Greenbushes Car Park	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Award Tender RFT01 – 22/23 'Design and Construct of Greenbushes Car Park' to BCP Contractors Pty Ltd (ABN: 24 602 859 405) and authorises the Chief Executive Officer to finalise and execute a contract to complete the works in accordance with BCP Contractors Pty Ltd's tender, inclusive of both separable portions A and B (with Separable Portion B subject to PTA approval of the design to the satisfaction of the Shire) for the lump sum price of \$568,420.57 (ex. GST).</li> <li>2. Amend its 2022/23 budget as follows: <ol style="list-style-type: none"> <li>i. Transfer an amount of \$51,864 from the Strategic Projects Reserve to fund the additional expenditure of the Greenbushes CBD Parking &amp; Safety Enhancement Project.</li> <li>ii. Expenditure Account 1410040 Job No. CP05 'Major Strategic Project Greenbushes CBD Parking &amp; Safety Enhancement Project' – increase by \$57,624 from \$610,796 to \$668,420.</li> <li>iii. Income Account 1414130 'Car Park Grants &amp; Contributions' – increase by \$7,760 from \$605,282 to \$613,042.</li> </ol> </li> </ol>	T Clynch		<b>February 2023</b> Contract being prepared for BCP Contractors Pty Ltd.	
SpC.03/0223 Greenbushes Youth Precinct Detailed Design and Construct RFQ Acceptance	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Accept the proposal from Skate Sculpture dated 1 February 2023 for the detailed design and construction of elements of the Greenbushes Youth Precinct (stage 1) including Skate Park, Quarter Basketball Court, Shelter and Outdoor</li> </ol>	M Richards			

	<p>Furniture in accordance with the Greenbushes Youth Precinct Plan and Report for the contract value of \$483,104.70</p> <p>2. Authorise the Chief Executive Officer to negotiate cost elements of the contract as long as the total value of the contract does not exceed \$483,105 Amend the 2022/23 budget by;</p> <ul style="list-style-type: none"> <li>i. increasing the expenditure allocation of Job No. 22IN 'Major Strategic Project – Greenbushes Youth Precinct' by \$33,105, from \$450,000 to \$483,105</li> <li>ii. increasing income in account 1344530.92 'Other Recreation and Sport Contributions/Reimbursements' by \$160,000 from \$191,564 to \$351,564</li> <li>iii. decreasing income in account 1344230.65 'Other Recreation and Sport Grants' by \$125,000 from \$283,164 to \$158,164</li> </ul> <p>3. Determine that, in the event that a third party contribution of less than \$160,000 is received for this project by 31 March 2023, that the funding shortfall be allocated from the Strategic Projects Reserve, and that a formal budget amendment report to ratify this will be prepared at that time should this be necessary</p> <p>4. Transfer an amount up to \$35,000 from the Strategic Projects Reserve to fund contingency and project management costs for Stage 1 of the project.</p>				
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## DELEGATION REGISTER

Council to  
Chief Executive Officer and Other Officers

Reviewed on 29 November 2007  
Amended on 28 February 2008

Amended on 26 June 2008 Reviewed &  
Amended on 25 September 2008 Reviewed & Amended on 24  
September 2009 Reviewed & Amended on 25 November 2010  
Reviewed on 24 November 2011

Amended on 29 March 2012  
Amended 25 October 2012

Reviewed on 29 November 2012

Reviewed on 28 November 2013 Reviewed &  
Amended on 27 November 2014 Reviewed & Amended on 26  
November 2015

Reviewed November 2016 Reviewed &  
Amended on 30 November 2017

Amended 29 March 2018 Reviewed &  
Amended on 29 November 2018 Reviewed & Amended on 29  
November 2019 Reviewed & Amended on 23 September 2020

Reviewed & Amended on 25 November 2021



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## Introduction

Section 5.42 of the *Local Government Act 1995* (the Act) allows for a local government to delegate to the Chief Executive Officer (CEO) the exercise of any of its powers or the discharge of any of its duties under the Act (other than those under s5.43). The local government may also delegate the exercise of any of its powers to Committees pursuant to section 5.16, other than those under Section 5.17(1).

Section 5.44 of the Act provides for the CEO to delegate any of his or her powers to another employee, this must be done in writing. The Act also allows for the CEO to place conditions on any delegations that he or she has delegated. These powers or duties cannot, however, be further sub-delegated. These powers or duties are delegated to assist with improving the time taken to make decisions and are made within the constraints allowed by the relevant legislation. This is consistent with our commitment to a strong customer service focus.

The Department of Local Government & Communities Guideline No.17 – Delegations, establishes the principal issue in determining whether a statutory function or duty is suitable for 'acting through' that being - where the statute provides no discretion in carrying out a function or duty, then the function or duty may be undertaken through the 'acting through' concept.

Conversely, where the statute allows for discretion on the part of the decision maker, then the function must either be delegated or a person authorised, or a policy implemented, that provides sufficient control for another person to have that authority and fulfil the function or duty.

The purpose of this register is to ensure a record is kept of those powers or duties that have been delegated to ensure accountability and to meet the requirements of Section 5.46 of the Act. This register is a public document that contains 'Instruments of Delegation' that detail the function being delegated and the relevant statutory reference which is the source of power for the exercise of that function.


Without limiting the effect of sections 58 and 59 of the *Interpretation Act 1984*, these delegations, made under the Act have effect for the period of time specified in the delegation or where no period has been specified, indefinitely. Any decision to amend or revoke these delegations by a local government is to be by an absolute majority.

This register of delegated authority will be reviewed in accordance with the Act on an annual basis.

## Corporate Management

<b>Delegation</b>	<del>A-11CM.1</del> - Authorising and Affixing of the Common Seal
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> <a href="#">s.9.49A(1)(2)(3) – Execution of documents</a>
<b>Function</b>	<p>The CEO is delegated a Authority to authorise the affixing of the Common Seal of the Shire of Bridgetown-Greenbushes to a document that requires the Common Seal to be legally effective. Documents are to be in one or more of the following categories:</p> <ol style="list-style-type: none"> <li>1. Documents required to satisfy conditions of subdivision and/or development approval;</li> <li>2. Documents required to effect the transfer of land;</li> <li>3. Documents required to secure the repayment of a loan granted by the Shire, a loan granted to the Shire by a third party and/or to secure the pre-funding of infrastructure works by the Shire;</li> <li>4. Documents required to effect the grant of leasehold interests in the land either by the Shire to a third party or by a third party to the Shire;</li> <li>5. Documents required to effect the grant of a licence either by the Shire to a third party or by a third party to the Shire;</li> <li>6. Documents required to effect the subdivision of land, including the strata titling of land;</li> <li>7. Documents which are capable of registration and/or lodgment at Landgate (WA Land Titles office); and</li> <li>8. Documents necessary or appropriate to enable the CEO to carry out his functions under any written law.</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	The document must not be inconsistent with a Council policy or resolution.
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Register of Seals

## Council Properties

<b>Delegation</b>	 CP.1 – Transfer of Land Documentation
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s.9.49A Execution of documents
<b>Function</b>	Where a Council resolution has occurred for the purchase of land, the CEO is authorised to endorse transfer of land documentation.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><a href="#">AACP 2</a> - Disposal of Surplus Equipment, Materials, Tools, Etc</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995 (Section 3.58 and 5.42)</a>  <a href="#">Local Government Act 1995</a> <a href="#">s.3.58 (2)(3) Disposing of property</a> <a href="#">Local Government (Functions and General) Regulations 1996</a> <a href="#">r.30 Dispositions of property excluded from Act</a>
<b>Function</b>	<del>The CEO is delegated a</del> Authority to sell, by calling for expressions of interest, auction, or any other fair means, items of surplus equipment, materials, tools, etc., which are no longer required, or are no longer serviceable.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	This delegation applies only to items with an estimated value of less than \$2,000 each.
<b>Adoption date</b>	27 November 2014 (C.12/1114)
<b>Variation date</b>	30 November 2017 (C.18/1117)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>CP.3 – Administration of Leases and Licences</b>
<b>Delegator</b>	<u>Council</u>
<b>Express power to delegate</b>	<u>Local Government Act 1995</u> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CE
<b>Express power or duty delegated</b>	<u>Local Government Act 1995</u> s3.18 - Performing executive functions. s9.49A(4) - Execution of documents
<b>Function</b>	<u>Authority to exercise all rights available and duties incumbent on the Shire under any lease or licence agreement, providing it doesn't alter the intent of the documentation.</u>
<b>Delegate</b>	<u>Chief Executive Officer</u>
<b>Council conditions</b>	<u>Nil</u>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	<u>Delegated Authority Action Sheet</u>

Commented [NP1]: New delegation



## Development and Building Controls

Delegation	DBC.1 - Building and Demolition Permits	
<b>Delegator</b>	Council	
<b>Express power to delegate</b>	Building Act 2011 s.127(1) & (3) Delegation: special permit authorities and local government	
<b>Express power or duty delegated</b>	<p><i>Building Act 2011</i> s.18 Further Information s.20 Grant of building permit s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit</p> <p><i>Building Regulations 2012</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))</p>	
<b>Function</b>	<p><del>Council delegates its authority and powers to the Council's Registered Building Surveyor(s) the capacity</del> to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act and Building Regulations: Note in this delegation "building permit" includes "demolition permit".</p>	
	<i>Building Act 2011</i>	
	Section 18	Request to the applicant to provide further information required for determination of the building permit or demolition permit application
	Section 20	Authority to grant or refuse to grant building permits
	Section 21	Authority to grant or refuse to grant demolition permits
	Section 22	<p>Authority to refuse to grant building permits or demolition permits if:</p> <ol style="list-style-type: none"> <li>1. There appears to be an error in the information provided for the application or in a document that accompanied the application; or</li> <li>2. If an application is inconsistent with:               <ol style="list-style-type: none"> <li>(a) A function that the Permit Authority has under written law; or</li> <li>(b) An agreement between the Permit Authority and the applicant.</li> </ol> </li> </ol>
	Section 27	Authority to impose, vary or revoke conditions on a building permit or demolition permit

	Section 32	Extend the time during which permit has effect
	<i>Building Regulations 2012</i>	
	Reg. 23 Reg. 24	Authority to determine an application (including the imposition of new conditions) to extend time during which a building permit or demolition permit has effect subject to being satisfied that work for which the building permit was granted has not been completed or the extension is necessary to allow rectification of defects of works for which the permit was granted.
	Reg. 26	Authority to approve or refuse to approve an application for a new responsible person for a building permit or demolition permit.
<b>Delegate</b>	<del>Building Surveyor</del> Chief Executive Officer	
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>	
<b>Adoption date</b>		
<b>Variation date</b>	28 November 2013 (C.16/1113)	
<b>Record keeping</b>	Individual Building Permit Files	

**Commented [NP2]:** This has been done on the basis that should we have no Building Surveyor then some of duties can still be carried out without having to go to Council.

<b>Delegation</b>	<b>4-108C.2 - Occupancy Permits or Building Approval Certificates</b>	
<b>Delegator</b>	Council	
<b>Express power to delegate</b>	<a href="#">Building Act 2011</a> <a href="#">s.127(1) &amp; (3) Delegation: special permit authorities and local government</a>	
<b>Express power or duty delegated</b>	<a href="#">Building Act 2011 and Building Regulations 2012</a> <a href="#">Building Act 2011</a> <a href="#">s.55 Further information</a> <a href="#">s.58 Grant of occupancy permit, building approval certificate</a> <a href="#">s.62(1) and (3) Conditions imposed by permit authority</a> <a href="#">s.65(4) Extension of period of duration</a>  <a href="#">Building Regulations 2012</a> <a href="#">r.40 Extension of period of duration of time limited occupancy permit or building approval certificate</a>	
<b>Function</b>	Council delegates its authority and powers to the Council's Registered Building Surveyor(s) the capacity to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act and Building Regulations:	
	<i>Building Act 2011</i>	
	Section 55	Request to the applicant to provide further information required for determination of the application
	Section 58	Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate
	Section 62	Authority to impose, add, vary or revoke conditions on an occupancy permit
	Section 65	Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect
	<i>Building Regulations 2012</i>	
Reg. 40	Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect	
<b>Delegate</b>	<del>Building Surveyor</del> <a href="#">Chief Executive Officer</a>	
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>	
<b>Adoption date</b>		
<b>Variation date</b>		

**Record keeping**

Individual Building Permit Files

<b>Delegation</b>	<b><u><a href="#">N-308C.3 – Building Orders</a></u></b>	
<b>Delegator</b>	Council	
<b>Express power to delegate</b>	<u><a href="#">Building Act 2011 s.127(1) &amp; (3) Delegation: special permit authorities and local government</a></u>	
<b>Express power or duty delegated</b>	<u><a href="#">Building Act 2011 and Building Regulations 2012</a></u> <u><a href="#">Building Act 2011 s.110(1) A permit authority may make a building order</a></u> <u><a href="#">s.111(1) Notice of proposed building order other than building order (emergency)</a></u> <u><a href="#">s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect</a></u> <u><a href="#">s.118(2) and (3) Permit authority may give effect to building order if non-compliance</a></u> <u><a href="#">s.133(1) A permit authority may commence a prosecution for an offence against this Act</a></u>	
<b>Function</b>	<del>Council delegates its authority and powers to the Council's Registered Building Surveyors the capacity to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act and Building Regulations:</del>	
	Authority and power to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act:	
	Section 110	Authority to make building orders in relation to: (a) Building work (b) Demolition work (c) An existing building or incidental structure
	Section 111	Authority to give notice of a proposed building order and consider submissions received in response and determine actions.
	Section 117	Authority to revoke a building order.
	Section 118	If there is non-compliance with a building order, authority to: (a) Take any action specified in the order; or (b) Commence or complete any work specified in the order; or (c) If any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease.
Section 133	Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the Building Act 2011.	
<b>Delegate</b>	<del>Building Surveyor</del> <u><a href="#">Chief Executive Officer</a></u>	

<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><a href="#">B-408C.4</a> - Inspection and Copies of Building Records</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Building Act 2011 s.127(1) &amp; (3) Delegation: special permit authorities and local government</a>
<b>Express power or duty delegated</b>	<del><a href="#">Building Act 2011 (Section 131)</a></del> <a href="#">Building Act 2011 s.131(2) Inspection, copies of building records</a>
<b>Function</b>	<del>In accordance with Section 131 of the Building Act 2011 the Chief Executive Officer is delegated a</del> authority to determine applications from interested persons to inspect and copy a building record.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><del>A</del>DBC.5 - Private Pool Barrier – Alternative and Performance Solutions</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Building Act 2011 s.127(1) &amp; (3) Delegation: special permit authorities and local government</a>
<b>Express power or duty delegated</b>	<a href="#">Building Act 2011 and Building Regulations 2012 Building Regulations 2012 r.51(2)(3)(5) Approvals by permit authority</a>
<b>Function</b>	<p><del>In accordance with Section 127 of the Building Act 2011 and Regulation 51 of the Building Regulations 2012 the Chief Executive Officer is delegated a</del>Authority to:</p> <ol style="list-style-type: none"> <li>1. Approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliance with AS 1926.1 (r.51(2)).</li> <li>2. Approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner/occupier, or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability (r.51(3)).</li> <li>3. Approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement (r.51(5)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet



<b>Delegation</b>	<b><del>4.4</del>DBC.6 - Smoke Alarms – Alternative Solutions</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Building Act 2011 s.127(1) &amp; (3) Delegation: special permit authorities and local government</a>
<b>Express power or duty delegated</b>	<a href="#">Building Act 2011 and Building Regulations 2012 Building Regulations 2012 r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms</a>
<b>Function</b>	<del>In accordance with Section 127 of the Building Act 2011 and Regulations 55 and 61 of the Building Regulations 2012 the Chief Executive Officer is delegated a</del> Authority to: <ol style="list-style-type: none"> <li>1. Approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning (r.55).</li> <li>2. Approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval (r.61).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

## Emergency Services

<b>Delegation</b>	<b><del>66-185-1</del> - Firebreak and Fuel Hazard Reduction Notice – Variation</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Bush Fires Act 1954</a> <a href="#">s.48(1) Delegation by local governments</a>
<b>Express power or duty delegated</b>	<a href="#">Bush Fires Act</a> <a href="#">Bush Fires Act 1954</a> <a href="#">s.33 Local government may require occupier of land to plough or clear firebreak</a>
<b>Function</b>	<del>That pursuant to the provisions of Council's Firebreak Order and the Bush Fires Act, the Chief Executive Officer is delegated a</del> Authority to approve or refuse applications to provide firebreaks in alternative positions and to approve or refuse applications to provide alternative fire protection measures on land.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	This delegation is subject to relevant Fire Control Officer endorsement of application.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>ES.2 - Cost Recovery for Fires</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Bush Fires Act 1954</a> <a href="#">s.48(1) Delegation by local governments</a>
<b>Express power or duty delegated</b>	<a href="#">Bush Fires Act</a> <a href="#">Bush Fires Act 1954</a> <a href="#">s.58 General penalty and recovery of expenses incurred</a>
<b>Function</b>	<del>In accordance with Sections 11 and 28 of the Bush Fires Act the Chief Executive Officer is delegated a</del> Authority to seek the recovery of costs of measures taken by the Shire of Bridgetown-Greenbushes, its Bush Fire Control Officers and Bush Fire Brigades to extinguish a fire burning, including authority to recover expenses in any court of competent jurisdiction.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<del>RF-2023-3</del> - Works Orders for Properties Non-Compliant to Firebreak and Fuel Hazard Reduction Notice
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Bush Fires Act 1954</a> <a href="#">s.48(1) Delegation by local governments</a>
<b>Express power or duty delegated</b>	<del>Bush Fires Act</del> <a href="#">Bush Fires Act 1954</a> <a href="#">s.33(1)(4)(5) local government may require occupier of land to plough or clear fire-breakfirebreak</a>
<b>Function</b>	<p>In accordance with <del>Section 33 of the Bush Fires Act</del> the Chief Executive Officer is delegated a <del>an</del> authority to:</p> <ol style="list-style-type: none"> <li>1. Give written notice to an owner or occupier of land or all owners or occupiers of land within the district, requiring, to the satisfaction of the Shire of Bridgetown- Greenbushes: <ol style="list-style-type: none"> <li>(a) clearing of firebreaks as determined necessary and specified in the notice; and</li> <li>(b) act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and</li> <li>(c) as a separate or coordinated action with any other person carry out similar actions [s.33(1)].</li> </ol> </li> <li>2. Direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with. Note this also allows the use of contractors or other persons to carry out the required work. <a href="#">(s.33(4)(a))</a></li> <li>3. Request Bush Fire Brigades to do the work if necessary, or employ Council staff to do the work if necessary, or employ contractors to do the work if necessary, at the cost of the owners/occupiers. <a href="#">(s.33(4)(b))</a></li> <li>4. Recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice. <a href="#">(s.33(5)(b))</a></li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>BP-4E5.4 – Offences – Bush Fires Act</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Bush Fires Act 1954</a> <a href="#">s.48(1) Delegation by local governments</a>
<b>Express power or duty delegated</b>	<del><a href="#">Bush Fires Act 1954 (Section 59(3))</a></del> <a href="#">Bush Fires Act 1954</a> <a href="#">s.59(3) – Prosecution of offences</a> <a href="#">59A(2)(5) – Alternative procedure – infringement notices</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated authority to consider allegations of offences alleged to have been committed against the Bush Fires Act within the district, and if the Chief Executive Officer thinks fit, to institute and carry out proceedings in the name of the Shire against any person alleged to have committed any of those offences. This delegation extends to the issue and withdrawal of infringement notices in accordance with the provisions of Section 59A of the Act.</del>  1. Authority to consider allegations of offences alleged to have been committed against the Bush Fires Act within the district, and if the Chief Executive Officer thinks fit, to institute and carry out proceedings in the name of the Shire against any person alleged to have committed any of those offences. ( <a href="#">s.59(3)</a> )  2. Authority to issue an infringement notice under the Act. ( <a href="#">s.59A(2)</a> )  <del>2-3. Authority to withdraw infringement notices under the Act. (<a href="#">s.59A(5)</a>)</del>
<b>Delegate</b>	Chief Executive Officer <a href="#">Shire Ranger</a>
<b>Council conditions</b>	<del>The Chief Executive Officer is authorised for the purposes of <a href="#">s.59(3)</a> and <a href="#">59A(5)</a> only.</del>  <a href="#">Shire Ranger is authorised for the purposes of <a href="#">s59(3)</a> and <a href="#">s59A(2)</a> only.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	ES.5 – Variations to Prohibited Burning Periods
Delegator	Council
Express power to delegate	<u>Bush Fires Act 1954</u> s17(10) Prohibited burning times may be declared by Minister
Express power or duty delegated	<u>Bush Fires Act 1954</u> s17(7) Prohibited burning times may be declared by Minister
Function	Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer (s.17(7))
Delegate	President and Chief Bush Fire Control Officer
Council conditions	Decisions under s,17(7) must be <del>undertake</del> undertaken jointly by both the President and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
Adoption date	
Variation date	
Record keeping	<u>Delegated Authority Action Sheet</u>

Commented [NP3]: New delegation

<b>Delegation</b>	<b>ES.6 – Prohibited Burning Times – Control Activities</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Bush Fires Act 1954</i> s.48 Delegation by local government
<b>Express power or duty delegated</b>	<i>Bush Fires Act 1954</i> s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land  <i>Bush Fire Regulations 1954</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
<b>Function</b>	<ol style="list-style-type: none"> <li>1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer (r.15).</li> <li>2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained (r.38C).</li> <li>3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an airplane has been satisfactorily prepared (r.39B(2)).</li> <li>4. Authority to recover the cost of measures taken by the Shire of Bridgetown-Greenbushes or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy (s.28(4)), including authority to recover expenses in any court of competent jurisdiction (s.28(5)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Commented [NP4]: New delegation

Delegation	ES.7 – Variations and Control Activities Restricted Burning Periods
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954</i> s.48 Delegation by local government
Express power or duty delegated	<p><i>Bush Fires Act 1954</i>  <u>s.18(5)(11) Restricted burning times may be declared by FES Commissioner</u>  <u>s.22(6) and (7) Burning on exempt land and land adjoining exempt land</u>  <u>s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions</u>  <u>s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land</u></p> <p><i>Bush Fire Regulations 1954</i>  <u>r.15 Permit to burn (Act s.18), form of and apply for after refusal etc.</u>  <u>r.15C Local Government may prohibit burning on certain days</u>  <u>r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times</u>  <u>r.39B Crop dusters etc., use of in restricted or prohibited burning times</u></p>
Function	<ol style="list-style-type: none"> <li>1. <u>Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year (s.18(5)).</u></li> <li>a. <u>Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District (r.15C).</u></li> <li>2. <u>Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn (s.18(11)).</u></li> <li>3. <u>Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer (r.15).</u></li> <li>4. <u>Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning fire-breaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary (s.22(6) and (7)).</u></li> <li>5. <u>Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained (r.38C).</u></li> <li>6. <u>Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an airplane has been satisfactorily prepared (r.39B).</u></li> <li>7. <u>Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an airplane (r.39B(3)).</u></li> <li>8. <u>Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice (s.27(2) and (3)).</u></li> </ol>

Commented [NP5]: New delegation



	<p>9. <u>Authority to recover the cost of measures taken by the Shire of Bridgetown-Greenbushes or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy (s.28(4)), including authority to recover expenses in any court of competent jurisdiction (s.28(5)).</u></p>
<b>Delegate</b>	President and Chief Bush Fire Control Officer
<b>Council conditions</b>	<u>Decisions under s.17(7) must be <del>undertake</del>undertaken jointly by both the President and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).</u>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	<u>Delegated Authority Action Sheet</u>

Delegation	ES.8 – Burning Garden Refuse/Open Air Fires
Delegator	Council
Express power to delegate	<u>Bush Fires Act 1954</u> s.48 Delegation by local government
Express power or duty delegated	<u>Bush Fires Act 1954</u> s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25  <u>Bush Fire Regulations 1954</u> r.27(3) Permit, issue of
Function	<ol style="list-style-type: none"> <li>1. <u>Authority to give written permission, during prohibited times and restricted times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard (s.24F(2)(b)(ii) and (4)).</u></li> <li>2. <u>Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F (s.24G(2)).</u> <ol style="list-style-type: none"> <li>(a) <u>Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the <del>District</del>district (r.27(3) and r.33(5)).</u></li> <li>(b) <u>Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plan growing upon any land within the <del>District</del>district (r.34).</u></li> </ol> </li> <li>3. <u>Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of:</u> <ol style="list-style-type: none"> <li>(a) <u>camping or cooking (s.25(1)(a)).</u></li> <li>(b) <u>conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer (s.25(1)(b)).</u></li> </ol> </li> <li>4. <u>Authority to prohibit the lighting of fires in the open are for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice (s.25(1a) and (1b)).</u></li> <li>5. <u>Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice (s.25A(5)).</u></li> </ol>
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	<u>Delegated Authority Action Sheet</u>

Commented [NP6]: New delegation

<b>Delegation</b>	<b>ES.9 – Make Request to FES Commissioner – Control of Fire</b>
<b>Delegator</b>	<u>Council</u>
<b>Express power to delegate</b>	<u>Bush Fires Act 1954</u> <u>s.48 Delegation by local government</u>
<b>Express power or duty delegated</b>	<u>Bush Fires Act 1954</u> <u>s13(4) Duties and powers of bush fire liaison office</u>
<b>Function</b>	<u>Authority to request of behalf of the Shire of Bridgetown-Greenbushes that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations (s13(4)).</u>
<b>Delegate</b>	<u>Chief Executive Officer</u>
<b>Council conditions</b>	<u>Nil</u>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	<u>Delegated Authority Action Sheet</u>

Commented [NP7]: New delegation

## Financial Management

<b>Delegation</b>	<b>ADM 1 – Execution of Contracts</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.9.49A Execution of documents</a>
<b>Function</b>	<p>The CEO is delegated a Authority to prepare the necessary documentation taking into account any specific or policy requirements of Council and arrange for execution of contract documents including affixing of the Seal without further reference to Council, where:</p> <ul style="list-style-type: none"> <li>(a) Council has authorised entering into a formal contract; or</li> <li>(b) A formal contract is authorised under a delegated authority from Council; or</li> <li>(c) A formal contract is considered necessary by the Chief Executive Officer as part of the day-to-day operations of the Council.</li> </ul>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	27 November 2014 (C.12/114)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>A-30/EM/2 - Conferences, Seminars, Meetings and Training Courses – Reimbursement of Councillor Expenses</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995 s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<del>Local Government Act 1995 (Sections 5.42 and 5.44)</del> <del>Local Government (Administration) Regulations 1996(Regulation 32)</del> <a href="#">Local Government (Administration) Regulations 1996 r.32 Expenses that may be approved for reimbursement</a>
<b>Function</b>	<del>The CEO is delegated a</del> Authority to reimburse all reasonable expenses to councillors incurred whilst attending authorised conferences, seminars, meetings and training courses.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Reimbursements to occur in accordance with the <del>Local Government Act 1995 (Sections 5.42 and 5.44),</del> <a href="#">Local Government (Administration) Regulations 1996 (Regulation 32)</a> and Council Policy M.3 – Conference Attendance & Training.
<b>Adoption Date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<del>A-FM.3</del> - Payments from Municipal Fund and Trust Fund
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<del>Clause 12, Local Government (Financial Management) Regulations</del> <a href="#">Local Government (Financial Management) Regulations 1996</a> r.12(1)(a) Payments from municipal fund or trust fund, restriction on making
<b>Function</b>	<del>The CEO is delegated a</del> Authority to make payments from the Municipal, Reserve or Trust funds.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	1. <a href="#">Authority to make payments is subject to annual budget limitations.</a> <del>1-2.</del> All payments are made under two signatures as determined by the CEO. <del>2-3.</del> All actions are to be undertaken in compliance with relevant <a href="#">legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Payment Summary Report signed by Authorising Officers

<b>Delegation</b>	<b><del>4.2EM.1</del> - Donations</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995 (Section 5.42)</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to determine requests for donation of monies up to the value of \$400 when a group or individual can demonstrate: <ol style="list-style-type: none"> <li>1. Significant direct benefit to the local community.</li> <li>2. That the group is a community group or non-profit making organisation or running a non-profit activity.</li> <li>3. That the group's financial status is such as to justify a donation from Council.</li> <li>4. Special circumstances or needs exist in the opinion of the Chief Executive Officer to warrant a donation, eg, support of needy groups and individuals who bring credit to the municipality by achieving state or national representation or awards, which sees them requiring financial assistance for travelling, accommodation or other incidental expenses.</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a> That available funding exists in Council's budget.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Donation Register

<b>Delegation</b>	<b><u>3FM.5</u> - Write Off of Money Owing to the Local Government</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<del>Local Government Act 1995, Section 6.12-</del> <a href="#">Local Government Act 1995</a> s.6.12(1)(b)(c) Power to defer, grant discounts, waive or write off debts
<b>Function</b>	1. <del>The CEO is delegated a</del> Authority to write off any amount of money which is owed to the local government up to a limit of \$500 in any one instance. <a href="#">(s.6.12(1)(c))</a> 2. In the event of monies owed to the City under 34AE of the <a href="#">Local Government (Administration) Regulations 1996</a> , authority to seek Ministerial approval in accordance with <a href="#">19AA Local Government (Financial Management) Regulations 1996</a> .
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	In exercising this <del>delegated</del> authority, the CEO shall: <ol style="list-style-type: none"> <li>1. Provide for appropriate internal controls</li> <li>2. Ensure all statutory requirements are met</li> <li>3. Ensure all Council Policies are observed.</li> </ol>
<b>Adoption date</b>	
<b>Variation Date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet



<b>Delegation</b>	<b>LA FM 6 - Tenders for Providing Goods &amp; Services</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><del>Local Government Act 1995 (Section 5.42)</del></p> <p><a href="#">Local Government Act 1995</a>  <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a>  <a href="#">s.5.43 Limitations on delegations to the CEO</a></p>
<b>Express power or duty delegated</b>	<p><a href="#">Local Government Act 1995</a>  <a href="#">s.3.57 Tenders for providing goods or services</a></p> <p><a href="#">Local Government (Functions and General) Regulations 1996</a>  <a href="#">r.11(1)(2)(i) When tenders have to be publicly invited</a>  <a href="#">r.11(2)(i) Exercising contract extension options</a>  <a href="#">r.13 Requirements when local government invites tenders though not required to do so</a>  <a href="#">r.14 Publicly inviting tenders, requirements for</a>  <a href="#">r.18(2)(4)(4a) Rejecting and accepting tenders</a>  <a href="#">r.21 Limiting who can tender, procedure for</a>  <a href="#">r.23 Rejecting and accepting expressions of interest to be acceptable tenderer</a></p>
<b>Function</b>	<p><del>In respect to part 4 of the Local Government (Functions and General) Regulations 1996, the CEO is delegated a</del> authority to perform the following:</p> <ol style="list-style-type: none"> <li>1. Publicly invite tenders for the supply of goods and services expected to be worth more than \$250,000. (<del>Reference: Regulations r.11(1), 12 and 13</del>).</li> <li>2. Publicly invite tenders for the supply of goods and services although not required to do so. (<del>Reference: Regulation r.13</del>).</li> <li>3. Determine, in writing, the criteria for deciding which tenders should be accepted and give Statewide public notice in accordance with Regulation 14.</li> <li>4. Determine the information that is to be disclosed to those interested in submitting tender.</li> <li>5. Vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the request for tender information is provided notice of the variation.</li> <li>6. Give each tenderer notice in writing containing particulars of the successful tender or advising that no tender was accepted. (<del>Reference: Regulation r.19</del>).</li> <li>7. <a href="#">Determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender. (r.18(2))</a></li> <li>8. <a href="#">Seek clarification from tenderers in relation to information contained in their tender submission. (r.18(4a)).</a></li> <li>9. <a href="#">Evaluate tenders, by written evaluation to determine which tender satisfies the criteria for deciding which tender to accept. (r.18(4)).</a></li> <li>10. <a href="#">Approve minor variations to contracts after it has been entered into by Council where the variation is equal to or less than 5% with a</a></li> </ol>

	<p>ceiling of \$5,000.</p> <p><u>11. Authority to determine whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations before entering into a contract.</u></p> <p><u>12. Exercise a contract extension option that was included in the original tender specification and contract. (r.11(2)(i)).</u></p> <p><u>13. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine to contract directly with a suitable supplier. (r.11(2)(f)).</u></p> <p><u>14. Undertake tender exempt procurement, in accordance with the Purchasing Policy requirements, where the total consideration under the resulting contract is expected to be included in the adopted Annual Budget. (r.11(2)).</u></p> <p><u>15. Determine when to seek Expressions of interest and to invite Expressions of Interest for the supply of goods and services. (r.21).</u></p> <p><u>16. Consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers. (r.3).</u></p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<p><u>1. A decision to renew or extend the contract must only occur where the original contract contained the option to renew or extend its term as per r.11(2)(i) and that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term.</u></p> <p><u>2. Expressions of Interest may only be called where there is an adopted budget for the proposed goods or services.</u></p> <p><u>3. Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget where:</u>  <u>(a) the proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government; or</u>  <u>(b) a current supply contract expiry is imminent; and</u>  <u>(c) the value of the proposed new contract has been included in the draft Annual Budget proposed for adoption, and</u>  <u>(d) the tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council.</u></p> <p><u>4. A decision to vary a tendered contract before entry into the contract must include evidence that the variation is minor in comparison to the total goods or services that tenderers were invited to supply.</u></p> <p><u>5. A decision to vary a tendered contract after entry into the contract must include evidence that the variation is necessary and does not change the scope of the contract.</u></p> <p><u>6. A decision to renew or extend the contract must only occur where the original contract contained the option to renew or extend its term as per r.11(2)(i) and that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term.</u></p> <p><u>7. The decision to select a successful tender is still one for Council to</u></p>

	determine.
<b>Adoption date</b>	
<b>Variation Date</b>	27 November 2014 (C.12/114) 26 November 2015 (C.16/1115)
<b>Record keeping</b>	Tender Register Delegated Authority Action Sheet

<b>Delegation</b>	<b><del>A-2EM.7</del> - Authority to Invest Surplus Funds</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995 s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<del>Local Government Act 1995 (Sections 5.42 and 6.14), and Local Government (Financial Management) Regulations 1996 (Regulation 19)</del> <a href="#">Local Government Act 1995 S6.14 Power to invest</a> <a href="#">Local Government (Financial Management) Regulations 1996 r.19 Investments, control procedures for</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority and power to invest money held in the Municipal (including funds held in Reserve Accounts) or Trust Funds, that is not required for the time being for any purpose, in accordance with Part III of the <i>Trustees Act 1962</i> , or in an investment approved by the Minister.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	The above delegation is subject to: 1. The establishment of documented internal control procedures to be followed to ensure control over the investments; 2. Compliance with Regulation 19(2) of the Financial Management Regulations; and 3. Compliance with Council Finance Policy F.3 – Investments.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>6.4.10 – Contract Variations</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to: <ol style="list-style-type: none"> <li>1. Approve minor variations to contracts entered into by Council where the variation is equal to or less than 5% with a ceiling of \$5,000.</li> <li>2. Exercise an extension option that was included in an original request for tender or request for quote submission.</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	25 November 2004 (C.26/1104)
<b>Record keeping</b>	Delegated Authority Action Sheet

## Land Use and Planning

Delegation	<a href="#">A-2.1.1</a> - Development Applications – Extension of Time
Delegator	Council
Express power to delegate	<p><a href="#">Local Government Act 1995</a>  <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a>  <a href="#">s.5.43 Limitations on delegations to the CEO</a></p> <p><a href="#">Town Planning Schemes 3</a>  <a href="#">Clause 7.7 Delegation</a></p> <p><a href="#">Town Planning Scheme 4</a>  <a href="#">Clause 6.8 Delegation</a></p>
Express power or duty delegated	<p><a href="#">Town Planning Scheme</a>  <a href="#">Town Planning Scheme 4</a>  <a href="#">Clause 5.5 Term of Planning Approval</a></p>
Function	The Chief Executive Officer is delegated a authority to approve applications for extension of time in respect to development applications previously approved by Council or approved under delegated authority.
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

<b>Delegation</b>	<b><u>A-3.1.1.2</u> - Setback Variations</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><del>Town Planning Scheme</del>  <a href="#">Local Government Act 1995</a>  <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a>  <a href="#">s.5.43 Limitations on delegations to the CEO</a>  <a href="#">Town Planning Schemes 3</a>  <a href="#">Clause 7.7 Delegation</a>  <a href="#">Town Planning Scheme 4</a>  <a href="#">Clause 6.8 Delegation</a></p>
<b>Express power or duty delegated</b>	<p><a href="#">Town Planning Scheme 4</a>  <a href="#">Clause 4.6 Building Setbacks in Rural Zones</a>  <a href="#">Clause 4.7 Building Setbacks in Other Zones</a></p>
<b>Function</b>	<p>Notwithstanding the provisions of the Council's Town Planning Scheme, <del>the CEO is delegated</del> authority to vary any setback provision for any development where such is considered appropriate due to design considerations or where the requirement to comply is considered unreasonable or undesirable due to the shape or geographical conditions of the land provided that the owners of any neighbouring properties likely to be detrimentally affected have been consulted and have signified no objections. Maximum variation allowed is 75%.</p> <p>Explanatory Note: The 75% variation to setbacks in the Rural Zone of Town Planning Scheme No. 3 is to be taken from the 7.5 metre setback.</p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	30 March 2006 (C.13/0306a) 28 November 2013 (C.16/1113)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><a href="#">A-3.1.1.3</a> - Subdivisions</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><a href="#">Local Government Act 1995</a>  <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a>  <a href="#">s.5.43 Limitations on delegations to the CEO</a></p> <p><a href="#">Town Planning Schemes 3</a>  <a href="#">Clause 7.7 Delegation</a></p> <p><a href="#">Town Planning Scheme 4</a>  <a href="#">Clause 6.8 Delegation</a></p>
<b>Express power or duty delegated</b>	<p><i>Planning &amp; Development Act 2005</i>  <i>Town Planning Schemes</i></p>
<b>Function</b>	<p><del>Where applications/proposals comply in all respect with the operative Town Planning Scheme, policies and other regulatory controls, the Chief Executive Officer is delegated a</del> Authority to:</p> <ol style="list-style-type: none"> <li>1. Support subdivision proposals restricted to applications of not more than four (4) allotments in the absence of an adopted Subdivision Guide Plan or Structure Plan.</li> <li>2. Support unrestricted subdivision proposals when they are within an approved Subdivision Guide Plan or Structure Plan.</li> <li>3. Support applications for the amalgamation of lots.</li> <li>4. Support applications for minor boundary adjustments.</li> <li>5. Not support any subdivision or amalgamation proposal that is not in conformity with the operative Town Planning Scheme, policies or any Subdivision Guide Plan or Structure Plan.</li> </ol> <p><del>This delegation is to be interpreted as permitting recommendations to be lodged with the Western Australian Planning Commission for approval or refusal as appropriate.</del></p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<ol style="list-style-type: none"> <li>1. <a href="#">Applications/proposals are to comply in all respect with the operative Town Planning Scheme, policies and other regulatory controls</a></li> <li>2. <a href="#">This delegation is to be interpreted as permitting recommendations to be lodged with the Western Australian Planning Commission for approval or refusal as appropriate.</a></li> </ol>
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet



<b>Delegation</b>	<b><u>AA-4</u> – Development Applications</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a> <a href="#">Town Planning Schemes 3</a> <a href="#">Clause 7.7 Delegation</a> <a href="#">Town Planning Scheme 4</a> <a href="#">Clause 6.8 Delegation</a>
<b>Express power or duty delegated</b>	Town Planning Scheme
<b>Function</b>	<p><del>The CEO is delegated a</del> Authority to –</p> <ol style="list-style-type: none"> <li>Approve all development applications for AA uses under the operative Town Planning Scheme except where: <ul style="list-style-type: none"> <li>An advertised or referred development application has received a submission by way of objection, other than an objection which can be satisfied by conditions of consent;</li> <li>The proposed development, although not advertised, is considered by the CEO to be of a contentious nature;</li> </ul> </li> <li>Approve all development applications and building envelope relocations complying to Council Policies, Guidelines or Codes.</li> <li>Approve development applications and building envelope relocations where such applications vary only to a minor extent from Council's Policies, Guidelines or Codes.</li> <li>Refuse development applications and building envelope relocations which do not comply with Council Policies.</li> <li>Approve development applications for "P" or "IP" uses (incidental to the predominant use).</li> <li>Approve development applications on Reserves where the proposed use is consistent with the purpose of the Reserve.</li> <li>Support minor variations to Section 20 Signage of the Bridgetown Special Design Heritage Precinct – Statement of Planning Policy and associated Bridgetown Heritage Precinct: development Guidelines for obscure window signage or treatment only for shop fronts where goods are not displayed.</li> <li>Approve applications for 2 dwellings on a residential zoned lot under Town Planning Scheme No. 4 as per Clause 4.2.5 of that Town Planning Scheme.</li> </ol>
<b>Delegate</b>	Chief Executive Officer <a href="#">Senior Planning Officer</a>
<b>Council conditions</b>	Nil
<b>Adoption date</b>	

<b>Variation date</b>	15 December 2005 (C.4/1205) 25 September 2008 (C.22/0908) 27 November 2014 (C.08/1114) & (C.12/1114) 29 November 2018 (C.03/1118b)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><a href="#">A-SUP.5</a> – Road Closures</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Land Administration Act</a> <i>Land Administration Act 1997</i> s.58 Closing roads
<b>Function</b>	<p>Where an application is received for the closure of any road in the district, <del>the Chief Executive Officer is delegated</del> authority to initiate the process by seeking comment from affected landowners, service authorities, etc and advertising the proposal for public comment. All notices and advertisements are to clearly demonstrate Council is not committed to the closure proposal but is simply wanting comment to assist in determining whether to proceed further with the closure, or not.</p> <p>When all responses are received and the advertising period has expired, the Chief Executive Officer is to submit details to Council for formal consideration.</p> <p>Nothing precludes the CEO from presenting a road closure application to Council for consideration prior to commencing advertising.</p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><u>RESOL 6</u> – Subdivisional Road Names</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Subdivisional Road Names</a> <a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Land Administration Act 1997</a> <a href="#">s.26A(2)(3) New subdivisions, names of roads and areas in</a>
<b>Function</b>	<del>The CEO is delegated a</del> authority to approve subdivisional road names for new roads being created as a result of an approved application for subdivision
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<ol style="list-style-type: none"> <li><del>Noting that t</del> <del>This delegated authority is l</del>imited to recommending proposed names to the Geographic Names Committee.</li> <li>This delegation isn't applicable to the naming of existing un-named roads or renaming of existing roads with such proposals to be presented to Council for determination.</li> </ol>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><a href="#">A-2012-7</a> – Subdivision Clearance</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a> <a href="#">Town Planning Schemes 3</a> <a href="#">Clause 7.7 Delegation</a> <a href="#">Town Planning Scheme 4</a> <a href="#">Clause 6.8 Delegation</a>
<b>Express power or duty delegated</b>	<i>Planning &amp; Development Act 2005</i>
<b>Function</b>	<p>The CEO is delegated a authority to issue subdivision clearance to approved subdivisions where relevant conditions have been fully complied with in accordance with the approval issued by the Western Australian Planning Commission.</p> <p>This <del>authority delegation</del> also includes clearance of survey strata lots and strata title applications including buildings fully compliant with the necessary approvals.</p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><u>A-SUP-3</u> – Directional Signs</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995</a> <a href="#">Council Policy P 1 – Directional Signs Policy</a>
<b>Function</b>	<del>The CEO is delegated a</del> Authority to approve applications for directional signs where such applications are in accordance with Council Policy.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<p><del>P.9— Provision of Streets in Subdivisions under the Planning &amp; Development Act 2005</del></p> <p><b>LUP.9 - Provision of Roads and Associated Civil Works for Subdivisions and Development</b></p>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><a href="#">Local Government Act 1995</a></p> <p><a href="#">s.5.42 Delegation of some powers or duties to the CEO</a></p> <p><a href="#">s.5.43 Limitations on delegations to the CEO</a></p>
<b>Express power or duty delegated</b>	<p><i>Planning &amp; Development Act 2005</i></p> <p><a href="#">s. 170 Proposed road or waterway, drawing etc. of required</a></p>
<b>Function</b>	<p>Authority to approve subdivisional and street construction drawings in accordance with Section 170 of the <i>Planning and Development Act 2005</i>, where drawings comply with Council's policy <del>€5</del> 2 - Provision of <a href="#">Subdivisional Roads and Streets, and good engineering practice</a>. Roads and Associated Civil works for Subdivisions and Developments.</p> <p><i>Extract from the Planning and Development Act:</i></p> <p><del><b>170.— Local government to be provided with specifications for roads and waterways</b></del></p> <p><del>(1) Before a person who is subdividing land commences to construct and drain roads or construct artificial waterways shown in the diagram or plan of survey, that person is to give to the local government —</del></p> <p style="padding-left: 20px;"><del>(a) drawings showing longitudinal and cross sections of the proposed road or artificial waterway;</del></p> <p style="padding-left: 20px;"><del>(b) specifications of the proposed road or artificial waterway; and</del></p> <p style="padding-left: 20px;"><del>(c) such other information including information relating to levels, drainage, nature of soil, and physical features as the local government requires.</del></p> <p><del>(2) A person who does not comply with subsection (1) commits an offence.</del></p> <p><del>(3) The local government may by written notice require the person subdividing the land —</del></p> <p style="padding-left: 20px;"><del>(a) to amend the drawings or specifications or both; and</del></p> <p style="padding-left: 20px;"><del>(b) to comply with such further conditions as the local government thinks fit to impose in respect of the proposed road or waterway,</del></p> <p style="padding-left: 20px;"><del>for the purpose of ensuring that the construction and drainage of the road or construction of the artificial waterway is consistent with the approval of the Commission.</del></p> <p><del>(4) Without limiting the powers conferred on a local government by</del></p>

	<p><del>subsection (3), where —</del></p> <p><del>(a) — a person delivers drawings and specifications of a proposed road or artificial waterway to a local government under subsection (1); and</del></p> <p><del>(b) — The proposed road or artificial waterway, if constructed in accordance with those plans and specifications, would not satisfy the minimum standards fixed under section 169 applicable to the proposed road or artificial waterway, the local government is to by written notice require the person to so amend the drawing or specifications, or both, as to cause the proposed road or artificial waterway to satisfy those minimum standards.</del></p> <p><del>(5) — A person who is aggrieved by a requirement of the local government made under subsection (3) may apply to the State Administrative Tribunal for a review, in accordance with Part 14, of the responsible authority's decision.</del></p> <p><del>(6) — A person who does not comply with a requirement of a local government made by written notice given to that person under subsection (3) commits an offence.</del></p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	29 November 2007 (C.14/1107) 28 February 2008 (C.17/0208)
<b>Record keeping</b>	Delegated Authority Action Sheet



<b>Delegation</b>	<b><a href="#">A-19(UP)_10</a> – Signs and Hoardings</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a> <a href="#">Town Planning Schemes 3</a> <a href="#">Clause 7.7 Delegation</a> <a href="#">Town Planning Scheme 4</a> <a href="#">Clause 6.8 Delegation</a>
<b>Express power or duty delegated</b>	Town Planning Scheme Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law
<b>Function</b>	<del>The CEO is delegated a</del> authority to approve the erection and where appropriate, the licensing of signs and hoardings that comply with the Town Planning Scheme Policies and the Local Laws of the Council.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Where an application does not comply with the Council Policies or the Local Laws, the application is to be refused.
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation Number</b>	<a href="#">C-14/UP-11</a> - Municipal Heritage Inventory – Minor Corrections or Updates to Approved Place Records
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> s.5.44 CEO may delegate some powers and duties to other employees <del>Planning and Development (Local Planning Scheme) Regulations 2015</del>
<b>Express power or duty delegated</b>	<a href="#">Planning and Development (Local Planning Scheme) Regulations 2015</a> r.8 Heritage list
<b>Function</b>	<del>The CEO is delegated a</del> Authority to make minor corrections or updates to approved place records when appropriate in light of new information.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Any significant changes such as changes to management categories or deletion of places will require Council approval.
<b>Adoption Date</b>	29 March 2018 (C.13/0318)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

# Laws and Enforcement

Delegation	<del>Table 1</del> – Authorisation of Officers
Delegator	Council
Express power to delegate	<p>Various</p> <p><a href="#">Local Government Act 1995</a>  <a href="#">s.5.42 Delegation of some powers to the CEO</a>  <a href="#">s.5.43 Limitations on delegations to the CEO</a></p> <p><a href="#">Building Act 2011</a>  <a href="#">s.127(1) &amp; (3) Delegation: special permit authorities and local government</a></p> <p><a href="#">Bush Fires Act 1954</a>  <a href="#">s.48 Delegation by local government</a></p> <p><a href="#">Food Act 2008</a>  <a href="#">s.118 Functions of enforcement agencies and delegation</a>  <a href="#">(2)(b) Enforcement agency may delegate a function conferred on it</a>  <a href="#">(3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]</a>  <a href="#">(4) Sub-delegation permissible only if expressly provided in regulations</a></p> <p><a href="#">Health (Asbestos) Regulations 1992</a>  <a href="#">r.15D(7) Infringement Notices</a></p> <p><a href="#">Public Health Act 2016</a>  <a href="#">s.21 Enforcement agency may delegate</a></p>
Express power or duty-delegated	<p><a href="#">Building Act 2011:</a>  <a href="#">s.96(3) authorised persons</a>  <a href="#">s.99(3) Limitation on powers of authorized person</a></p> <p><a href="#">Bush Fires Act 1954</a>  <a href="#">s.38 Local Government may appoint bush fire control officer</a></p> <p><a href="#">Food Act 2008</a>  <a href="#">s.122(1) Appointment of authorized officers</a>  <a href="#">s.126(6), (7) and (13) Infringement Officers</a></p> <p><a href="#">Health (Asbestos) Regulations 1992</a>  <a href="#">r.15D(5) Infringement Notices</a></p> <p><a href="#">Public Health Act 2016</a>  <a href="#">s.24(1) and (3) Designation of authorized officers</a></p>
Function	<p><del>The CEO is delegated a</del> Authority to appoint authorised persons to carry out functions of authorised persons under the following Acts/Legislation:</p> <ul style="list-style-type: none"> <li>• <a href="#">Building Act 2011</a></li> <li>• <a href="#">Bush Fires Act 1954 &amp; Regulations</a></li> <li>• <a href="#">Caravan Parks &amp; Camping Grounds Act 1995 &amp; Regulations</a></li> <li>• <a href="#">Cat Act 2011 &amp; Regulations</a></li> <li>• <a href="#">Cemeteries Act 1986 &amp; Regulations</a></li> <li>• <a href="#">Control of Vehicles (Off Road Areas) Act 1978 &amp; Regulations</a></li> <li>• <a href="#">Dog Act 1976 &amp; Regulations</a></li> <li>• <a href="#">Environmental Protection Act 1986</a></li> </ul>

**Commented [NP8]:** Due to changes to legislation the following delegations from Council to the CEO are no longer required as the CEO has been given the power direct:

- Caravan Parks & Camping Grounds Act 1995
  - Cat Act 2011 & Regulations
- Cemeteries Act 1986 & Regulations
- Control of Vehicles (Off Road Areas) Act 1978 & Regulations
- Dog Act 1976 & Regulations
- Local Government Act 1995 & Regulations
- Local Government (Miscellaneous Provisions) Act 1960

**Commented [NP9]:** The Act does not provide any power to delegate. The appointment of authorised officers is done by the CEO of the Dept. The CEO of the Dept has given this delegated authority via publication in the Government Gazette dated 16/5/14. This only applies to noise.

	<ul style="list-style-type: none"> <li>• Food Act 2008 &amp; Food Regulations</li> <li>• Freedom of Information Act 1992 &amp; Regulations</li> <li>• Health (Asbestos) Regulations 1992</li> <li>• Health (Miscellaneous Provisions) Act 1911</li> <li>• Litter Act 1979 &amp; Regulations</li> <li>• Liquor Control Act 1988 &amp; Regulations</li> <li>• <del>Local Government Act 1995 &amp; Regulations</del></li> <li>• <del>Local Government (Miscellaneous Provisions) Act 1960</del></li> <li>• Public Health Act 2016</li> <li>• Shire of Bridgetown-Greenbushes Local Laws</li> <li>• Shire of <a href="#">Bridgetown-Greenbushes Town Planning Schemes</a></li> </ul>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">Nil</a>
<b>Adoption date</b>	
<b>Variation date</b>	25 November 2004 (C.26/1104) 28 November 2013 (C.16/1113) 30 November 2017 (C.18/1117) 28 November 2019 (C.05/1119)
<b>Record keeping</b>	Register of Authorised Officers

<b>Delegation</b>	<b><a href="#">A-9LE.2 - Determining Applications Under Local Laws and Enforcement of Local Law Provisions</a></b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995</a> <a href="#">Section 3.18 – Performing executive functions under:</a>
<b>Function</b>	<del>The CEO is delegated Authority</del> to exercise all the powers and discharge all the duties provided for in any Shire local law made in accordance with Part 3 of the <i>Local Government Act 1995</i> .  For the purpose of this delegation related documents include: Activities on Thoroughfares and <a href="#">Trading in Thoroughfares &amp; Public Places and Trading</a> Local Law Bush Fire Brigades Local Law Local Law Relating to Fencing <del>Keeping and Welfare of</del> Cats Local Law Cemeteries Local Law Dogs Local Law Health Local Laws Local Government Property Local Law Parking & Parking Facilities Local Law <del>Pest Plants Local Law</del> Standing Orders Local Law
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>A-9LE.1 - Notices Requiring Certain Things to be Done by Owner or Occupier of land and Additional Powers When Notice is Given</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995 (Sections 3.25, 3.26 and 3.27)</a> <a href="#">Local Government Act 1995</a> <a href="#">s. 3.25 Notices requiring certain things to be done by owner or occupier of land</a> <a href="#">s.3.26 Additional powers when notices given</a> <a href="#">s.3.27 particular things that local governments can do on land that is not local government property</a>
<b>Function</b>	<p>The CEO is delegated a Authority to exercise and discharge the duties of the local government under Sections 3.25, 3.26 and 3.27 of the Local Government Act 1995, specifically to give notice to a person who is the owner or occupier of land requiring them to take any action specified in Schedule 3.1 of the <i>Local Government Act 1995</i></p> <p>In the event that such notice isn't complied with the CEO is also <del>authorised</del> <del>delegated</del> authority to:</p> <ul style="list-style-type: none"> <li>• Take such legislative action as to achieve, as far as practicable, the purpose for which the notice is given; and</li> <li>• Recover the costs of any action taken in this regard as a debt from the party that failed to comply with the notice.</li> </ul>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LE.43 – Powers of Entry</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<u><a href="#">Local Government Act 1995</a></u> <u><a href="#">s.5.42 Delegation of some powers or duties to the CEO</a></u> <u><a href="#">s.5.43 Limitations on delegations to the CEO</a></u>
<b>Express power or duty delegated</b>	<u><a href="#">Local Government Act 1995</a></u> <u><a href="#">s.3.28 When this Subdivision applies</a></u> <u><a href="#">s.3.32 Notice of entry</a></u> <u><a href="#">s.3.33 Entry under warrant</a></u> <u><a href="#">s.3.34 Entry in an emergency</a></u> <u><a href="#">s.3.36 Opening fences</a></u>
<b>Function</b>	<ol style="list-style-type: none"> <li>1. <u><a href="#">Authority to exercise powers entry to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law (s.3.28).</a></u></li> <li>2. <u><a href="#">Authority to give notice of entry (s.3.32).</a></u></li> <li>3. <u><a href="#">Authority to seek and execute an entry under warrant (s.3.33).</a></u></li> <li>4. <u><a href="#">Authority to execute entry in an emergency, using such force as is reasonable (s.3.34(1) and (3)).</a></u></li> <li>5. <u><a href="#">Authority to give notice and effect entry by opening a fence (s.3.36).</a></u></li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<ol style="list-style-type: none"> <li>1. <u><a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a></u></li> <li>2. <u><a href="#">Delegated Authority under s.3.34(1) and (3) may only be used, where there is imminent or substantial risk to public safety or property.</a></u></li> </ol>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	<u><a href="#">Delegated Authority Action Sheet</a></u>

Commented [NP10]: New delegation.

<b>Delegation</b>	<b>AC-LL5 – Cat Registrations</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Cat Act 2011</i> <a href="#">s.44 Delegation by local government</a>
<b>Express power or duty delegated</b>	<a href="#">Cat Act 2011</a> <a href="#">s.9 Registration</a> <a href="#">s.10 Cancellation of registration</a> <a href="#">s.11 Registration numbers, certificates and tags</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to <ol style="list-style-type: none"> <li>1. Grant, or refuse to grant, a cat registration or renewal of a cat registration (s.9(1)).</li> <li>2. Refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application (s.9(6)).</li> <li>3. Cancel a cat registration (s.10).</li> <li>4. Give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed (s.11(2)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	For granting of registrations – record on Cat Registration Form and File For refusal of registration – Delegated Authority Action Sheet



<b>Delegation</b>	<del>AC 2011 6</del> – Cat control Notices
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Cat Act 2011 s.44 Delegation by local government</a>
<b>Express power or duty delegated</b>	<del>Cat Act 2011 (Section 26)</del> <a href="#">Cat Act 2011 s.26 Cat control notice may be given to cat owner</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the district of the Shire of Bridgetown-Greenbushes.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<del>Nil</del> <a href="#">Conditions can be imposed on the notice.</a>
<b>Adoption</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>AC-ALL7 – Approval to Breed Cats</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Cat Act 2011</i> <a href="#">s.44 Delegation by local government</a>
<b>Express power or duty delegated</b>	<a href="#">Cat Act 2011</a> <a href="#">s.37(1)(2)(4) Approval to breed cats</a> <a href="#">s.38 Cancellation of approval to breed cats</a> <a href="#">s.39(2) Certificate to be given to approved cat breeder</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to: <ol style="list-style-type: none"> <li>1. Grant or refuse to grant approval or renew an approval to breed cats (s.37(1) and (2)).</li> <li>2. Refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application (s.37(4))</li> <li>3. Cancel an approval to breed cats (s.38).</li> <li>4. Give an approved breeder a new certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed (s.39(2)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<a href="#">AC-411.8</a> - Recovery of Costs – Destruction of Cats
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Cat Act 2011</a> <a href="#">s.44 Delegation by local government</a>
<b>Express power or duty delegated</b>	<a href="#">Cat Act 2011 (s.49)</a> <i>Cat Act 2011</i> s.49(3) Authorised person may cause cat to be destroyed
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to recover the amount of the costs associated with the destruction and disposal of a cat.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variations date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><a href="#">ACMLL9</a> - Application to Keep Additional Cats</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<del>Cat Act 2011</del> <del>Cat (Uniform Local Provisions) Regulations 2013</del> <a href="#">Cat Act 2011</a> <a href="#">s.44 Delegation by local government</a>
<b>Express power or duty delegated</b>	<a href="#">Cat (Uniform Local Provisions) Regulations 2013</a> <a href="#">r.8 Application to keep additional number of cats</a> <a href="#">r.9 Grant of approval to keep additional number of <del>cat</del>cats</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to: <ol style="list-style-type: none"> <li>1. Require any document or additional information required to determine an application. (r.8(3))</li> <li>2. Refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application. (r.8(4))</li> <li>3. Grant or refuse approval for additional number of cats specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats. (r.9)</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>ACALE 10 - Dog Registrations</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Dog Act 1976</a> <a href="#">s.10AA Delegation of local government powers and duties</a>
<b>Express power or duty delegated</b>	Dog Act 1976 <a href="#">s.16(2)(3) Registration procedure</a> <a href="#">s.17A(2)(e) If no application for registration made</a> <a href="#">s.17(4)(6) Refusal or cancellation of registration</a>
<b>Function</b>	<p><del>The Chief Executive Officer is delegated a</del> Authority to:</p> <ol style="list-style-type: none"> <li>1. Determine to refuse a dog registration and refund the fee, if any (s.16(2)).</li> <li>2. Direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: <ol style="list-style-type: none"> <li>(a) the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or</li> <li>(b) the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or</li> <li>(c) the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease or</li> <li>(d) the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept</li> <li>(e) the dog is required to be microchipped but is not microchipped; or</li> <li>(f) the dog is a dangerous dog (s.16(3) and s.17A(2)(e)).</li> </ol> </li> <li>3. Apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant/owner has not applied to the State Administration Tribunal for the decision to be reviewed. (s.17(4)). <ol style="list-style-type: none"> <li>(a) Following seizure, to determine to cause the dog to be detained or destroyed- or otherwise disposed of as though it had <del>been</del> found in contravention of section 31, 32 or 33A and had not been claimed (s.17(6))</li> </ol> </li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	For granting of registrations – record on Dog Registration Form and File For refusal of registration – Delegated Authority Action Sheet

<b>Delegation</b>	<a href="#">AC 711.11</a> - Kennel Establishments
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Dog Act 1976</a> <a href="#">s.10AA Delegation of local government powers and duties</a>
<b>Express power or duty delegated</b>	<i>Dog Act 1976</i> <a href="#">s.27(4)(6) Licensing of approved kennel establishments</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to grant, refuse to grant or cancel a <a href="#">licence to operate a</a> kennel <a href="#">establishment</a> .
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">The Chief Executive Officer is permitted to sub-delegate to employees.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

**Commented [NP11]:** The Dog Act specifically says that if you want to sub-delegate then this must be stated in the delegation for it to have any effect.

<b>Delegation</b>	<b>AC/MLL12 - Recovery of Moneys under the Dog Act</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Dog Act 1976</a> <a href="#">s.10AA Delegation of local government powers and duties</a>
<b>Express power or duty delegated</b>	Dog Act 1976 <a href="#">s.29(5) Power to seize dogs</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">The Chief Executive Officer is permitted to sub-delegate to employees.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

**Commented [NP12]:** The Dog Act specifically says that if you want to sub-delegate then this must be stated in the delegation for it to have any effect.

<b>Delegation</b>	<a href="#">ACM13</a> - Dispose of or Sell Dogs Liable to be Destroyed
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Dog Act 1976 s.10AA Delegation of local government powers and duties</a>
<b>Express power or duty delegated</b>	<i>Dog Act 1976 (s.29)</i> <a href="#">s.29(11) Power to seize dogs</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to dispose of or sell a dog which is liable to be destroyed.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">The Chief Executive Officer is permitted to sub-delegate to employees.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

**Commented [NP13]:** The Dog Act specifically says that if you want to sub-delegate then this must be stated in the delegation for it to have any effect.



<b>Delegation</b>	<b>AC-10(L) 14 - Declaration of a Dangerous Dog</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Dog Act 1976</a> <a href="#">s.10AA Delegation of local government powers and duties</a>
<b>Express power or duty delegated</b>	<del>Dog Act 1976 (s.33E)</del> <a href="#">s.33E(1) Individual dog may be declared to be dangerous dog (declared)</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to declare an individual dog to be a dangerous dog.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">The Chief Executive Officer is permitted to sub-delegate to employees (s.10AA(3)).</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

**Commented [NP14]:** The Dog Act specifically says that if you want to sub-delegate then this must be stated in the delegation for it to have any effect.

<b>Delegation</b>	<b><a href="#">AG 14 (L 15) - Objections to Dangerous Dog Declaration or Seizure</a></b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Dog Act 1976</a> <a href="#">s.10AA Delegation of local government powers and duties</a>
<b>Express power or duty delegated</b>	<del>Dog Act (s.33)</del> <a href="#">Dog Act 1976</a> <a href="#">s.33F(6) Owners to be notified of making of declaration</a> <a href="#">s.33G(4) Seizure and destruction</a> <a href="#">s.33H(1) and (2) Local government may revoke declaration or proposal to destroy</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to: <ol style="list-style-type: none"> <li>1. Consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog (s.33F(6)).</li> <li>2. Consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog (s.33G(4)).</li> <li>3. Revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act (s.33H(1))</li> <li>4. <del>Authority to, b</del>efore dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog (s.33H(2)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><a href="#">AC 18/16</a> – Applications for Exemptions to Keep More than Prescribed Number of Dogs</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Dog Act 1976</a> <a href="#">s.10AA Delegation of local government powers and duties</a>
<b>Express power or duty delegated</b>	<del>Dog Act 1976 [Sections 10AA and 26(3)]</del> <del>Dog Local Law Clause 3.2</del> <a href="#">Dog Act 1976</a> <a href="#">s.26(3) Limitations as to numbers</a> <a href="#">Dog Local Law</a> <a href="#">Clause 3.2 Limitation on the number of dogs</a>
<b>Function</b>	<del>The CEO is delegated Authority</del> to determine (approve or refuse) any application to keep more than the prescribed number of dogs as stipulated at Clause 3.2 of the Dog Local Law.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<ol style="list-style-type: none"> <li>1. <a href="#">The Chief Executive Officer is permitted to sub-delegate to employees (s.10AA(3)).</a></li> <li>2. <a href="#">Where the premises are not an approved kennel establishment the maximum number of dogs to be:</a> <ol style="list-style-type: none"> <li>(a) <a href="#">6 dogs that have reached 3 months of age; or</a></li> <li>(b) <a href="#">A dog under that age unless it is a pup of a dog whose keeping is authorised by exemption under s.26(3) of the Act.</a></li> </ol> </li> </ol>
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<a href="#">AC 14(1) 17</a> - Proceedings Under Dog & Cat Acts
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Dog Act 1976 s.10AA Delegation of local government powers and duties</a> <a href="#">Cat Act 2011 s.44 Delegation by local government</a>
<b>Express power or duty delegated</b>	<del>Dog Act &amp; Cat Act</del> <a href="#">Dog Act 1976 s.44(2) Enforcement proceedings</a> <a href="#">Cat Act -2011 s.73(1)(2) prosecutions</a>
<b>Function</b>	<del>In accordance with Section 44 of the Dog Act and Section 44 of the Cat Act, the Chief Executive Officer is authorised Authority to institute and carry on proceedings in the name of the Shire in respect to offences alleged to have been committed within the district against the Dog and Cat Acts.</del> <del>This delegation also enables the Chief Executive Officer to issue infringement notices pursuant to the provisions of Clause 7.3 of the Dog Local Law and Section 62 of the Cat Act.</del>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">The Chief Executive Officer is permitted to sub-delegate to employees (s.10AA(3)).</a>
<b>Adoption date</b>	
<b>Variation date</b>	28 November 2013 (C.16/1113)
<b>Record keeping</b>	Delegated Authority Action Sheet

**Commented [NP15]:** The Cat Act says that only the CEO can withdraw an infringement and the Dog Local Law says that a person who issues an infringement cannot withdraw and infringement. The Dog Reg, r.36(6) also state that whoever serves an infringement cannot withdraw it. To be consistent the CEO should not be issuing infringements and should be the only one to withdraw them.

<b>Delegation</b>	<b>AG-14(L)_18 - Disposal of Sick or Injured Animals</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> <a href="#">s.3.47A(1) Sick or injured animals, disposal of</a> <a href="#">3.48 Impounding expenses, recovery of</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to: <ol style="list-style-type: none"> <li>1. Determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass (s.3.47A(1)).</li> <li>2. Recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods (s.3.48).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.</a>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation Number</b>	<b><del>0-9LE 19</del> – <u>Liquor Act</u> Section 39 and Section 40 Certificates</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<i>Liquor Control Act 1988</i> <a href="#">s.39 Certificate of local government as to whether premises comply with laws.</a> <a href="#">s.40 Certificate of planning authority as to whether use of premises complies with planning laws.</a>
<b>Function</b>	<del>The CEO is delegated a</del> Authority to issue certificates of compliance under Sections 39 (certificate of local government as to whether premises comply with laws) and Section 40 (certificate of planning authority as to whether use of premises complies with planning laws) of the <i>Liquor Control Act 1988</i> .
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><a href="#">O-11LE.20</a> - Declaration of a Vehicle as an Abandoned Vehicle</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<del>Local Government Act 1995 (s.3.40A)</del> <a href="#">Local Government Act 1995</a> <a href="#">s.3.40A Abandoned vehicle wreck may be taken</a>
<b>Function</b>	<del>The CEO is delegated a</del> authority to declare that an impounded vehicle is an abandoned vehicle wreck. <a href="#">(s.3.40A(4))</a> <del>(Note disposal of a declared abandoned vehicle is to be undertaken in accordance with Delegated Authority O-11LE.20 'Disposal of Confiscated or Uncollected Goods'.</del>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<del>Note d</del> Disposal of a declared abandoned vehicle is to be undertaken in accordance with Delegated Authority <del>O-11</del> <a href="#">LE.22</a> 'Confiscated or Uncollected Goods'.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><u><a href="#">O-3.1E.21</a></u> – Confiscated or Uncollected Goods</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<del>Local Government Act 1995 (s.3.46, 3.47 &amp; 3.48)</del> <a href="#">Local Government Act 1995</a> <a href="#">s.3.46 Goods may be withheld until costs paid</a> <a href="#">s.3.47 Confiscated or uncollected goods, disposal of</a> <a href="#">s.3.48 Impounding expenses, recovery of</a>
<b>Function</b>	<del>The CEO is delegated a</del> Authority to: <ol style="list-style-type: none"> <li>1. Refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. (s.3.46)</li> <li>2. Sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 (s.3.47).</li> <li>3. Recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods (s.3.48).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Approved date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet



<b>Delegation</b>	<b><u>6-131E.22 - Administration of the Local Government (Uniform Local Provisions) Regulations</u></b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<a href="#">Local Government Act</a> <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a> r.5(2) Interfering with, or taking from, local government land r.6-Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2) r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1) r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6 r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3) r.17(3)(5)(6) Private works on, over, or under public places – Sch. 9.1 cl. 8
<b>Function</b>	<p>The CEO is delegated authority to exercise all the functions in relation to the administration of the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> including but not limited to administering applications for or breaches of –</p> <ul style="list-style-type: none"> <li>• Disturbing local government land or anything on it;</li> <li>• Obstructing public thoroughfare;</li> <li>• Encroaching on a public thoroughfare;</li> <li>• Separating land from public thoroughfare;</li> <li>• Gate across a public thoroughfare;</li> <li>• Dangerous excavation in or near public thoroughfare;</li> <li>• Crossing from public thoroughfare to private land or private thoroughfare;</li> <li>• Requirement to construct or repair crossing;</li> <li>• Contribution to cost of crossing;</li> <li>• Private works on, over or under public places;</li> <li>• Protection of watercourses, drains, tunnels and bridges;</li> <li>• Protection of thoroughfares from water damage; and</li> <li>• Wind erosion and sand drifts.</li> </ul>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b><a href="#">O-14/E-23</a> - Removal of Graffiti</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Graffiti Vandalism Act 2016</a> <a href="#">s.16 Delegation by local government</a>
<b>Express power or duty delegated</b>	<del><a href="#">Graffiti Vandalism Act 2016 (s.18 &amp; s.19)</a></del> <a href="#">Graffiti Vandalism Act 2016</a> <a href="#">s.18(2) Notice requiring removal of graffiti</a> <a href="#">s.19(3) &amp; (4) Additional powers when notice is given</a>
<b>Function</b>	<del>The CEO is delegated a</del> Authority to: <ol style="list-style-type: none"> <li>1. Give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice (s.18(2)).</li> <li>2. Where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice (s.19(4)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

# Personnel

Delegation	P 1 – Acting Chief Executive Officer
Delegator	Council
Express power to delegate	<a href="#">Local Government Act 1995 (Section 5.42)</a> <a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
Express power or duty delegated	<a href="#">Local Government Act 1995 – Part 9, Division 3</a> <a href="#">s.5.36. Local government employees</a> <a href="#">(1) A local government is to employ –</a> <a href="#">(a) a person to be the CEO of the local government.</a>
Function	<ol style="list-style-type: none"> <li><del>The CEO is delegated a</del> Authority to appoint <del>at their discretion either the Director Corporate Services or the Director Community, Infrastructure and Development</del> <del>an Executive Manager</del> as Acting CEO when the CEO is on periods of annual leave or long service leave of duration no greater than 25 consecutive working days in length. Appointment of an Acting CEO for a period greater than 25 consecutive working days will require a Council decision.</li> <li>Where the CEO is on sick leave for a period which in the opinion of the CEO requires appointment of an Acting CEO, <del>the CEO is delegated</del> authority to appoint <del>at their discretion either the Director Corporate Services or the Director Community, Infrastructure and Development</del> <del>an Executive Manager</del> as Acting CEO for a period of up to 25 consecutive working days.</li> </ol>
Delegate	Chief Executive Officer
Council conditions	<a href="#">This delegation must be in accordance with Policy M.41 – Appointment of an Acting CEO</a>
Adoption date	
Variation date	14 July 2004 (SpC.1/0704) 24 September 2009 (C.28/0909) 25 November 2010 (C.19/1110) 27 November 2014 (C.12/114) 29 November 2018 (C.03/1118b)
Record keeping	Delegated Authority Action Sheet

## Public Health

<b>Delegation Number</b>	<b>G-125.1 - Compensation for Seized Food Items</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><a href="#">Food Act 2008</a>  <a href="#">s.118 Functions of enforcement agencies and delegation</a>  <a href="#">(2)(b) Enforcement agency may delegate a function conferred on it</a>  <a href="#">(3) Delegation subject to conditions (s.119) and guidelines adopted (s.120)</a>  <a href="#">(4) Sub-delegation permissible only if expressly provided in regulations</a></p>
<b>Express power or duty delegated</b>	<p><a href="#">Food Act 2008 (s. 56 &amp; s.70)</a>  <a href="#">Food Act 2008</a>  <a href="#">s.56(2) Compensation to be paid in certain circumstances</a>  <a href="#">s.70(2) and (3) Compensation</a></p>
<b>Function</b>	<p>The Chief Executive Officer is delegated authority to:</p> <ol style="list-style-type: none"> <li>Determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned (s.56(2)).</li> <li>Determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order (s.70(2) and (3)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	0-4111.2 - Food Business Prohibition Orders
Delegator	Council
Express power to delegate	<a href="#">Food Act 2008</a> <a href="#">s.118 Functions of enforcement agencies and delegation</a> <a href="#">(2)(b) Enforcement agency may delegate a function conferred on it</a> <a href="#">(3) Delegation subject to conditions [s.119] and guidelines adopted [s.120]</a> <a href="#">(4) Sub-delegation permissible only if expressly provided in regulations</a>
Express power or duty delegated	<del>Food Act 2008 (s.65, 66 &amp; 67)</del> <a href="#">Food Act 2008</a> <a href="#">s.65(1) Prohibition orders</a> <a href="#">s.66 Certificate of clearance to be given in certain circumstances</a> <a href="#">s.67(4) Request for re-inspection</a>
Function	<del>The Chief Executive Officer is delegated a</del> Authority to: <ol style="list-style-type: none"> <li>1. Serve a prohibition order on the proprietor of a food business in accordance with s.65 of the <i>Food Act 2008</i> (s.65(1)).</li> <li>2. Give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices (s.66).</li> <li>3. Give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection (s.67(4)).</li> </ol>
Delegate	Chief Executive Officer <a href="#">Environmental Health Officer</a>
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

**Commented [NP16]:** This cannot be sub-delegated so the delegation must go from council to the officer.

Delegation	0-40113 - Food Business Registrations
Delegator	Council
Express power to delegate	<a href="#">Food Act 2008 s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulation</a>
Express power or duty delegated	<a href="#">Food Act 2008 (s. 110 &amp; 112)</a> <a href="#">Food Act 2008 s.110(1) and (5) Registration of food business</a> <a href="#">s.112 Variation of conditions or cancellation of registration of food businesses</a>
Function	<p>The Chief Executive Officer is delegated authority to:</p> <ol style="list-style-type: none"> <li>1. Consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration (s.110(1) and (5)).</li> <li>2. Vary the conditions or cancel the registration of a food business (s.112).</li> </ol>
Delegate	Chief Executive Officer <a href="#">Environmental Health Officer</a>
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Synergy Health Module or Property Assessment File or Food Business File

**Commented [NP17]:** This cannot be sub-delegated so the delegation must go from council to the officer.

<b>Delegation</b>	<b>Q-4111.4 - Food Act Debt Recovery and Prosecutions</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Food Act 2008</i> <a href="#">s.118 Functions of enforcement agencies and delegation</a> (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulation
<b>Express power or duty delegated</b>	<i>Food Act 2008 (s. 54 &amp; s. 125)</i> <i>Food Act 2008</i> <a href="#">s.54 Cost of destruction or disposal of forfeited item</a> <a href="#">s.125 Institution of proceedings</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to: 1. Recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs (s.54(1)) and the costs of any subsequent proceedings in a court of competent jurisdiction (s.54(3)). 2. Institute proceedings for an offence under the <i>Food Act 2008</i> (s.125).
<b>Delegate</b>	Chief Executive Officer <a href="#">Environmental Health Officer</a>
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

**Commented [NP18]:** This cannot be sub-delegated so the delegation must go from council to the officer.

<b>Delegation</b>	<b><a href="#">O-13PH.2</a> - Temporary Accommodation Applications</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a> <a href="#">Public Health Act 2016</a> <a href="#">s.21 Enforcement agency may delegate</a>
<b>Express power or duty delegated</b>	<a href="#">Temporary Accommodation Policy</a> <a href="#">Health Act</a> <a href="#">Policy H.4 – Temporary Accommodation Approvals</a>
<b>Function</b>	<del>The CEO is delegated a</del> Authority to determine applications for temporary accommodation with respect to Council's Policy H. <a href="#">54</a> – Temporary Accommodation.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption Date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet



## Rates and Valuations

<b>Delegation</b>	<del>4.48(1)</del> – Rates and Service Charges
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<del>Local Government Act 1995</del> <del>Sections 6.39(2), 6.40, 6.49, 6.50(1), 6.56, 6.60(2), 6.76(4)</del> <a href="#">Local Government Act 1995</a> <a href="#">s.6.39(2)(b) Rate record</a> <a href="#">s.6.49 Agreement as to payment of rates and service charges</a> <a href="#">s.6.50(1) Rates and service charges due and payable</a> <a href="#">s.6.56(1) Rates or service charges recoverable in court</a> <a href="#">s.6.60(2)(4) Local government may require lessee to pay rent</a> <a href="#">s.6.64(3) Actions to be taken</a> <a href="#">s.6.76(4)(5) Grounds of objection</a>
<b>Function</b>	<del>The CEO is delegated a</del> authority to: <del>1. Sections 6.39(2) – amending</del> the rate record to ensure the information is current and correct including amending the rate record for the 5 years preceding the current financial year. <a href="#">(s.6.39(2))</a> <del>1.</del> 2. <del>Section 6.40 – amending</del> the rate record as a result in a change in rateable value, rateability of or the rate imposed on land. <a href="#">(s.6.40)</a> 2. <del>Section 6.49 – entering</del> into an agreement with a person for payment of rates and service charges. <a href="#">(s.6.49)</a> 3. <del>Section 6.50(1) – determine</del> the time allowed for the payment of a rate before it is deemed to be in arrears. <a href="#">(s.6.50(1))</a> 4. <del>Section 6.56 – recovering</del> unpaid rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction. <a href="#">(s.6.56)</a> 5. <del>Section 6.60(2) – require</del> ing a lessee to pay rent in satisfaction of rates or service charges that are due. <a href="#">(s.6.60(2))</a> 6. recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice. <a href="#">(s.6.60(4))</a> 7. lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears. <a href="#">(s.6.64(3))</a> 8. <del>Section 6.76(4) – granting</del> an extension of time for a person seeking to make an objection to the rate record. <a href="#">(s.6.76(4))</a> 9. <del>Section 6.76(5) – considering</del> any objection to the rate record and either disallow it or allow it, wholly or in part. <a href="#">(s.6.76(5))</a> <del>9,10. Section 6.76(6) – serving</del> written notice of any decision made under Section 6.76(5). <a href="#">(s.6.76(6))</a>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">Point 3</a> <a href="#">(a) Excludes determining the due date and instalment due dates.</a>

	<p><a href="#">applicable to levying rates as part of the adoption of the annual budget.</a></p> <p><a href="#">NOTE - Financial Management Reg.64 specifies that instalment due dates are to be determined when adopting the annual budget.</a></p> <p>(b) <a href="#">Decisions under this delegation are limited to determining due date and instalment due dates applicable to interim rating only.</a></p>
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

## Recreation and Cultural Services

<b>Delegation</b>	<b><del>G-58C.1</del> - Use of Blackwood River for Active Recreation</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.3.1 General function</a>
<b>Function</b>	<del>The CEO is delegated a</del> authority to approve all recreational usage within the Blackwood River.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<del>with the exception being that within the Bridgetown Townsite the approval of power dinghy races is restricted to the three established events (Blackwood Classic, Sunnyside Down and the "River Race") and no practicing by power boats is endorsed. Nil</del>
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation Number</b>	<b><a href="#">C-2010-2</a> - Use of Shire Reserves for Camping</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> <a href="#">s.5.42 Delegation of some powers to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> <a href="#">s.3.1 General function</a>
<b>Function</b>	<del>The CEO is delegated a</del> Authority to approve all applications for the Greater Sportsground or any other area <del>deemed</del> <del>he sees</del> fit for such use as a camping area.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	25 November 2010 (C.19/1110)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation Number</b>	<b>A-14RC.3 - Extension of Facility Membership Periods</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.3.1 General function</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> <a href="#">Authority to approve the extension of facility membership periods.</a>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">Any approvals must be in accordance with Policy F.25 – ‘Extension of Facility Memberships in Event of Access Being Prohibited by Government Mandate’</a>
<b>Adoption date</b>	27 January 2022 (C.13/0122a)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>RC.4 - Leisure Centre Fees</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.6.12(1)(b)(c) Power to defer, grant discounts, waive or write off debts</a>
<b>Function</b>	<del>The Chief Executive Officer is delegated a</del> Authority to approve a reduction in Leisure Centre fees of up to 100% for the purpose of providing one-off opportunities to encourage participation in Leisure Centre activities during promotional campaigns. <a href="#">s.6.12(1)(b)</a>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation Date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet

## Roads

<b>Delegation</b>	<b><u>4.48.1</u> - Materials from land not under Local Government Control</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.3.27(1) Particular things that local governments can do on land that is not local government property</a> <a href="#">Schedule 3.2(3)</a>
<b>Function</b>	<ol style="list-style-type: none"> <li><del>The CEO is delegated power</del> <a href="#">Authority</a> to negotiate with landowners and/or occupiers for access to materials required for local government functions, principally –             <ol style="list-style-type: none"> <li>Extraction of gravel, sand or other materials from land;</li> <li>Water, etc.</li> </ol> </li> <li><del>The CEO is delegated power</del> <a href="#">Authority</a> to enter into Agreements with landowners and/or occupiers confirming the terms for access the land and taking the materials.</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	The agreement reached with the landowner/occupier is to – <ol style="list-style-type: none"> <li>State a specific duration, that it is indefinite or otherwise provide for termination;</li> <li>Provide for mutually agreed compensation; and</li> <li>Specify rehabilitation responsibilities if appropriate.</li> </ol>
<b>Adoption date</b>	25 November 2021 (C.06/1121)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

## Traffic and Transport

<b>Delegation</b>	<b>4.1.1 - Restricted Access Vehicles</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO-</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act 1995 (Section 5.42)</a>
<b>Function</b>	<del>The CEO is delegated a</del> Authority to set conditions for the use of Restricted Access Vehicles <del>for an interim period until Council finalises this issue.</del>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</a>
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114) 30 November 2017 (C.18/1117)
<b>Record keeping</b>	Delegated Authority Action Sheet



<b>Delegation</b>	<del>I.2.1</del> – Temporary Closure of <del>Thoroughfares</del> /Roads
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<a href="#">Local Government Act 1995</a> <a href="#">s.5.42 Delegation of some powers or duties to the CEO</a> <a href="#">s.5.43 Limitations on delegations to the CEO</a>
<b>Express power or duty delegated</b>	<a href="#">Local Government Act (Section 3.50 and Section 3.50A)</a> <a href="#">Local Government Act 1995</a> <a href="#">s.3.50(1) Closing certain thoroughfares to vehicles</a> <a href="#">s.350A partial closure of thoroughfare for repairs or maintenance</a> <a href="#">Road Traffic Act 1974</a> <a href="#">s.81C(2)(b) Order for road closure for event, making</a> <a href="#">Road Traffic (Events on Roads) Regulations 1991</a> <a href="#">r.4(1) Approvals</a>
<b>Function</b>	<ol style="list-style-type: none"> <li><del>The CEO is delegated a</del>Authority to determine applications for the temporary closure of roads for the purpose of conducting events in accordance with the <i>Road Traffic (Events on Roads) Regulations 1991</i> and applicable Council Policy. <del>The CEO shall have regard to Section 3.50 of the Local Government Act 1995</del></li> <li><del>The CEO is delegated a</del>Authority to approve the temporary closure, either wholly or partially, of any thoroughfare managed by the Shire of Bridgetown-Greenbushes where such closure is necessary for road safety purposes, road works or any other cause that would pose risks to road users. This includes the temporary closure of a thoroughfare to vehicles or particular classes of vehicles for a period not exceeding 4 weeks.   <a href="#">Note applications for temporary road closures to accommodate events on a road will be considered under Delegation WS.2.</a></li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<a href="#">The CEO shall have regard to Section 3.50 of the Local Government Act 1995.</a>
<b>Adoption date</b>	27 November 2014 (C.12/1114)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

**Commented [NP19]:** Delegation I.2 – Events on Roads has been incorporated into this delegation.

## Deleted Delegations

<b>Delegation Number</b>	A.4
<b>Legislative Power</b>	Local Government Act 1995
<b>Delegation Subject</b>	Exercising Powers of the Local Government
<b>Delegate</b>	Chief Executive Officer
<b>Variation Date</b>	25 November 2010 (C.19/1110) 26 November 2015 (C.16/1115)
<b>Record Keeping</b>	Delegated Authority Action Sheet

The CEO is expressly authorised to exercise powers of the Local Government under the provisions of the Local Government Act 1995 (and its associated Regulations), the *Local Government (Miscellaneous Provisions) Act 1960*, all other Acts under which a local government may exercise its power, and all Shire of Bridgetown-Greenbushes Local Laws under which the local government is to or may exercise a power.

<b>Delegation Number</b>	A.6
<b>Legislative Power</b>	Public Interest Disclosure Act 2003
<b>Delegation Subject</b>	Appointment of PID Officer
<b>Delegator</b>	Council
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	27 November 2014 (C.12/114)
<b>Record Keeping</b>	Delegated Authority Action Sheet

**Commented [NP20]:** This is not a delegation from Council. The section of the PID Act specifically states that the CEO must appoint a PID officer not council.

Under Section 23(1)(a) of the Public Interest Disclosure Act 2003, the CEO is authorised to appoint a Public Interest Disclosure Officer for receiving and responding to disclosures of public interest information.

<b>Delegation Number</b>	A.7
<b>Legislative Power</b>	Equal Opportunity Act 1984
<b>Delegation Subject</b>	EEO Implementation Officer
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	27 November 2014 (C.12/114)
<b>Record Keeping</b>	Delegated Authority Action Sheet

**Commented [NP21]:** Council Policy A2 – Equal Opportunity Employment already states that this is the responsibility of the CEO.

Under section 145(2)(h) of the Equal Opportunity Act 1984 the CEO is authorised to appoint an officer to have responsibility for implementing the provisions of the Equal Opportunity Act 1984 and Council's Equal Opportunity Employment Policy.

<b>Delegation Number</b>	E.1
<b>Legislative Power</b>	Local Government Act 1995 (Section 5.120(1))
<b>Delegation Subject</b>	Code of Conduct – Complaints officer
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	27 November 2014 (C.12/1114)
<b>Record Keeping</b>	Delegated Authority Action Sheet

The CEO is designated as the Council's Complaints Officer for receiving, investigation and, if deemed valid, registering and reporting Elected Member breaches or Alleged breaches of the Council's Code of Conduct or Rules of Conduct.

<b>Delegation Number</b>	E.2
<b>Legislative Power</b>	Standing orders Local Law
<b>Delegation Subject</b>	Recordings of Proceedings
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	27 November 2014 (C.12/1114)
<b>Variation Date</b>	26 November 2015 (C.16/1115)
<b>Variation Date</b>	30 November 2017 (C.18/1117)
<b>Record Keeping</b>	Delegated Authority Action Sheet

The CEO is delegated the power to grant approval in writing, if the CEO considers it appropriate, for persons to use any electronic, visual or vocal recording device or instrument to record the proceedings of any Council or Committee meeting, or any part of a Council or Committee meeting (refer Standing Orders clause 8.5).

Before exercising this delegated authority the CEO shall consult with the Shire President and will only exercise the delegated authority if the Shire President agrees.

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DELETED

<b>Delegation Number</b>	I.3
<b>Legislative Power</b>	Local Government Act (Section 3.50 and Section 3.50A)
<b>Delegation Subject</b>	Temporary Closure of Thoroughfares
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	30 November 2017 (C.18/1117)
<b>Record Keeping</b>	Delegated Authority Action Sheet

**Commented [NP22]:** This has been incorporated into delegation TT2

The CEO is delegated authority to approve the temporary closure, either wholly or partially, of any thoroughfare managed by the Shire of Bridgetown-Greenbushes where such closure is necessary for road safety purposes, road works or any other cause that would pose risks to road users. This includes the temporary closure of a thoroughfare to vehicles or particular classes of vehicles for a period not exceeding 4 weeks.

Note applications for temporary road closures to accommodate events on a road will be considered under Delegation WS.2.

*The CEO has assigned this Delegation to the Executive Manager Development & Infrastructure and Manager Technical Services*

<b>Delegation</b>	O.5
<b>Legislative Power</b>	Planning & Development Act 2005; Building Regulations; Health Act
<b>Delegation Subject</b>	Enforcement and Legal Proceedings
<b>Delegate</b>	Chief Executive Officer
<b>Record Keeping</b>	Delegated Authority Action Sheet

**Commented [NP23]:** This would be covered under LE.1

The Chief Executive Officer is delegated authority to appoint persons to initiate prosecutions on behalf of Council under various legislation and Council's Local Laws. Further, the Chief Executive Officer is delegated authority to appoint persons or classes of persons to be authorised for the purposes of performing particular functions as specified by the Chief Executive Officer. The appointments being those referred to in Section 9.10 of the Local Government Act.

<b>Delegation Number</b>	O.8
<b>Legislative Power</b>	
<b>Delegation Subject</b>	Fire Management Plan
<b>Delegate</b>	Chief Executive Officer
<b>Variation Date</b>	29 November 2007 (C.14/1107)
<b>Record Keeping</b>	Delegated Authority Action Sheet

**Commented [NP24]:** Not considered a delegation from Council to CEO but is a delegation from the CEO to employee as the plan is already adopted by council.

The CEO is delegated authority to:

4. Implement the Shire of Bridgetown-Greenbushes Fire Management Plan as adopted by Council and within annual budgetary constraints.
5. Undertake those actions necessary to implement the Shire Policy in regard to Fire Prevention.

*The CEO has assigned this Delegation to the Community Emergency Services Manager and Shire Ranger*

DELETED



## DELEGATION REGISTER

Council to  
Chief Executive Officer and Other Officers

Reviewed on 29 November 2007  
Amended on 28 February 2008

Amended on 26 June 2008 Reviewed &  
Amended on 25 September 2008 Reviewed & Amended on 24  
September 2009 Reviewed & Amended on 25 November 2010  
Reviewed on 24 November 2011

Amended on 29 March 2012  
Amended 25 October 2012

Reviewed on 29 November 2012

Reviewed on 28 November 2013 Reviewed &  
Amended on 27 November 2014 Reviewed & Amended on 26  
November 2015

Reviewed November 2016 Reviewed &  
Amended on 30 November 2017

Amended 29 March 2018 Reviewed &  
Amended on 29 November 2018 Reviewed & Amended on 29  
November 2019 Reviewed & Amended on 23 September 2020

Reviewed & Amended on 25 November 2021



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## Introduction

Section 5.42 of the *Local Government Act 1995* (the Act) allows for a local government to delegate to the Chief Executive Officer (CEO) the exercise of any of its powers or the discharge of any of its duties under the Act (other than those under s5.43). The local government may also delegate the exercise of any of its powers to Committees pursuant to section 5.16, other than those under Section 5.17(1).

Section 5.44 of the Act provides for the CEO to delegate any of his or her powers to another employee, this must be done in writing. The Act also allows for the CEO to place conditions on any delegations that he or she has delegated. These powers or duties cannot, however, be further sub-delegated. These powers or duties are delegated to assist with improving the time taken to make decisions and are made within the constraints allowed by the relevant legislation. This is consistent with our commitment to a strong customer service focus.

The Department of Local Government & Communities Guideline No.17 – Delegations, establishes the principal issue in determining whether a statutory function or duty is suitable for ‘acting through’ that being - where the statute provides no discretion in carrying out a function or duty, then the function or duty may be undertaken through the ‘acting through’ concept.

Conversely, where the statute allows for discretion on the part of the decision maker, then the function must either be delegated or a person authorised, or a policy implemented, that provides sufficient control for another person to have that authority and fulfil the function or duty.

The purpose of this register is to ensure a record is kept of those powers or duties that have been delegated to ensure accountability and to meet the requirements of Section 5.46 of the Act. This register is a public document that contains ‘Instruments of Delegation’ that detail the function being delegated and the relevant statutory reference which is the source of power for the exercise of that function.

Without limiting the effect of sections 58 and 59 of the *Interpretation Act 1984*, these delegations, made under the Act have effect for the period of time specified in the delegation or where no period has been specified, indefinitely. Any decision to amend or revoke these delegations by a local government is to be by an absolute majority.

This register of delegated authority will be reviewed in accordance with the Act on an annual basis.

## Corporate Management

<b>Delegation</b>	<b>CM.1 - Authorising and Affixing of the Common Seal</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s.9.49A(1)(2)(3) – Execution of documents
<b>Function</b>	<p>Authority to authorise the affixing of the Common Seal of the Shire of Bridgetown-Greenbushes to a document that requires the Common Seal to be legally effective. Documents are to be in one or more of the following categories:</p> <ol style="list-style-type: none"> <li>1. Documents required to satisfy conditions of subdivision and/or development approval;</li> <li>2. Documents required to effect the transfer of land;</li> <li>3. Documents required to secure the repayment of a loan granted by the Shire, a loan granted to the Shire by a third party and/or to secure the pre-funding of infrastructure works by the Shire;</li> <li>4. Documents required to effect the grant of leasehold interests in the land either by the Shire to a third party or by a third party to the Shire;</li> <li>5. Documents required to effect the grant of a licence either by the Shire to a third party or by a third party to the Shire;</li> <li>6. Documents required to effect the subdivision of land, including the strata titling of land;</li> <li>7. Documents which are capable of registration and/or lodgment at Landgate (WA Land Titles office); and</li> <li>8. Documents necessary or appropriate to enable the CEO to carry out his functions under any written law.</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	The document must not be inconsistent with a Council policy or resolution.
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Register of Seals

## Council Properties

Delegation	CP.1 – Transfer of Land Documentation
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995</i> s.9.49A Execution of documents
Function	Where a Council resolution has occurred for the purchase of land, the CEO is authorised to endorse transfer of land documentation.
Delegate	Chief Executive Officer
Council conditions	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

<b>Delegation</b>	<b>CP.2 - Disposal of Surplus Equipment, Materials, Tools, Etc</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s.3.58 (2)(3) Disposing of property <i>Local Government (Functions and General) Regulations 1996</i> r.30 Dispositions of property excluded from Act
<b>Function</b>	Authority to sell, by calling for expressions of interest, auction, or any other fair means, items of surplus equipment, materials, tools, etc., which are no longer required, or are no longer serviceable.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	This delegation applies only to items with an estimated value of less than \$2,000 each.
<b>Adoption date</b>	27 November 2014 (C.12/1114)
<b>Variation date</b>	30 November 2017 (C.18/1117)
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	CP.3 – Administration of Leases and Licences
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CE
Express power or duty delegated	<i>Local Government Act 1995</i> s3.18 - Performing executive functions. s9.49A(4) - Execution of documents
Function	Authority to exercise all rights available and duties incumbent on the Shire under any lease or licence agreement, providing it doesn't alter the intent of the documentation.
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

Commented [NP1]: New delegation



## Development and Building Controls

Delegation	DBC.1 - Building and Demolition Permits	
<b>Delegator</b>	Council	
<b>Express power to delegate</b>	Building Act 2011 s.127(1) & (3) Delegation: special permit authorities and local government	
<b>Express power or duty delegated</b>	<p><i>Building Act 2011</i> s.18 Further Information s.20 Grant of building permit s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit</p> <p><i>Building Regulations 2012</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))</p>	
<b>Function</b>	Authority and power to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act and Building Regulations:  Note in this delegation "building permit" includes "demolition permit".	
	<i>Building Act 2011</i>	
	Section 18	Request to the applicant to provide further information required for determination of the building permit or demolition permit application
	Section 20	Authority to grant or refuse to grant building permits
	Section 21	Authority to grant or refuse to grant demolition permits
	Section 22	Authority to refuse to grant building permits or demolition permits if: <ol style="list-style-type: none"> <li>1. There appears to be an error in the information provided for the application or in a document that accompanied the application; or</li> <li>2. If an application is inconsistent with:               <ol style="list-style-type: none"> <li>(a) A function that the Permit Authority has under written law; or</li> <li>(b) An agreement between the Permit Authority and the applicant.</li> </ol> </li> </ol>
Section 27	Authority to impose, vary or revoke conditions on a building permit or demolition permit	

	Section 32	Extend the time during which permit has effect
	<i>Building Regulations 2012</i>	
	Reg. 23 Reg. 24	Authority to determine an application (including the imposition of new conditions) to extend time during which a building permit or demolition permit has effect subject to being satisfied that work for which the building permit was granted has not been completed or the extension is necessary to allow rectification of defects of works for which the permit was granted.
	Reg. 26	Authority to approve or refuse to approve an application for a new responsible person for a building permit or demolition permit.
<b>Delegate</b>	Chief Executive Officer	
<b>Council conditions</b>	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.	
<b>Adoption date</b>		
<b>Variation date</b>	28 November 2013 (C.16/1113)	
<b>Record keeping</b>	Individual Building Permit Files	

**Commented [NP2]:** This has been done on the basis that should we have no Building Surveyor then some of duties can still be carried out without having to go to Council.

Delegation	DBC.2 - Occupancy Permits or Building Approval Certificates	
Delegator	Council	
Express power to delegate	Building Act 2011 s.127(1) & (3) Delegation: special permit authorities and local government	
Express power or duty delegated	<i>Building Act 2011</i> s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration  <i>Building Regulations 2012</i> r.40 Extension of period of duration of time limited occupancy permit or building approval certificate	
Function	Council delegates its authority and powers to the Council's Registered Building Surveyor(s) the capacity to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act and Building Regulations:	
	<i>Building Act 2011</i>	
	Section 55	Request to the applicant to provide further information required for determination of the application
	Section 58	Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate
	Section 62	Authority to impose, add, vary or revoke conditions on an occupancy permit
	Section 65	Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect
	<i>Building Regulations 2012</i>	
	Reg. 40	Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect
Delegate	Chief Executive Officer	
Council conditions	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.	
Adoption date		
Variation date		
Record keeping	Individual Building Permit Files	

Delegation	DBC.3 – Building Orders	
Delegator	Council	
Express power to delegate	Building Act 2011 s.127(1) & (3) Delegation: special permit authorities and local government	
Express power or duty delegated	<i>Building Act 2011</i> s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance s.133(1) A permit authority may commence a prosecution for an offence against this Act	
Function	Authority and power to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act:	
	Section 110	Authority to make building orders in relation to: (a) Building work (b) Demolition work (c) An existing building or incidental structure
	Section 111	Authority to give notice of a proposed building order and consider submissions received in response and determine actions.
	Section 117	Authority to revoke a building order.
	Section 118	If there is non-compliance with a building order, authority to: (a) Take any action specified in the order; or (b) Commence or complete any work specified in the order; or (c) If any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease.
	Section 133	Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the Building Act 2011.
Delegate	Chief Executive Officer	
Council conditions	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.	
Adoption date		

<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>DBC.4 - Inspection and Copies of Building Records</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	Building Act 2011 s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express power or duty delegated</b>	<i>Building Act 2011</i> s.131(2) Inspection, copies of building records
<b>Function</b>	Authority to determine applications from interested persons to inspect and copy a building record.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>DBC.5 - Private Pool Barrier – Alternative and Performance Solutions</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	Building Act 2011 s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express power or duty delegated</b>	<i>Building Regulations 2012</i> r.51(2)(3)(5) Approvals by permit authority
<b>Function</b>	<p>Authority to:</p> <ol style="list-style-type: none"> <li>1. Approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliance with AS 1926.1 (r.51(2)).</li> <li>2. Approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner/occupier, or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability (r.51(3)).</li> <li>3. Approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement (r.51(5)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>DBC.6 - Smoke Alarms – Alternative Solutions</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	Building Act 2011 s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express power or duty delegated</b>	<i>Building Regulations 2012</i> r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms
<b>Function</b>	Authority to: 1. Approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning (r.55). 2. Approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval (r.61).
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet



## Emergency Services

Delegation	ES.1 - Firebreak and Fuel Hazard Reduction Notice – Variation
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954</i> s.48(1) Delegation by local governments
Express power or duty delegated	<i>Bush Fires Act 1954</i> s.33 Local government may require occupier of land to plough or clear firebreak
Function	Authority to approve or refuse applications to provide firebreaks in alternative positions and to approve or refuse applications to provide alternative fire protection measures on land.
Delegate	Chief Executive Officer
Council conditions	This delegation is subject to relevant Fire Control Officer endorsement of application.
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

<b>Delegation</b>	<b>ES.2 - Cost Recovery for Fires</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Bush Fires Act 1954</i> s.48(1) Delegation by local governments
<b>Express power or duty delegated</b>	<i>Bush Fires Act 1954</i> s.58 General penalty and recovery of expenses incurred
<b>Function</b>	Authority to seek the recovery of costs of measures taken by the Shire of Bridgetown-Greenbushes, its Bush Fire Control Officers and Bush Fire Brigades to extinguish a fire burning, including authority to recover expenses in any court of competent jurisdiction.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>ES.3 - Works Orders for Properties Non-Compliant to Firebreak and Fuel Hazard Reduction Notice</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Bush Fires Act 1954</i> s.48(1) Delegation by local governments
<b>Express power or duty delegated</b>	<i>Bush Fires Act 1954</i> s.33(1)(4)(5) local government may require occupier of land to plough or clear firebreak
<b>Function</b>	<p>Authority to:</p> <ol style="list-style-type: none"> <li>1. Give written notice to an owner or occupier of land or all owners or occupiers of land within the district, requiring, to the satisfaction of the Shire of Bridgetown- Greenbushes: <ol style="list-style-type: none"> <li>(a) clearing of firebreaks as determined necessary and specified in the notice; and</li> <li>(b) act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and</li> <li>(c) as a separate or coordinated action with any other person carry out similar actions [s.33(1)].</li> </ol> </li> <li>2. Direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with. Note this also allows the use of contractors or other persons to carry out the required work. (s.33(4)(a))</li> <li>3. Request Bush Fire Brigades to do the work if necessary, or employ Council staff to do the work if necessary, or employ contractors to do the work if necessary, at the cost of the owners/occupiers. (s.33(4)(b))</li> <li>4. Recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice. (s.33(5)(b))</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	ES.4 – Offences – Bush Fires Act
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Bush Fires Act 1954</i> s.48(1) Delegation by local governments
<b>Express power or duty delegated</b>	<i>Bush Fires Act 1954</i> s.59(3) – Prosecution of offences 59A(2)(5) – Alternative procedure – infringement notices
<b>Function</b>	<ol style="list-style-type: none"> <li>1. Authority to consider allegations of offences alleged to have been committed against the Bush Fires Act within the district, and if the Chief Executive Officer thinks fit, to institute and carry out proceedings in the name of the Shire against any person alleged to have committed any of those offences. (s.59(3))</li> <li>2. Authority to issue an infringement notice under the Act. (s.59A(2))</li> <li>3. Authority to withdraw infringement notices under the Act. (s.59A(5))</li> </ol>
<b>Delegate</b>	Chief Executive Officer Shire Ranger
<b>Council conditions</b>	The Chief Executive Officer is authorised for the purposes of s.59(3) and 59A(5) only. Shire Ranger is authorised for the purposes of s59(3) and s59A(2) only.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	ES.5 – Variations to Prohibited Burning Periods
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954</i> s17(10) Prohibited burning times may be declared by Minister
Express power or duty delegated	<i>Bush Fires Act 1954</i> s17(7) Prohibited burning times may be declared by Minister
Function	Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer (s.17(7))
Delegate	President and Chief Bush Fire Control Officer
Council conditions	Decisions under s,17(7) must be undertaken jointly by both the President and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

Commented [NP3]: New delegation

Delegation	ES.6 – Prohibited Burning Times – Control Activities
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954</i> s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land  <i>Bush Fire Regulations 1954</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Function	<ol style="list-style-type: none"> <li>1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer (r.15).</li> <li>2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained (r.38C).</li> <li>3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an airplane has been satisfactorily prepared (r.39B(2)).</li> <li>4. Authority to recover the cost of measures taken by the Shire of Bridgetown-Greenbushes or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy (s.28(4)), including authority to recover expenses in any court of competent jurisdiction (s.28(5)).</li> </ol>
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

Commented [NP4]: New delegation

Delegation	ES.7 – Variations and Control Activities Restricted Burning Periods
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954</i> s.48 Delegation by local government
Express power or duty delegated	<p><i>Bush Fires Act 1954</i> s.18(5)(11) Restricted burning times may be declared by FES Commissioner s.22(6) and (7) Burning on exempt land and land adjoining exempt land s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land</p> <p><i>Bush Fire Regulations 1954</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.15C Local Government may prohibit burning on certain days r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times</p>
Function	<ol style="list-style-type: none"> <li>1. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year (s.18(5)). <ol style="list-style-type: none"> <li>a. Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the district (r.15C).</li> </ol> </li> <li>2. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn (s.18(11)).</li> <li>3. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer (r.15).</li> <li>4. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning firebreaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary (s.22(6) and (7)).</li> <li>5. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained (r.38C).</li> <li>6. Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an airplane has been satisfactorily prepared (r.39B).</li> <li>7. Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an airplane (r.39B(3)).</li> <li>8. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice (s.27(2) and (3)).</li> </ol>

Commented [NP5]: New delegation

	9. Authority to recover the cost of measures taken by the Shire of Bridgetown-Greenbushes or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy (s.28(4)), including authority to recover expenses in any court of competent jurisdiction (s.28(5)).
<b>Delegate</b>	President and Chief Bush Fire Control Officer
<b>Council conditions</b>	Decisions under s,17(7) must be undertaken jointly by both the President and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet



Delegation	ES.8 – Burning Garden Refuse/Open Air Fires
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954</i> s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25  <i>Bush Fire Regulations 1954</i> r.27(3) Permit, issue of
Function	<ol style="list-style-type: none"> <li>1. Authority to give written permission, during prohibited times and restricted times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard (s.24F(2)(b)(ii) and (4)).</li> <li>2. Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F (s.24G(2)). <ol style="list-style-type: none"> <li>(a) Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the district (r.27(3) and r.33(5)).</li> <li>(b) Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plan growing upon any land within the district (r.34).</li> </ol> </li> <li>3. Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of: <ol style="list-style-type: none"> <li>(a) camping or cooking (s.25(1)(a)).</li> <li>(b) conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer (s.25(1)(b)).</li> </ol> </li> <li>4. Authority to prohibit the lighting of fires in the open are for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice (s.25(1a) and (1b)).</li> <li>5. Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice (s.25A(5)).</li> </ol>
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

Commented [NP6]: New delegation

Delegation	ES.9 – Make Request to FES Commissioner – Control of Fire
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954</i> s.48 Delegation by local government
Express power or duty delegated	<i>Bush Fires Act 1954</i> s13(4) Duties and powers of bush fire liaison office
Function	Authority to request of behalf of the Shire of Bridgetown-Greenbushes that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations (s13(4)).
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

Commented [NP7]: New delegation

## Financial Management

Delegation	FM.1 – Execution of Contracts
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995</i> s.9.49A Execution of documents
Function	Authority to prepare the necessary documentation taking into account any specific or policy requirements of Council and arrange for execution of contract documents including affixing of the Seal without further reference to Council, where: <ul style="list-style-type: none"> <li>(a) Council has authorised entering into a formal contract; or</li> <li>(b) A formal contract is authorised under a delegated authority from Council; or</li> <li>(c) A formal contract is considered necessary by the Chief Executive Officer as part of the day-to-day operations of the Council.</li> </ul>
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	27 November 2014 (C.12/114)
Variation date	
Record keeping	Delegated Authority Action Sheet

<b>Delegation</b>	<b>FM.2 - Conferences, Seminars, Meetings and Training Courses – Reimbursement of Councillor Expenses</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government (Administration) Regulations 1996</i> r.32 Expenses that may be approved for reimbursement
<b>Function</b>	Authority to reimburse all reasonable expenses to councillors incurred whilst attending authorised conferences, seminars, meetings and training courses.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Reimbursements to occur in accordance with the <i>Local Government (Administration) Regulations 1996</i> (Regulation 32) and Council Policy M.3 – Conference Attendance & Training.
<b>Adoption Date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>FM.3 - Payments from Municipal Fund and Trust Fund</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government (Financial Management) Regulations 1996</i> r.12(1)(a) Payments from municipal fund or trust fund, restriction on making
<b>Function</b>	Authority to make payments from the Municipal, Reserve or Trust funds.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<ol style="list-style-type: none"> <li>1. Authority to make payments is subject to annual budget limitations.</li> <li>2. All payments are made under two signatures as determined by the CEO.</li> <li>3. All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</li> </ol>
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Payment Summary Report signed by Authorising Officers

Delegation	FM.4 - Donations
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	
Function	Authority to determine requests for donation of monies up to the value of \$400 when a group or individual can demonstrate: <ol style="list-style-type: none"> <li>1. Significant direct benefit to the local community.</li> <li>2. That the group is a community group or non-profit making organisation or running a non-profit activity.</li> <li>3. That the group's financial status is such as to justify a donation from Council.</li> <li>4. Special circumstances or needs exist in the opinion of the Chief Executive Officer to warrant a donation, eg, support of needy groups and individuals who bring credit to the municipality by achieving state or national representation or awards, which sees them requiring financial assistance for travelling, accommodation or other incidental expenses.</li> </ol>
Delegate	Chief Executive Officer
Council conditions	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions. That available funding exists in Council's budget.
Adoption date	
Variation date	
Record keeping	Donation Register

<b>Delegation</b>	<b>FM.5 - Write Off of Money Owing to the Local Government</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s.6.12(1)(b)(c) Power to defer, grant discounts, waive or write off debts
<b>Function</b>	<ol style="list-style-type: none"> <li>1. Authority to write off any amount of money which is owed to the local government up to a limit of \$500 in any one instance. (s.6.12(1)(c))</li> <li>2. In the event of monies owed to the City under 34AE of the <i>Local Government (Administration) Regulations 1996</i>, authority to seek Ministerial approval in accordance with 19AA <i>Local Government (Financial Management) Regulations 1996</i>.</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	In exercising this authority, the CEO shall: <ol style="list-style-type: none"> <li>1. Provide for appropriate internal controls</li> <li>2. Ensure all statutory requirements are met</li> <li>3. Ensure all Council Policies are observed.</li> </ol>
<b>Adoption date</b>	
<b>Variation Date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>FM 6 - Tenders for Providing Goods &amp; Services</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><i>Local Government Act 1995</i>  s.5.42 Delegation of some powers or duties to the CEO  s.5.43 Limitations on delegations to the CEO</p>
<b>Express power or duty delegated</b>	<p><i>Local Government Act 1995</i>  s.3.57 Tenders for providing goods or services</p> <p><i>Local Government (Functions and General) Regulations 1996</i>  r.11(1)(2)(j) When tenders have to be publicly invited  r.11(2)(j) Exercising contract extension options  r.13 Requirements when local government invites tenders though not required to do so  r.14 Publicly inviting tenders, requirements for  r.18(2)(4)(4a) Rejecting and accepting tenders  r.21 Limiting who can tender, procedure for  r.23 Rejecting and accepting expressions of interest to be acceptable tenderer</p>
<b>Function</b>	<p>Authority to perform the following:</p> <ol style="list-style-type: none"> <li>1. Publicly invite tenders for the supply of goods and services expected to be worth more than \$250,000. (<i>r.11(1), 12 and 13</i>).</li> <li>2. Publicly invite tenders for the supply of goods and services although not required to do so. (<i>r.13</i>).</li> <li>3. Determine, in writing, the criteria for deciding which tenders should be accepted and give Statewide public notice in accordance with Regulation 14.</li> <li>4. Determine the information that is to be disclosed to those interested in submitting tender.</li> <li>5. Vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the request for tender information is provided notice of the variation.</li> <li>6. Give each tenderer notice in writing containing particulars of the successful tender or advising that no tender was accepted. (<i>r.19</i>).</li> <li>7. Determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender. (<i>r.18(2)</i>)</li> <li>8. Seek clarification from tenderers in relation to information contained in their tender submission. (<i>r.18(4a)</i>).</li> <li>9. Evaluate tenders, by written evaluation to determine which tender satisfies the criteria for deciding which tender to accept. (<i>r.18(4)</i>).</li> <li>10. Approve minor variations to contracts after it has been entered into by Council where the variation is equal to or less than 5% with a ceiling of \$5,000.</li> <li>11. Authority to determine whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations before entering into a contract.</li> <li>12. Exercise a contract extension option that was included in the original tender specification and contract. (<i>r.11(2)(j)</i>).</li> </ol>



	<p>13. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine to contract directly with a suitable supplier. <i>(r.11(2)(f))</i>.</p> <p>14. Undertake tender exempt procurement, in accordance with the Purchasing Policy requirements, where the total consideration under the resulting contract is expected to be included in the adopted Annual Budget. <i>(r.11(2))</i>.</p> <p>15. Determine when to seek Expressions of interest and to invite Expressions of Interest for the supply of goods and services. <i>(r.21)</i>.</p> <p>16. Consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers. <i>(r.3)</i>.</p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<p>1. A decision to renew or extend the contract must only occur where the original contract contained the option to renew or extend its term as per r.11(2)(j) <b>and</b> that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term.</p> <p>2. Expressions of Interest may only be called where there is an adopted budget for the proposed goods or services.</p> <p>3. Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget where:</p> <p>(a) the proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government; or</p> <p>(b) a current supply contract expiry is imminent; and</p> <p>(c) the value of the proposed new contract has been included in the draft Annual Budget proposed for adoption, and</p> <p>(d) the tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council.</p> <p>4. A decision to vary a tendered contract before entry into the contract must include evidence that the variation is minor in comparison to the total goods or services that tenderers were invited to supply.</p> <p>5. A decision to vary a tendered contract after entry into the contract must include evidence that the variation is necessary and does not change the scope of the contract.</p> <p>6. A decision to renew or extend the contract must only occur where the original contract contained the option to renew or extend its term as per r.11(2)(j) <b>and</b> that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term.</p> <p>7. The decision to select a successful tender is still one for Council to determine.</p>
<b>Adoption date</b>	
<b>Variation Date</b>	<p>27 November 2014 (C.12/114)</p> <p>26 November 2015 (C.16/1115)</p>

**Record keeping**

Tender Register  
Delegated Authority Action Sheet

<b>Delegation</b>	<b>FM.7 - Authority to Invest Surplus Funds</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> S6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996</i> r.19 Investments, control procedures for
<b>Function</b>	Authority and power to invest money held in the Municipal (including funds held in Reserve Accounts) or Trust Funds, that is not required for the time being for any purpose, in accordance with Part III of the <i>Trustees Act 1962</i> , or in an investment approved by the Minister.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	The above delegation is subject to: 1. The establishment of documented internal control procedures to be followed to ensure control over the investments; 2. Compliance with Regulation 19(2) of the Financial Management Regulations; and 3. Compliance with Council Finance Policy F.3 – Investments.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	FM8 – Contract Variations
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	
<b>Function</b>	Authority to: <ol style="list-style-type: none"> <li>1. Approve minor variations to contracts entered into by Council where the variation is equal to or less than 5% with a ceiling of \$5,000.</li> <li>2. Exercise an extension option that was included in an original request for tender or request for quote submission.</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	25 November 2004 (C.26/1104)
<b>Record keeping</b>	Delegated Authority Action Sheet

## Land Use and Planning

Delegation	LUP.1 - Development Applications – Extension of Time
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Town Planning Schemes 3</i> Clause 7.7 Delegation</p> <p><i>Town Planning Scheme 4</i> Clause 6.8 Delegation</p>
Express power or duty delegated	Town Planning Scheme 4 Clause 5.5 Term of Planning Approval
Function	Authority to approve applications for extension of time in respect to development applications previously approved by Council or approved under delegated authority.
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LUP.2 - Setback Variations</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Town Planning Schemes 3</i> Clause 7.7 Delegation</p> <p><i>Town Planning Scheme 4</i> Clause 6.8 Delegation</p>
<b>Express power or duty delegated</b>	<p>Town Planning Scheme 4 Clause 4.6 Building Setbacks in Rural Zones Clause 4.7 Building Setbacks in Other Zones</p>
<b>Function</b>	<p>Notwithstanding the provisions of the Council's Town Planning Scheme, authority to vary any setback provision for any development where such is considered appropriate due to design considerations or where the requirement to comply is considered unreasonable or undesirable due to the shape or geographical conditions of the land provided that the owners of any neighbouring properties likely to be detrimentally affected have been consulted and have signified no objections. Maximum variation allowed is 75%.</p> <p>Explanatory Note: The 75% variation to setbacks in the Rural Zone of Town Planning Scheme No. 3 is to be taken from the 7.5 metre setback.</p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	<p>30 March 2006 (C.13/0306a) 28 November 2013 (C.16/1113)</p>
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LUP.3 - Subdivisions</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Town Planning Schemes 3</i> Clause 7.7 Delegation</p> <p><i>Town Planning Scheme 4</i> Clause 6.8 Delegation</p>
<b>Express power or duty delegated</b>	<p><i>Planning &amp; Development Act 2005</i> <i>Town Planning Schemes</i></p>
<b>Function</b>	<p>Authority to:</p> <ol style="list-style-type: none"> <li>1. Support subdivision proposals restricted to applications of not more than four (4) allotments in the absence of an adopted Subdivision Guide Plan or Structure Plan.</li> <li>2. Support unrestricted subdivision proposals when they are within an approved Subdivision Guide Plan or Structure Plan.</li> <li>3. Support applications for the amalgamation of lots.</li> <li>4. Support applications for minor boundary adjustments.</li> <li>5. Not support any subdivision or amalgamation proposal that is not in conformity with the operative Town Planning Scheme, policies or any Subdivision Guide Plan or Structure Plan.</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<ol style="list-style-type: none"> <li>1. Applications/proposals are to comply in all respect with the operative Town Planning Scheme, policies and other regulatory controls</li> <li>2. This delegation is to be interpreted as permitting recommendations to be lodged with the Western Australian Planning Commission for approval or refusal as appropriate.</li> </ol>
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LUP.4 – Development Applications</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Town Planning Schemes 3</i> Clause 7.7 Delegation</p> <p><i>Town Planning Scheme 4</i> Clause 6.8 Delegation</p>
<b>Express power or duty delegated</b>	Town Planning Scheme
<b>Function</b>	<p>Authority to –</p> <ol style="list-style-type: none"> <li>1. Approve all development applications for AA uses under the operative Town Planning Scheme except where: <ul style="list-style-type: none"> <li>• An advertised or referred development application has received a submission by way of objection, other than an objection which can be satisfied by conditions of consent;</li> <li>• The proposed development, although not advertised, is considered by the CEO to be of a contentious nature;</li> </ul> </li> <li>2. Approve all development applications and building envelope relocations complying to Council Policies, Guidelines or Codes.</li> <li>3. Approve development applications and building envelope relocations where such applications vary only to a minor extent from Council's Policies, Guidelines or Codes.</li> <li>4. Refuse development applications and building envelope relocations which do not comply with Council Policies.</li> <li>5. Approve development applications for "P" or "IP" uses (incidental to the predominant use).</li> <li>6. Approve development applications on Reserves where the proposed use is consistent with the purpose of the Reserve.</li> <li>7. Support minor variations to Section 20 Signage of the Bridgetown Special Design Heritage Precinct – Statement of Planning Policy and associated Bridgetown Heritage Precinct: development Guidelines for obscure window signage or treatment only for shop fronts where goods are not displayed.</li> <li>8. Approve applications for 2 dwellings on a residential zoned lot under Town Planning Scheme No. 4 as per Clause 4.2.5 of that Town Planning Scheme.</li> </ol>
<b>Delegate</b>	Chief Executive Officer Senior Planning Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	



<b>Variation date</b>	15 December 2005 (C.4/1205) 25 September 2008 (C.22/0908) 27 November 2014 (C.08/1114) & (C.12/1114) 29 November 2018 (C.03/1118b)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LUP.5 – Road Closures</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Land Administration Act 1997</i> s.58 Closing roads
<b>Function</b>	<p>Where an application is received for the closure of any road in the district, authority to initiate the process by seeking comment from affected landowners, service authorities, etc and advertising the proposal for public comment. All notices and advertisements are to clearly demonstrate Council is not committed to the closure proposal but is simply wanting comment to assist in determining whether to proceed further with the closure, or not.</p> <p>When all responses are received and the advertising period has expired, the Chief Executive Officer is to submit details to Council for formal consideration.</p> <p>Nothing precludes the CEO from presenting a road closure application to Council for consideration prior to commencing advertising.</p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	LUP.6 – Subdivisional Road Names
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Land Administration Act 1997</i> s.26A(2)(3) New subdivisions, names of roads and areas in
Function	Authority to approve subdivisional road names for new roads being created as a result of an approved application for subdivision
Delegate	Chief Executive Officer
Council conditions	<ol style="list-style-type: none"> <li>1. Limited to recommending proposed names to the Geographic Names Committee.</li> <li>2. This delegation isn't applicable to the naming of existing un-named roads or renaming of existing roads with such proposals to be presented to Council for determination.</li> </ol>
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LUP.7 – Subdivision Clearance</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Town Planning Schemes 3</i> Clause 7.7 Delegation</p> <p><i>Town Planning Scheme 4</i> Clause 6.8 Delegation</p>
<b>Express power or duty delegated</b>	<i>Planning &amp; Development Act 2005</i>
<b>Function</b>	<p>Authority to issue subdivision clearance to approved subdivisions where relevant conditions have been fully complied with in accordance with the approval issued by the Western Australian Planning Commission.</p> <p>This authority also includes clearance of survey strata lots and strata title applications including buildings fully compliant with the necessary approvals.</p>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LUP.8 – Directional Signs</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> Council Policy P 1 – Directional Signs Policy
<b>Function</b>	Authority to approve applications for directional signs where such applications are in accordance with Council Policy.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LUP.9 - Provision of Roads and Associated Civil Works for Subdivisions and Development</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Planning &amp; Development Act 2005</i> s. 170 Proposed road or waterway, drawing etc. of required
<b>Function</b>	Authority to approve subdivisional and street construction drawings in accordance with Section 170 of the <i>Planning and Development Act 2005</i> , where drawings comply with Council's policy I 2 - Provision of Roads and Associated Civil works for Subdivisions and Developments.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	29 November 2007 (C.14/1107) 28 February 2008 (C.17/0208)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LUP.10 – Signs and Hoardings</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Town Planning Schemes 3</i> Clause 7.7 Delegation</p> <p><i>Town Planning Scheme 4</i> Clause 6.8 Delegation</p>
<b>Express power or duty delegated</b>	<p>Town Planning Scheme Activities on Thoroughfares and Trading in Thoroughfares &amp; Public Places Local Law</p>
<b>Function</b>	Authority to approve the erection and where appropriate, the licensing of signs and hoardings that comply with the Town Planning Scheme Policies and the Local Laws of the Council.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Where an application does not comply with the Council Policies or the Local Laws, the application is to be refused.
<b>Adoption date</b>	
<b>Variation date</b>	27 November 2014 (C.12/1114)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation Number</b>	<b>LUP.11 - Municipal Heritage Inventory – Minor Corrections or Updates to Approved Place Records</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015</i> r.8 Heritage list
<b>Function</b>	Authority to make minor corrections or updates to approved place records when appropriate in light of new information.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Any significant changes such as changes to management categories or deletion of places will require Council approval.
<b>Adoption Date</b>	29 March 2018 (C.13/0318)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet



# Laws and Enforcement

Delegation	
LE.1 – Authorisation of Officers	
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO</p> <p><i>Building Act 2011</i> s.127(1) &amp; (3) Delegation: special permit authorities and local government</p> <p><i>Bush Fires Act 1954</i> s.48 Delegation by local government</p> <p><i>Food Act 2008</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations</p> <p><i>Health (Asbestos) Regulations 1992</i> r.15D(7) Infringement Notices</p> <p><i>Public Health Act 2016</i> s.21 Enforcement agency may delegate</p>
<b>Express power or duty delegated</b>	<p><i>Building Act 2011:</i> s.96(3) authorised persons s.99(3) Limitation on powers of authorized person</p> <p><i>Bush Fires Act 1954</i> s.38 Local Government may appoint bush fire control officer</p> <p><i>Food Act 2008</i> s.122(1) Appointment of authorized officers s.126(6), (7) and (13) Infringement Officers</p> <p><i>Health (Asbestos) Regulations 1992</i> r.15D(5) Infringement Notices</p> <p><i>Public Health Act 2016</i> s.24(1) and (3) Designation of authorized officers</p>
<b>Function</b>	<p>Authority to appoint authorised persons to carry out functions of authorised persons under the following Acts/Legislation:</p> <ul style="list-style-type: none"> <li>• Building Act 2011</li> <li>• Bush Fires Act 1954 &amp; Regulations</li> <li>• Food Act 2008 &amp; Food Regulations</li> <li>• Freedom of Information Act 1992 &amp; Regulations</li> <li>• Health (Asbestos) Regulations 1992</li> <li>• Health (Miscellaneous Provisions) Act 1911</li> <li>• Litter Act 1979 &amp; Regulations</li> <li>• Liquor Control Act 1988 &amp; Regulations</li> <li>• Public Health Act 2016</li> <li>• Shire of Bridgetown-Greenbushes Local Laws</li> </ul>

**Commented [NP8]:** Due to changes to legislation the following delegations from Council to the CEO are no longer required as the CEO has been given the power direct:

- Caravan Parks & Camping Grounds Act 1995
  - Cat Act 2011 & Regulations
- Cemeteries Act 1986 & Regulations
- Control of Vehicles (Off Road Areas) Act 1978 & Regulations
- Dog Act 1976 & Regulations
- Local Government Act 1995 & Regulations
- Local Government (Miscellaneous Provisions) Act 1960

**Commented [NP9]:** The Act does not provide any power to delegate. The appointment of authorised officers is done by the CEO of the Dept. The CEO of the Dept has given this delegated authority via publication in the Government Gazette dated 16/5/14. This only applies to noise.

	<ul style="list-style-type: none"> <li>Shire of Bridgetown-Greenbushes Town Planning Schemes</li> </ul>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	25 November 2004 (C.26/1104) 28 November 2013 (C.16/1113) 30 November 2017 (C.18/1117) 28 November 2019 (C.05/1119)
<b>Record keeping</b>	Register of Authorised Officers

<b>Delegation</b>	<b>LE.2 - Determining Applications Under Local Laws and Enforcement of Local Law Provisions</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> Section 3.18 – Performing executive functions under:
<b>Function</b>	Authority to exercise all the powers and discharge all the duties provided for in any Shire local law made in accordance with Part 3 of the <i>Local Government Act 1995</i> .  For the purpose of this delegation related documents include: Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law Bush Fire Brigades Local Law Local Law Relating to Fencing Cats Local Law Cemeteries Local Law Dogs Local Law Health Local Laws Local Government Property Local Law Parking & Parking Facilities Local Law Standing Orders Local Law
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LE.3 - Notices Requiring Certain Things to be Done by Owner or Occupier of land and Additional Powers When Notice is Given</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s. 3.25 Notices requiring certain things to be done by owner or occupier of land s.3.26 Additional powers when notices given s.3.27 particular things that local governments can do on land that is not local government property
<b>Function</b>	Authority to give notice to a person who is the owner or occupier of land requiring them to take any action specified in Schedule 3.1 of the <i>Local Government Act 1995</i>  In the event that such notice isn't complied with the CEO is also authorised to: <ul style="list-style-type: none"> <li>• Take such legislative action as to achieve, as far as practicable, the purpose for which the notice is given; and</li> <li>• Recover the costs of any action taken in this regard as a debt from the party that failed to comply with the notice.</li> </ul>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	LE.4 – Powers of Entry
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995</i> s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences
Function	<ol style="list-style-type: none"> <li>1. Authority to exercise powers entry to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law (s.3.28).</li> <li>2. Authority to give notice of entry (s.3.32).</li> <li>3. Authority to seek and execute an entry under warrant (s.3.33).</li> <li>4. Authority to execute entry in an emergency, using such force as is reasonable (s.3.34(1) and (3)).</li> <li>5. Authority to give notice and effect entry by opening a fence (s.3.36).</li> </ol>
Delegate	Chief Executive Officer
Council conditions	<ol style="list-style-type: none"> <li>1. All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.</li> <li>2. Authority under s.3.34(1) and (3) may only be used, where there is imminent or substantial risk to public safety or property.</li> </ol>
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

Commented [NP10]: New delegation.

Delegation	LE.5 – Cat Registrations
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Cat Act 2011</i> s.44 Delegation by local government
<b>Express power or duty delegated</b>	<i>Cat Act 2011</i> s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags
<b>Function</b>	Authority to <ol style="list-style-type: none"> <li>1. Grant, or refuse to grant, a cat registration or renewal of a cat registration (s.9(1)).</li> <li>2. Refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application (s.9(6)).</li> <li>3. Cancel a cat registration (s.10).</li> <li>4. Give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed (s.11(2)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	For granting of registrations – record on Cat Registration Form and File For refusal of registration – Delegated Authority Action Sheet

Delegation	LE.6 – Cat control Notices
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Cat Act 2011</i> s.44 Delegation by local government
<b>Express power or duty delegated</b>	<i>Cat Act 2011</i> s.26 Cat control notice may be given to cat owner
<b>Function</b>	Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the district of the Shire of Bridgetown-Greenbushes.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	LE.7 – Approval to Breed Cats
Delegator	Council
Express power to delegate	<i>Cat Act 2011</i> s.44 Delegation by local government
Express power or duty delegated	<i>Cat Act 2011</i> s.37(1)(2)(4) Approval to breed cats s.38 Cancellation of approval to breed cats s.39(2) Certificate to be given to approved cat breeder
Function	Authority to: <ol style="list-style-type: none"> <li>1. Grant or refuse to grant approval or renew an approval to breed cats (s.37(1) and (2)).</li> <li>2. Refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application (s.37(4))</li> <li>3. Cancel an approval to breed cats (s.38).</li> <li>4. Give an approved breeder a new certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed (s.39(2)).</li> </ol>
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet



<b>Delegation</b>	<b>LE.8 - Recovery of Costs – Destruction of Cats</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Cat Act 2011</i> s.44 Delegation by local government
<b>Express power or duty delegated</b>	<i>Cat Act 2011</i> s.49(3) Authorised person may cause cat to be destroyed
<b>Function</b>	Authority to recover the amount of the costs associated with the destruction and disposal of a cat.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variations date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	LE.9 - Application to Keep Additional Cats
Delegator	Council
Express power to delegate	<i>Cat Act 2011</i> s.44 Delegation by local government
Express power or duty delegated	<i>Cat (Uniform Local Provisions) Regulations 2013</i> r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
Function	Authority to: <ol style="list-style-type: none"> <li>1. Require any document or additional information required to determine an application. (r.8(3))</li> <li>2. Refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application. (r.8(4))</li> <li>3. Grant or refuse approval for additional number of cats specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats. (r.9)</li> </ol>
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LE.10 - Dog Registrations</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	Dog Act 1976 s.10AA Delegation of local government powers and duties
<b>Express power or duty delegated</b>	Dog Act 1976 s.16(2)(3) Registration procedure s.17A(2)(e) If no application for registration made s.17(4)(6) Refusal or cancellation of registration
<b>Function</b>	<p>Authority to:</p> <ol style="list-style-type: none"> <li>1. Determine to refuse a dog registration and refund the fee, if any (s.16(2)).</li> <li>2. Direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: <ol style="list-style-type: none"> <li>(a) the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or</li> <li>(b) the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or</li> <li>(c) the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease or</li> <li>(d) the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept</li> <li>(e) the dog is required to be microchipped but is not microchipped; or</li> <li>(f) the dog is a dangerous dog (s.16(3) and s.17A(2)(e)).</li> </ol> </li> <li>3. Apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant/owner has not applied to the State Administration Tribunal for the decision to be reviewed. (s.17(4)). <ol style="list-style-type: none"> <li>(a) Following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed of as though it had been found in contravention of section 31, 32 or 33A and had not been claimed (s.17(6))</li> </ol> </li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	For granting of registrations – record on Dog Registration Form and File For refusal of registration – Delegated Authority Action Sheet

Delegation	LE.11 - Kennel Establishments
Delegator	Council
Express power to delegate	Dog Act 1976 s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976</i> s.27(4)(6) Licensing of approved kennel establishments
Function	Authority to grant, refuse to grant or cancel a licence to operate a kennel establishment.
Delegate	Chief Executive Officer
Council conditions	The Chief Executive Officer is permitted to sub-delegate to employees.
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

**Commented [NP11]:** The Dog Act specifically says that if you want to sub-delegate then this must be stated in the delegation for it to have any effect.

Delegation	LE.12 - Recovery of Moneys under the Dog Act
Delegator	Council
Express power to delegate	<i>Dog Act 1976</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	Dog Act 1976 s.29(5) Power to seize dogs
Function	Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable.
Delegate	Chief Executive Officer
Council conditions	The Chief Executive Officer is permitted to sub-delegate to employees.
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

**Commented [NP12]:** The Dog Act specifically says that if you want to sub-delegate then this must be stated in the delegation for it to have any effect.

<b>Delegation</b>	<b>LE.13 - Dispose of or Sell Dogs Liable to be Destroyed</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	Dog Act 1976 s.10AA Delegation of local government powers and duties
<b>Express power or duty delegated</b>	<i>Dog Act 1976</i> s.29(11) Power to seize dogs
<b>Function</b>	Authority to dispose of or sell a dog which is liable to be destroyed.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	The Chief Executive Officer is permitted to sub-delegate to employees.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

**Commented [NP13]:** The Dog Act specifically says that if you want to sub-delegate then this must be stated in the delegation for it to have any effect.

Delegation	LE.14 - Declaration of a Dangerous Dog
Delegator	Council
Express power to delegate	<i>Dog Act 1976</i> s.10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976</i> s.33E(1) Individual dog may be declared to be dangerous dog (declared)
Function	Authority to declare an individual dog to be a dangerous dog.
Delegate	Chief Executive Officer
Council conditions	The Chief Executive Officer is permitted to sub-delegate to employees (s.10AA(3)).
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

**Commented [NP14]:** The Dog Act specifically says that if you want to sub-delegate then this must be stated in the delegation for it to have any effect.

<b>Delegation</b>	<b>LE.15 - Objections to Dangerous Dog Declaration or Seizure</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	Dog Act 1976 s.10AA Delegation of local government powers and duties
<b>Express power or duty delegated</b>	<i>Dog Act 1976</i> s.33F(6) Owners to be notified of making of declaration s.33G(4) Seizure and destruction s.33H(1) and (2) Local government may revoke declaration or proposal to destroy
<b>Function</b>	Authority to: <ol style="list-style-type: none"> <li>1. Consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog (s.33F(6)).</li> <li>2. Consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog (s.33G(4)).</li> <li>3. Revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act (s.33H(1))</li> <li>4. Before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog (s.33H(2)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet



<b>Delegation</b>	<b>LE.16 – Applications for Exemptions to Keep More than Prescribed Number of Dogs</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	Dog Act 1976 s.10AA Delegation of local government powers and duties
<b>Express power or duty delegated</b>	<i>Dog Act 1976</i> s.26(3) Limitations as to numbers Dog Local Law Clause 3.2 Limitation on the number of dogs
<b>Function</b>	Authority to determine (approve or refuse) any application to keep more than the prescribed number of dogs as stipulated at Clause 3.2 of the Dog Local Law.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<ol style="list-style-type: none"> <li>1. The Chief Executive Officer is permitted to sub-delegate to employees (s.10AA(3)).</li> <li>2. Where the premises are not an approved kennel establishment the maximum number of dogs to be: <ol style="list-style-type: none"> <li>(a) 6 dogs that have reached 3 months of age; or</li> <li>(b) A dog under that age unless it is a pup of a dog whose keeping is authorised by exemption under s.26(3) of the Act.</li> </ol> </li> </ol>
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	LE.17 - Proceedings Under Dog & Cat Acts
Delegator	Council
Express power to delegate	Dog Act 1976 s.10AA Delegation of local government powers and duties <i>Cat Act 2011</i> s.44 Delegation by local government
Express power or duty delegated	<i>Dog Act 1976</i> s.44(2) Enforcement proceedings <i>Cat Act 2011</i> s.73(1)(2) prosecutions
Function	Authority to institute and carry on proceedings in the name of the Shire in respect to offences alleged to have been committed within the district against the Dog and Cat Acts.
Delegate	Chief Executive Officer
Council conditions	The Chief Executive Officer is permitted to sub-delegate to employees (s.10AA(3)).
Adoption date	
Variation date	28 November 2013 (C.16/1113)
Record keeping	Delegated Authority Action Sheet

**Commented [NP15]:** The Cat Act says that only the CEO can withdraw an infringement and the Dog Local Law says that a person who issues an infringement cannot withdraw and infringement. The Dog Reg, r.36(6) also state that whoever serves an infringement cannot withdraw it. To be consistent the CEO should not be issuing infringements and should be the only one to withdraw them.

<b>Delegation</b>	<b>LE.18 - Disposal of Sick or Injured Animals</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s.3.47A(1) Sick or injured animals, disposal of 3.48 Impounding expenses, recovery of
<b>Function</b>	Authority to: <ol style="list-style-type: none"> <li>1. Determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass (s.3.47A(1)).</li> <li>2. Recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods (s.3.48).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation Number</b>	<b>LE.19 – Liquor Act Section 39 and Section 40 Certificates</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Liquor Control Act 1988</i> s.39 Certificate of local government as to whether premises comply with laws. s.40 Certificate of planning authority as to whether use of premises complies with planning laws.
<b>Function</b>	Authority to issue certificates of compliance under Sections 39 (certificate of local government as to whether premises comply with laws) and Section 40 (certificate of planning authority as to whether use of premises complies with planning laws) of the <i>Liquor Control Act 1988</i> .
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LE.20 - Declaration of a Vehicle as an Abandoned Vehicle</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s.3.40A Abandoned vehicle wreck may be taken
<b>Function</b>	Authority to declare that an impounded vehicle is an abandoned vehicle wreck. (s.3.40A(4))
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Disposal of a declared abandoned vehicle is to be undertaken in accordance with Delegated Authority LE.22 'Confiscated or Uncollected Goods'.
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	LE.21 – Confiscated or Uncollected Goods
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s.3.46 Goods may be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
<b>Function</b>	Authority to: <ol style="list-style-type: none"> <li>1. Refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. (s.3.46)</li> <li>2. Sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 (s.3.47).</li> <li>3. Recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods (s.3.48).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Approved date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LE.22 - Administration of the Local Government (Uniform Local Provisions) Regulations</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2) r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1) r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6 r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3) r.17(3)(5)(6) Private works on, over, or under public places — Sch. 9.1 cl. 8
<b>Function</b>	Authority to exercise all the functions in relation to the administration of the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> including but not limited to administering applications for or breaches of – <ul style="list-style-type: none"> <li>• Disturbing local government land or anything on it;</li> <li>• Obstructing public thoroughfare;</li> <li>• Encroaching on a public thoroughfare;</li> <li>• Separating land from public thoroughfare;</li> <li>• Gate across a public thoroughfare;</li> <li>• Dangerous excavation in or near public thoroughfare;</li> <li>• Crossing from public thoroughfare to private land or private thoroughfare;</li> <li>• Requirement to construct or repair crossing;</li> <li>• Contribution to cost of crossing;</li> <li>• Private works on, over or under public places;</li> <li>• Protection of watercourses, drains, tunnels and bridges;</li> <li>• Protection of thoroughfares from water damage; and</li> <li>• Wind erosion and sand drifts.</li> </ul>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation</b>	<b>LE.23 - Removal of Graffiti</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Graffiti Vandalism Act 2016</i> s.16 Delegation by local government
<b>Express power or duty delegated</b>	<i>Graffiti Vandalism Act 2016</i> s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
<b>Function</b>	<p>Authority to:</p> <ol style="list-style-type: none"> <li>1. Give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice (s.18(2)).</li> <li>2. Where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice (s.19(4)).</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet



## Personnel

Delegation	P 1 – Acting Chief Executive Officer
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995 – Part 9, Division 3</i> s.5.36. Local government employees (1) A local government is to employ – (a) a person to be the CEO of the local government.
Function	<ol style="list-style-type: none"> <li>1. Authority to appoint at their discretion either the Director Corporate Services or the Director Community, Infrastructure and Development as Acting CEO when the CEO is on periods of annual leave or long service leave of duration no greater than 25 consecutive working days in length. Appointment of an Acting CEO for a period greater than 25 consecutive working days will require a Council decision.</li> <li>2. Where the CEO is on sick leave for a period which in the opinion of the CEO requires appointment of an Acting CEO, authority to appoint either the Director Corporate Services or the Director Community, Infrastructure and Development as Acting CEO for a period of up to 25 consecutive working days.</li> </ol>
Delegate	Chief Executive Officer
Council conditions	This delegation must be in accordance with Policy M.41 – Appointment of an Acting CEO
Adoption date	
Variation date	14 July 2004 (SpC.1/0704) 24 September 2009 (C.28/0909) 25 November 2010 (C.19/1110) 27 November 2014 (C.12/114) 29 November 2018 (C.03/1118b)
Record keeping	Delegated Authority Action Sheet

## Public Health

Delegation Number	PH.1 - Compensation for Seized Food Items
Delegator	Council
Express power to delegate	<i>Food Act 2008</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions (s.119) and guidelines adopted (s.120) (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
Function	Authority to: <ol style="list-style-type: none"> <li>1. Determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned (s.56(2)).</li> <li>2. Determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order (s.70(2) and (3)).</li> </ol>
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

Delegation	PH.2 - Food Business Prohibition Orders
Delegator	Council
Express power to delegate	<i>Food Act 2008</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express power or duty delegated	<i>Food Act 2008</i> s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Function	Authority to: <ol style="list-style-type: none"> <li>1. Serve a prohibition order on the proprietor of a food business in accordance with s.65 of the <i>Food Act 2008</i> (s.65(1)).</li> <li>2. Give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices (s.66).</li> <li>3. Give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection (s.67(4)).</li> </ol>
Delegate	Chief Executive Officer Environmental Health Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

**Commented [NP16]:** This cannot be sub-delegated so the delegation must go from council to the officer.

Delegation	PH.3 - Food Business Registrations
Delegator	Council
Express power to delegate	Food Act 2008 s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulation
Express power or duty delegated	<i>Food Act 2008</i> s.110(1) and (5) Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses
Function	Authority to: 1. Consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration (s.110(1) and (5)). 2. Vary the conditions or cancel the registration of a food business (s.112).
Delegate	Chief Executive Officer Environmental Health Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Synergy Health Module or Property Assessment File or Food Business File

**Commented [NP17]:** This cannot be sub-delegated so the delegation must go from council to the officer.

Delegation	PH.4 - Food Act Debt Recovery and Prosecutions
Delegator	Council
Express power to delegate	<i>Food Act 2008</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulation
Express power or duty delegated	<i>Food Act 2008</i> s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
Function	Authority to: 1. Recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs (s.54(1)) and the costs of any subsequent proceedings in a court of competent jurisdiction (s.54(3)). 2. Institute proceedings for an offence under the <i>Food Act 2008</i> (s.125).
Delegate	Chief Executive Officer Environmental Health Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

**Commented [NP18]:** This cannot be sub-delegated so the delegation must go from council to the officer.

<b>Delegation</b>	<b>PH.5 - Temporary Accommodation Applications</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO <i>Public Health Act 2016</i> s.21 Enforcement agency may delegate
<b>Express power or duty delegated</b>	Policy H.4 – Temporary Accommodation Approvals
<b>Function</b>	Authority to determine applications for temporary accommodation with respect to Council’s Policy H. 4 – Temporary Accommodation.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption Date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

## Rates and Valuations

Delegation	RV.1 – Rates and Service Charges
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<p><i>Local Government Act 1995</i>            s.5.42 Delegation of some powers or duties to the CEO            s.5.43 Limitations on delegations to the CEO</p>
<b>Express power or duty delegated</b>	<p><i>Local Government Act 1995</i>            s.6.39(2)(b) Rate record            s.6.49 Agreement as to payment of rates and service charges            s.6.50(1) Rates and service charges due and payable            s.6.56(1) Rates or service charges recoverable in court            s.6.60(2)(4) Local government may require lessee to pay rent            s.6.64(3) Actions to be taken            s.6.76(4)(5) Grounds of objection</p>
<b>Function</b>	<p>Authority to:</p> <ol style="list-style-type: none"> <li>1. amend the rate record to ensure the information is current and correct including amending the rate record for the 5 years preceding the current financial year. (s.6.39(2))</li> <li>2. amend the rate record as a result in a change in rateable value, rateability of or the rate imposed on land. (s.6.40)</li> <li>2. enter into an agreement with a person for payment of rates and service charges. (s.6.49)</li> <li>3. determine the time allowed for the payment of a rate before it is deemed to be in arrears. (s.6.50(1))</li> <li>4. recover unpaid rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction. (s.6.56)</li> <li>5. require a lessee to pay rent in satisfaction of rates or service charges that are due. (s.6.60(2))</li> <li>6. recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice. (s.6.60(4))</li> <li>7. lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears. (s.6.64(3))</li> <li>8. grant an extension of time for a person seeking to make an objection to the rate record. (s.6.76(4))</li> <li>9. consider any objection to the rate record and either disallow it or allow it, wholly or in part. (s.6.76(5))</li> <li>10. serving written notice of any decision made under Section 6.76(5). (s.6.76(6))</li> </ol>
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	<p><u>Point 3</u></p> <p>(a) Excludes determining the due date and instalment due dates applicable to levying rates as part of the adoption of the annual budget.</p>

	NOTE - Financial Management Reg.64 specifies that instalment due dates are to be determined when adopting the annual budget. (b) Decisions under this delegation are limited to determining due date and instalment due dates applicable to interim rating only.
<b>Adoption date</b>	30 November 2017 (C.18/1117)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet



## Recreation and Cultural Services

Delegation	RC.1 - Use of Blackwood River for Active Recreation
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995</i> s.3.1 General function
Function	Authority to approve all recreational usage within the Blackwood River.
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation date	
Record keeping	Delegated Authority Action Sheet

<b>Delegation Number</b>	<b>RC.2 - Use of Shire Reserves for Camping</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s.3.1 General function
<b>Function</b>	Authority to approve all applications for the Greater Sportsground or any other area deemed fit for such use as a camping area.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Nil
<b>Adoption date</b>	
<b>Variation date</b>	25 November 2010 (C.19/1110)
<b>Record keeping</b>	Delegated Authority Action Sheet

<b>Delegation Number</b>	<b>RC.3 - Extension of Facility Membership Periods</b>
<b>Delegator</b>	Council
<b>Express power to delegate</b>	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express power or duty delegated</b>	<i>Local Government Act 1995</i> s.3.1 General function
<b>Function</b>	Authority to approve the extension of facility membership periods.
<b>Delegate</b>	Chief Executive Officer
<b>Council conditions</b>	Any approvals must be in accordance with Policy F.25 – ‘Extension of Facility Memberships in Event of Access Being Prohibited by Government Mandate’
<b>Adoption date</b>	27 January 2022 (C.13/0122a)
<b>Variation date</b>	
<b>Record keeping</b>	Delegated Authority Action Sheet

Delegation	RC.4 - Leisure Centre Fees
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995</i> s.6.12(1)(b)(c) Power to defer, grant discounts, waive or write off debts
Function	Authority to approve a reduction in Leisure Centre fees of up to 100% for the purpose of providing one-off opportunities to encourage participation in Leisure Centre activities during promotional campaigns. (s.6.12(1)(b))
Delegate	Chief Executive Officer
Council conditions	Nil
Adoption date	
Variation Date	27 November 2014 (C.12/1114)
Record keeping	Delegated Authority Action Sheet

## Roads

Delegation	R.1 - Materials from land not under Local Government Control
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995</i> s.3.27(1) Particular things that local governments can do on land that is not local government property Schedule 3.2(3)
Function	<ol style="list-style-type: none"> <li>Authority to negotiate with landowners and/or occupiers for access to materials required for local government functions, principally – <ol style="list-style-type: none"> <li>Extraction of gravel, sand or other materials from land;</li> <li>Water, etc.</li> </ol> </li> <li>Authority to enter into Agreements with landowners and/or occupiers confirming the terms for access the land and taking the materials.</li> </ol>
Delegate	Chief Executive Officer
Council conditions	The agreement reached with the landowner/occupier is to – <ol style="list-style-type: none"> <li>State a specific duration, that it is indefinite or otherwise provide for termination;</li> <li>Provide for mutually agreed compensation; and</li> <li>Specify rehabilitation responsibilities if appropriate.</li> </ol>
Adoption date	25 November 2021 (C.06/1121)
Variation date	
Record keeping	Delegated Authority Action Sheet

## Traffic and Transport

Delegation	TT.1 - Restricted Access Vehicles
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	
Function	Authority to set conditions for the use of Restricted Access Vehicles.
Delegate	Chief Executive Officer
Council conditions	All actions are to be undertaken in compliance with relevant legislative, procedural and policy provisions.
Adoption date	
Variation date	27 November 2014 (C.12/1114) 30 November 2017 (C.18/1117)
Record keeping	Delegated Authority Action Sheet

Delegation	TT.2 – Temporary Closure of Thoroughfares/Roads
Delegator	Council
Express power to delegate	<i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express power or duty delegated	<i>Local Government Act 1995</i> s.3.50(1) Closing certain thoroughfares to vehicles s.350A partial closure of thoroughfare for repairs or maintenance <i>Road Traffic Act 1974</i> s.81C(2)(b) Order for road closure for event, making <i>Road Traffic (Events on Roads) Regulations 1991</i> r.4(1) Approvals
Function	<ol style="list-style-type: none"> <li>1. Authority to determine applications for the temporary closure of roads for the purpose of conducting events in accordance with the <i>Road Traffic (Events on Roads) Regulations 1991</i> and applicable Council Policy.</li> <li>2. Authority to approve the temporary closure, either wholly or partially, of any thoroughfare managed by the Shire of Bridgetown-Greenbushes where such closure is necessary for road safety purposes, road works or any other cause that would pose risks to road users. This includes the temporary closure of a thoroughfare to vehicles or particular classes of vehicles for a period not exceeding 4 weeks.</li> </ol>
Delegate	Chief Executive Officer
Council conditions	The CEO shall have regard to Section 3.50 of the <i>Local Government Act 1995</i> .
Adoption date	27 November 2014 (C.12/1114)
Variation date	
Record keeping	Delegated Authority Action Sheet

**Commented [NP19]:** Delegation 1.2 – Events on Roads has been incorporated into this delegation.

## Deleted Delegations

<b>Delegation Number</b>	A.4
<b>Legislative Power</b>	Local Government Act 1995
<b>Delegation Subject</b>	Exercising Powers of the Local Government
<b>Delegate</b>	Chief Executive Officer
<b>Variation Date</b>	25 November 2010 (C.19/1110) 26 November 2015 (C.16/1115)
<b>Record Keeping</b>	Delegated Authority Action Sheet

The CEO is expressly authorised to exercise powers of the Local Government under the provisions of the Local Government Act 1995 (and its associated Regulations), the *Local Government (Miscellaneous Provisions) Act 1960*, all other Acts under which a local government may exercise its power, and all Shire of Bridgetown-Greenbushes Local Laws under which the local government is to or may exercise a power.

<b>Delegation Number</b>	A.6
<b>Legislative Power</b>	Public Interest Disclosure Act 2003
<b>Delegation Subject</b>	Appointment of PID Officer
<b>Delegator</b>	Council
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	27 November 2014 (C.12/114)
<b>Record Keeping</b>	Delegated Authority Action Sheet

Under Section 23(1)(a) of the Public Interest Disclosure Act 2003, the CEO is authorised to appoint a Public Interest Disclosure Officer for receiving and responding to disclosures of public interest information.

**Commented [NP20]:** This is not a delegation from Council. The section of the PID Act specifically states that the CEO must appoint a PID officer not council.



<b>Delegation Number</b>	A.7
<b>Legislative Power</b>	Equal Opportunity Act 1984
<b>Delegation Subject</b>	EEO Implementation Officer
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	27 November 2014 (C.12/114)
<b>Record Keeping</b>	Delegated Authority Action Sheet

**Commented [NP21]:** Council Policy A2 – Equal Opportunity Employment already states that this is the responsibility of the CEO.

Under section 145(2)(h) of the Equal Opportunity Act 1984 the CEO is authorised to appoint an officer to have responsibility for implementing the provisions of the Equal Opportunity Act 1984 and Council's Equal Opportunity Employment Policy.

<b>Delegation Number</b>	E.1
<b>Legislative Power</b>	Local Government Act 1995 (Section 5.120(1))
<b>Delegation Subject</b>	Code of Conduct – Complaints officer
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	27 November 2014 (C.12/1114)
<b>Record Keeping</b>	Delegated Authority Action Sheet

The CEO is designated as the Council's Complaints Officer for receiving, investigation and, if deemed valid, registering and reporting Elected Member breaches or Alleged breaches of the Council's Code of Conduct or Rules of Conduct.

<b>Delegation Number</b>	E.2
<b>Legislative Power</b>	Standing orders Local Law
<b>Delegation Subject</b>	Recordings of Proceedings
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	27 November 2014 (C.12/1114)
<b>Variation Date</b>	26 November 2015 (C.16/1115)
<b>Variation Date</b>	30 November 2017 (C.18/1117)
<b>Record Keeping</b>	Delegated Authority Action Sheet

The CEO is delegated the power to grant approval in writing, if the CEO considers it appropriate, for persons to use any electronic, visual or vocal recording device or instrument to record the proceedings of any Council or Committee meeting, or any part of a Council or Committee meeting (refer Standing Orders clause 8.5).

Before exercising this delegated authority the CEO shall consult with the Shire President and will only exercise the delegated authority if the Shire President agrees.

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<b>Delegation Number</b>	I.3
<b>Legislative Power</b>	Local Government Act (Section 3.50 and Section 3.50A)
<b>Delegation Subject</b>	Temporary Closure of Thoroughfares
<b>Delegate</b>	Chief Executive Officer
<b>Adoption Date</b>	30 November 2017 (C.18/1117)
<b>Record Keeping</b>	Delegated Authority Action Sheet

**Commented [NP22]:** This has been incorporated into delegation TT2

The CEO is delegated authority to approve the temporary closure, either wholly or partially, of any thoroughfare managed by the Shire of Bridgetown-Greenbushes where such closure is necessary for road safety purposes, road works or any other cause that would pose risks to road users. This includes the temporary closure of a thoroughfare to vehicles or particular classes of vehicles for a period not exceeding 4 weeks.

Note applications for temporary road closures to accommodate events on a road will be considered under Delegation WS.2.

*The CEO has assigned this Delegation to the Executive Manager Development & Infrastructure and Manager Technical Services*

<b>Delegation</b>	O.5
<b>Legislative Power</b>	Planning & Development Act 2005; Building Regulations; Health Act
<b>Delegation Subject</b>	Enforcement and Legal Proceedings
<b>Delegate</b>	Chief Executive Officer
<b>Record Keeping</b>	Delegated Authority Action Sheet

**Commented [NP23]:** This would be covered under LE.1

The Chief Executive Officer is delegated authority to appoint persons to initiate prosecutions on behalf of Council under various legislation and Council's Local Laws. Further, the Chief Executive Officer is delegated authority to appoint persons or classes of persons to be authorised for the purposes of performing particular functions as specified by the Chief Executive Officer. The appointments being those referred to in Section 9.10 of the Local Government Act.

<b>Delegation Number</b>	O.8
<b>Legislative Power</b>	
<b>Delegation Subject</b>	Fire Management Plan
<b>Delegate</b>	Chief Executive Officer
<b>Variation Date</b>	29 November 2007 (C.14/1107)
<b>Record Keeping</b>	Delegated Authority Action Sheet

**Commented [NP24]:** Not considered a delegation from Council to CEO but is a delegation from the CEO to employee as the plan is already adopted by council.

The CEO is delegated authority to:

4. Implement the Shire of Bridgetown-Greenbushes Fire Management Plan as adopted by Council and within annual budgetary constraints.
5. Undertake those actions necessary to implement the Shire Policy in regard to Fire Prevention.

*The CEO has assigned this Delegation to the Community Emergency Services Manager and Shire Ranger*

DELETED



## SHIRE OF BRIDGETOWN-GREENBUSHES

### MONTHLY FINANCIAL REPORT

For the Period Ended 31 January 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Detailed account schedules will be provided with financial reports to be presented at the following Council meetings:

March 2023 (Budget Review)  
 June 2023  
 September 2023  
 December 2023

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 January 2023**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>							
Net current assets at start of year		3,106,271	3,106,271	3,083,830	(22,441)	(0.72%)	
<b>Revenue from operating activities (excluding rates)</b>							
Operating grants, subsidies and contributions		1,944,346	626,696	544,125	(82,571)	(13.18%)	▼
Fees and charges		1,855,982	1,466,552	1,571,224	104,672	7.14%	▲
Interest earnings		158,800	112,140	161,800	49,660	44.28%	▲
Other revenue		435,422	302,724	278,392	(24,332)	(8.04%)	▼
Profit on Disposal of Assets	7	51,655	0	0	0		
		4,446,205	2,508,112	2,555,542			
<b>Expenditure from operating activities</b>							
Employee costs		(5,609,812)	(3,237,547)	(2,987,665)	249,882	7.72%	▲
Materials and contracts		(3,881,010)	(1,682,312)	(1,338,243)	344,069	20.45%	▲
Utility charges		(276,002)	(141,956)	(115,854)	26,102	18.39%	▲
Depreciation on non-current assets		(3,650,577)	(2,129,340)	(2,112,923)	16,417	0.77%	
Interest expenses		(60,501)	(30,502)	(29,917)	585	1.92%	
Insurance expenses		(339,925)	(339,883)	(339,475)	408	0.12%	
Other expenditure		(334,246)	(181,905)	(166,622)	15,283	8.40%	▲
Loss on asset disposals	7	(28,155)	(268)	0	268	100.00%	
		(14,180,228)	(7,743,713)	(7,090,699)			
Non-cash amounts excluded from operating activities	1(b)	3,630,769	2,129,608	2,115,620	(13,988)	0.66%	
<b>Amount attributable to operating activities</b>		<b>(2,996,983)</b>	<b>278</b>	<b>664,292</b>			
<b>INVESTING ACTIVITIES</b>							
Non-operating grants, subsidies and contributions		6,791,163	1,354,799	1,211,567	(143,232)	(10.57%)	▼
Payments for property, plant and equipment	8	(5,925,972)	(582,604)	(425,216)	157,388	27.01%	▲
Payments for construction of infrastructure	8	(5,396,669)	(3,311,571)	(2,207,087)	1,104,484	33.35%	▲
Proceeds from disposal of assets	7	351,200	0	0	0		
<b>Amount attributable to investing activities</b>		<b>(4,180,278)</b>	<b>(2,539,376)</b>	<b>(1,420,735)</b>			
<b>FINANCING ACTIVITIES</b>							
Repayment of borrowings	9	(160,315)	(79,576)	(79,576)	0	0.00%	
Principal elements of finance lease payments	9	(65,945)	(33,586)	(33,586)	0	0.00%	
Proceeds from new borrowings	9	475,000	0	0	0		
Transfers to cash backed reserves (restricted assets)	5	(780,697)	(51,178)	(51,178)	0	0.00%	
Transfers from cash backed reserves (restricted assets)	5	2,347,776	306,853	306,853	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>1,815,819</b>	<b>142,512</b>	<b>142,512</b>			
<b>Deficiency before general rates</b>		<b>(5,361,442)</b>	<b>(2,396,586)</b>	<b>(613,931)</b>			
<b>Amount raised from general rates</b>	10	<b>5,310,523</b>	<b>5,257,427</b>	<b>5,342,607</b>	<b>85,180</b>	<b>1.62%</b>	
<b>Net current assets - surplus/(deficit)</b>	1(a)	<b>(50,919)</b>	<b>2,860,841</b>	<b>4,728,677</b>	<b>1,867,835</b>	<b>65.29%</b>	

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL POSITION**  
**For the Period Ended 31 January 2023**

	Note	31-Jan-2023	Last Period	30-Jun-22
		\$	\$	\$
<b>Current Assets</b>				
Cash and cash equivalents	4	12,007,271	12,257,264	9,564,983
Trade and other receivables		1,508,628	1,725,709	683,571
Inventories		50,112	43,566	40,835
Contract assets		307,868	307,868	245,722
Other assets		0	0	0
<b>TOTAL CURRENT ASSETS</b>		<b>13,873,879</b>	<b>14,334,407</b>	<b>10,535,111</b>
<b>Non-Current Assets</b>				
Trade and other receivables		172,940	172,940	172,940
Other financial assets		77,804	77,804	77,804
Property, plant and equipment		32,339,646	32,388,333	32,464,182
Infrastructure		167,705,917	167,821,459	167,034,929
Right-of-use assets		53,011	56,913	74,983
<b>TOTAL NON-CURRENT ASSETS</b>		<b>200,349,318</b>	<b>200,517,449</b>	<b>199,824,838</b>
<b>TOTAL ASSETS</b>		<b>214,223,197</b>	<b>214,851,856</b>	<b>210,359,949</b>
<b>Current Liabilities</b>				
Trade and other payables		905,685	936,503	1,119,924
Other liabilities		3,667,496	3,485,844	1,494,794
Lease liabilities	9	13,621	23,748	42,577
Borrowings	9	80,740	80,740	160,317
Employee related provisions		800,527	800,527	806,695
<b>TOTAL CURRENT LIABILITIES</b>		<b>5,468,069</b>	<b>5,327,362</b>	<b>3,624,307</b>
<b>Non-Current Liabilities</b>				
Lease liabilities	9	35,263	35,263	34,792
Borrowings	9	1,520,412	1,520,412	1,520,412
Employee related provisions		59,816	59,816	59,816
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>1,615,491</b>	<b>1,615,491</b>	<b>1,615,020</b>
<b>TOTAL LIABILITIES</b>		<b>7,083,560</b>	<b>6,942,853</b>	<b>5,239,327</b>
<b>NET ASSETS</b>		<b>207,139,637</b>	<b>207,909,003</b>	<b>205,120,622</b>
<b>Equity</b>				
Retained surplus		116,034,140	116,803,506	113,759,450
Reserves - cash backed	7	3,960,712	3,960,712	4,216,387
Revaluation surplus		87,144,785	87,144,785	87,144,785
<b>TOTAL EQUITY</b>		<b>207,139,637</b>	<b>207,909,003</b>	<b>205,120,622</b>

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 1: NET CURRENT ASSETS**

**(a) Composition of estimated net current assets**

	Note	YTD 31 Jan 2023	Last Period	Actual 30 June 2022
		\$	\$	\$
<b>Current assets</b>				
Cash and cash equivalents - unrestricted	4	8,046,559	8,296,552	5,348,596
Cash and cash equivalents - restricted	5	3,960,712	3,960,712	4,216,387
Receivables		1,508,628	1,763,288	683,571
Contract assets		307,868	307,868	245,722
Inventories		50,112	43,566	40,835
		13,873,880	14,371,987	10,535,111
<b>Less: Current liabilities</b>				
Trade and other payables		(905,685)	(961,515)	(1,119,924)
Contract liabilities		(3,667,496)	(3,485,844)	(1,494,794)
Lease liabilities	9	(13,621)	(23,748)	(42,577)
Long term borrowings	9	(80,740)	(80,740)	(160,317)
Employee provisions		(800,527)	(800,527)	(806,695)
		(5,468,069)	(5,352,374)	(3,624,307)
<b>Net current assets</b>				
Current assets and liabilities excluded from budgeted deficiency	1 (c)	8,405,811	9,019,613	6,910,804
		(3,677,134)	(3,667,008)	(3,987,290)
<b>Net current assets used in the Rate Setting Statement</b>		<b>4,728,677</b>	<b>5,352,605</b>	<b>2,923,514</b>

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with Financial Management Regulation 32.

	Note	YTD 31 Jan 2023	Last Period	Actual 30 June 2022
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	0	0	(494)
Add: Loss on disposal of assets	7	0	0	496,663
Add: Depreciation on assets		2,112,923	1,810,320	3,555,494
Movement in non-current pensioner deferred rates		0	0	(4,677)
Movement in non-current employee provisions		0	0	6,106
Movement in current employee provisions associated with restricted cash		2,697	2,697	597
<b>Non cash amounts excluded from operating activities</b>		<b>2,115,620</b>	<b>1,813,017</b>	<b>4,053,688</b>



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 1: NET CURRENT ASSETS**

**(c) Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates.

	Note	YTD 31 Jan 2023	Last Period	Actual 30 June 2022
		\$	\$	\$
<b>Adjustments to net current assets</b>				
Less: Cash - restricted reserves	5	(3,960,712)	(4,220,060)	(4,216,387)
Add: Current portion of borrowings		80,740	160,317	160,317
Add: Current portion of lease liabilities		13,621	32,489	42,577
Add: Current portion of employee benefit provisions held in reserve	5	189,216	186,700	186,519
<b>Total adjustments to net current assets</b>		<b>(3,677,134)</b>	<b>(3,840,555)</b>	<b>(3,826,973)</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
<b>OPERATING ACTIVITIES</b>					
<b>Revenue from operating activities</b>					
Operating grants, subsidies and contributions	(82,571)	(13.18%)	▼	Timing	Variance due to income for DFES grants \$81,749 and SES operating grant \$5,759 not recognised at this time. Balance relates to minor variances in other revenue.
Fees and charges	104,672	7.14%	▲	Permanent/ Timing	Revenue in the following areas are higher than estimated at this time: Sanitation \$27,740 Town planning \$11,190 Bridgetown Leisure Centre \$36,593 Sale of water from Standpipe \$25,578 Balance relates to minor variances in fees & charges.
Interest earnings	49,660	44.28%	▲	Permanent	Variance due to higher than expected interest earnings due to increase in interest rates and funds available for investment.
Other revenue	(24,332)	(8.04%)	▼	Permanent/ Timing	Revenue in the following areas are less than estimated at this time: Bushfire Risk Mitigation Officer due to position being vacant \$24,350
<b>Expenditure from operating activities</b>					
Employee costs	249,882	7.72%	▲	Permanent	Variance due to various position vacancies.

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Materials and contracts	344,069	20.45%	▲	Timing	Expenditure in the following areas are less than estimated at this time: Fire prevention non-recurrent projects \$73,719 DFES bushfire expenditure \$33,328 Sanitation non-recurrent project \$122,700 Sewerage non-recurrent projects \$12,521 Town planning LPS 6 advertising \$10,000 Recreation and culture non-recurrent projects \$24,447 Trails and paths \$12,786 Parks and gardens maintenance \$35,647 Street and road maintenance non-recurrent projects \$25,428 Streets, roads, bridges and depot maintenance \$78,471 General insurance claims \$11,662 Expenditure in the following areas are greater than estimated at this time: Sanitation refuse and recycling \$10,160 Tourism and area promotion non-recurrent projects \$26,466 Plant repairs and maintenance \$38,896 Balance relates to minor variances in other expenditure.
Utility charges	26,102	18.39%	▲	Timing	Variance due to the timing of utility accounts being received for various shire buildings and reserves.
Other expenditure	15,283	8.40%	▲	Timing	Expenditure in the following areas is less than estimated at this time: Members expenditure \$6,045 Community grant and service agreement \$11,518 Balance relates to minor variances in other expenditure.
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contributions	(143,232)	(10.57%)	▼	Permanent/ Timing	Expenditure in the following areas are less than estimated at this time: Fire prevention non-recurrent grant \$169,000 Expenditure in the following areas are greater than estimated at this time: Insurance reimbursements \$24,658 Balance relates to other minor variances.

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Payments for property, plant and equipment	157,388	27.01%	▲	Timing	Expenditure in the following areas are less than estimated at this time: Building renewals \$140,288 Land purchases \$16,315 Please refer to note 8 for more details.
Payments for construction of infrastructure	1,104,484	33.35%	▲	Timing	Expenditure in the following areas are less than estimated at this time: Road construction program \$923,918 Drainage construction program \$90,560 Liquid waste facility infrastructure \$74,240 Please refer to note 8 for more details.

Council for the financial year ending 30 June 2023 adopted a percentage of plus or minus 5% at nature or type level to be used for reporting material variances of actual revenue and expenditure in the monthly financial reports. The exception being that material variances of \$10,000 or less are non-reportable.

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 3: BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	(Decrease) in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget Adoption</b>		Closing Surplus				0
	<b>Permanent Changes</b>						
22132	Greenbushes CRC shire satellite service	C.12/0822	Operating Expenses			(2,600)	(2,600)
06594	Bushfire brigade light fire vehicle	C.16/0822a	Operating Expenses			(239,000)	(241,600)
06017	Fire prevention non-recurrent grant	C.16/0822a	Operating Expenses		169,000		(72,600)
06795	Sale of asset	C.16/0822a	Capital Revenue		70,000		(2,600)
PJ139	Transfer liquid waste	C.18/0822c	Operating Expenses			(19,000)	(21,600)
12014	Satellite receiver's	C.08/0922	Capital Expenses			(10,997)	(32,597)
Res 115	SBS Communications and Tower Reserve	C.08/0922	Reserve Transfer		10,997		(21,600)
01YA	Bulk kerbside collection	C.09/0922	Operating Expenses			(4,652)	(26,252)
Res 107	Sanitation Reserve	C.09/0922	Reserve Transfer		4,652		(21,600)
34912	Recreation officers salaries and wages	C.14/0922	Operating Expenses			(18,820)	(40,420)
46112	Trail booklets	C.12/0922	Operating Expenses			(6,000)	(46,420)
46123	Sale of trail booklets	C.12/0922	Operating Revenue		500		(45,920)
28MA	Depot - New pump for water tank	C.04/1022	Operating Expenses			(3,750)	(49,670)
PJ140	Local Emergency Management Arrangements	C.12/1022	Operating Expenses			(11,520)	(61,190)
06017	AWARE grant	C.12/1022	Operating Revenue		11,520		(49,670)
57BU	Bridgetown Railway Station	C.09/1122	Capital Expenses			(50,000)	(99,670)
Res 125	Building Maintenance Reserve	C.09/1122	Reserve Transfer		50,000		(49,670)
04ZF	Community groups & event banners	C.11/1122	Operating Expenses			(2,000)	(51,670)
46163	Community groups & event banners - fees & charges	C.11/1122	Operating Revenue		1,000		(50,670)
02BU	Bridgetown Civic Centre	C.16/1122a	Capital Expenses		361,245		310,575
32433	Public hall grants	C.16/1122a	Operating Revenue			(401,494)	(90,919)
Res 126	Strategic Projects Reserve	C.16/1122a	Reserve Transfer		40,000		(50,919)
ZB06	Verge maintenance built up areas	C.12/1222	Operating Expenses			(15,059)	(65,978)
ZB02	Footpath maintenance built up areas	C.12/1222	Operating Expenses		7,500		(58,478)
ZA07	Line marking built up areas	C.12/1222	Operating Expenses		7,559		(50,919)

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 3: BUDGET AMENDMENTS**

**Amendments to original budget since budget adoption. Surplus/(Deficit)**

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	(Decrease) in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
PL09	Road Grader	C.12/1222	Capital Expenses			(127,500)	(178,419)
PL20	Mono Roller (Towed)	C.12/1222	Capital Expenses		15,000		(163,419)
PL21	Excavator	C.12/1222	Capital Expenses		120,000		(43,419)
40045	Sale of road plant	C.12/1222	Capital Revenue		5,000		(38,419)
Res 102	Plant Reserve	C.12/1222	Reserve Transfer			(12,500)	(50,919)
66MA	Kangaroo Gully BFB building maintenance	C.09/0123	Operating Expenses		1,886		(49,033)
75MA	B&P Hammence BFB building maintenance	C.09/0123	Operating Expenses			(1,286)	(50,319)
78MA	Maranup BFB building maintenance	C.09/0123	Operating Expenses			(200)	(50,519)
79MA	Sunnyside BFB building maintenance	C.09/0123	Operating Expenses			(200)	(50,719)
82MA	Winnejup BFB building maintenance	C.09/0123	Operating Revenue			(200)	(50,919)
				<b>0</b>	<b>875,859</b>	<b>(926,778)</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Maturity Date
		\$	\$	\$	\$	\$		
<b>(a) Cash Deposits</b>								
Municipal Bank Account	Nil	235,469				235,469	Westpac	At Call
Municipal Funds On Call	3.05%	752,871				752,871	WATC	At Call
Trust Bank Account	Nil			0		0	Westpac	At Call
Visitor Centre Trust Account	Nil			0		0	Westpac	At Call
Cash On Hand	Nil	3,850				3,850	N/A	On Hand
<b>Term Deposits</b>								
<b>(b) Municipal Funds</b>								
Municipal Funds	3.20%	500,000				500,000	NAB	10-Feb-23
Municipal Funds	3.20%	504,069				504,069	NAB	13-Feb-23
Municipal Funds	3.70%	506,559				506,559	NAB	27-Feb-23
Municipal Funds	3.70%	500,000				500,000	NAB	27-Feb-23
Municipal Funds	3.75%	507,443				507,443	NAB	07-Mar-23
Municipal Funds	3.80%	507,724				507,724	NAB	13-Mar-23
Municipal Funds	3.90%	504,537				504,537	NAB	03-Apr-23
Municipal Funds	3.90%	504,192				504,192	NAB	03-Apr-23
Municipal Funds	3.95%	500,000				500,000	NAB	11-Apr-23
Municipal Funds	4.00%	504,253				504,253	NAB	11-Apr-23
Municipal Funds	4.00%	504,315				504,315	NAB	12-Apr-23
Municipal Funds	4.00%	504,315				504,315	NAB	17-Apr-23
Municipal Funds	3.95%	504,414				504,414	NAB	26-Apr-23
Municipal Funds	4.00%	502,548				502,548	NAB	27-Apr-23
Reserve Funds	3.85%		3,960,712			3,960,712	NAB	28-Mar-23
<b>Total</b>		<b>8,046,559</b>	<b>3,960,712</b>	<b>0</b>	<b>0</b>	<b>12,007,271</b>		

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 5: CASH BACKED RESERVE**

2022-23										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$		\$	\$	\$
	<b>Restricted by Legislation</b>									
106	Subdivision Reserve	215,835	4,272	3,121	10,000				230,107	218,956
121	Car Park Reserve	971	19	14	0			990	990	985
201	Unspent Grants & Loans Reserve	422,635	0	0	0		(403,000)		19,635	422,635
	<b>Restricted by Council</b>									
101	Leave Reserve	186,519	3,692	2,697	0				190,211	189,216
102	Plant Reserve	741,712	14,680	10,725	324,000		(880,500)		199,892	752,438
103	Land and Building Reserve	687,174	13,601	8,497	0		(320,000)	(120,000)	380,775	575,672
104	Bush Fire Reserve	38,458	761	556	10,000				49,219	39,014
105	Maintenance and Renewal of Mine Heavy Haulage Roads Reserve	5,383	107	78	75,000				80,490	5,460
107	Sanitation Reserve	210,598	4,168	2,386	66,000		(156,432)	(55,000)	124,334	157,983
109	Recreation Centre Floor and Solar Reserve	225,005	4,454	3,254	10,000				239,459	228,258
112	Refuse Site Post Closure Reserve	239,240	4,735	3,402	5,000		(30,000)		218,975	242,642
113	Drainage Reserve	67,968	1,345	983	10,000		(4,766)	(4,766)	74,547	64,185
114	Community Bus Reserve	66,642	1,319	964	5,000				72,961	67,605
115	SBS & Communications Tower Reserve	29,250	579	423	20,000		(10,997)		38,832	29,673
118	Playground Equipment Reserve	44,750	886	647	1,000				46,636	45,397
119	Swimming Pool Reserve	4,536	0	11	0		(4,536)	(4,547)	(1)	0
125	Building Maintenance Reserve	224,804	4,450	2,531	9,697		(110,000)	(60,000)	128,951	167,335
126	Strategic Projects Reserve	293,633	5,812	3,496	10,000		(117,540)	(62,540)	191,905	234,589
127	Matched Grants Reserve	65,085	1,288	941	10,000				76,373	66,026
128	Aged Care Infrastructure Reserve	57,371	1,136	830	0				58,507	58,200
129	Equipment Reserve	6,155	122	89	0				6,277	6,244
130	Assets and GRV Valuation Reserve	97,446	1,929	1,409	24,000		(36,700)		86,675	98,855



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 5: CASH BACKED RESERVE**

<b>2022-23</b>										
<b>Res No.</b>	<b>Name</b>	<b>Opening Balance</b>	<b>Amended Budget Interest Earned</b>	<b>Actual Interest Earned</b>	<b>Amended Budget Transfers In (+)</b>	<b>Actual Transfers In (+)</b>	<b>Amended Budget Transfers Out (-)</b>	<b>Actual Transfers Out (-)</b>	<b>Amended Budget Closing Balance</b>	<b>Actual YTD Closing Balance</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>
131	Bridgetown Leisure Centre Reserve	32,878	651	475	0		(5,000)		28,529	33,354
132	Trails Reserve	36,853	729	533	5,000		(27,500)		15,082	37,386
133	Light Fleet Vehicle Reserve	214,027	4,236	3,095	101,000		(240,805)		78,458	217,122
135	Blackspot Reserve	1,460	29	21	10,000				11,489	1,482
		<b>4,216,387</b>	<b>75,000</b>	<b>51,178</b>	<b>705,697</b>	<b>0</b>	<b>(2,347,776)</b>	<b>(306,853)</b>	<b>2,649,308</b>	<b>3,960,712</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 6: RECEIVABLES**

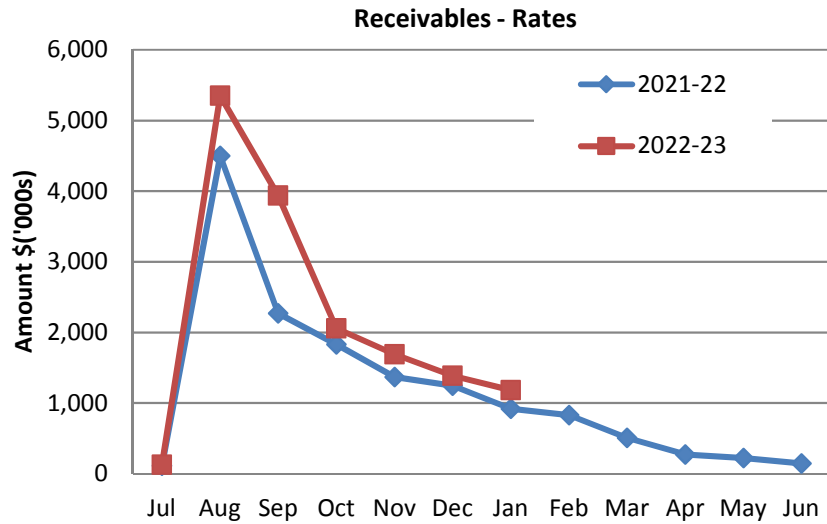
**Receivables - Rates**

Opening Arrears Previous Years  
 Levied this year  
 Less Collections to date  
 Equals Current Outstanding

	YTD 31 Jan 2023	30 June 2022
	\$	\$
Opening Arrears Previous Years	147,038	136,951
Levied this year	5,342,607	4,849,560
Less Collections to date	(4,304,688)	(4,839,473)
<b>Equals Current Outstanding</b>	<b>1,184,958</b>	<b>147,038</b>
<b>Net Rates Collectable</b>	<b>1,184,958</b>	<b>147,038</b>
% Collected	78.41%	97.05%

**Net Rates Collectable**

% Collected



**Receivables - Sundry Debtors**

Receivables - Sundry Debtors

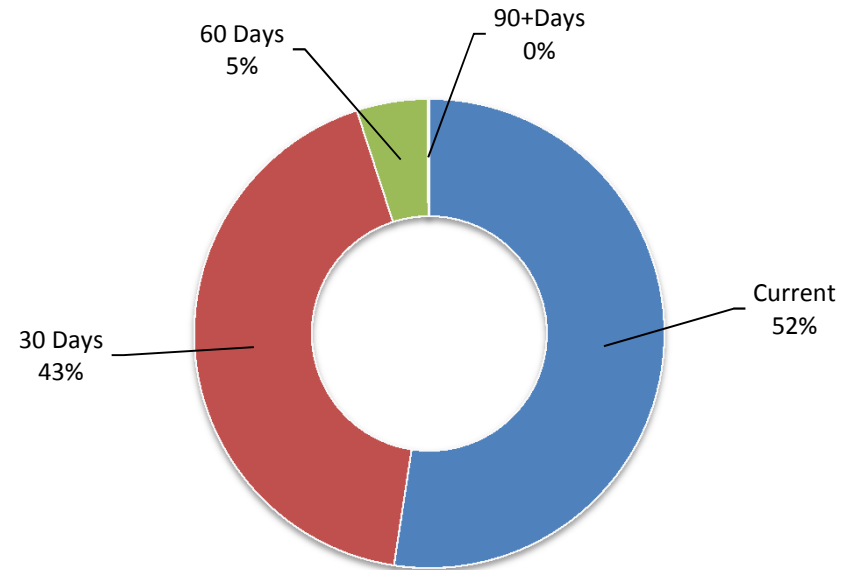
	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - Sundry Debtors	54,703	44,466	5,075	144

**Total Sundry Debtor Receivables Outstanding**

**104,388**

Amounts shown above include GST (where applicable)

**Receivables - Sundry Debtors**



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 7: CAPITAL DISPOSALS**

YTD Actual Replacement				Disposals	Amended Current Budget		
Net Book Value	Proceeds	Profit (Loss)	P&L Variance		Net Book Value	Proceeds	Profit (Loss)
\$	\$	\$	\$		\$	\$	\$
				<b>Plant and Equipment</b>			
				P3020 2018 Mitsubishi Outlander (Pool car)	14,592	9,930	(4,662)
				P3055 2018 Subaru Liberty (DCS)	12,500	10,225	(2,275)
				P4200 2017 Mitsubishi Triton (Bushfire Brigade)	15,000	13,390	(1,610)
				P4190 2008 Ford Ranger (Bushfire Brigade)	6,200	6,200	0
				P2082 2006 CAT Tracked Loader (Waste Site)	62,000	70,000	8,000
				P3010 2018 Nissan Xtrail (MDS)	14,500	8,970	(5,530)
				P2022 2013 Isuzu FXZ 13T Tipper	0	0	0
				P2111 2013 Tennant Footpath Sweeper	8,000	2,000	(6,000)
				P2076 2000 JCB Robot Skid Steer Loader	12,200	5,000	(7,200)
				P3065 2018 Ford Everest (DCID)	18,500	15,360	(3,140)
				P2045 2018 Nissan Navara (Works Coordinator)	16,700	14,685	(2,015)
				P2220 2018 Mitsubishi Triton (Plant Mechanic)	11,500	10,220	(1,280)
				P2270 2018 Mitsubishi Triton (Parks Crew)	11,600	10,220	(1,380)
				P4050 2007 Toyota Landcruiser (Bushfire Brigade)	16,320	70,000	53,680
				P2006 2008 Caterpillar Grader	105,000	105,000	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>324,612</b>	<b>351,200</b>	<b>26,588</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jan 2023			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Land and Buildings</b>						
<b>Governance</b>						
Shire Administration Building	07BU	90,487	30,074	30,074	(0)	Works continuing
<b>Law, Order and Public Safety</b>						
Greenbushes Bushfire Brigade	09BN	251,300	0	0	0	
Wandillup Bushfire Brigade	10BN	278,600	0	0	0	
Kangaroo Gully Bushfire Station	12BN	3,427	3,427	1,800	(1,627)	Works continuing
<b>Community Amenities</b>						
Waste Site Recycle Shed	62BU	98,456	4,632	4,632	(0)	
<b>Recreation and Culture</b>						
Bridgetown Civic Centre Revitalisation	02BU	1,228,586	0	2,126	2,126	Tender Awarded
Greenbushes Hall	20BU	220,000	0	0	0	
Greenbushes Office (Old Road board Office)	21BU	40,000	0	0	0	
Bridgetown Regional Library	60BU	10,000	10,000	5,704	(4,296)	Works continuing
Bridgetown Lesser Hall	61BU	3,703	3,703	2,944	(759)	Works complete
Bridgetown Leisure Centre	16BU	26,536	0	0	0	
Bridgetown Trotting Club	23BU	48,395	48,395	35,820	(12,575)	Works continuing
Greenbushes Golf Club	39BU	169,027	0	0	0	
Greenbushes Cricket Pavilion Toilets	54BU	9,145	9,144	8,545	(599)	Works continuing
Bridgetown Sports Ground Horse Stalls	56BU	4,978	0	0	0	
Bridgetown Railway Station Restoration	57BU	635,905	435,318	311,132	(124,186)	Works continuing
<b>Economic Services</b>						
Bridgetown Visitor Centre	59BU	365,000	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jan 2023			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Land and Buildings (Continued)</b>						
<b>Transport</b>						
Shire Depot Rebuild	08BU	658,620	0	62	62	Preliminary planning
Greenbushes CBD Parking (Land)	CP05	64,240	5,914	5,914	(0)	
<b>Other Property and Services</b>						
Purchase of Land	1790040	21,000	21,000	4,685	(16,315)	Land purchases continuing
<b>Land and Buildings Total</b>		<b>4,227,405</b>	<b>571,607</b>	<b>413,438</b>	<b>(158,169)</b>	
<b>Roads</b>						
<b>Transport</b>						
Winnejump Road Regional Road Group 21/22	RR24	228,734	228,734	88,870	(139,864)	Job continuing
Winnejump Road Regional Road Group 22/23	RR21	375,000	374,996	864	(374,132)	Preliminary planning only undertaken
Brockman Highway	RS03	1,585,731	1,585,730	1,488,242	(97,488)	Job completed
Kerbing	KB01	5,000	0	0	0	
Roe Street	RC38	52,500	52,500	0	(52,500)	Purchase order raised
Improvements Steere Street Intersections	RC52	22,500	0	0	0	
Emergency Works	RC53	30,000	14,990	0	(14,990)	Jobs not yet identified
Tweed Road	RC42	123,992	123,992	0	(123,992)	Job not yet commenced
Hester Cascades Road	RC55	55,404	0	0	0	
Hester Street	RC58	10,260	10,260	0	(10,260)	Purchase order raised
Henry Street	RC59	34,884	34,884	0	(34,884)	Purchase order raised
Pioneer Street	RC60	8,716	8,716	0	(8,716)	Job not yet commenced
Cleopatra Crescent	RC61	15,107	15,107	0	(15,107)	Job not yet commenced
Democrat Close	RC62	13,848	13,848	0	(13,848)	Job not yet commenced
Hay Road	GS12	19,314	19,314	137	(19,177)	Job not yet commenced
Grange Road	GS34	122,094	122,094	120,303	(1,791)	Job completed
Polina Road	GS41	180,112	180,112	154,884	(25,228)	Job completed

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jan 2023			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Roads (Continued)</b>						
<b>Transport (Continued)</b>						
West Blackwood Terrace	GS69	40,577	0	32,054	32,054	Job commenced sooner than estimated
Greenfields Road	GS70	73,606	73,606	49,610	(23,996)	Job completed
<b>Roads Total</b>		<b>2,997,379</b>	<b>2,858,883</b>	<b>1,934,965</b>	<b>(923,918)</b>	
<b>Footpaths</b>						
<b>Transport</b>						
Nelson Street	FP05	80,610	0	0	0	
Footpaths Accessibility Access	FP28	5,000	0	0	0	
Allnutt Street	FP38	14,040	0	0	0	
<b>Footpaths Total</b>		<b>99,650</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Drainage</b>						
<b>Community Amenities</b>						
Nelson Street	DR16	3,635	3,635	5,070	1,435	Job completed
Telluride Street	DR18	30,410	30,410	0	(30,410)	Job not yet commenced
Four Season Estate	DR24	11,364	0	0	0	
Dairy Lane	DR38	46,307	46,307	0	(46,307)	Purchase order raised
Connell Road	DR40	15,278	15,278	0	(15,278)	Job not yet commenced
<b>Drainage Total</b>		<b>106,994</b>	<b>95,630</b>	<b>5,070</b>	<b>(90,560)</b>	
<b>Parks and Ovals</b>						
<b>Recreation and Culture</b>						
Four Seasons Estate POS Reserve	03IN	45,454	0	0	0	
Four Seasons Estate Stream Protection	04IN	18,182	0	0	0	
Memorial Park Lights to Cenotaph	08IU	9,590	9,590	6,890	(2,700)	Job continuing
Bridgetown Youth Precinct Development	16IN	187,540	0	78	78	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jan 2023			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b><i>Parks and Ovals (Continued)</i></b>						
<b>Recreation and Culture (Continued)</b>						
Blackwood River Park Foreshore Development	17IN	123,160	67,323	68,023	700	Job continuing
Bridgetown Leisure Centre Wet Area	18IN	28,840	0	0	0	
Bridgetown Sportsground Stairway to Toilets	21IN	5,752	5,752	3,570	(2,182)	Works continuing
Greenbushes Youth Precinct Development	22IN	450,000	0	0	0	
Bridgetown Sportsground Water Supply	23IN	20,000	16,963	16,962	(1)	
Bridgetown Sportsground Cricket Training Nets	24IN	105,780	0	0	0	
Somme Park Fitness Trail Equipment	05IU	5,617	5,617	0	(5,617)	Job not yet commenced
<b>Parks and Ovals Total</b>		<b>999,915</b>	<b>105,245</b>	<b>95,523</b>	<b>(9,722)</b>	
<b><i>Bridges</i></b>						
<b>Recreation and Culture</b>						
River Park Footbridge	15IU	12,500	0	0	0	Purchase order raised
<b>Transport</b>						
Old Bridgetown Road Bridge 0266A	BR05	5,000	5,000	1,750	(3,250)	Job complete
Brockman Highway Bridge 0266A	BR09	15,000	15,000	20,330	5,330	Job complete
Slades Road Bridge 3331A	BR23	219,000	0	0	0	
McKelvie Road Bridge 3705	BR26	8,000	8,000	8,400	400	Job complete
Greenbushes-Boyup Brook Road Bridge 3701	BR27	153,000	9,700	9,700	0	
<b>Bridges Total</b>		<b>412,500</b>	<b>37,700</b>	<b>40,180</b>	<b>2,480</b>	
<b><i>Infrastructure Other</i></b>						
<b>Law, Order and Public Safety</b>						
Bushfire Control Centre Fencing	18IU	7,690	7,690	2,020	(5,670)	Job completed, reimbursed by insurance

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jan 2023			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Infrastructure Other (Continued)</b>						
<b>Community Amenities</b>						
Bridgetown Landfill Liquid Waste Facility	WA01	75,000	75,000	760	(74,240)	Preliminary planning, purchase order raised
Waste Site Fencing	17IU	52,105	52,105	51,245	(860)	Job completed, reimbursed by insurance
<b>Recreation and Culture</b>						
Bridgetown Sportsground Fencing	07IU	27,690	27,690	31,470	3,780	Job completed, reimbursed by insurance
Bridgetown Tennis Club Bore	20IN	0	0	1,577	1,577	Completion of grant funded project
<b>Transport</b>						
Depot Fencing	16IU	51,628	51,628	44,276	(7,352)	Job completed, reimbursed by insurance
Greenbushes CBD Parking	CP05	546,556	0	0	0	
ACROD Parking Bay Hampton Street	CP06	19,562	0	0	0	
<b>Infrastructure Other Total</b>		<b>780,231</b>	<b>214,113</b>	<b>131,349</b>	<b>(82,764)</b>	
<b>Plant and Equipment</b>						
<b>Governance</b>						
Director Corporate Services vehicle	1055440	45,000	0	0	0	
<b>Law, Order and Public Safety</b>						
Fire Fighting Equipment (Brigades Funded)	1065540	5,000	0	0	0	
Vehicles for Brigades	1065940	335,670	0	0	0	
CCTV Bridgetown Railway Station Carpark	1080340	10,000	0	0	0	
<b>Community Amenities</b>						
Tracked Loader	PL14	365,000	0	0	0	
Manager of Development Services vehicle	1305640	31,000	0	0	0	



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jan 2023			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Plant and Equipment (Continued)</b>						
<b>Recreation and Culture</b>						
SBS FM Radio Tower Equipment	12014	10,997	10,997	11,777	780	Job complete
<b>Transport</b>						
Footpath Sweeper	PL06	160,000	0	0	0	
Road Grader	PL09	427,500	0	0	0	
Mono Roller (Towed)	PL20	0	0	0	0	
Excavator	PL21	0	0	0	0	
Skid Steer Loader	PL22	110,000	0	0	0	
Works and Services Fleet	1405040	193,400	0	0	0	
Sundry Equipment	1403740	5,000	0	0	0	
<b>Plant and Equipment Total</b>		<b>1,698,567</b>	<b>10,997</b>	<b>11,777</b>	<b>780</b>	
<b>Furniture and Equipment</b>						
<b>Furniture and Equipment Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Capital Expenditure Total</b>		<b>11,322,641</b>	<b>3,894,175</b>	<b>2,632,303</b>	<b>(1,261,872)</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 9: INFORMATION ON BORROWINGS AND LEASES**

(a) Debenture Repayments

Particulars	Principal 1/07/2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Community Amenities</b>									
Loan 114 Liquid & Inert Waste Sites	25,319			12,574	25,319	12,745	0	346	520
Loan 115 Landfill Cell Extension	40,965			10,118	20,317	30,847	20,648	330	578
Loan 116 Liquid Waste Facility	72,020			4,825	9,696	67,195	62,324	706	1,364
<b>Recreation and Culture</b>									
Loan 112 Bridgetown Swimming Pool	1,259,127			37,295	75,344	1,221,832	1,183,783	25,434	50,115
Loan 117 Youth Precinct Redevelopment	171,792			8,953	17,973	162,839	153,819	1,281	2,496
Loan 118 Bridgetown Civic Centre Revitalisation	111,506			5,811	11,666	105,695	99,840	832	1,620
Loan 119 Youth Precinct Redevelopment (Stage 2)	0		175,000		0		175,000		0
<b>Economic Services</b>									
Loan 120 Bridgetown Visitor Centre Building Renewal	0		300,000		0		300,000		0
	<b>1,680,729</b>	<b>0</b>	<b>475,000</b>	<b>79,576</b>	<b>160,315</b>	<b>1,601,153</b>	<b>1,995,414</b>	<b>28,929</b>	<b>56,693</b>

(b) New Debentures

Particulars	New Loan		
	Term	Amended Budget	Actual
		\$	\$
<b>Recreation and Culture</b>			
Loan 119 Youth Precinct Redevelopment (Stage 2)	10 years	175,000	0
<b>Economic Services</b>			
Loan 120 Bridgetown Visitor Centre Building Renewal	10 years	300,000	0
		<b>475,000</b>	<b>0</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 9: INFORMATION ON BORROWINGS AND LEASES**

(c) Lease Liabilities

Particulars	Principal 1/07/2022	New Leases Actual	New Leases Budget	Principal Repayments		Principal Outstanding		Interest Repayments	
		\$	\$	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
003 Gym Equipment	45,905			19,679	25,908	26,226	19,997	751	1,083
<b>Other Property and Services</b>									
001 CESM Vehicle	1,441	5,101	0	3,257	1,441	3,285	0	67	1
002 Photocopies and printers	16,445			7,598	9,991	8,847	6,454	340	482
004 EHO Vehicle	13,578			3,053	5,238	10,525	8,340	29	45
005 2022 Toyota Hilux (CESM)	0		41,703		10,042	0	31,661		925
006 New Mitigation Vehicle	0		41,340		13,325	0	28,015		1,172
	<b>77,369</b>	<b>5,101</b>	<b>83,043</b>	<b>33,586</b>	<b>65,945</b>	<b>48,884</b>	<b>94,467</b>	<b>1,187</b>	<b>3,708</b>

(d) New Leases

Particulars	New Leases	New Leases	New Leases
	Term	Amended Budget	Actual
		\$	\$
<b>Other Property and Services</b>			
001 CESM Vehicle	10 Months	0	5,101
005 2022 Toyota Hilux (CESM)	36 months	41,703	0
006 New Mitigation Vehicle	36 months	41,340	0
		<b>83,043</b>	<b>5,101</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2023**

**Note 10: RATING INFORMATION**

RATE TYPE	Rate in Dollar	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Back Rates	Total Revenue	Amended Budget Rate Revenue	Amended Budget Interim Rate	Amended Budget Back Rate	Amended Budget Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
Shire GRV	0.096821	1,811	27,798,488	2,691,478	55,603	13,539	2,760,620	2,691,478	45,000	1,000	2,737,478
Mining GRV	0.188282	1	820,000	154,391			154,391	154,391			154,391
Shire Rural UV	0.005906	467	215,910,000	1,275,165	(3,465)	(680)	1,271,020	1,275,165			1,275,165
Mining UV	0.070850	20	1,182,671	83,792	283		84,075	83,792			83,792
<b>Sub-Totals</b>		2,299	245,711,159	4,204,826	52,421	12,859	4,270,106	4,204,826	45,000	1,000	4,250,826
<b>Minimum Payment</b>	<b>Minimum \$</b>										
Shire GRV	1,048.00	667	3,652,945	699,016	15,522		714,538	699,016			699,016
Mining GRV	1,048.00	0	0	0			0	0			0
Shire Rural UV	1,299.00	272	41,143,420	353,328	(3,718)		349,610	353,328			353,328
Mining UV	387.00	19	31,951	7,353	1,000		8,353	7,353			7,353
<b>Sub-Totals</b>		958	44,828,316	1,059,697	12,805	0	1,072,502	1,059,697	0	0	1,059,697
Discounts/concessions							5,342,607				5,310,523
<b>Total amount raised from general rates</b>							5,342,607				5,310,523

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN JANUARY TO BE RECEIVED**

Cheque/ Voucher No.	Date of Payment Payee	Payment Description	Payment Amount \$
<b><u>MUNICIPAL FUND</u></b>			
<b><u>DIRECT DEBITS</u></b>			
DD16496.1	02/01/2023 GO GO MEDIA	MONTHLY ON-HOLD MESSAGE SERVICE - JANUARY	75.90
DD16496.2	01/01/2023 MAIA FINANCIAL PTY LTD	QUARTERLY PHOTOCOPIER LEASE PAYMENT FOR 01/01/2023 - 31/03/2023	2,879.96
DD16496.3	15/01/2023 SG FLEET AUSTRALIA PTY LTD	MONTHLY LEASE FOR SHARED ENVIRONMENTAL HEALTH OFFICERS VEHICLE	484.22
DD16508.1	11/01/2023 AWARE SUPER	PAYROLL DEDUCTIONS	14,330.30
DD16508.2	11/01/2023 COLONIAL FIRST STATE SUPER	PAYROLL DEDUCTIONS	647.83
DD16508.3	11/01/2023 CARE SUPER	SUPERANNUATION CONTRIBUTIONS	216.40
DD16508.4	11/01/2023 NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	84.67
DD16508.5	11/01/2023 WAIKAWA DREAMING SUPER FUND	PAYROLL DEDUCTIONS	744.62
DD16508.6	11/01/2023 COLONIAL FIRST STATE SUPER	PAYROLL DEDUCTIONS	300.70
DD16508.7	11/01/2023 TRUBUD SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	209.87
DD16508.8	11/01/2023 PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	256.85
DD16508.9	11/01/2023 AUSTRALIAN ETHICAL RETAIL SUPER	SUPERANNUATION CONTRIBUTIONS	195.85
DD16508.10	11/01/2023 GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	492.18
DD16508.11	11/01/2023 AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	499.39
DD16508.12	11/01/2023 UNISUPER	SUPERANNUATION CONTRIBUTIONS	810.98
DD16508.13	11/01/2023 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	3,020.56
DD16508.14	11/01/2023 REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	674.53
DD16508.15	11/01/2023 HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	187.42
DD16508.16	11/01/2023 ANZ CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	289.29
DD16508.17	11/01/2023 HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	349.06
DD16512.1	07/01/2023 AMPOL AUSTRALIA PETROLEUM PTY LTD	FUEL FOR THE MONTH OF DECEMBER	5,226.20
DD16516.1	13/01/2023 SHERIFFS OFFICE	FER UNPAID INFRINGEMENTS	81.00
DD16528.1	25/01/2023 AWARE SUPER	PAYROLL DEDUCTIONS	15,085.24
DD16528.2	25/01/2023 COLONIAL FIRST STATE SUPER	PAYROLL DEDUCTIONS	647.83
DD16528.3	25/01/2023 CARE SUPER	PAYROLL DEDUCTIONS	370.69
DD16528.4	25/01/2023 NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	338.68
DD16528.5	25/01/2023 WAIKAWA DREAMING SUPER FUND	PAYROLL DEDUCTIONS	744.62
DD16528.6	25/01/2023 COLONIAL FIRST STATE SUPER	PAYROLL DEDUCTIONS	452.55
DD16528.7	25/01/2023 TRUBUD SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	269.84

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN JANUARY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
DD16528.8	25/01/2023 PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	256.85
DD16528.9	25/01/2023 AUSTRALIAN ETHICAL RETAIL SUPER	SUPERANNUATION CONTRIBUTIONS	256.85
DD16528.10	25/01/2023 GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	524.03
DD16528.11	25/01/2023 AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	426.47
DD16528.12	25/01/2023 UNISUPER	SUPERANNUATION CONTRIBUTIONS	740.46
DD16528.13	25/01/2023 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	3,391.29
DD16528.14	25/01/2023 REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	703.44
DD16528.15	25/01/2023 HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	195.13
DD16528.16	25/01/2023 ANZ CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	330.95
DD16528.17	25/01/2023 HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	324.39
DD16538.1	23/01/2023 WESTERN AUSTRALIAN TREASURY CORP	GUARANTEE FEES	5,928.18
3012023	03/01/2023 WESTERN AUSTRALIAN TREASURY CORP	LOAN REPAYMENTS	62,729.79
B/S	03/01/2023 WESTPAC BANK	MERCHANT FEES	1,130.49
B/S	03/01/2023 WESTPAC BANK	MONTHLY BANK ACCOUNT FEES	506.41
B/S	03/01/2023 WESTPAC BANK	TOTAL WAGES FOR 29.12.2022 - 11.01.2023	138,075.93
B/S	03/01/2023 WESTPAC BANK	TOTAL WAGES FOR 12.01.2023 - 25.01.2023	140,951.46
B/S	03/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	COUNCIL BAR STOCK	192.00
B/S	05/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	REFRESHMENTS FOR MEETING	12.56
B/S	05/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	REFRESHMENTS FOR COUNCIL WORKSHOP DEBRIEF	36.50
B/S	08/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	STAFF CHRISTMAS PARTY SUPPLIES	239.96
B/S	15/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	COUNCIL CHRISTMAS DINNER	959.50
B/S	15/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	3 X TUBS FOR SHIRE FUNCTIONS	59.37
B/S	15/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	SUPPLIES FOR STAFF CHRISTMAS PARTY	438.87
B/S	16/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	ICE FOR COUNCIL MEETING REFRESHMENTS	10.00
B/S	16/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	STAFF CHRISTMAS PARTY SUPPLIES	255.28
B/S	23/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	FUEL B0100 - CEO VEHICLE	50.00
B/S	23/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	STAFF CHRISTMAS LUNCH SUPPLIES	11.39
B/S	24/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	STAFF CHRISTMAS LUNCH SUPPLIES	110.00
B/S	24/12/2022 WESTPAC CORPORATE CREDIT CARD CEO	SURVEY MONKEY ANNUAL SUBSCRIPTION	395.52
B/S	03/01/2023 WESTPAC CORPORATE CREDIT CARD CEO	MONTHLY CARD FEE	10.00
B/S	16/12/2022 WESTPAC CORPORATE CREDIT CARD	20 X BAGS OF ICE FOR STAFF CHRISTMAS PARTY	110.00

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN JANUARY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
B/S	23/12/2022 WESTPAC CORPORATE CREDIT CARD	2000 X SMS CREDITS	264.00
B/S	03/01/2023 WESTPAC CORPORATE CREDIT CARD	MONTHLY CARD FEE	10.00
<b>BPAY</b>			
6012023	06/01/2023 TELSTRA	TELEPHONE & INTERNET CHARGES	1,175.38
20012023	20/01/2023 TELSTRA	TELEPHONE & INTERNET CHARGES	2,450.49
<b>ELECTRONIC PAYMENTS</b>			
EFT36121	05/01/2023 2R ELECTRICAL	REPAIR EARTH BONDING TO BOTH WATER FILTERING SCREENS AT POOL	170.00
EFT36122	05/01/2023 ALL-START ELECTRICAL	6 MONTHLY SERVICE AND REPAIRS TO SHIRE LIFT AND BLC CHAIR LIFT	2,266.00
EFT36123	05/01/2023 AUSTRALIAN WILDFLOWER SEEDS	NATIVE SEED & GIFT FOLDER FOR VISITOR CENTRE STOCK	285.88
EFT36124	05/01/2023 BLACKWOODS	PROTECTIVE GLOVES & EARBUDS FOR DEPOT	366.85
EFT36125	05/01/2023 BRIDGETOWN MITRE 10 & RETRAVISION	BBQ GAS BOTTLES, VARIOUS PLANTS & VARIOUS MINOR ITEMS	671.14
EFT36126	05/01/2023 BRIDGETOWN PAINT SALES	2 X 1.8M TRESTLES, 2 X PLANKS, MANUAL LINE MARKING MACHINE & PAINT	2,700.00
EFT36127	05/01/2023 BRIDGETOWN TYRES	REPLACEMENT LIGHTS FOR TRAILER & FRONT TYRE FOR TANDEM TRUCK	639.00
EFT36128	05/01/2023 BSA ADVANCED PROPERTY SOLUTIONS	6 MONTHLY SERVICE TO LIBRARY AC UNIT FOR DECEMBER	550.00
EFT36129	05/01/2023 BUNBURY CEMETERY BOARD	DONNYBROOK STONE FOR CEMETERY HEADSTONE	264.00
EFT36130	05/01/2023 DAVRIC AUSTRALIA PTY LTD	BRIDGETOWN MAGNETIC CLIPS FOR VISITOR CENTRE STOCK	413.38
EFT36131	05/01/2023 ENVIRO & AG TESTING SERVICES	LAB TESTING OF 7 X BORE GROUNDWATER SAMPLES FROM WASTE FACILITY	1,958.00
EFT36132	05/01/2023 GABRIEL EVANS	REIMBURSEMENT FOR RENEWAL OF PASSENGER TRANSPORT DRIVERS LICENCE	94.00
EFT36133	05/01/2023 LGRCEU	PAYROLL DEDUCTIONS	132.00
EFT36134	05/01/2023 FONTY'S HIRE	HIRE OF ICE BUCKETS, TABLES & TABLEWARE FOR STAFF CHRISTMAS PARTY	325.00
EFT36135	05/01/2023 FULTON HOGAN INDUSTRIES PTY LTD	BROCKMAN HWY SHOULDER SEALING AND AUDIBLE EDGE LINE WORKS	159,832.07
EFT36136	05/01/2023 HARMONIC ENTERPRISES PTY LTD	MONTHLY MANAGED IT FOR DECEMBER & ANNUAL FORTIGATE MAINTENANCE	3,457.30
EFT36137	05/01/2023 H C JONES & CO	SUPPLY OF 2 X TAP MIXER HANDLES FOR BLC	262.90
EFT36138	05/01/2023 HILLVIEW ELECTRICAL SERVICE	INSTALL LED LIGHT IN BLC POOL TOILET & CONNECTION FOR OVEN AT FCC	588.50
EFT36139	05/01/2023 IPEC PTY LTD	FREIGHT CHARGES	204.92
EFT36140	05/01/2023 IXOM OPERATIONS PTY LTD	MONTHLY RENTAL FOR 920KG CHLORINE GAS CYLINDER FOR NOVEMBER	174.25
EFT36141	05/01/2023 JASON SIGN MAKERS	REPLACEMENT WASTE FACILITY ENTRY SIGN & MUSTER POINT SIGNS	1,168.52
EFT36142	05/01/2023 ADAM JENKINS TREE SERVICES	TREE PRUNING OF LIBRARY TREES & FLOODED GUM ON BARLEE ST	990.00
EFT36143	05/01/2023 JOHNSON'S FOOD SERVICES	FROZEN FOODS AND SNACKS FOR THE BLC CAFE	726.65
EFT36144	05/01/2023 LANDGATE	LAND VALUATION CHARGES FOR RATING PURPOSES	2,468.40
EFT36145	05/01/2023 SEAN PATRICK LUCEY	RATES REFUND	280.00

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN JANUARY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT36146	05/01/2023 MARKETFORCE	SHIRE ADVERTISING	551.19
EFT36147	05/01/2023 METRO HOTEL	ACCOMMODATION & MEALS FOR STAFF ATTENDING LIFEGUARD TRAINING	260.00
EFT36148	05/01/2023 NELSONS OF BRIDGETOWN	CATERING FOR TRAILS DEVELOPMENT COMMITTEE FUNCTION	180.00
EFT36149	05/01/2023 NJ MECHANICAL	SERVICE OF 2 X SHIRE LIGHT TANKERS AND SLIP PUMP MOTORS	1,133.55
EFT36150	05/01/2023 QUALITY SHOP	30 X A3 2023 WALL CALENDARS	108.00
EFT36151	05/01/2023 MICHAEL ERNEST DOUGLAS RAMSEY	PARTIAL REFUND OF DOG REGISTRATION FEES DUE TO STERILISATION	77.50
EFT36152	05/01/2023 DARREN REEVES	MORTAR REPOINTING WORKS FOR SHIRE ADMIN BUILDING	16,500.00
EFT36153	05/01/2023 SCAVENGER SUPPLIES PTY LTD	SERVICE OF SHIRE BUILDING & VEHICLE FIRE EXTINGUISHERS	2,120.80
EFT36154	05/01/2023 SCHWEPPES AUSTRALIA PTY LTD	DRINKS FOR RESALE AT BLC CAFÉ	835.06
EFT36155	05/01/2023 SHIRE STAFF CLUB	STAFF SOCIAL CLUB PAYROLL DEDUCTIONS FOR DECEMBER	184.00
EFT36156	05/01/2023 SIGMA POOL & SPA SUPPLIES	CHEMICALS FOR SWIMMING POOL	824.56
EFT36157	05/01/2023 SW PRECISION PRINT	6 X CHRISTMAS ENTRANCE BANNERS	1,463.00
EFT36158	05/01/2023 SYNERGY	ELECTRICITY CHARGES	6,926.67
EFT36159	05/01/2023 TOTAL GREEN RECYCLING	RECYCLING OF E-WASTE FROM THE BRIDGETOWN WASTE FACILITY	541.26
EFT36160	05/01/2023 TYRECYCLE PTY LTD	RECYCLING OF TYRE FROM WASTE FACILITY	662.90
EFT36161	05/01/2023 NORMAN CHARLES VANDOME	RATES REFUND	95.22
EFT36162	05/01/2023 VESTONE CAPITAL PTY LIMITED	QUARTERLY RENTAL OF BLC GYM EQUIPMENT 03/01/2023 - 31/03/2023	7,422.49
EFT36163	05/01/2023 VICTORIA BAKER PHOTOGRAPHY	PHOTOS OF SHIRE OF BRIDGETOWN-GREENBUSHES SITES & FACILITIES	1,177.55
EFT36164	05/01/2023 WATTLESEED BARN CAFE & FLORIST	CATERING FOR THE ACCESS & INCLUSION COMMITTEE MEETING	190.30
EFT36165	05/01/2023 WINC AUSTRALIA PTY LTD	STATIONERY AND CLEANING SUPPLIES	105.97
EFT36166	20/01/2023 AFGRI EQUIPMENT AUSTRALIA PTY LTD	PARTS FOR JOHN DEERE RIDE ON MOWER	104.86
EFT36167	20/01/2023 ALICIA ROGERSON ART	DESIGN FOR CHRISTMAS BANNERS	360.00
EFT36168	20/01/2023 AUSTRALIA POST	POSTAGE FOR THE MONTH OF DECEMBER	259.11
EFT36169	20/01/2023 AUSTRALIAN TAXATION OFFICE	BAS FOR DECEMBER 2022	88,331.00
EFT36170	20/01/2023 B & B STREET SWEEPING PTY LTD	MONTHLY DRAINAGE MAINTENANCE FOR DECEMBER	1,914.00
EFT36171	20/01/2023 BELIA ENGINEERING	TRANSPORT OF MATTRESSES & E-WASTE FOR RECYCLING IN PERTH	1,584.00
EFT36172	20/01/2023 BETTER TELCO SOLUTIONS PTY LTD	MONTHLY PHONE ACCOUNT FOR DEPOT - DECEMBER	207.12
EFT36173	20/01/2023 BLISS FOR DESIGN	SERVICE GREENBUSHES BFB CHAINSAW	96.63
EFT36174	20/01/2023 BOOEASY AUSTRALIA PTY LTD	2022/23 MONTHLY BOOEASY COMMISSIONS FOR DECEMBER	576.43
EFT36175	20/01/2023 BRIDGETOWN MEAT SUPPLY	SUPPLY MEAT FOR SHIRE CHRISTMAS FUNCTIONS & DFES TRAINING COURSE	828.50
EFT36176	20/01/2023 BRIDGETOWN TIMBER SALES	MINOR MAINTENANCE SUPPLIES	98.67



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN JANUARY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT36177	20/01/2023 BRIDGETOWN LAWN TENNIS CLUB	HIRE OF TENNIS CLUB FOR SHIRE CHRISTMAS PARTY	200.00
EFT36178	20/01/2023 BRIDGETOWN BULLDOZING PTY LTD	HIRE OF DOZER AND OPERATOR TO PUSH UP GRAVEL PIT	4,950.00
EFT36179	20/01/2023 BTOWN BOARDING KENNELS & CATTERY	MONTHLY ANIMAL IMPOUND CHARGES FOR DECEMBER	38.50
EFT36180	20/01/2023 BRIDGETOWN MITRE 10 & RETRAVISION	REPLACEMENT OVEN FOR BRIDGETOWN BFB & VARIOUS MINOR ITEMS	2,037.41
EFT36181	20/01/2023 BRIDGETOWN NEWSAGENCY	MONTHLY NEWSPAPER CHARGES - DECEMBER	109.10
EFT36182	20/01/2023 BTOWN RESIDENTIAL CONTRACTORS	REFUND OF LANDSCAPING BOND	1,283.95
EFT36183	20/01/2023 BCITF	BCITF LEVIES COLLECTED FOR DECEMBER 2022	307.65
EFT36184	20/01/2023 ANGELA CARNES	REFUND OF GREENBUSHES HALL HIRE BOND	200.00
EFT36185	20/01/2023 CITY AND REGIONAL FUELS	BULK FUEL SUPPLIES FOR DECEMBER	14,318.29
EFT36186	20/01/2023 ALAN STUART CLAYTON	REFUND OF STANDPIPE BOND	100.00
EFT36187	20/01/2023 CLEANAWAY PTY LTD	MONTHLY WASTE COLLECTION CHARGES & ANNUAL HARD WASTE COLLECTION	64,741.96
EFT36188	20/01/2023 CLEANWAY XTRA CLEANING SERVICES	MONTHLY COURT CLEANING FOR BLC - DECEMBER	631.97
EFT36189	20/01/2023 CUSTOM SERVICE LEASING LTD	CESM VEHICLE LEASING FOR MONTH OF JANUARY	519.77
EFT36190	20/01/2023 DATA#3	12 MONTH SUBSCRIPTION FOR CREATIVE CLOUD TEAMS	1,486.64
EFT36191	20/01/2023 DAVMECH	SERVICE CAT GRADER & REPAIR EXHAUST FOR WASTE SITE TRACK LOADER	3,429.25
EFT36192	20/01/2023 DEPARTMENT OF TRANSPORT	VEHICLE SEARCH COSTS FOR DECEMBER	18.85
EFT36193	20/01/2023 DEPT MINES, INDUSTRY REGS & SAFETY	BSL'S COLLECTED FOR DECEMBER 2022	665.55
EFT36194	20/01/2023 DAVID EDDISON	RATES REFUND	751.36
EFT36195	20/01/2023 FRESHWATER IRRIGATION	REPAIRS TO WATER TANKS AT TENNIS CLUB	294.72
EFT36196	20/01/2023 GE & CJ GIBLETT	SLASHING AROUND RADIO TOWER AT DEPOT	220.00
EFT36197	20/01/2023 HANSEN'S HOT BREAD SHOP	CATERING FOR OSH MEETING & DINNER ROLLS FOR SHIRE CHRISTMAS PARTY	180.00
EFT36198	20/01/2023 H C JONES & CO	REPAIR TAP AT SBS TOWER & CONNECT NEW GAS OVEN AT ICC	507.55
EFT36199	20/01/2023 HILLVIEW ELECTRICAL SERVICE	INSTALL LIGHT IN 24HR GYM TOILET & REPAIR LIGHT IN ADMIN OFFICE	396.00
EFT36200	20/01/2023 INDUSTRIAL AUTOMATION GROUP	6 MONTHLY FEE FOR STANDPIPE REMOTE ACCESS SUPPORT & SERVER ACCESS	699.05
EFT36201	20/01/2023 INTERPHONE	MONTHLY INTERNET CHARGE FOR ADMIN OFFICE FOR JANUARY	130.90
EFT36202	20/01/2023 IPEC PTY LTD	FREIGHT CHARGES	307.00
EFT36203	20/01/2023 ISUBSCRIBE	ANNUAL SUBSCRIPTION TO COSMOS MAGAZINE FOR LIBRARY	95.40
EFT36204	20/01/2023 IXOM OPERATIONS PTY LTD	MONTHLY RENTAL FOR 920KG CHLORINE GAS CYLINDER FOR DECEMBER	174.25
EFT36205	20/01/2023 JAFFA ROOM	DISTRIBUTION AND SCREENING OF 5 X FILMS FOR THE SUMMER FILM FESTIVAL	2,475.00
EFT36206	20/01/2023 JOHNSON'S FOOD SERVICES	ICECREAMS AND SNACKS FOR THE BLC CAFÉ	1,091.17
EFT36207	20/01/2023 LANDGATE	LAND VALUATION CHARGES FOR RATING PURPOSES	436.86

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN JANUARY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT36208	20/01/2023 MAMMOTH SECURITY PTY LTD	QUARTERLY ALARM MONITORING CHARGE	628.95
EFT36209	20/01/2023 MANJIMUP MONOGRAMS	EMBROIDERED PPE UNIFORMS FOR WORKS CREW	870.98
EFT36210	20/01/2023 LISA DONNA MCBEATH	BAND TO PLAY FOR NEW YEAR'S EVE FILM SCREENING	800.00
EFT36211	20/01/2023 NATURALISTE HYGIENE SERVICES	6 MONTHLY SUPPLY OF NAPPY & SANITARY NAPKIN DISPOSAL UNITS	1,831.80
EFT36212	20/01/2023 N-COM PTY LTD	REPLACEMENT SBS SATELLITE RECEIVER FOR SBS FM RADIO TOWER	6,653.57
EFT36213	20/01/2023 NICHOLAS COLE	REPAIR 24HR GYM AIRCONDITIONING UNIT	150.00
EFT36214	20/01/2023 NJ MECHANICAL	SERVICE OF BRIDGETOWN LOGISITCS & CESM VEHICLE PLUS NEW BATTERY	1,324.73
EFT36215	20/01/2023 RICHFEEDS AND RURAL SUPPLIERS	SECURITY CAMERA & 80M OF HOSE FOR BTN SPORTSGROUND IRRIGATION	1,023.80
EFT36216	20/01/2023 JOHANNA RUTH ROGERS	PARTIAL REFUND OF DOG REGISTRATION FEES DUE TO STERILISATION	150.00
EFT36217	20/01/2023 SCOPE BUSINESS IMAGING	MONTHLY PHOTOCOPYING AND PRINTING CHARGES FOR DECEMBER	531.45
EFT36218	20/01/2023 SHEDS WEST DIRECT MANJIMUP	REFUND OF BSL PAID FOR CANCELLED BUILDING PERMIT	61.65
EFT36219	20/01/2023 SMALL TREE FARM	5 X BOOKS FOR VISITOR CENTRE STOCK	89.85
EFT36220	20/01/2023 SOUTHERN LOCK AND SECURITY	SERVICE OF SECURITY SYSTEMS FOR ADMIN OFFICE, LIBRARY & BLC	1,555.00
EFT36221	20/01/2023 STEWART & HEATON CLOTHING CO	VARIOUS DFES PPE UNIFORMS	5,412.14
EFT36222	20/01/2023 SYNERGY	ELECTRICITY CHARGES	13,203.90
EFT36223	20/01/2023 THE STABLES IGA	VARIOUS GROCERY SUPPLIES & SHIRE CHRISTMAS PARTY SUPPLIES	792.98
EFT36224	20/01/2023 THE RIGHT STUFF FOR GARDENS	EDGER BLADES & WHIPPER SNIPPER HEAD	69.08
EFT36225	20/01/2023 TPG NETWORK PTY LTD	MONTHLY INTERNET CHARGES FOR LIBRARY & DEPOT - JANUARY	290.40
EFT36226	20/01/2023 T-QUIP	FREIGHT CHARGES	10.00
EFT36227	20/01/2023 TUTT BRYANT EQUIPMENT	REPLACEMENT AIR CON BELT FOR WASTE COMPACTOR	148.61
EFT36228	20/01/2023 WA NATURALLY PUBLICATIONS	VARIOUS BOOKS FOR VISITOR CENTRE STOCK	206.04
EFT36229	20/01/2023 HEIDI MAY WARES	COMMUNITY BUS BOND REFUND LESS MILEAGE CHARGES	138.50
EFT36230	20/01/2023 WESTRAC PTY LTD	DEFECT REPAIRS FOR CAT ROAD GRADER	1,645.46
EFT36231	20/01/2023 DARREN A WILSON	REIMBURSEMENT OF 50% OF MOBILE PHONE PLAN FOR JULY 2022 - DEC 2022	311.18
EFT36232	20/01/2023 WINC AUSTRALIA PTY LTD	STATIONERY AND CLEANING SUPPLIES	1,879.33
EFT36233	25/01/2023 JULIA ANN BOYLE	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT36234	25/01/2023 ELKE HELENE BROWNE	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT36235	25/01/2023 MIKKEL SKOU CHRISTENSEN	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT36236	25/01/2023 TRACY LANSDELL	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT36237	25/01/2023 SEAN MICHAEL MAHONEY	MONTHLY COUNCILLOR ALLOWANCE	1,487.35
EFT36238	25/01/2023 JENNIFER MARY MOUNTFORD	MONTHLY COUNCILLOR ALLOWANCE	3,367.91

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN JANUARY TO BE RECEIVED**

Cheque/ Voucher No.	Date of Payment Payee	Payment Description	Payment Amount \$
EFT36239	25/01/2023 ANTONINO PRATICO	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT36240	25/01/2023 PETER SIMON QUINBY	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT36241	25/01/2023 EILEEN AMANDA ROSE	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
<b>DIRECT DEBITS - LICENSING</b>			
27576	03/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 03/01/2023	4,602.90
27577	04/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 04/01/2023	7,931.45
27578	05/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 05/01/2023	6,458.00
27579	06/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 06/01/2023	4,077.15
27580	09/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 09/01/2023	4,109.60
27581	10/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 10/01/2023	4,445.80
27582	11/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 11/01/2023	3,224.40
27583	12/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 12/01/2023	4,917.70
27584	13/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 13/01/2023	2,907.40
27585	16/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 16/01/2023	5,410.30
27586	17/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 17/01/2023	1,466.40
27587	18/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 18/01/2023	3,346.15
27588	19/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 19/01/2023	1,117.85
27589	20/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 20/01/2023	4,860.20
27590	23/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 23/01/2023	8,706.35
27591	24/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 24/01/2023	4,548.45
27592	25/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 25/01/2023	3,176.70
27593	27/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 27/01/2023	2,835.75
27594	30/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 30/01/2023	5,217.55
27595	31/01/2023 DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 31/01/2023	5,131.15
<b>CHEQUES</b>			
300234	20/01/2023 BUNNINGS BUILDING SUPPLIES	PELICAN CARGO CASE & TIEDOWN STRAPS FOR VEHICLE	491.27
300235	20/01/2023 COMMISSIONER OF POLICE	ANNUAL CORPORATE FIREARMS LICENCE RENEWAL	147.00
300236	20/01/2023 LANDSCOPE MAGAZINE	ANNUAL LANDSCOPE MAGAZINE SUBSCRIPTION FOR LIBRARY	33.00
300237	20/01/2023 SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSION FOR BSL'S & BCITF LEVIES COLLECTED FOR DECEMBER	64.75
			<b><u>973,696.16</u></b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN JANUARY TO BE RECEIVED**

Cheque/ Voucher No.	Date of Payment Payee	Payment Description	Payment Amount \$
<b>CHEQUES - VISITOR CENTRE TRUST</b>			
200040	30/01/2023 SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSIONS RETAINED FOR DECEMBER 2022	425.22
<b>ELECTRONIC PAYMENTS - VISITOR CENTRE TRUST</b>			
EFT36242	30/01/2023 BRIDGETOWN HISTORICAL SOCIETY INC.	CONSIGNMENT STOCK SOLD FOR DECEMBER 2022	105.00
EFT36243	30/01/2023 BGBTA	CONSIGNMENT STOCK SOLD FOR DECEMBER 2022	18.75
EFT36244	30/01/2023 ANNE HARSE	CONSIGNMENT STOCK SOLD FOR DECEMBER 2022	33.75
EFT36245	30/01/2023 JENNIFER MARY MOUNTFORD	CONSIGNMENT STOCK SOLD FOR DECEMBER 2022	11.25
EFT36246	30/01/2023 PUBLIC TRANSPORT AUTHORITY OF WA	BUS TICKETS SOLD FOR DECEMBER 2022	422.14
EFT36247	30/01/2023 WA HOLIDAY GUIDE PTY LTD	COMMISSION ON ACCOMMODATION BOOKINGS FOR DECEMBER 2022	10.32
V300220	13/01/2023 WESTPAC BANK	TOTAL ACCOMMODATION FOR THE MONTH OF DECEMBER 2022	2,005.67
			<u><u><b>3,032.10</b></u></u>

This schedule of accounts paid for the Municipal Fund totalling \$973,696.16 and for the Trust Fund totalling \$3,032.10 which was submitted to each member of the Council on 23rd February 2023 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and castings.

Total creditor accounts outstanding as at 31/01/2023 is \$357,303.80



CHIEF EXECUTIVE OFFICER

23rd February 2023

**SHIRE OF BRIDGETOWN-GREENBUSHES  
BUDGET MANAGEMENT REPORT - JANUARY 2023**

In accordance with Council Policy 'F.23 - Budget Management' the following budget adjustments are recommended.

**Determined by the CEO and Subsequently Reported to Council**

Budget overspends can be approved by the CEO at general ledger or job level for amounts up to \$20,000 or 20% whichever is the lesser.

General Ledger Account	General Ledger Account Description	General Ledger Current Budget	Job Number	Job Description	Expenditure or Income Type	Current Budget	Overspend and Proposed Offset Amounts	New Budget	Budget Variation Explanation
1064220	DFES Bushfire Brigades Building Maintenance	\$11,000	62MA	Hester Fire Station - Building Maintenance	Materials & Contracts	\$970	\$1,618	\$2,588	Repairs required to leaking shower and request from DFES to relocate washing machine.
1061620	DFES Minor Plant and Equipment	\$20,847			Materials & Contracts	\$20,847	-\$1,618	\$19,229	Adjustment between DFES funded accounts.
1386940	Road Construction/ Reconstruction	\$367,211	RC58	Hester Street - Asphalt Overlay	Materials & Contracts	\$10,260	\$2,894	\$13,154	Cost of planned seal works greater than estimated
1386940	Road Construction/ Reconstruction	\$367,211	RC38	Roe Street - Asphalt Overlay	Materials & Contracts	\$52,500	-\$2,894	\$49,606	Cost of planned seal works less than estimated
					<b>Totals</b>	<b>\$84,577</b>	<b>\$0</b>	<b>\$84,577</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES  
BUDGET MANAGEMENT REPORT - JANUARY 2023**

**Authorised by the Shire President**

Section 6.8 (1)(c) of the Local Government Act 1995 provides for additional purpose expenditure when authorised in advance by the Shire President in an emergency.

General Ledger Account	General Ledger Account Description	General Ledger Account Current Budget	Job Number	Job Description	Expenditure or Income Type	Expenditure Amount	Emergency Expenditure Explanation
	Nil						
					<b>Total</b>	<b>\$0</b>	

**Council Budget Amendments**

Expenditure above the current budget and outside the parameters set in policy F.23 - Budget Management, or any expenditure at all for an additional purpose, requires a variation to the budget to be decided by the Council before funds are committed.

General Ledger Account	General Ledger Account Description	General Ledger Current Budget	Job Number	Job Description	Expenditure or Income Type	Current Budget	Overspend and Proposed Offset Amounts	New Budget	Budget Amendment Request Explanation
	Nil								
					<b>Totals</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LOCAL PLANNING SCHEME NO. 6**

The Shire of Bridgetown-Greenbushes under the powers conferred by the *Planning and Development Act 2005* makes the following Local Planning Scheme.

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**SHIRE OF BRIDGETOWN-GREENBUSHES**

**LOCAL PLANNING SCHEME No. 6  
AMENDMENTS**

AMD NO	GAZETTAL DATE	UPDATED		DETAILS
		WHEN	BY	

DRAFT



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# PART 1 - PRELIMINARY

## 1. Citation

This local planning scheme is the Shire of Bridgetown-Greenbushes Local Planning Scheme No.6.

## 2. Commencement

Under section 87(4) of the Act, this local planning scheme comes into operation on the day on which it is published in the *Gazette*.

## 3. Schemes revoked

The following town planning schemes are revoked -

Shire of Bridgetown-Greenbushes Town Planning Scheme No.3 (Bridgetown Townsite Area) - Gazettal Date 18 March 1983.

Shire of Bridgetown-Greenbushes Town Planning Scheme No.4 - Gazettal Date 18 September 1987.

## 4. Notes do not form part of Scheme

Notes, and instructions printed in italics, do not form part of this Scheme.

## 5. Responsibility for Scheme

The Shire of Bridgetown-Greenbushes is the local government responsible for the enforcement and implementation of this Scheme and the execution of any works required to be executed under this Scheme.

## 6. Scheme area

This Scheme applies to the area shown on the Scheme Map.

## 7. Contents of Scheme

In addition to the provisions set out in this document (the scheme text), this Scheme includes the following -

- (1) the deemed provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2);
- (2) the supplemental provisions to the deemed provisions contained in Schedule A; and
- (3) the Scheme Map (sheets 1 - 9).

This Scheme is to be read in conjunction with any local planning strategy for the Scheme area.

*Notes for this clause:*

1. *The deemed provisions include – terms used, Local Planning Framework, Heritage Protection, Structure Plans, Local Development Plans, Local Planning Policies, Requirements for development approval, Applications and Procedure for development approval, Bushfire risk management, Enforcement and administration, Forms.*
2. *Supplemental provisions provide further development approval exemptions to those prescribed by clause 61 of the deemed provisions.*

## **8. Purposes of Scheme**

The purposes of this Scheme are to -

- (1) set out the local government's planning aims and intentions for the Scheme area;
- (4) set aside land as local reserves for public purposes;
- (5) zone land within the Scheme area for the purposes defined in this Scheme;
- (6) control and guide development including processes for the preparation of structure plans and local development plans;
- (7) set out procedures for the assessment and determination of development applications;
- (8) set out procedures for contributions to be made for the costs of providing infrastructure in connection with development through development contribution plans;
- (9) make provision for the administration and enforcement of this Scheme; and
- (10) address other matters referred to in Schedule 7 of the Act.

## **9. Aims of Scheme**

The aims of this Scheme are to -

- (1) retain and enhance the commercial and cultural functions of existing centres in the Shire;
- (2) provide for the recognition and conservation of areas and places of cultural and heritage significance, including the Bridgetown Special Design Heritage Precinct as a Special Control Area;
- (3) provide for a mix of residential land uses and housing options;
- (4) promote sustainable development that integrates economic, environmental and social factors;
- (5) protect and diversify the Shire's economic base by providing for an overall pattern of land use and development that supports existing businesses and encourages appropriate new businesses and industry;
- (6) protect and sustain rural land for primary production, environmental and cultural values and landscape;
- (7) provide for non-rural uses on rural land where it is compatible with the aims for rural land, and is of benefit to the community and/or economy;
- (8) to assist in the management of natural hazards such as flooding, bushfire and other risks;
- (9) improve the means of access into and around the Scheme area to ensure the safe and convenient movement of people, including pedestrians, cyclists, and motorists;
- (10) implement State and regional strategies, plans and policies; and
- (11) provide a basis for a suite of local planning policies, as may be required, to achieve the stated aims, purposes and objectives of this Scheme.

## **10. Relationship with local laws**

Where a provision of this Scheme is inconsistent with a local law, the provision of this Scheme prevails to the extent of the inconsistency.

## **11. Relationship with other local planning schemes**

There are no other local planning schemes of the Shire of Bridgetown-Greenbushes,

which apply to the Scheme area.

## **12. Relationship with region planning scheme**

There are no region planning schemes which apply to the Scheme area.

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## PART 2 - RESERVES

### 13. Regional reserves

There are no regional reserves in the Scheme area.

### 14. Local reserves

In this clause -

**Main Roads Western Australia** means the department principally assisting in the administration of the *Main Roads Act 1930*;

**Western Australian Road Hierarchy** means the document of that name available on the website maintained by the Department of Main Roads.

- (1) Local reserves are shown on the Scheme Map according to the legend on the Scheme Map.
- (2) The objectives of each local reserve are as follows -

Reserve name	Objectives
Public Open Space	<ul style="list-style-type: none"> <li>• To set aside areas of public open space, particularly those established under the <i>Planning and Development Act 2005 s. 152</i>.</li> <li>• To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.</li> </ul>
State Forest	<ul style="list-style-type: none"> <li>• To identify areas of State Forest.</li> </ul>
Environmental Conservation	<ul style="list-style-type: none"> <li>• To identify areas with biodiversity and conservation value, and to protect those areas from development and subdivision.</li> <li>• To identify and protect areas of diversity conservation significance within National Parks and State and other conservation reserves.</li> </ul>
Civic and Community	<ul style="list-style-type: none"> <li>• To provide for a range of community facilities which are compatible with surrounding development.</li> <li>• To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged and other services by organisations involved in activities for community benefit.</li> </ul>
Public Purposes	<ul style="list-style-type: none"> <li>• To provide for a range of essential physical and community infrastructure.</li> </ul>
Recreational	<ul style="list-style-type: none"> <li>• Public Purposes which specifically provide for a range of public recreational facilities.</li> </ul>
Education	<ul style="list-style-type: none"> <li>• Public Purposes which specifically provide for a range of essential education facilities.</li> </ul>
Emergency Services	<ul style="list-style-type: none"> <li>• Public Purposes which specifically provide for a range of emergency services.</li> </ul>

**Table 1 - Reserve Objectives**

<b>Reserve name</b>	<b>Objectives</b>
Government Services	<ul style="list-style-type: none"> <li>Public Purposes which specifically provide for a range of government services.</li> </ul>
Infrastructure Services	<ul style="list-style-type: none"> <li>Public Purposes which specifically provide for a range of essential infrastructure services.</li> </ul>
Medical Services	<ul style="list-style-type: none"> <li>Public Purposes which specifically provide for a range of essential medical services.</li> </ul>
Cemetery	<ul style="list-style-type: none"> <li>To set aside land required for a cemetery.</li> </ul>
Drainage / Waterway	<ul style="list-style-type: none"> <li>To set aside land for significant waterways and drainage.</li> </ul>
Railways	<ul style="list-style-type: none"> <li>To set aside land required for passenger rail and rail freight services.</li> </ul>
Primary Distributor Road	<ul style="list-style-type: none"> <li>To set aside land required for a primary distributor road being a road classified as a Regional Distributor or Primary Distributor under the Western Australian Road Hierarchy.</li> </ul>
District Distributor Road	<ul style="list-style-type: none"> <li>To set aside land required for a district distributor road being a road classified as a Distributor A or Distributor B under the Western Australian Road Hierarchy.</li> </ul>
Local Distributor Road	<ul style="list-style-type: none"> <li>To set aside land required for a local distributor road being a road classified as a Local Distributor under the Western Australian Road Hierarchy.</li> </ul>
Local Road	<ul style="list-style-type: none"> <li>To set aside land required for a local road being a road classified as an Access Road under the Western Australian Road Hierarchy.</li> </ul>
Special Purpose Reserve	<ul style="list-style-type: none"> <li>To set aside land for a special purpose.</li> <li>Purposes that do not comfortably fit in any other reserve classification.</li> </ul>

## 15. Additional uses for local reserves

There are no additional uses for land in local reserves that apply to this Scheme.

# PART 3 - ZONES AND USE OF LAND

## 16. Zones

Zones are shown on the Scheme Map according to the legend on the Scheme Map.

### 16.1 Residential zone

(1) **Objectives**

- a. To provide for a range of housing and a choice of residential densities to meet the needs of the community.
- b. To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.
- c. To provide for a range of non-residential uses, which are compatible with and complementary to residential development.

(2) **Development Requirements**

Notwithstanding the R-Code prescribed to land in the Residential zone, a permissible density of R60 may apply for the development of land for aged or dependent persons' dwellings, independent living complex or for a residential aged care facility provided:

- a. the land is not subject to a Special Control Area; and
- b. the development is connected to a reticulated sewerage system provided by a licensed service provider.

(3) The table below sets out the setbacks, site coverage and landscaping requirements for development:

Zone	Minimum Setbacks(m)			Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear		
Residential	As per R-Codes for residential uses, all other uses at the discretion of local government				

### 16.2 Rural Townsite zone

(1) **Objective**

To provide for a range of land uses that would typically be found in a small country town.

(2) All residential development shall be designed and constructed using materials that complement the character and amenity of the townsite as determined by the local government or as prescribed in an approved local planning policy.

(3) The table below sets out the setbacks, site coverage and landscaping requirements for development:

Zone	Minimum Setbacks(m)			Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear		
Rural Townsite	As per R-Codes for residential uses, all other uses at the discretion of local government				

### 16.3 Rural Residential zone

(1) **Objectives**

- (a) To provide for lot sizes in the range of 1ha to 4ha.
- (b) To provide opportunities for a range of limited rural and related ancillary pursuits on rural residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.



- (c) To set aside areas for the retention of vegetation and landform or other features which distinguish the land.
- (2) Unless the Commission otherwise determines, subdivision and development is to be carried out in accordance with a structure plan.
- (3) Buildings and structures shall be sympathetic to the surrounding character and amenity of the land, locality and zone.
- (4) A dwelling on a lot less than 2ha in area shall be connected to a reticulated potable water supply unless it is demonstrated that a reticulated supply is not available or cannot be reasonably provided to the lot/dwelling.
- (5) Lot sizes shall comply with the following standards for land as prescribed on the Scheme Map.

Scheme Map Code	Minimum lot size
Rural Residential 1	1ha
Rural Residential 2	2ha
Rural Residential 3	3ha

- (6) Where not prescribed on the Scheme Map, the minimum lot size shall be determined in accordance with the Rural Residential objectives, any approved structure plan, prevailing lot size; and/or the Commission's State Planning Policy 2.5 - Rural Planning.
- (7) The table below sets out the setbacks, site coverage and landscaping requirements for development:

Zone	Minimum Setbacks(m)			Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear		
Rural Residential 1, 2 and 3 from:					
Highway	30m	20m	20m	N/A	N/A
Major Road	25m	20m	20m		
Other Road	20m	20m	20m		

#### 16.4 Rural Smallholdings zone

(1) Objectives

- a. To provide for lot sizes in the range of 4ha to 40ha.
- b. To provide for a limited range of rural land uses where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.
- c. To set aside areas for the retention of vegetation and landform or other features which distinguish the land.

- (2) Buildings and structures shall be sympathetic to the surrounding character and amenity of the land, locality and zone.
- (3) The table below sets out the setbacks, site coverage and landscaping requirements for development:

Zone	Minimum Setbacks(m)			Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear		
Rural Smallholdings	20m	20m	20m	N/A	N/A

## 16.5 Rural zone

### (1) Objectives

- a. To provide for the maintenance or enhancement of specific local rural character.
- b. To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.
- c. To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.
- d. To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.
- e. To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses

(2) Tourist development is to be incidental to the rural use of the land.

(3) The existence of a second dwelling on a rural lot is not justification for subdivision.

(4) The table below sets out the setbacks, site coverage and landscaping requirements for development:

Zone	Minimum Setbacks(m)			Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear		
Rural from:					
Highway	50m	20m	20m	N/A	N/A
Major Road	30m	20m	20m		
Other from	20m	20m	20m		

## 16.6 Commercial zone

### (1) Objectives

- a. To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.
- b. To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.
- c. To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.

(2) Unless otherwise determined by the local government, where a development is comprised of both residential and commercial land uses, the residential component shall be confined to an upper story of that development.

(3) Any residential development shall satisfy the R-Codes at a maximum density of R10 unless the land is or proposed to be connected to a reticulated sewerage system provided by a licensed service provider. In that circumstance the maximum density shall be determined by the local government.

(4) The table below sets out the setbacks, site coverage and landscaping requirements for development:

Zone	Minimum Setbacks(m)			Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear		
Commercial	Nil	Nil	6.0m	75%	50% of all front setback areas

Zone	Minimum Setbacks(m)			Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear		

## 16.7 Light Industry zone

### (1) Objectives

- a. To provide for a range of industrial uses and service industries generally compatible with urban areas, that cannot be located in commercial zones.
  - b. To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.
- (2) Development of land for light industry shall comply with the standards and requirements under clause 16.8 for the General Industry zone.
- (3) The table below sets out the setbacks, site coverage and landscaping requirements for development:

Zone	Minimum Setbacks(m)			Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear		
Light Industry	7.5m	Nil	6.0m	75%	5% of site area - landscaping required along road frontage

## 16.8 General Industry zone

### (1) Objectives

- a. To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses.
  - b. To accommodate industry that would not otherwise comply with the performance standards of light industry.
  - c. Seek to manage impacts such as noise, dust and odour within the zone.
- (2) Land between the building setback line and a road reserve shall not, without the approval of the local government, be used for a purpose other than for site fencing, lawns and gardens, services, for the parking of vehicles and/or as a means of access.
- (3) Screening by retention of existing trees and vegetation, and/or by additional tree and vegetation planting is required within road reserve frontages.
- (4) Access to roads shall be appropriately located and designed for safe and efficient use by vehicular traffic to the satisfaction of the local government.
- (5) Development that is not or cannot be connected to a reticulated sewerage system is restricted to 'dry industry' type, being industries predicted to generate waste water for disposal on-site of a daily rate of less than 540 litres per 1000m<sup>2</sup> of site area.
- (6) All buildings shall be located, designed and constructed so that the external appearance arising from building height, bulk, colour, texture, materials used and method of construction, is appropriate for the land, locality and zone.
- (7) The table below sets out the setbacks, site coverage and landscaping requirements for development:

Zone	Minimum Setbacks(m)			Maximum Site Coverage	Minimum Landscaping
	Front	Side	Rear		
General Industry	10m	Nil	6.0m	75%	5% of site area - landscaping required along road frontage

## 16.9 Private Community Purpose zone

### (1) Objectives

- a. To provide sites for privately owned and operated education, recreation, institutions and places of worship.
  - b. To integrate private recreation areas with public recreation areas wherever possible.
  - c. To separate potentially noisy engine sports from incompatible uses.
  - d. To provide for a range of privately owned community facilities, and uses that are incidental and ancillary to the provision of those facilities, which are compatible with surrounding development.
  - e. To ensure that the standard of development is in keeping with surrounding development and protects the amenity of the area.
- (2) The local government shall determine the site and development requirements at the development application stage in conjunction with the applicant.
- (3) The requirements shall be limited to those matters relevant to satisfying the Objectives.

## 16.10 Special Use zone

### (1) Objectives

- a. To facilitate special categories of land uses which do not sit comfortably within any other zone.
- b. To enable the local government to impose specific conditions associated with the special use.

The objectives and requirements for special use zones are set out in Schedule 2 of the Scheme.

## 17. Zoning table

The zoning table for this Scheme is as follows -

**Table 2 - Zoning Table**

USE AND DEVELOPMENT CLASS	ZONES								
	RESIDENTIAL	RURAL RESIDENTIAL	RURAL SMALLHOLDINGS	RURAL	RURAL TOWNSITE	COMMERCIAL	LIGHT INDUSTRY	GENERAL INDUSTRY	PRIVATE COMMUNITY PURPOSE
Abattoir	X	X	X	D	X	X	X	X	X
Aged or dependent persons' dwelling	A	X	X	X	X	A	X	X	X
Agriculture - extensive	X	D	P	D	X	X	X	X	X
Agriculture - intensive	X	A	D	D	X	X	X	X	X
Ancillary dwelling	P	D	D	D	P	X	X	X	X
Amusement parlour	X	X	X	X	X	A	X	X	X
Animal establishment	X	A	D	D	X	X	D	X	X
Animal husbandry - intensive	X	X	A	D	X	X	X	X	X
Art gallery	X	D	D	D	D	D	X	X	D
Bed and breakfast	A	A	D	D	D	X	X	X	X
Betting agency	X	X	X	X	X	P	X	X	X
Brewery	X	D	D	D	A	A	D	D	X
Bulky goods showroom	X	X	X	X	D	D	D	D	X
Caravan park	X	X	A	A	A	X	X	X	X
Caretaker's dwelling	X	D	D	D	D	D	D	D	X
Car park	A	X	X	X	D	D	D	D	X
Child care premises	A	X	X	X	A	P	X	X	D
Cinema/theatre	X	X	X	X	A	D	X	X	X
Civic use	D	D	D	D	D	D	D	X	P
Club premises	X	A	A	A	D	D	D	X	P
Commercial vehicle parking	A	A	A	A	A	P	P	P	X
Community purpose	A	X	X	P	A	P	X	X	P
Consulting rooms	A	X	X	X	A	P	X	X	X
Convenience store	X	X	X	X	A	P	X	X	X
Corrective institution	X	X	X	A	X	X	X	X	X
Dam	X	D	D	D	X	X	X	X	X
Educational establishment	A	A	A	A	A	D	X	X	P
Exhibition centre	X	A	A	A	A	P	X	X	P

USE AND DEVELOPMENT CLASS	ZONES								
	RESIDENTIAL	RURAL RESIDENTIAL	RURAL SMALL HOLDINGS	RURAL	RURAL TOWNSITE	COMMERCIAL	LIGHT INDUSTRY	GENERAL INDUSTRY	PRIVATE COMMUNITY PURPOSE
Family day care	A	A	A	X	A	A	X	X	X
Fast food outlet	X	X	X	X	D	P	D	D	X
Fuel depot	X	X	X	D	X	D	D	P	X
Funeral parlour	X	X	X	X	A	D	D	D	X
Garden centre	X	D	D	D	A	D	D	D	X
Grouped dwelling	D	X	X	X	D	D	X	X	X
Holiday accommodation	D	D	D	D	D	D	X	X	X
Holiday house	P	P	P	P	P	P	X	X	X
Holiday unit	D	D	D	D	D	D	X	X	X
Home business	D	P	P	P	D	P	X	X	X
Home occupation	P	P	P	P	P	P	X	X	X
Home office	P	P	P	P	P	P	X	X	X
Home store	A	A	A	A	D	D	X	X	X
Hospital	X	X	X	X	X	A	X	X	X
Hosted accommodation	P	P	P	P	P	P	X	X	X
Hotel	A	X	X	A	A	P	X	X	X
Independent living complex	A	X	X	X	X	A	X	X	X
Industry	X	X	X	X	X	X	D	P	X
Industry - cottage	D	D	D	D	A	D	X	X	X
Industry - extractive	X	X	X	D	X	X	X	X	X
Industry - light	X	X	X	D	A	D	P	P	X
Industry - rural	X	X	D	P	A	X	D	D	X
Liquor store - large	X	X	X	X	A	D	D	X	X
Liquor store - small	X	X	X	X	A	D	D	X	X
Lunch bar	X	X	X	X	P	D	D	X	X
Market	X	A	A	A	A	D	X	X	D
Medical centre	A	X	X	X	A	A	X	X	X
Mining operations	X	X	X	A	X	X	X	X	X
Motel	X	X	X	A	A	D	X	X	X
Motor vehicle, boat or caravan sales	X	X	X	X	A	D	D	X	X
Motor vehicle repair	X	X	X	X	A	D	P	P	X
Motor vehicle wash	X	X	X	X	A	D	P	P	X

USE AND DEVELOPMENT CLASS	ZONES								
	RESIDENTIAL	RURAL RESIDENTIAL	RURAL SMALL HOLDINGS	RURAL	RURAL TOWNSITE	COMMERCIAL	LIGHT INDUSTRY	GENERAL INDUSTRY	PRIVATE COMMUNITY PURPOSE
Multiple dwelling	A	X	X	X	A	X	X	X	X
Nature based park	X	X	X	D	A	X	X	X	X
Nightclub	X	X	X	X	A	D	X	X	X
Office	X	X	X	X	P	P	X	X	X
Park home park	A	X	X	D	A	X	X	X	X
Place of worship	A	A	A	A	A	D	X	X	P
Reception centre	X	A	A	A	A	D	X	X	P
Recreation - private	X	A	A	A	A	D	X	X	D
Renewable energy facility	X	X	X	A	X	X	X	X	X
Repurposed dwelling	D	D	D	D	D	X	X	X	X
Residential aged care facility	A	X	X	X	X	A	X	X	X
Residential building	D	D	D	D	D	D	X	X	X
Resource recovery centre	X	X	X	D	X	X	X	X	X
Restaurant/café	D	A	A	A	D	P	X	X	X
Restricted premises	X	X	X	X	A	A	A	A	A
Roadhouse	X	X	X	A	A	X	X	X	X
Rural home business	X	D	D	D	D	X	X	X	X
Rural pursuit/hobby farm	D	P	P	P	D	X	X	X	X
Second hand dwelling	D	D	D	D	D	X	X	X	X
Serviced apartment	A	X	X	X	X	A	X	X	X
Service station	X	X	X	X	A	D	P	D	X
Shop	X	X	X	X	D	D	X	X	X
Single house	P	P	P	P	P	P	X	X	X
Small bar	X	X	X	X	A	D	X	X	X
Tavern	X	X	X	A	A	D	X	X	X
Telecommunications infrastructure	D	D	D	D	D	D	D	D	A
Tourist development	X	A	A	A	A	A	X	X	X
Trade display	X	X	A	D	D	D	D	D	X
Trade supplies	X	X	A	D	D	D	D	D	X
Transport depot	X	X	A	D	A	X	D	D	X
Tree farm	X	X	A	D	X	X	X	X	X
Veterinary centre	X	A	A	D	A	D	D	X	X

USE AND DEVELOPMENT CLASS	ZONES								
	RESIDENTIAL	RURAL RESIDENTIAL	RURAL SMALL HOLDINGS	RURAL	RURAL TOWNSITE	COMMERCIAL	LIGHT INDUSTRY	GENERAL INDUSTRY	PRIVATE COMMUNITY PURPOSE
Warehouse/storage	X	X	A	D	D	D	P	P	X
Waste disposal facility	X	X	X	D	X	X	A	D	X
Waste storage facility	X	X	X	D	X	X	A	D	X
Wayside stall	X	A	A	A	D	X	X	X	X
Winery	X	A	A	A	A	A	X	X	X
Workforce accommodation	A	X	X	A	X	A	A	A	X

## 18. Interpreting zoning table

- (1) The permissibility of uses of land in the various zones in the Scheme area is determined by cross-reference between the list of use classes on the left-hand side of the zoning table and the list of zones at the top of the zoning table.
- (2) The symbols used in the zoning table have the following meanings -
  - P means that the use is permitted if it complies with all relevant development standards and requirements of this Scheme as it relates to the use of the land.
  - I means that the use is permitted if it is consequent on, or naturally attaching, appertaining or relating to the predominant use of the land and it complies with all relevant development standards and requirements of this Scheme.
  - D means that the use is not permitted unless the local government has exercised its discretion by granting development approval.
  - A means that the use is not permitted unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64 of the deemed provisions.
  - X means that the use is not permitted by this Scheme.

Notes for this clause:

- 1 The development approval of the local government may be required to carry out works on land in addition to any approval granted for the use of land. In normal circumstances one application is made for both the carrying out of works on, and the use of, land.
2. Under clause 61 of the deemed provisions and Schedule A, certain works and uses are exempt from the requirement for development approval.
3. Clause 67 of the deemed provisions deals with the consideration of applications for development approval by the local government. Under that clause, development approval cannot be granted for development that is a class X use in relation to the zone in which the development is located, except in certain circumstances where land is being used for a non-conforming use.

- (3) A specific use class referred to in the zoning table is excluded from any other use class described in more general terms.



- (4) The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table –
  - a. determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or
- (5) determine that the use may be consistent with the objectives of a particular zone and advertise under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or
- (6) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.
- (7) If a use of land is identified in a zone as being a class P or class I use, the local government may not refuse an application for development approval for that use in that zone but may require works that are to be undertaken in connection with that use to have development approval.
- (8) If the zoning table does not identify any permissible uses for land in a zone the local government may, in considering an application for development approval for land within the zone, have due regard to the objectives of the zone and any of the following plans that apply to the land -
  - a. a structure plan;
  - b. a local development plan.

## **19. Additional uses**

- (1) Schedule 2 sets out -
  - a. classes of use for specified land that are additional to the classes of use that are permissible in the zone in which the land is located; and
- (2) the conditions that apply to that additional use.
- (3) Despite anything contained in the Zoning table, land that is specified in Schedule 2 to subclause (1) may be used for the additional class of use set out in respect of that land subject to the conditions that apply to that use.

## **20. Restricted uses**

There are no restricted uses which apply to this Scheme.

## **21. Special use zones**

- (1) Schedule 3 sets out -
  - a. special use zones for specified land that are in addition to the zones in the zoning table;
- (2) the classes of special use that are permissible in that zone; and
- (3) the standards, requirements and conditions that apply in respect of the special uses.
- (4) A person must not use any land, or any structure or buildings on land, in a special use zone except for a class of use that is permissible in that zone and subject to the standards, requirements and conditions that apply to that use.

*Note for this clause:*

- (1) *Special use zones apply to special categories of land use which do not comfortably sit within any other zone in the Scheme.*

## **22. Non-conforming uses**

- (1) Unless specifically provided, this Scheme does not prevent -

- a. the continued use of any land, or any structure or building on land, for the purpose for which it was being lawfully used immediately before the commencement of this Scheme; or
  - b. the carrying out of development on land if -
    - (i) before the commencement of this Scheme, the development was lawfully approved; and
    - (ii) the approval has not expired or been cancelled.
- (2) Subclause (1) does not apply if -
- a. the non-conforming use of the land is discontinued; and
  - b. a period of 6 months, or a longer period approved by the local government, has elapsed since the discontinuance of the non-conforming use.
- (3) Subclause (1) does not apply in respect of a non-conforming use of land if, under Part 11 of the Act, the local government -
- a. purchases the land; or
  - b. pays compensation to the owner of the land in relation to the non-conforming use.

### **23. Changes to non-conforming use**

- (1) A person must not, without development approval -
- a. alter or extend a non-conforming use of land; or
  - b. erect, alter or extend a building used for, or in conjunction with, a non-conforming use; or
  - c. repair, rebuild, alter or extend a building used for a non-conforming use that is destroyed to the extent of 75% or more of its value; or
  - d. change the use of land from a non-conforming use to another use that is not permitted by the Scheme.
- (2) An application for development approval for the purposes of this clause must be advertised in accordance with clause 64 of the deemed provisions.
- (3) A local government may only grant development approval for a change of use of land referred to in subclause (1)(d) if, in the opinion of the local government, the proposed use:
- a. is less detrimental to the amenity of the locality than the existing non-conforming use; and
- (4) is closer to the intended objectives of the zone in which the land is situated.

## 24. Register of non-conforming uses

- (1) The local government may prepare a register of land within the Scheme area that is being used for a non-conforming use.
- (2) A register prepared by the local government must set out the following -
  - a. a description of each area of land that is being used for a non-conforming use;
  - b. a description of any building on the land;
  - c. a description of the non-conforming use; and
  - d. the date on which any discontinuance of the non-conforming use is noted.
- (3) If the local government prepares a register under subclause (1) the local government
  - a. must ensure that the register is kept up-to-date; and
  - b. must ensure that an up-to-date copy of the register is published in accordance with clause 87 of the deemed provisions.
- (4) Subclause (3)(b) is an ongoing publishing requirement for the purposes of clause 87(5)(a) of the deemed provisions.
- (5) An entry in the register in relation to land that is being used for a non-conforming use is evidence of the matters set out in the entry, unless the contrary is proved.

## **PART 4 - GENERAL DEVELOPMENT STANDARDS AND REQUIREMENTS**

### **25. Residential Design Codes (R-Codes)**

- (1) The R-Codes, modified as set out in clause 26, are to be read as part of this Scheme.
- (2) The local government must ensure that the R-Codes are published in accordance with clause 87 of the deemed provisions.
- (3) Subclause (2) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.
- (4) The coding of land for the purposes of the R-Codes is shown by the coding number superimposed on a particular area contained within the boundaries of the area shown on the Scheme Map.
- (5) The R-Codes apply to an area if -
  - a. the area has a coding number superimposed on it in accordance with subclause (3); or
  - b. a provision of this Scheme provides that the R-Codes apply to the area.
- (6) Where there is a dual-density coding number shown on the Scheme Map, the lower number shall apply to that area unless the land is or will be connected to a reticulated sewerage system, provided by a licensed service provider, in which case that area may be subdivided and developed up to the higher coding number.

### **26. Modification of R-Codes**

- (1) The minimum front and side setbacks for R2.5 coded land, shall be -
  - a. 7.5 metres from the front boundary; and
  - b. 4 metres from a side boundary.
- (2) The minimum rear and side setbacks for R5 coded land, shall be -
  - a. 12 metres from the rear boundary; and
  - b. 4 metres from a side boundary.
- (3) The Deemed-to-comply requirements in Clause 5.2.4 C4.1 and C4.2 (front fences) of Volume 1 of the R-Codes do not apply to development on R2.5 or R5 coded land.

### **27. State Planning Policy 3.6 to be read as part of Scheme**

- (1) State Planning Policy 3.6 - Development Contributions for Infrastructure, modified as set out in clause 28, is to be read as part of this Scheme.
- (2) The local government must ensure that State Planning Policy 3.6 is published in accordance with clause 87 of the deemed provisions.
- (3) Subclause (2) is an ongoing publication requirement for the purposes of clause 87(5)(a) of the deemed provisions.

### **28. Modification of State Planning Policy 3.6**

There are no modifications to State Planning Policy 3.6.

### **29. Other State planning policies to be read as part of Scheme**

There are no other State planning policies that are to be read as part of the Scheme.

### **30. Modification of State planning policies**

There are no modifications to a State planning policy that, under clause 29, is to be read as part of the Scheme.

### 31. Environmental conditions

There are no environmental conditions imposed under the *Environmental Protection Act 1986* that apply to this Scheme.

### 32. General development standards and requirements

- (1) This Scheme sets out standards and requirements relating to land use and development that are additional to those set out in the R-Codes, structure plans, local development plans or State or local planning policies as follows -
  - a. the zone related site and development requirements in Part 3; and
  - b. the general site and development requirements the subject of this clause.
- (2) To the extent that a standard or requirement referred to in subclause (1) is inconsistent with a standard or requirement in the R-Codes, a structure plan, a local development plan or a State or local planning policy the standard or requirement referred to in subclause (1) prevails.

#### 32.1 Ancillary dwelling

- (1) In non-residential zones, an ancillary dwelling shall satisfy the following requirements:
  - a. Comply with the definition in Appendix 1 of Volume 1 of the Residential Design Codes;
  - b. not exceed a maximum floor area of 70m<sup>2</sup> measured from the external face of walls;
  - c. is designed and constructed to be compatible with the colour, roof pitch and materials of the single house; and
  - d. be sited within 30m of a single house.
- (2) The existence of an ancillary dwelling does not constitute justification for the subdivision of the land.
- (3) In non-residential zones, the development of an ancillary dwelling is not permitted unless the local government has exercised its discretion by granting development approval.

#### 32.2 Building envelopes

- (1) Where building envelopes have been identified in a structure plan or plan of subdivision, all buildings, structures and on-site effluent disposal systems shall be contained within the approved building envelope, unless otherwise determined by the local government.
- (2) The local government may approve an alternate or variation to a building envelope provided the environment, landscape character and the amenity of the land and locality are not adversely impacted.

#### 32.3 Car parking

- (1) Car parking for land use is to be provided in accordance with the requirements below.

Use type	Minimum car parking spaces to be provided
Commercial	1 per 15m <sup>2</sup> net lettable area
Industry	1 per 15m <sup>2</sup> gross floor area

Light Industry	1 parking space for each person normally employed per use activity plus 1 visitor parking space per use activity
Recreation - private	At the discretion of the local government
Other uses	Per the R-Codes for residential land use, otherwise at the discretion of the local government

- (2) Where a calculation made under subclause 1 results in a number which is not a whole number, the number of car parking spaces required shall be the next highest whole number.
- (3) On-site car parking shall be constructed and paved to the satisfaction of the local government and in accordance with the following standards unless determined otherwise by the local government.

Parking angle	Width (m)	Length (m)	Separation/ Aisle (m)
45 degrees	3.5	5.2	3.7
60 degrees	2.8	5.6	5
90 degrees	2.5	5.5	6.5

- (4) Landscaping shall be undertaken at a rate of 1 tree per every 10 car parking bays.
- (5) Where car parking requirements are to be determined by the local government, the number of car parking spaces required is to be determined by giving due regard to the -
- nature of the proposed development;
  - number of employees or others likely to be employed or engaged in the use(s) on the land;
  - anticipated demand for visitor car parking; and
  - orderly, proper and sustainable planning of the area.
- (6) If there are multiple land uses on any lot that operate at different times to each other, and the operating times will be permanent, the local government may approve a reduced number of car parking spaces to that specified in subclause (1) or otherwise agreed, on a reciprocal use basis.
- (7) Where the minimum on-site car parking requirements cannot be met on-site or reasonably be provided, and the lower number of car parking spaces would be adequate for the demands of the development, the local government may accept cash payments in lieu of the provision of car parking spaces, subject to the following requirements -
- the cash-in-lieu payment shall not be less than the estimated cost to the land owner or developer of providing and constructing the car parking spaces, associated accessways and landscaping, required by this Scheme, plus the value, as estimated by the local government of that area of land, which would have been occupied by the car parking spaces, accessways and landscaping; and
  - any cash-in-lieu monies required to be paid to the local government shall be paid into a reserve account established under the *Local Government Act 1995* section 6.11 and are to be used for the provision of public car parking facilities anywhere within reasonable proximity to the subject land in respect of which a cash-in-lieu arrangement is made.
- (8) Where a land use or development involves the delivery or dispatch of goods of any kind, a loading and unloading area shall be provided, clear of the road or right-of-way as appropriate and the area shall be designed so that vehicles using this area can enter and leave in a forward direction unless otherwise approved by the local government.

### **32.4 Dams**

Dams and associated works shall be compatible with zone objectives, protected by easements, if required, and the works maintained by the land owner to the satisfaction of the local government.

### **32.5 Development of land abutting an unconstructed road reserve**

- (1) All development shall be provided with access to a constructed road.
- (2) The local government may waive the requirement of subclause 1 provided -
  - a. the landowner or applicant is prepared to contribute to the full or partial cost of road construction as determined by the local government; or
  - b. legal arrangements have been entered with the local government for permanent legal access to a constructed road.

### **32.6 Development of land to contain emissions**

For land in the Rural, Rural Residential and Rural Smallholdings zones, in addition to the relevant matters prescribed by clause 67(2) of the deemed provisions, the following development assessment matters shall apply -

- a. the relationship and compatibility of the development with existing or proposed land use or development in the locality and any buffer separation required as a result of emission impacts associated with the development; and
- b. the ability to contain any emissions associated with the development within the subject lot.

### **32.7 Development of land affected by natural hazards**

- (1) Where a development is proposed on land, that in the opinion of local government may be impacted by flooding and/or inundation, the application for development approval shall include technical advice from an appropriately qualified practitioner to demonstrate that the development will not be adversely impacted by flood waters and/or inundation, or impact the free flow of floodwaters or inundation.
- (2) Where a development is proposed on land, that in the opinion of the local government is unstable, or has steep slopes necessitating excessive cut and fill, the application for development approval shall include geo-technical advice from an appropriately qualified practitioner of the foundation stability of the land relative to the proposed development.

### **32.8 Fencing**

No boundary fences shall be constructed with the following materials:

- a. asbestos; or
- b. any secondhand materials.

### **32.9 Keeping of Livestock**

- (1) The local government may serve notice on the owner and/or occupier of land where necessary to reduce or eliminate adverse impacts on the amenity or environment caused wholly or partly by the stocking of animals.
- (2) Any costs incurred by the local government in taking action under subclause (3), shall be recoverable by the local government from the landowner.

*Clause 61 also sets out exemptions for small scale keeping of stock in accordance with Council local laws and amenity*

### **32.10 Repurposed dwellings and second-hand dwellings**

A repurposed or second-hand dwelling shall satisfy the following requirements -

- a. be in satisfactory condition in relation to roof pitch, window size, external cladding materials, enclosure of the sub-floor area, and that the dwelling or building will not, in the opinion of Council, adversely affect the amenity of other properties in the immediate locality;
- b. any internal or external material containing asbestos fibres must be removed prior to the dwelling or building being transported within or into the scheme area; and
- c. be affixed to the ground.

### **32.11 Servicing requirements**

Deep sewerage and on-site effluent disposal:

- (1) Any development that is required to dispose of liquid domestic effluent shall be connected to the reticulated sewerage system or where not able to be connected to the sewerage system provided with an approved onsite effluent disposal system, in accordance with the Government Sewerage Policy. No dwelling shall be occupied without the prior approval and installation of such a disposal system.
- (2) The Local Government may require the use of alternative treatment unit effluent disposal systems in the following situations:
  - a. Where soil conditions are not conducive to the retention of nutrients;
  - b. In low lying areas;
  - c. In areas where there is a known high groundwater level;
  - d. In accordance with the Government Sewerage Policy.

### **32.12 Trees and vegetation establishment**

- (1) The local government may require at the development stage, the planting of trees and/or vegetation of a species, extent and in locations determined by the local government on a lot in the following circumstances -
  - a. to replace trees and vegetation to be removed as a result of approved development works;
  - b. in respect of land substantially denuded of remnant trees and/or vegetation; and
  - c. in order to screen proposed development from surrounding properties.
- (2) In relation to privately owned land for which a conservation area is identified or designated on an approved Subdivision Guide Plan or Conservation Management Plan, or equivalent approved plan identifying tree and vegetation planting and/or preservation, the local government may require implementation and management of planting in accordance with the provisions of an adopted local planning policy.

### **32.13 Water resource management and protection**

- (1) Development proposals that may have potential to impact on the State's water resources may be referred to the relevant agencies for comment. Where relevant, the local government may require the applicant/operator to undertake appropriate pre-development and post development monitoring and undertake measures deemed appropriate by the local government to address water source management and protection issues.
- (2) In considering any development application which may have an impact on any waterway identified in an adopted local planning policy on waterway protection, including rivers, creeks, drainage lines, swamps and other and wetlands,



groundwater, or significant water-dependant ecosystems, the local government shall have regard to -

- a. managing water balance;
  - b. maintaining and where possible enhancing water quality;
  - c. encouraging water conservation and water sensitive design;
  - d. maintaining and where possible enhancing water related environmental values, recreational and cultural values.
  - e. the protection of vegetation corridors, agricultural production, and mitigation of erosion.
- (3) The local government may require that proponents -
- a. prepare a foreshore management plan, drainage and nutrient management plans, strategy or other document to manage impacts of proposed development and subdivision;
  - b. (b) appropriately implement the plan or strategy to the satisfaction of the local government; and
  - c. incorporate the requirements of bushfire management plans in localities where applicable.

### **32.14 Tree and Native Vegetation removal**

Development approval is not required for tree and native vegetation removal except for under the requirements specified in the table in Schedule 3.

### **32.15 Public drinking water source protection and potable water supply**

- (1) Where land use or development is proposed within a prescribed or proposed Public Drinking Water Source Area, the local government shall refer the proposal to the relevant State agencies and/or water service provider for advice, and give due regard to advice received prior to making a determination.
- (2) Any proposal in a Public Drinking Water Source Area shall demonstrate that it appropriately responds to -
  - a. State Planning Policy 2.9 Planning for Water (and associated guidelines); and
  - b. Water Quality Protection Note 25: Land Use Compatibility Tables for Public Drinking Water Source Areas (DWER 2016 as amended).
- (3) Where a licenced water supply is unavailable, and a sustainable alternative supply is demonstrated, development shall be connected to a fit-for-purpose water supply in accordance with the Rural Planning Guidelines.
- (4) Provision is also to be made for water for firefighting purposes, set out in a Bushfire Management Plan or by the local government in accordance with State policy.

### **33. Site specific development standards and requirements**

- (1) The Table in Schedule 4 sets out requirements relating to development that are additional to those set out in the R-Codes, activity centre plans, local development plans or State or local planning policies.
- (2) To the extent that a requirement referred to in subclause (1) is inconsistent with a requirement in the R-Codes, an activity centre plan, a local development plan or a State or local planning policy the requirement referred to in subclause (1) prevails.

### **34. Variations to general development standards and requirements**

- (1) In this clause general development standards and requirements means the standards and requirements set out in clauses 32 and 33.

- (2) The local government may approve an application for a development approval that does not comply with the general development standards and requirements.
- (3) An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.
- (4) If the local government is of the opinion that the non-compliance with a general development standard and requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must -
  - a. consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64(4) of the deemed provisions; and
  - b. have regard to any expressed views prior to making its determination to grant development approval under this clause.
- (5) The local government may only approve an application for development approval under this clause if the local government is satisfied that -
  - a. approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67(2) of the deemed provisions; and
  - b. the non-compliance with the general development standard and requirement will not have a significant adverse effect on the occupiers or users of the development the inhabitants of the locality or the likely future development of the locality.
- (6) Where two or more uses are combined in a single development, the development shall comply with the general development standards and requirements for each use respectively, or where such general development standards and requirements are deemed by the local government to be inappropriate in the particular circumstances, to such general development standards and requirements as the local government shall determine, subject to the provisions of subclauses (4) and (5).

### **35. Restrictive covenants**

- (1) A restrictive covenant affecting land in the Scheme area that would have the effect of limiting the number of residential dwellings which may be constructed on the land is extinguished or varied to the extent that the number of residential dwellings that may be constructed is less than the number that could be constructed on the land under this Scheme.
- (2) If subclause (1) operates to extinguish or vary a restrictive covenant -
  - a. development approval is required to construct a residential dwelling that would result in the number of residential dwellings on the land exceeding the number that would have been allowed under the restrictive covenant; and
  - b. the local government must not grant development approval for the construction of the residential dwelling unless it advertises the application for development approval in accordance with clause 64 of the deemed provision

### **36 Notification of site and development requirements**

- (1) The local government may request the Western Australian Planning Commission, at the time of an application for subdivision of any land in the Scheme area referred to in Schedule 4, to impose a condition on approval of subdivision which requires the owner of the land to make arrangements to the satisfaction of the Commission and the local government to ensure that prospective purchasers are informed of provisions of the Scheme relating to site and development requirements applying to the land.

## PART 5 - SPECIAL CONTROL AREAS

### 37. Special control areas

- (1) Special control areas are marked on the Scheme Map according to the legend on the Scheme Map.
- (2) The purpose, objectives and additional provisions that apply to each special control area is set out in Table 3.

*Note for this clause:*

1. Identifies areas which are significant and where special provisions apply in addition to the provisions of the underlying zones and reserves.

**Table 3 - Special Control Areas in Scheme Area**

Name of area	Purpose	Objectives	Additional provisions
Special Control Area 1 - Bridgetown Special Design Heritage Precinct	To provide specific guidance on land use planning matters in the Bridgetown Special Design Heritage Precinct	<p>To recognise the precinct's historic, aesthetic, cultural and townscape significance and contribution to the tourist importance of the Bridgetown townsite.</p> <p>To ensure the retention and conservation of buildings that are of historic and cultural heritage value and significance and/or buildings that form part of or contribute to the Bridgetown townscape character.</p> <p>To protect and to reinforce the significance of the place and precinct.</p> <p>To ensure that any new buildings are compatible with, and complementary to, the traditional built environment.</p> <p>To encourage development that achieves design excellence, is directed towards achieving townscape objectives and contributes positively toward the improvement of the streetscape.</p>	<p><u>Application requirements</u> Despite any other provision of this Scheme, development approval is required for the use and development of land, including a single house, unless an approved local planning policy provides that development approval is not required for specified development works and/or use and where any conditions are satisfied.</p> <p><u>Referral of applications</u> The local government shall in considering an application for development approval advertise the development application in accordance with clause 64 of the deemed provisions, and when, in the opinion of the local government, an application for development approval may affect any other relevant statutory, public or planning authority and/or service provider, provide a copy of the application to the authority and/or service provider for objections and recommendations.</p> <p><u>Relevant considerations</u> In considering an application for development approval the local government shall have due regard to –</p> <ol style="list-style-type: none"> <li>(a) public submissions;</li> <li>(b) the objections and recommendations of consulted authorities and/or service providers;</li> <li>(c) those matters relevant to the land use or development as prescribed by clause 67(2) of the deemed provisions;</li> <li>(d) the objectives for the Special control area;</li> <li>(e) State Planning Policy 3.5 Historic Heritage Conservation or equivalent</li> </ol>

Name of area	Purpose	Objectives	Additional provisions
			<p>State planning policy;</p> <p>(f) local planning policies and development guidelines or similar instruments approved by the local government relating to places of cultural heritage significance and/or to assist in the retention of the established and to guide the future built character of the precinct:</p> <p>(g) the Development requirements;</p> <p>(h) whether the proposed land use or development is suitable and compatible in respect of its location, density, architectural design and style, appearance, scale, form, height, bulk, orientation, building materials, setbacks, car parking and access, signage, landscaping and screening;</p> <p>(i) whether the proposed land use or development provides for appropriate street activation;</p> <p>(j) whether the proposed land use or development provides for appropriate mixed use including tourism uses, offerings and product; and</p> <p>(k) where applicable, any report and/or a Conservation Management Plan that demonstrates that the historic and cultural heritage character and significance of the site, street and locality will not be adversely affected by the proposed land use or development.</p> <p><u>Development requirements</u> (unless determined otherwise by the local government to implement townscape objectives)</p> <p>(a) All development shall be designed and constructed using materials that complement the existing or desired future character and amenity of the Bridgetown townsite as determined by the local government or in accordance with the provisions of an approved local planning policy.</p> <p>(b) Land use and development shall provide for site, street and locality responsive design; a high quality built form; appropriate setbacks to street boundaries and to adjoining residential development and/or residential lots; suitable landscaping; sufficient effective and efficient access and parking; provide for safe covered pedestrian spaces; and contemporary building facades</p>

Name of area	Purpose	Objectives	Additional provisions
			<p>consistent with the planned future streetscape character.</p> <p><u>Development approval conditions</u>  The local government may impose development approval conditions to ensure compliance with the objectives including but not limited to –</p> <ul style="list-style-type: none"> <li>(a) a temporary or time limited basis;</li> <li>(b) constraining or directing the location, density, architectural design, style, appearance, scale, form, height, bulk, orientation, building materials, setbacks, car parking and access, landscaping and screening of the development; and</li> <li>(c) a Conservation Management Plan and its implementation.</li> </ul>

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## PART 6 - TERMS REFERRED TO IN SCHEME

### 38. Terms and Land Use Terms

- (1) If this Scheme refers to a word or expression or class of land use which is listed in this provision, the meaning of that word or expression or class of land use is as follows –

**Dam** shall have the same meaning as prescribed in State Planning Policy 2.9 Planning for Water;

**Hosted accommodation** means a dwelling or ancillary dwelling, or a portion thereof, used for short-term accommodation, with a permanent resident who is present overnight for the duration of the stay either in the dwelling or ancillary dwelling;

**Holiday unit** means a grouped dwelling or ancillary dwelling used to provide short term accommodation;

**Independent living complex** means development with self-contained, independent dwellings for aged or dependent persons together with communal amenities and facilities for residents and staff that are incidental and ancillary to the provision of such accommodation, but does not include a development which includes these features as a component of a residential aged care facility;

**Industry - cottage** means a trade or light industry which does not fall within the definition of a home occupation and which —

- a. does not cause injury to or adversely affect the amenity of the neighborhood;
- b. where operated in a residential zone, does not employ any person other than a member of the occupier's household;
- c. is conducted in an outbuilding which is compatible with the principle uses to which land in the zone in which it is located may be put;
- d. does not occupy an area in excess of 50m<sup>2</sup>; and
- e. does not display a sign exceeding 0.2m<sup>2</sup> in area;

**Industry - rural** means premises used for industry that -

- a. supports and/or is associated with primary production; or
- b. services plant or equipment used in primary production;

**Nature based park** means premises used for a nature based park as defined in the *Caravan Parks and Camping Grounds Regulations 1997*;

**Renewable energy facility** means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary;

**Repurposed dwelling** means a building or structure not previously used as a single house which has been repurposed for use as a dwelling;

**Residential aged care facility** means a residential facility providing personal and/or nursing care primarily to people who are frail and aged or dependent persons which, as well as accommodation, includes:

- a. appropriate staffing to meet the nursing and personal care needs of residents;
- b. meals and cleaning services;
- c. furnishings, furniture and equipment.

This may consist of multiple components that include communal amenities and land uses for residents and staff that are incidental and ancillary to the provision of such accommodation, residential respite (short term) care and an independent living complex, but does not include a hospital, rehabilitation or psychiatric facility;

**Second hand dwelling** means a dwelling that has been in a different location, and has been dismantled and transported to another location, but does not include a modular home or

transportable dwelling;

**Wayside stall** means a stall located adjacent to a street in which only fruit, vegetables and artefacts grown, produced or made on the land are sold or offered for sale;

- (2) Where not listed in subclause (1) a word or expression or class of land use shall have the same meaning as it has in the Planning and Development Act 2005 (amended); or R-Codes (amended); or Planning and Development (Local Planning Schemes) Regulations 2015 (amended).
- (3) In the event of an inconsistency between a class of land use by way of a different name and/or different definition, if in the opinion of the responsible authority a land use name and/or definition in subclause (2) is equivalent to a land use name in the zoning table or name and/or definition in subclause (1) then the equivalent land use name and/or definition in subclause (2) shall prevail and the permissibility in the zoning table shall apply for that equivalent land use name.
- (4) If in the opinion of the responsible authority there is no equivalent land use name and/or definition in subclause (2) to apply, the land use may be considered as a use that cannot reasonably be determined as falling within a use class referred to in the zoning table and determined in accordance with subclause 18(4) of this Scheme.

## **CLAUSE 39 – DEEMED PROVISIONS FOR LOCAL PLANNING SCHEMES**

*Please see the Planning and Development (Local Planning Schemes) Regulations 2015, which covers Clauses 1 to 93. Clause 61 of the Deemed Provisions provides a number of standard exemptions for seeking works and/or development approval. These standard exemptions have also been extended by the Shire of Bridgetown-Greenbushes, and are set out in Schedule A of this Scheme.*

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## SCHEDULE 1 - SUPPLEMENTAL PROVISIONS TO THE DEEMED PROVISIONS

These provisions are to be read in conjunction with the deemed provisions Schedule 2 clause 61 contained in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

*Numbering follows the final clause (61(8)) of this part of the Deemed Provisions.*

### 61 (9) Development for which Development Approval Not Required

- (1) Development approval is not required for works if –
- a. the works are of a class specified in Column 1 of an item in Table 4; and
  - b. if conditions are set out in Column 2 of Table 4 opposite that item - all of those conditions are satisfied in relation to the works.

<b>Table 4 - Supplemental provisions relating to works</b>		
	<b>Column 1 Works</b>	<b>Column 2 Conditions</b>
21.(1)	The erection, installation, or demolition of a sign or advertisement of a class specified in Schedule 3.	<ol style="list-style-type: none"> <li>(a) The sign or advertisement complies with the applicable provisions of Schedule 3.</li> <li>(b) The sign or advertisement is not erected or installed within 1.5m of any part of a crossover or street truncation.</li> <li>(c) The works are not located in a heritage-protected place.</li> </ol>
21.(2)	<p>The erection of or installation of, or alterations to or additions to, any of the following on a lot in the Rural, Rural Small Holding or Rural Residential zone -</p> <ol style="list-style-type: none"> <li>(a) a windmill;</li> <li>(b) a bore;</li> <li>(c) a well;</li> <li>(d) a water tank</li> <li>(e) a dam</li> <li>(g) a boundary wall or fence.</li> </ol>	<ol style="list-style-type: none"> <li>(a) In respect of a water tank the conditions of clause 61(1) of the deemed provisions for the installation of a water tank are satisfied, except where, the volume of the water tank may exceed 5,000 litres.</li> <li>(b) The water tank is not visible from the lot road frontage or if visible it is to be treated to be compatible in its setting to the satisfaction of the local government.</li> <li>(c) Where a building envelope applies, the water tank is located entirely within the building envelope.</li> <li>(d) The dam is incidental to a permitted or approved rural land use and the external foot of the dam wall, and any other part of the dam including the stored water is further than 20 metres from boundaries of the subject lot.</li> <li>(e) The works are not located in a heritage-protected place.</li> <li>(f) The works comply with the development provisions of this Scheme for that zone.</li> <li>(g) The boundary wall or fence is of rural construction comprising stock proof wire or ring-lock fencing with timber posts to a maximum height of 1.2m above the natural ground level.</li> </ol>

<b>Table 4 - Supplemental provisions relating to works</b>		
	<b>Column 1 Works</b>	<b>Column 2 Conditions</b>
21.(3)	The installation maintenance or repair works for and of any of the following for domestic or rural purposes - (a) service ducts; (b) cables; (c) pipes; (d) conduits.	(a) The works are not located in a heritage-protected place.
21.(4)	The erection of, or alterations or additions to, a single house on a lot.	(a) The single house is a permitted P use on the lot in the zone where the R-Codes do not apply. (b) The works comply with the development provisions of this Scheme for that zone (including, where applicable, any additional site and development requirements specified in Schedule 3). (c) The works are not located in a heritage-protected place. (d) The works are not in a vegetation protection area, landscape protection area, conservation area identified in an approved structure plan, local development plan or management plan. (e) The works do not require access from an unconstructed road. (f) In the case of erection of a single house, the development is not located in a Bushfire Prone Area as defined by the DFES Map of Bushfire Prone Areas. (g) In the case of erection of a single house in the Rural Residential zone, the house is not constructed of materials that are wholly or predominantly second-hand, re-used, damaged or corrugated iron.
21.(5)	The erection of, or installation of, or alterations to, or additions to, any of the following, on the same lot as a single house - (a) an outbuilding; (b) an external fixture; (c) a boundary wall or fence; (d) a patio; (e) a pergola; (f) a verandah; (g) a deck; (h) a garage; (i) a carport; (j) a swimming pool; (k) shade sails.	(a) The single house is a permitted 'P' use in the zone where the R Codes do not apply. (b) The works comply with the development provisions of this Scheme for that zone (including, where applicable, any additional site and development requirements specified in Schedule 3). (c) The works are not located in a heritage-protected place. (d) The works are not within 100m of a watercourse. (e) The works are not within land prone to flooding. (f) The works do not require access from an unconstructed road or that is not a gazetted road reserve. (g) In the case of an outbuilding, the development is of a size that is equal to or less than: <ul style="list-style-type: none"> <li>• 120m<sup>2</sup> in floor area;</li> <li>• wall height of 3.0m; and</li> </ul>

Table 4 - Supplemental provisions relating to works		
	Column 1 Works	Column 2 Conditions
		<ul style="list-style-type: none"> <li>• roof apex height of 4.0m.</li> </ul>
21.(6)	Alterations or additions to approved, existing caravan park accommodation units on a lot.	(a) The works comply with the development provisions of this Scheme for the zone applicable to the caravan park lot. (b) The works are not located in a heritage-protected place. (c) The works do not result in a material change in the nature of the accommodation unit use. (d) There is no increase in the number of available accommodation units.
21. (7)	Domestic animal enclosures	(a) For domestic animal enclosures where those enclosures occupy no more than 5% or 50m <sup>2</sup> of the lot area, whichever is the lesser
21. (8)	The erection of, or installation of, or alterations to, or additions to, any of the following, on the same lot as a single house in the Residential zone where the density coding is R2.5 or R5 – – (a) a boundary wall or fence	(a) The boundary wall or fence is of rural construction comprising stock proof wire or ring-lock fencing with timber posts to a maximum height of 1.2m above the natural ground level.

- (2) Development approval is not required for the following uses if –
- the use is of a class specified in Column 1 of an item in Table 5;
  - if conditions are set out in Column 2 of Table 5 opposite that item - all of those conditions are satisfied in relation to the use.

Table 5 - Supplemental provisions relating to use		
	Column 1 - Use	Column 2 - Conditions
(1)	A use that is wholly located on land identified as a local reserve under this Scheme.	(a) The land is owned or vested in the local government or a public authority. (b) For a purpose for which the land is reserved under this Scheme. (c) For any purpose for which the land may be lawfully used by the local government or public authority.
(2)	Rural Pursuit / Hobby farm	(a) No conditions in rural zones (b) Where the keeping of stock is for small scale domestic purposes, such as vegetation maintenance, egg production, aviaries, etc; and (c) the use is consistent with the Shire's <i>Health Local Law 2001</i>

## SCHEDULE 2 – SPECIFIED ADDITIONAL USES FOR ZONED LAND IN SCHEME AREA

No.	Description of land	Additional use	Requirements
A1	Lot 43 Moriarty Street, Bridgetown	Industry-light	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. The Industry-light land use is restricted to a maximum floor area of 175m<sup>2</sup>.</li> <li>3. Any emissions from the Industry-light land use shall not adversely impact the amenity of the locality.</li> </ol>
A2	Lot 4 of Nelson Locations 746, 747, 17688 and Portion of Locations 1191 and 1246 Maranup Ford Road, Greenbushes	Amusement parlour Grouped dwelling Shop (incidental to the predominant approved Tourist development, Amusement parlour, Recreation-private use of the land)	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. Development is to accord with an approved Local Development Plan (LDP), should a LDP be required by the local government based on the type and scale of the proposed land use.</li> <li>3. The LDP shall address and provide for the following-               <ol style="list-style-type: none"> <li>(a) the preservation of the rural landscape and amenity;</li> <li>(b) the use of the land including building location, size and design, accommodation requirements, type and frequency of function events, hours of operation, maximum number of people on site, car parking on site, bus services, upgrading of roads servicing the land;</li> <li>(c) location and maximum floor space for any shop use (not to exceed 200m<sup>2</sup> net lettable area);</li> <li>(d) screening and landscaping; and</li> <li>(e) fire protection in accordance with an approved Bushfire Management Plan.</li> </ol> </li> <li>4. If required by State policy a Bushfire Management Plan is to be prepared and approved to address fire protection, water supply and access.</li> <li>5. A maximum of three dwellings are permitted on the land.</li> </ol>
A3	Lot 7 on Plan 19633 of Nelson Location 612 Rokewood Heights, Kangaroo Gully	Amphitheatre (open air venue used for recreation, entertainment, performances and sport events) and associated uses	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. Development is to accord with an approved Local Development Plan (LDP) should a LDP be required by the local government basis on the type and scale of the proposed land use.</li> <li>3. The LDP shall address and provide for the following-               <ol style="list-style-type: none"> <li>(a) the use of the land including building location, size and design, accommodation requirements;</li> <li>(b) type and frequency of function events, hours of operation, maximum number of people on site,</li> <li>(c) sufficient car parking on site;</li> <li>(d) screening and landscaping; and</li> <li>(e) fire protection in accordance with an</li> </ol> </li> </ol>

No.	Description of land	Additional use	Requirements
			<p>approved Bushfire Management Plan.</p> <p>4. If required by State policy a Bushfire Management Plan is to be prepared and approved to address fire protection, water supply and access.</p>
A4	Lot 2 of Nelson Location 9949 South Western Highway	Industry	<p>1. Development approval is required.</p> <p>2. Any emissions from the Industry land use shall not adversely impact the amenity of the locality.</p> <p>3. All vehicles entering and exiting the land are to utilise the existing vehicular access onto South Western Highway which is to be to the satisfaction of local government on the advice of Main Roads WA.</p> <p>4. Other than exempted signage under the deemed provisions and Schedule A, all other signage requires development approval of the local government on the advice of Main Roads WA.</p>

## SCHEDULE 3 - SPECIAL USE ZONES IN SCHEME AREA

No.	Description of land	Special use	Requirements
SU1	Lot 4 Brockman Highway, Bridgetown	Camping ground Holiday accommodation Home business Home occupation Industry-cottage Restaurant/café Tourist development	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. Approved Local Development Plan.</li> </ol>
SU2	Lot 5 Brockman Highway, Bridgetown	Agricultural-extensive Agricultural-intensive Bed and breakfast Caretaker's dwelling Education establishment (limited to a cooking school) Holiday accommodation (maximum of 2 dwellings) Home business Home occupation Industry-cottage Rural pursuit/hobby farm Shop (limited to beauty therapy) Single house Winery	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. An application for development is to be advertised in accordance with clause 64 of the deemed provisions.</li> <li>3. Approved Structure Plan.</li> <li>4. Approved Bushfire Management Plan where the land is within a designated bushfire prone area. Construction of dwellings is to be in accordance with AS 3959 (Construction in Bush Fire Prone Areas).</li> <li>5. Approved Landscape Master Plan.</li> <li>6. Approved Foreshore Management Plan.</li> <li>7. Access to and from Brookman Highway shall be to the requirements of Mains Roads WA.</li> <li>8. Education establishment is to have a maximum of eight clients at any one time.</li> <li>9. Shop is to be conducted only within the restored dairy or adjacent building.</li> </ol>
SU3	Lot 77 South Western Highway, Bridgetown	Club premises	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> </ol>
SU4	Lots 78, 878, 890, South Western Highway, Bridgetown	Camping ground Caravan park	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. Approved Local Development Plan.</li> </ol>
SU5	Lots 1,2,3 and 4 Gifford Road, Bridgetown	Art gallery Caretaker's dwelling Exhibition centre Industry-cottage Industry-light (limited to the processing of fermented and unfermented beverages) Restaurant/café	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. Approved Local Development Plan.</li> </ol>
SU6	Lot 201 Kangaroo Gully Road, Bridgetown	Bed and breakfast Industry-cottage Home business Home occupation Reception centre Recreation-private Restaurant/café Rural pursuit/hobby farm Single house Shop (limited to the sale of locally manufactured goods and food stuffs, convenience goods and the	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. An application for development is to be advertised in accordance with clause 64 of the deemed provisions.</li> <li>3. Approved Structure Plan.</li> <li>4. Approved Bushfire Management Plan where the land is within a designated bushfire prone area. Construction of dwellings is to be in accordance with AS 3959 (Construction in Bush Fire Prone Areas).</li> </ol>

No.	Description of land	Special use	Requirements
		serving of light refreshments)	<ol style="list-style-type: none"> <li>5. Approved Building Envelopes Plan.</li> <li>6. Approved Building Design Guidelines.</li> <li>7. Approved Landscape Management Plan.</li> <li>8. Management Statement for the land.</li> <li>9. A development application for Rural pursuit/hobby farm shall include the following information:               <ol style="list-style-type: none"> <li>(a) an analysis of potential land use conflict between the proposed use and nearby residential uses and other approved uses for the common land;</li> <li>(b) land capability assessment;</li> <li>(c) water availability;</li> <li>(d) access proposals;</li> <li>(e) transport implications associated with transport of the product off the site; and</li> <li>(f) any other matter considered relevant by the local government.</li> </ol> </li> <li>10. Common property is to be managed as a farm.</li> <li>11. The use of fertilizers and chemicals is to be minimised wherever possible with a preference to the carrying out of organic farming methods.</li> </ol>
SU7	Portion Lots 71 & 82 Walter Road and portion road reserve	Art gallery Exhibition centre Fast food outlet/lunch bar Industry-cottage Restaurant/café Shop Other permissible land uses for land that is zoned Residential	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. Approved Local Development Plan.</li> <li>3. The shop shall have a maximum 100m<sup>2</sup> net lettable area.</li> </ol>
SU8	Lot 1 Nelson Street, Bridgetown	Bed and breakfast Industry-cottage Holiday accommodation (maximum of 6 dwellings) Home occupation Restaurant/café Reception centre Single house	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. Approved Local Development Plan.</li> <li>3. Access to the service corridor is restricted to State agency vehicles only.</li> <li>4. Planting of trees and vegetation in and along the service corridor if required by the local government.</li> </ol>
SU9	Lot 9008 fronting Lakeview Crescent and Gleneagles Drive, Bridgetown	Amusement parlour Art gallery Brewery Car park Caretaker's dwelling Community purpose Industry-cottage Exhibition centre Holiday accommodation Office Reception centre Recreation-private Restaurant/café Shop Single house	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. An application for development is to be advertised in accordance with clause 64 of the deemed provisions.</li> <li>3. Approved Local Development Plan.</li> <li>4. Approved Bushfire Management Plan.</li> <li>5. Approved Landscape Master Plan.</li> <li>6. Development approval shall not be granted if the local government holds the view that the adjoining nature reserve will be adversely impacted by the proposed development and that the impact(s) cannot be appropriately avoided, mitigated or managed.</li> </ol>

No.	Description of land	Special use	Requirements
			<ol style="list-style-type: none"> <li>7. Shop shall be limited to a maximum 100m<sup>2</sup> net lettable area.</li> <li>8. A stock proof fence shall be constructed along the common boundary with the adjoining nature reserve. The construction of the fence is to be to a standard that will prevent domestic animals accessing the reserve to the satisfaction of the local government on the advice of the relevant State agency.</li> <li>9. A trafficable fire break shall be provided along the western boundary of the land from the dam wall connecting to an internal constructed road to the satisfaction of the local government. In addition, gates shall be provided along the required fire break where it passes through lot boundaries and/or fence lines. The fire break shall be maintained by the land owners to the satisfaction of the local government.</li> <li>10. Subdivision proposals are to have due regard to the history of the site and the planning context of the area.</li> </ol>
SU10	Lot 887, South Western Highway, Bridgetown	Industry-cottage Home business Home occupation Restaurant/café Single house	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. An application for development is to be advertised in accordance with clause 64 of the deemed provisions.</li> </ol>
SU11	Lot 600 Hampton Street, Bridgetown	Cinema/theatre	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> </ol>
SU12	Lot 9371 Williams Street, Bridgetown	Bulky goods showroom Community purpose Industry-cottage Industry-rural Recreation-private Restaurant/café Shop Warehouse/storage Winery	<ol style="list-style-type: none"> <li>1. Development approval is required.</li> <li>2. An application for development is to be advertised in accordance with clause 64 of the deemed provisions.</li> <li>3. Approved Local Development Plan.</li> <li>4. Shop is to be incidental to the predominant use of the land.</li> <li>5. Development shall have a tourism focus.</li> <li>6. Siting, construction materials and colours of proposed buildings shall be appropriate for the land and locality as determined by the local government.</li> <li>7. Development shall be connected to a reticulated sewerage system provided by a licensed service provider.</li> <li>8. All stormwater is to be retained on-site.</li> <li>9. The existing decommissioned effluent disposal lagoon area is to be drained and filled to the satisfaction of the local government. Prior to the commencement of the above mentioned works a site contamination investigation is to be undertaken. If the area is found to be contaminated, then a Site Remediation Validation Report shall be prepared to the</li> </ol>



No.	Description of land	Special use	Requirements
			<p>satisfaction of the local government on the advice of the relevant State agency.</p> <p>10. No development is permitted on the remediated effluent disposal lagoon area unless a geo-technical report demonstrates the capability and suitability of the area for the proposed development to the satisfaction of the local government.</p> <p>11. Subdivision proposals are to have due regard to the history of the site and the planning context of the area.</p>

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## SCHEDULE 4 – AREAS SUBJECT TO ADDITIONAL SITE AND DEVELOPMENT REQUIREMENTS

No.	Description of Land	Zone <i>(This column is for explanatory use only during advertising of the draft Scheme and will be deleted prior to gazettal)</i>	Requirement	Current zoning under TPS3 or TPS4 <i>(This column is for explanatory use only during advertising of the draft Scheme and will be deleted prior to gazettal)</i>
AR1	Special Rural Zone C Brockman Highway, Bridgetown	Rural Residential RR2	<i>Note: Requirements relating to subdivision layout and building envelopes, tree planting, and watercourse protection are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i>	Special Rural TPS3 (SR1 in Sch. 1)
AR2	Special Rural Zone A, Lefroy Street	Rural Residential RR2	<i>Note: Requirements relating to fencing, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i>	Special Rural TPS3 (SR2 in Sch. 1)
AR3	Special Rural Zone B, Bridgetown-Boyup Brook Road	Rural Residential RR2	<i>Note: Requirements relating to subdivision layout and building envelopes, and fencing are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i>	Special Rural TPS3 (SR3 in Sch. 1)
AR4	Lot 785 and portion of lot 644 Forrest Street, Bridgetown (Reserve Pt. 11376)	Rural Residential RR2	<p>No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A</li> </ul>	Special Rural TPS3 (SR4 in Sch. 1)

			<p>of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</p> <p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, cut and fill on steep slopes, fencing, livestock, sewer and effluent disposal, tree planting, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR5	Portion of Nelson Locations 662 being Lots 2 & 7	Rural Residential RR2	1. No development shall be supported by Council within the 500 metre buffer zone to	Special Rural TPS3 (SR5 in Sch. 1)

	<p>and portion Nelson Locations 663 Taylors Road, Bridgetown</p>		<p>the possible rubbish disposal site extension until the future of the disposal site is determined or the life of the disposal site expires.</p> <p>2. Council will request the Western Australian Planning Commission to impose a road upgrading contribution condition for Dean Road and Taylors Road at the time of subdivision.</p> <p>3. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</li> <li>g) remnant vegetation where</li> </ul>	
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			<p>in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR6	Part Lot 3 Dean Street	Residential R5	<p><i>Note: Requirements relating to livestock, and tree planting are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i></p>	Special Residential TPS3 (SRes1 in Sch. 3)
AR7	Portion of Lot 644 corner Forrest Street and Giblett Road Bridgetown (Reserve Pt. 11376)	Residential R5	<p>1. Council shall require detailed plans of stormwater drainage at the application for subdivision stage.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, cut and fill on steep slopes, fencing, livestock, and tree planting, are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	Special Residential TPS3 (SRes2 in Sch. 3)

AR8	Bridgetown Suburban Lots 32, 33 & 34 Tweed Road, Bridgetown	Residential R5	<p>1. With the intention of minimising the potential for land degradation and erosion, Council may require land owners to utilise alternative housing styles and techniques which are in harmony with the character of the land, sympathetic to topography and minimise the potential for erosion through excavation.</p> <p>2. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</li> <li>g) remnant vegetation where in accordance with the</li> </ul>	Special Residential TPS3 (SRes3 in Sch. 3)
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			<p>Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to livestock, and tree planting, are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i></p>	
AR9	<p>Portion of Nelson Locations 662 and Portion of Lot 7 and portion of Nelson Location 663 Taylors Road, Bridgetown (SRes4 in TPS3)</p>	Residential R5	<ol style="list-style-type: none"> <li>1. No development shall be supported by Council within the 500 metre buffer zone to the possible rubbish disposal site extension until the future of the disposal site is determined or the life of the disposal site expires.</li> <li>2. Council will request the Western Australian Planning Commission to impose an upgrading contribution for the upgrading of Dean Road and Taylors Road.</li> <li>3. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is: <ol style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable</li> </ol> </li> </ol>	<p>Special Residential TPS3 (SRes4 in Sch. 3)</p>

			<p>development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</p> <p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, and tree planting are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR10	Portion Lot 874 Nelson Street,	Residential R5	1. No clearing of trees or vegetation is permitted without the planning approval	Special Residential TPS3 (SRes5 in Sch. 3)



	<p>Bridgetown (SRes5 in TPS3)</p>		<p>of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</li> <li>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</li> </ul> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by</p>	
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			<p>the Local Government.</p> <p>2. In respect to the remnant vineyard on portion of the lots the following shall apply:</p> <ul style="list-style-type: none"> <li>a) No mechanical cultivation shall be allowed. Weed growth shall be dealt with by either mowing or mulching.</li> <li>b) Spraying shall only be permitted where it is carried out with low volume, non-misting type spray equipment which will minimise or avoid any potential spray drift outside of the property</li> <li>c) The vineyard shall be setback 2.5m from all boundaries to maintain service access around the property.</li> <li>d) Unmanaged vines may be required to be removed if a demonstrated nuisance persists.</li> <li>e) The use of mechanical bird scarers will not be permitted.</li> <li>f) All adjoining landowners are to be notified in writing prior to the use of any chemical sprays on viticulture.</li> </ul> <p>3. Access to the service corridor is restricted to Government agency service provider vehicles only. No domestic access to private land via this service corridor shall be permitted.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, tree planting, and sewer and effluent disposal are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR11	Portion Lots 1, 2, 3, 4, 5, 6, 7 and 8 of Bridgetown Lot	Residential R5	1. Council shall request the Western Australian Planning Commission require the preparation of a Landscape	Special Residential TPS3 (SRes6 in Sch. 3)

	645 and portions of road reserve		<p>Master Plan as a condition of subdivision approval.</p> <p>2. As a condition of development approval Council shall require lot owners to plant and maintain 30 trees, in accordance with the recommended species and planting of the Landscape Master Plan. Where lots contain significant levels of existing vegetation Council may waive this condition or stipulate a reduced number of trees for planting.</p> <p>3. At the time of subdivision Council will request the Western Australian Planning Commission to impose a condition requiring the subdivider to plant street trees in accordance with the recommended species and planting of the Landscape Master Plan.</p> <p>4. At the time of subdivision Council will request the Western Planning Commission impose conditions relating to fencing of public open space, construction of dual use paths/bridle trails, fire management plan and external road upgrading.</p> <p>5. At the time of subdivision Council may recommend to the Western Australian Planning Commission the imposition of a condition requiring the subdivider prepare a stormwater management plan as part of road construction planning. This plan is to identify the requirement and siting of detention basins and other stormwater treatment measures within and adjacent to the subdivision.</p> <p>6. At the time of subdivision Council may recommend to the Western Australian Planning Commission the imposition of a condition requiring the subdivider prepare a vegetation</p>	
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			<p>management plan for the proposed public open space within the subdivision.</p> <p>7. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) clearing consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</li> <li>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</li> </ul>	
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			<p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, and sewer and effluent disposal, are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i></p>	
AR12	Lot 8 Nelson Location 662 Bridgetown-Boyup Brook Road, Bridgetown (SRes7 in TPS3)	Residential R5	<p>1. The Shire will request as a condition of subdivision, that the proposed subdivision road is to be linked with the Bridgetown-Boyup Brook Road to the satisfaction of the Shire and Main Roads WA. This may include provision of a median island with a turning pocket and slip lane.</p> <p>2. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> </ul>	Special Residential TPS3 (SRes7 in Sch. 3)

			<p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, cut and fill on steep slopes, sewer and effluent disposal, and tree planting are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
	Provisions from TPS4 Schedule 3 start here at AR13			
AR13	Lot 1 and Part of Lot 2, North Greenbushes Location 354, Part of Lot 138 and Part of Lot 63	Rural Residential RR2	<i>Note: Requirements relating to subdivision layout and building envelopes are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i>	Special Rural TPS4 (SR1 in Sch. 3)
AR14	Nelson Locations 439 and 1020	Rural Residential RR2	<i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and</i>	Special Rural TPS4 (SR2 in Sch. 3)

			<i>effluent disposal, and watercourse protection are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i>	
AR15	Lots 7, 8, 9, 10 and 11, portion of Nelson Location 1020 Henderson Road, Bridgetown	Rural Residential RR2	<p>1. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</li> <li>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native</li> </ul>	Special Rural TPS4 (SR2(a) in Sch. 3)

			<p>Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, watercourse protection, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR16	Nelson Location 439	Rural Residential RR2	<p>1. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <p>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</p> <p>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</p> <p>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</p>	Special Rural TPS4 (SR2(b) in Sch. 3)



			<p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p>2. The owner or subdivider of the land shall inform prospective purchasers of that lot containing the old stone dairy and two storey shed that Council shall require such persons to provide a written undertaking (to the satisfaction of the Council) ensuring the preservation of those buildings which Council considers to be of historical significance.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, watercourse protection, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local</i></p>	
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			<i>Planning Schemes) Regulations 2015.</i>	
AR17	Lots 3 & 4 Nelson Loc 199	Rural Residential RR1	<i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, watercourse protection, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i>	Special Rural TPS4 (SR3 in Sch. 3)
AR18	Nelson Location 151 and 285 Bridgetown	Rural Residential RR2	<i>Note: Requirements relating to subdivision layout and building envelopes, and livestock, are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i>	Special Rural TPS4 (SR4 in Sch. 3)
AR19	Pt Lot 2 Nelson Loc 199 May Street, Bridgetown	Rural Residential RR1	<p>1. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the</li> </ul>	Special Rural TPS4 (SR5 in Sch. 3)

			<p>Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p>2. Overhead powerlines traversing the land are to be relocated and placed underground, at the time of subdivision, to the satisfaction of Western Power.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, watercourse protection, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR20	Portion of Nelson Locations 1046, 1047 and Lots 4, 5, 6, 7, 8, 9, 10 and 11 South Western Highway, including Lot 150 Sunridge Drive, Bridgetown	Rural Residential RR2	<p>1. In addition to normal setbacks under the Town Planning Scheme all buildings on the lots along the eastern boundary of the subject land must be setback up to 100 metres from the eastern boundary as illustrated on the Subdivision Guide Plan.</p> <p>2. At the time of subdivision building envelopes are to be identified for all lots. There is</p>	Special Rural TPS4 (SR6 in Sch. 3)

			<p>to be a minimum setback for building envelopes of 75 metres for all lots adjoining the boundary of the railway reserve.</p> <p>3. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</li> <li>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native</li> </ul>	
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			<p>Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, watercourse protection, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR21	Part Nelson Locations 227 and 295 Bridgetown	Rural Residential RR2	<p><i>Note: Requirements relating to subdivision layout and building envelopes, and livestock, are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i></p>	Special Rural TPS4 (SR7 in Sch. 3)
AR22	Tweed Location 902	Rural Residential RR3	<p><i>Note: Requirements relating to subdivision layout and building envelopes, and livestock, are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i></p>	Special Rural TPS4 (SR8 in Sch. 3)
AR23	Nelson Location 152, 4ha northern portion Part Lot 1	Rural Residential RR2	<p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, and watercourse protection are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i></p>	Special Rural TPS4 (SR9 in Sch. 3)
AR24	Part Nelson Locations 295 and 227 Lot 1 of Nelson Location 296	Rural Residential RR2	<p>1. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <p>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local</p>	Special Rural TPS4 (SR10 in Sch. 3)

			<p>government;</p> <p>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</p> <p>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</p> <p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, watercourse protection, sewer and effluent disposal, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i></p>	
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AR25	Nelson Locations 273, 1102 and 1102	Rural Residential RR1	<p>1. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</li> <li>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</li> </ul> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and</p>	Special Rural TPS4 (SR11 in Sch. 3)
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			<p>maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p>2. To prevent destabilizing of the rock outcrop between Lots 10 and 11 any fencing must be to the satisfaction of the Local Authority and the West Australian Department of Agriculture.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, fencing, livestock, sewer and effluent disposal, tree planting, watercourse protection, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR26	Lot 20 Part Nelson Location 1961	Rural Residential RR2	<p>1. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <p>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</p> <p>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</p> <p>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access</p>	Special Rural TPS4 (SR12 in Sch. 3)



			<p>and/or land use(s) approved by the local government;</p> <p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR27	Nelson Location 612	Rural Residential RR1	<p>1. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <p>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire</p>	Special Rural TPS4 (SR13 in Sch. 3)

			<p>Notice and/or any Bushfire Management Plan approved by the local government;</p> <p>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</p> <p>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</p> <p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, sewer and effluent disposal, tree planting, watercourse protection, and potable water supply are now</i></p>	
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			<p><i>specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR28	Nelson Location 656	Rural Residential RR2	<p><i>Note: Requirements relating to subdivision layout and building envelopes, cut and fill on steep slopes, livestock, sewer and effluent disposal, tree planting, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	Special Rural TPS4 (SR14 in Sch. 3)
AR29	Portion of Nelson Location 1442	Rural Residential RR2	<ol style="list-style-type: none"> <li>1. Where existing earth banks for the control of surface runoff and erosion cross proposed new lot boundaries, a 3 metre section is to be removed to prevent runoff to adjoining properties.</li> <li>2. Where the physical constraints of a site dictate, Council shall require the use of alternative construction techniques (e.g. pole housing) which minimise the necessity of excavation works and the potential for erosion.</li> <li>3. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is: <ol style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan,</li> </ol> </li> </ol>	Special Rural TPS4 (SR15 in Sch. 3)

			<p>Structure Plan, Local Development Plan, or similar plan;</p> <p>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</p> <p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i></p>	
AR30	Portion of Nelson Location 8757 and portion of Nelson Location	Rural Residential RR2	1. The maximum height of any building shall be 9 metres measured	Special Rural TPS4 (SR16 in Sch. 3)

	<p>11949 Greenbushes - Grimwald Road, North Greenbushes</p>		<p>vertically from the natural ground level.</p> <p>2. Water tanks required by these provisions, which are visible from any location outside the allotment on which they are situated, shall be painted an appropriate shade of green and/or suitably screened by vegetation and/or treated in such a way to minimise visual impact to the satisfaction of the Council.</p> <p>3. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <p>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</p> <p>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</p> <p>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</p> <p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations</p>	
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			<p>2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p>4. Access to Lots, 1, 12 and 15 shall be sited, designed and constructed to the specification and satisfaction of the Local Authority.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, fencing, livestock, sewer and effluent disposal, tree planting, watercourse protection, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR31	Nelson Location 1242 Kangaroo Gully and Elwins Roads, Bridgetown	Rural Residential RR2	<p>1. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <p>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</p> <p>b) consistent with an approved Conservation Management Plan,</p>	Special Rural TPS4 (SR17 in Sch. 3)

			<p>Structure Plan, Local Development Plan, or similar plan;</p> <p>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</p> <p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, watercourse protection, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local</i></p>	
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			<i>planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i>	
AR32	Part Nelson Loc. 8456 and part of Lot 101 Nelson Locs. 8456 and 8457	Rural Residential RR2	<p>1. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</li> <li>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</li> </ul>	Special Rural TPS4 (SR18 in Sch. 3)



			<p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR33	Part Nelson Loc. 984 and Nelson Location 13238, Flintoff Road, Bridgetown	Rural Residential RR2	<ol style="list-style-type: none"> <li>1. Council may require as a condition of building approval, the lot owner to provide evidence of the foundation soundness of the site.</li> <li>2. Creek Crossings - at the time of subdivision Council will request the Commission to impose a condition stating that all creek crossings are to be constructed to the satisfaction of the Shire.</li> <li>3. No clearing of trees or vegetation is permitted without the planning approval of the Local Government unless it is: <ol style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to</li> </ol> </li> </ol>	Special Rural TPS4 (SR19 in Sch. 3)

			<p>clause 61 of the deemed provisions and Schedule A of this Scheme;</p> <p>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</p> <p>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</p> <p>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</p> <p>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</p> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, sewer and effluent disposal, tree planting, and potable water supply are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	
AR34	Portion of Nelson Locations 1046 and 1047 South	Residential R5	1. No clearing of trees or vegetation is permitted without the planning approval	Special Residential TPS4 (SRes1 in Sch. 7)

	Western Highway, Bridgetown		<p>of the Local Government unless it is:</p> <ul style="list-style-type: none"> <li>a) to comply with the requirements of the Bush Fires Act 1954 (as amended), the local government's Bushfire Notice and/or any Bushfire Management Plan approved by the local government;</li> <li>b) consistent with an approved Conservation Management Plan, Structure Plan, Local Development Plan, or similar plan;</li> <li>c) for works to enable development pursuant to clause 61 of the deemed provisions and Schedule A of this Scheme;</li> <li>d) required to accommodate an approved building envelope, building and curtilage, fencing, access and/or land use(s) approved by the local government;</li> <li>e) trees or vegetation that are dead, diseased, dangerous or have been assessed as constituting a significant bush fire risk;</li> <li>f) trees or vegetation that is not native to the locality and in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004; and</li> <li>g) remnant vegetation where in accordance with the Environmental Protection Act 1986 or Environmental Protection and Biodiversity Conservation Act 1999 (as amended) or the Environmental Protection (Clearing of Native Vegetation) Regulations.</li> </ul> <p>As a condition of granting planning approval the Local Government may require the applicant to plant and maintain for a period of at least 3 years endemic native trees of species</p>	
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			<p>and in locations approved by the Local Government.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, livestock, and sewer and effluent disposal, are now specified in Part 4 of this Scheme – General Development Standards and Requirements.</i></p>	
AR35	Portion of Lot 2 Lavery Street, Bridgetown	Residential R5	<p>1. No building or structures shall be permitted to be erected within the landscape buffers identified within the Landscape Management Plan.</p> <p>2. No effluent disposal system for the Residential R5 lots will be permitted within 50 metres of the dam within Special Use Zone No. 9.</p> <p><i>Note: Requirements relating to subdivision layout and building envelopes, and livestock, are now specified in Part 4 of this Scheme – General Development Standards and Requirements. Bushfire management requirements are now specified in Part 10A of the Deemed Provisions for local planning schemes in Schedule 2 of the Planning (Local Planning Schemes) Regulations 2015.</i></p>	Special Residential TPS4 (SRes2 in Sch. 7)

## SCHEDULE 5 – SIGNS/ADVERTISEMENTS FOR WHICH DEVELOPMENT APPROVAL NOT REQUIRED

LAND USE AND/OR DEVELOPMENT	SIGNS/ADVERTISEMENTS [subject to Schedule A clause 61(9)(1) item 21.(1)] Applies to non-illuminated signs unless otherwise stated	MAXIMUM SIZE/AREA
dwellings	One professional name-plate.	0.2m <sup>2</sup>
home business	One advertisement sign describing the nature of the home business.	1.0m <sup>2</sup>
place of worship, club premises, community purpose, civic use	One advertisement sign detailing the function, and/or the activities of the institution concerned.	2.0m <sup>2</sup>
cinema, theatre	A maximum of two advertisement signs (illuminated or non-illuminated) detailing the entertainment being presented from time to time at the venue upon which the advertisement signs are displayed.	Each advertisement sign shall not exceed 5m <sup>2</sup>
shop, bulky goods showroom and other uses appropriate to a shopping area	All advertisement signs affixed to the building below the top of the awning or, in the absence of an awning, below a line measured at 5m from the ground floor level of the building, subject to compliance with the requirements of the Signs Hoarding and Bill Posting Bylaws.	No maximum size/area
industrial, warehouse/storage	A maximum of four advertisement signs applied to or affixed to the walls of the building but not projecting above the eaves or the ridge of the roof of the building.  A maximum of two free-standing advertisement signs not exceeding 5m in height above ground floor level.	Total area of any such advertisement signs, shall not exceed 15m <sup>2</sup>  Total area of the advertisement signs shall not exceed 10m <sup>2</sup> and individual advertisement sign shall not exceed 6m <sup>2</sup>
recreation-private	All advertisement signs provided that, in each case, the advertisement sign is not visible from outside the complex or facility either from other private and/or from public places and streets.	No maximum size/area
public places and reserves	(a) Advertisement signs (illuminated and non-illuminated) relating to the functions of Government department, a public authority or local government excluding those of a promotional nature constructed or exhibited by, or on behalf of any such body.  (b) Advertisement signs (illuminated and non-illuminated) required for the management or control of traffic on any public road, car park, cycleway, public walkway or thoroughfare, railway or waterway or other public infrastructure where such advertisement has been constructed or exhibited by or at the direction of a Government department, a public authority or the local government.  (c) Advertisement signs (illuminated and non-illuminated) required to be exhibited by or pursuant to any act, statute, regulation or similar instrument provided that any such advertisement sign is constructed and/or exhibited strictly in accordance with the requirements,	(a) No maximum size/area  (b) No maximum size/area  (c) No maximum size/area

<b>LAND USE AND/OR DEVELOPMENT</b>	<b>SIGNS/ADVERTISEMENTS</b> [subject to Schedule A clause 61(9)(1) item 21.(1)] Applies to non-illuminated signs unless otherwise stated	<b>MAXIMUM SIZE/AREA</b>
	if any specified in the applicable act, statute, regulation or instrument.	
railway property and reserves	Advertisement signs exhibited on such land provided that the advertisement sign relates to the railway functions of the property or reserve.	No advertisement sign shall exceed 2m <sup>2</sup> in area
advertisements within buildings	All advertisement signs placed or displayed within a building and not visible to a person outside of the building.	No maximum size/area
all classes of buildings other than those specifically referenced in this Schedule	One advertisement sign containing the name, number and address of the building, the purpose for which the building is used or the name and address of the managing agent thereof.	0.2m <sup>2</sup>
<u>building construction sites</u> advertisement signs displayed only for the duration of construction as follows – a) dwellings b) shops, commercial and industrial properties c) large development or redevelopment projects involving shopping centres, offices or other buildings exceeding 3 storey's in height	One advertisement sign per street frontage containing details of the project and the contractors undertaking the construction work. (a) One advertisement sign as for a) above. (b) One advertisement sign as for a) above. (c) One additional advertisement sign showing the name of the project builder.	(a) 2m <sup>2</sup> (b) 5m <sup>2</sup> (c) 10m <sup>2</sup> (d) 5m <sup>2</sup>
<u>property transactions</u> advertisement signs displayed for the duration of the period over which property transactions are offered and negotiated as follows - a) dwellings b) shops, commercial and industrial properties c) large development or redevelopment projects involving shopping centres, offices or other buildings exceeding 3 storey's in height and rural properties in excess of 5ha	(a) One advertisement sign per street frontage for each property relating to the sale, leasing or impending auction of the property at or upon which the advertisement sign is, or the advertisement signs are displayed. (b) One advertisement sign as for a) above. (c) One advertisement sign as for a) above.	(a) Each advertisement sign shall not exceed an area of 2m <sup>2</sup> (b) Each advertisement sign shall not exceed an area of 5m <sup>2</sup> (c) Each advertisement sign shall not exceed an area of 10m <sup>2</sup>
<u>display homes</u> advertisement signs displayed for the period over which homes are on display for public inspection	a) one advertisement sign for each dwelling on display. b) In addition to a) above one advertisement sign for each group of dwellings displayed by a single project builder giving details of the project building company and details of the range of dwellings on display.	(a) 2m <sup>2</sup> (b) 5m <sup>2</sup>
sale of goods or livestock	One advertisement sign per lot displayed for a period not exceeding 3 months advertising the sale of goods or livestock upon any and/or within any building upon which the advertisement sign is exhibited provided that the use of the land for that purpose is permitted or approved under the Scheme.	2m <sup>2</sup>

**COUNCIL ADOPTION FOR ADVERTISING**

Adopted for advertising by resolution of the Council of the Shire of Bridgetown-Greenbushes at the Ordinary Meeting of the Council held on the..... (insert date).

.....  
SHIRE PRESIDENT

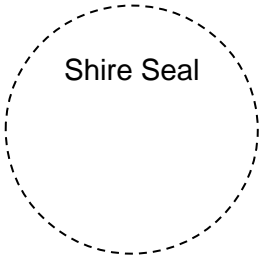
.....  
CHIEF EXECUTIVE OFFICER

**COUNCIL ADOPTION FOR APPROVAL**

Adopted for submission to the Minister for Planning for approval by resolution of the Council of the Shire of Bridgetown-Greenbushes at the Ordinary Meeting of the Council held on the .....(insert date) and the Common Seal of the Shire of Bridgetown-Greenbushes was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....  
SHIRE PRESIDENT

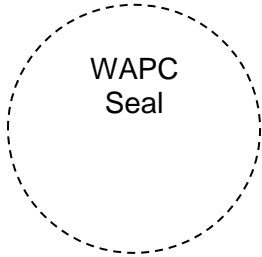
.....  
CHIEF EXECUTIVE OFFICER



**WAPC RECOMMENDATION / FINAL APPROVAL**

.....  
DELEGATED UNDER S.16 OF THE *PLANNING AND DEVELOPMENT ACT 2005*

DATE.....




















**APPROVAL GRANTED**

.....  
MINISTER FOR PLANNING








DATE.....

LEGEND








Local Scheme Reserves

-  Public Open Space
-  Environmental Conservation
-  State Forest
-  Civic and Community
-  Public Purposes
-  Primary Purposes: Medical Services
-  Primary Purposes: Infrastructure Services
-  Primary Purposes: Education
-  Primary Purposes: Emergency Services
-  Primary Purposes: Government Services
-  Public Purposes: Recreational
-  Public Purposes: Cemetery
-  Drainage / Waterway
-  Railways
-  Primary Distributor Road
-  District Distributor Road
-  Special Purpose Reserve

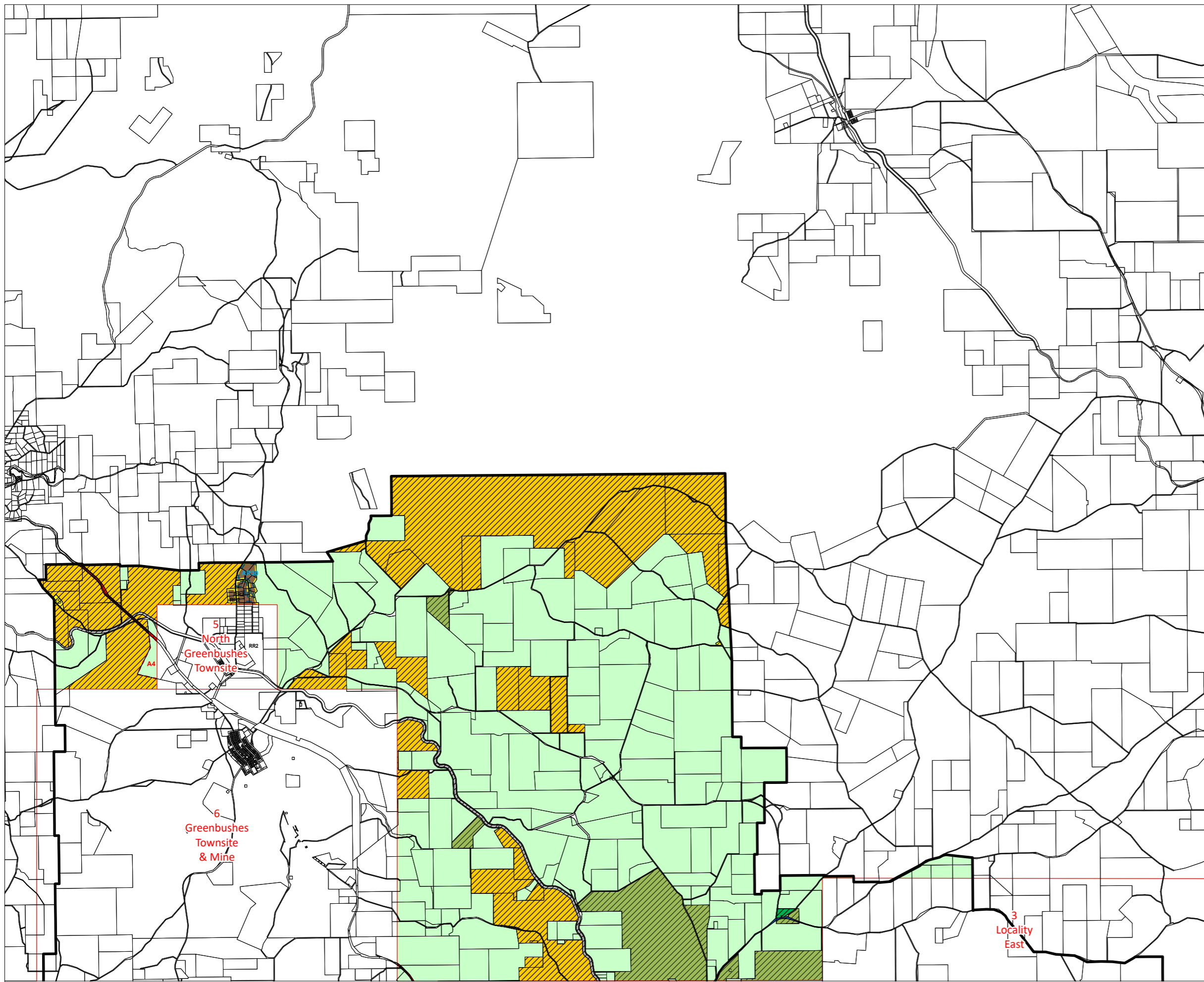
Local Scheme Zones

-  Residential
-  Rural
-  Rural Residential
-  Rural Smallholdings
-  Rural Townsite
-  Light Industry
-  General Industry
-  Commercial
-  Private community purposes
-  Special Use
-  Local road

Other Categories

-  R Codes
-  Additional Uses
-  Additional Requirements
-  Rural Residential Area
-  Bridgetown Special Design Heritage Precinct
-  Public Drinking Water Source Area
-  Shire Boundary

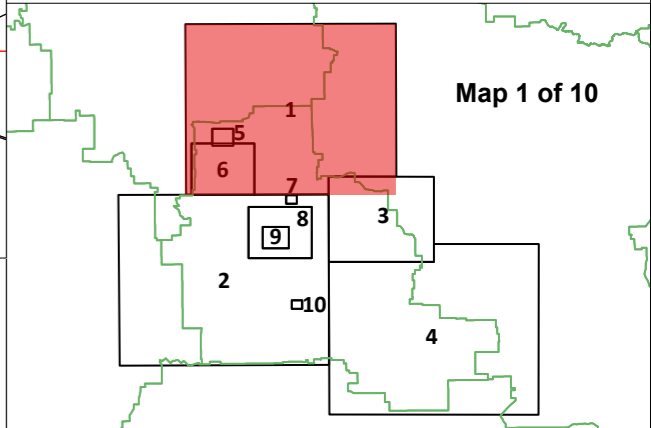
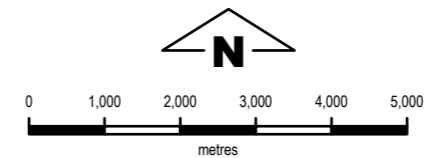
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Department of Planning, Lands and Heritage.  
Base Information Supplied by the Western Australian  
Land Information Authority, SLIP 1180-2020-1



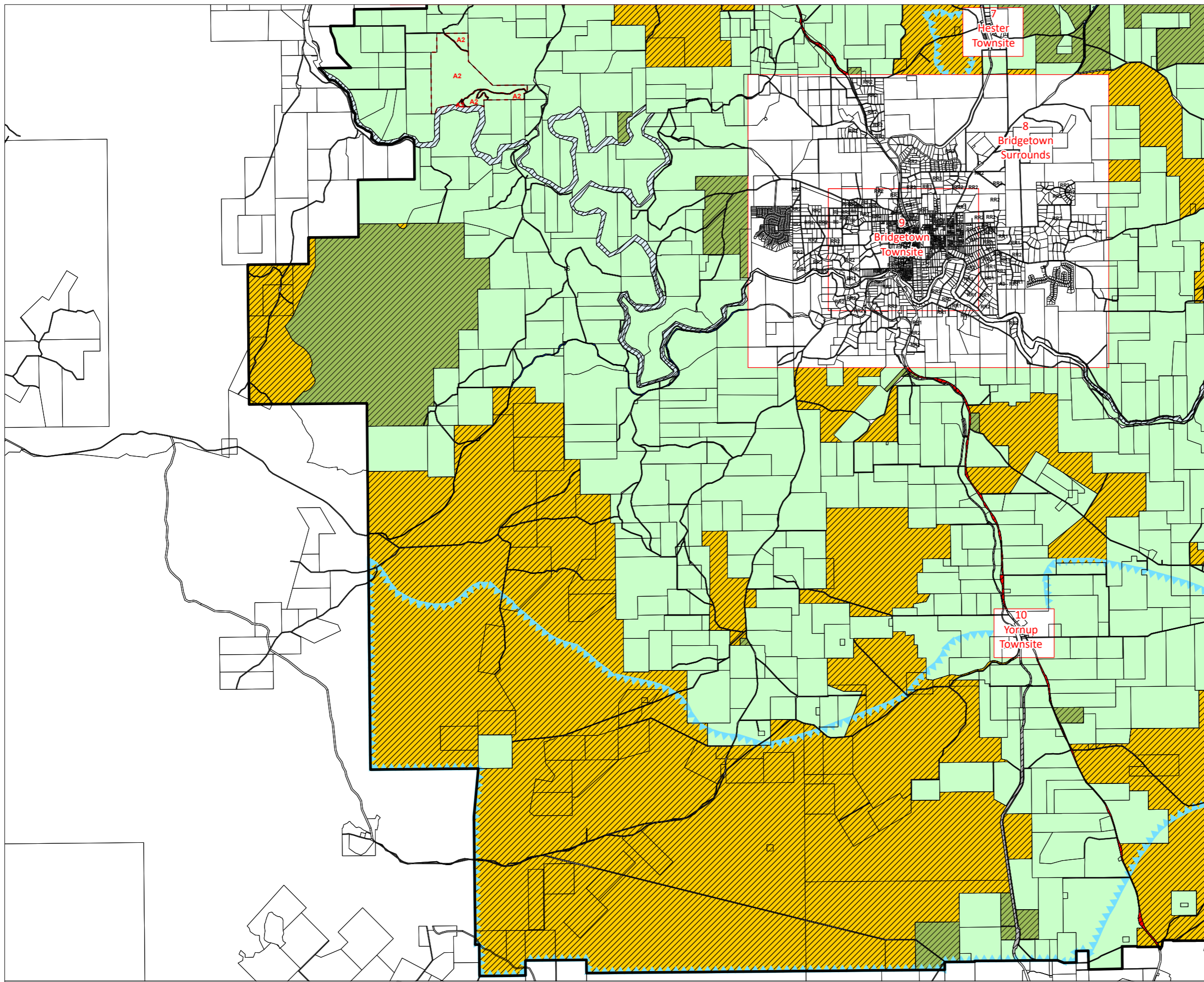
Shire of Bridgetown-Greenbushes

PROPOSED Local Planning Scheme No. 1

**WORKING  
COPY ONLY**







**LEGEND**

**Local Scheme Reserves**

- Public Open Space
- Environmental Conservation
- State Forest
- Civic and Community
- Public Purposes
- Primary Purposes: Medical Services
- Primary Purposes: Infrastructure Services
- Primary Purposes: Education
- Primary Purposes: Emergency Services
- Primary Purposes: Government Services
- Public Purposes: Recreational
- Public Purposes: Cemetery
- Drainage / Waterway
- Railways
- Primary Distributor Road
- District Distributor Road
- Special Purpose Reserve

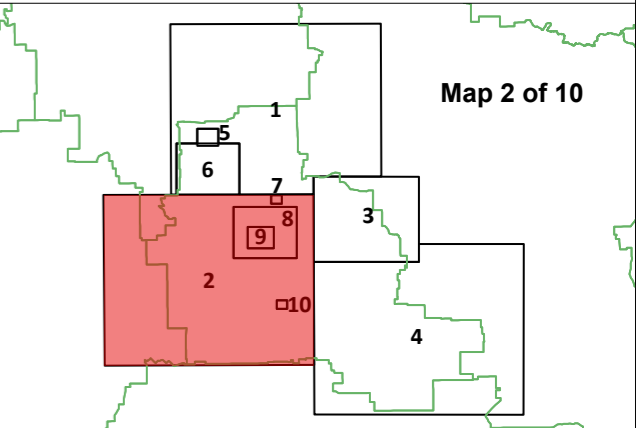
**Local Scheme Zones**

- Residential
- Rural
- Rural Residential
- Rural Smallholdings
- Rural Townsite
- Light Industry
- General Industry
- Commercial
- Private community purposes
- Special Use
- Local road

**Other Categories**

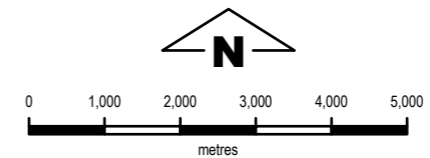
- R Codes
- Additional Uses
- Additional Requirements
- Rural Residential Area
- Bridgetown Special Design Heritage Precinct
- Public Drinking Water Source Area
- Shire Boundary

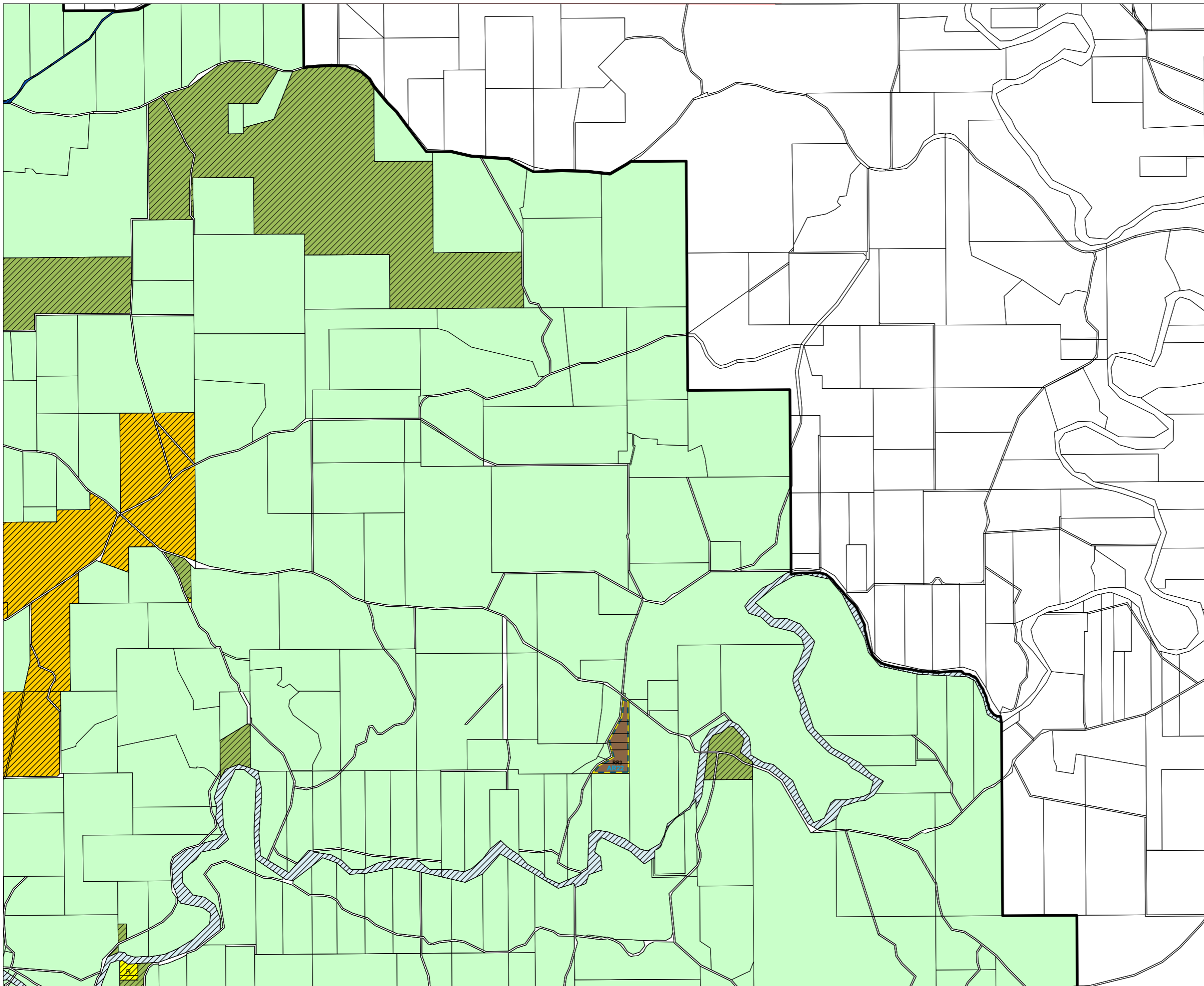
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**Shire of Bridgetown-Greenbushes**  
PROPOSED Local Planning Scheme No. 1





**LEGEND**

**Local Scheme Reserves**

- Public Open Space
- Environmental Conservation
- State Forest
- Civic and Community
- Public Purposes
- Primary Purposes: Medical Services
- Primary Purposes: Infrastructure Services
- Primary Purposes: Education
- Primary Purposes: Emergency Services
- Primary Purposes: Government Services
- Public Purposes: Recreational
- Public Purposes: Cemetery
- Drainage / Waterway
- Railways
- Primary Distributor Road
- District Distributor Road
- Special Purpose Reserve

**Local Scheme Zones**

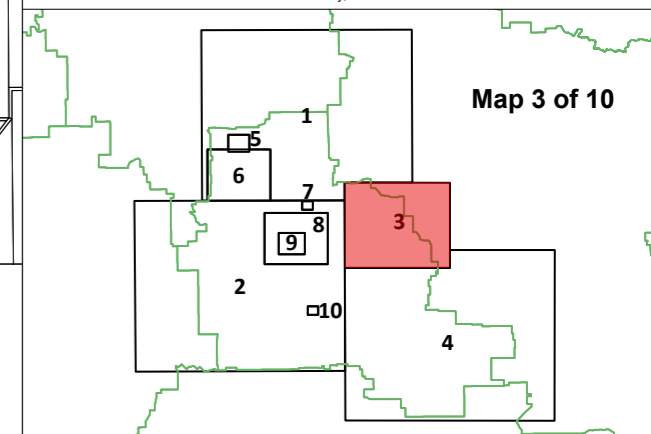
- Residential
- Rural
- Rural Residential
- Rural Smallholdings
- Rural Townsite
- Light Industry
- General Industry
- Commercial
- Private community purposes
- Special Use
- Local road

**Other Categories**

- R Codes
- Additional Uses
- Additional Requirements
- Rural Residential Area
- Bridgetown Special Design Heritage Precinct
- Public Drinking Water Source Area
- Shire Boundary

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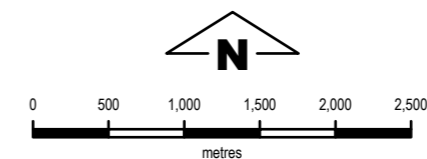


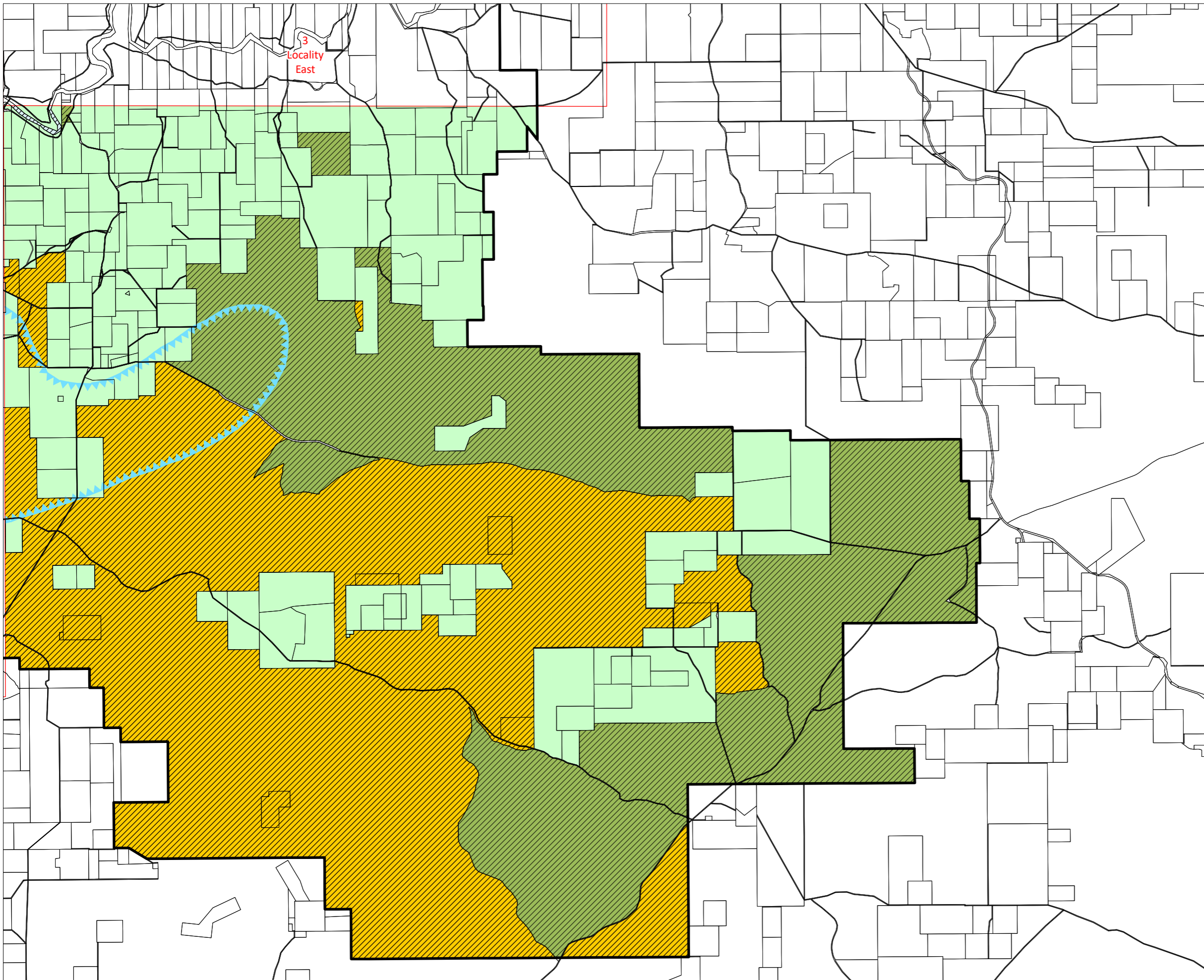
**Map 3 of 10**

**Shire of Bridgetown-Greenbushes**

PROPOSED Local Planning Scheme No. 1

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**LEGEND**

**Local Scheme Reserves**

- Public Open Space
- Environmental Conservation
- State Forest
- Civic and Community
- Public Purposes
- Primary Purposes: Medical Services
- Primary Purposes: Infrastructure Services
- Primary Purposes: Education
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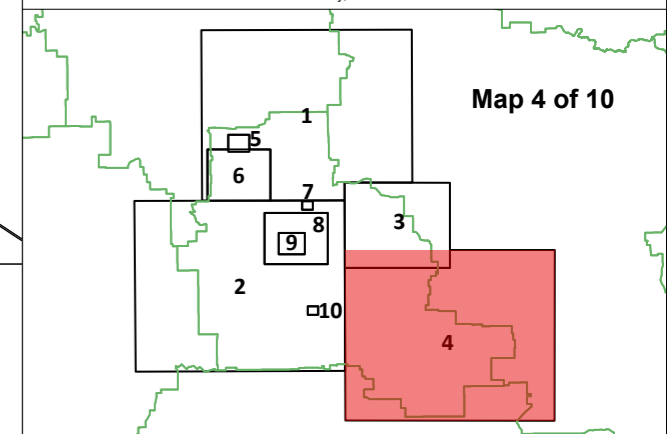
**Local Scheme Zones**

- Residential
- Rural
- Rural Residential
- Rural Smallholdings
- Rural Townsite
- Light Industry
- General Industry
- Commercial
- Private community purposes
- Special Use
- Local road

**Other Categories**

- R Codes
- Additional Uses
- Additional Requirements
- Rural Residential Area
- Bridgetown Special Design Heritage Precinct
- Public Drinking Water Source Area
- Shire Boundary

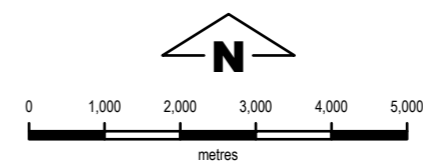
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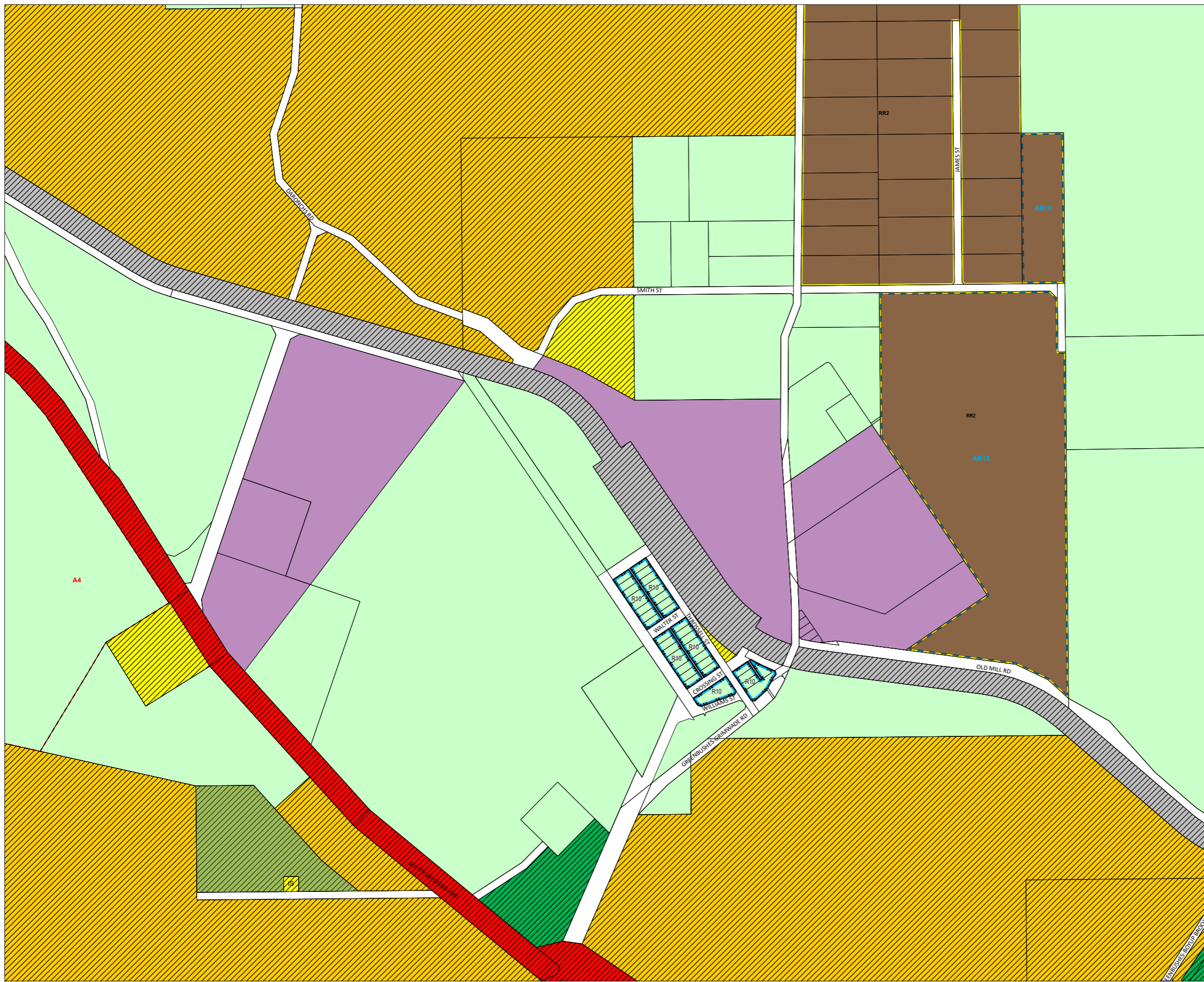


**Shire of Bridgetown-Greenbushes**

PROPOSED Local Planning Scheme No. 1

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**LEGEND**

**Local Scheme Reserves**

- Public Open Space
- Environmental Conservation
- State Forest
- Civic and Community
- Public Purposes
- Primary Purposes: Medical Services
- Primary Purposes: Infrastructure Services
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- Special Purpose Reserve

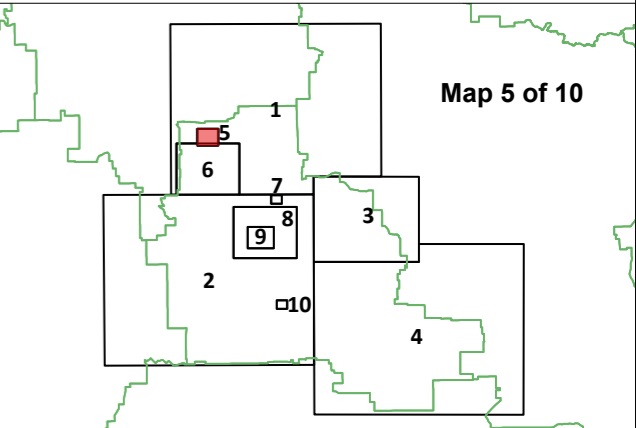
**Local Scheme Zones**

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- Rural
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- Rural Smallholdings
- Rural Townsite
- Light Industry
- General Industry
- Commercial
- Private community purposes
- Special Use
- Local road

**Other Categories**

- R Codes
- Additional Uses
- Additional Requirements
- Rural Residential Area
- Bridgetown Special Design Heritage Precinct
- Public Drinking Water Source Area
- Shire Boundary

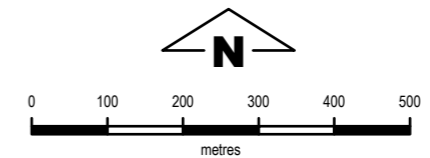
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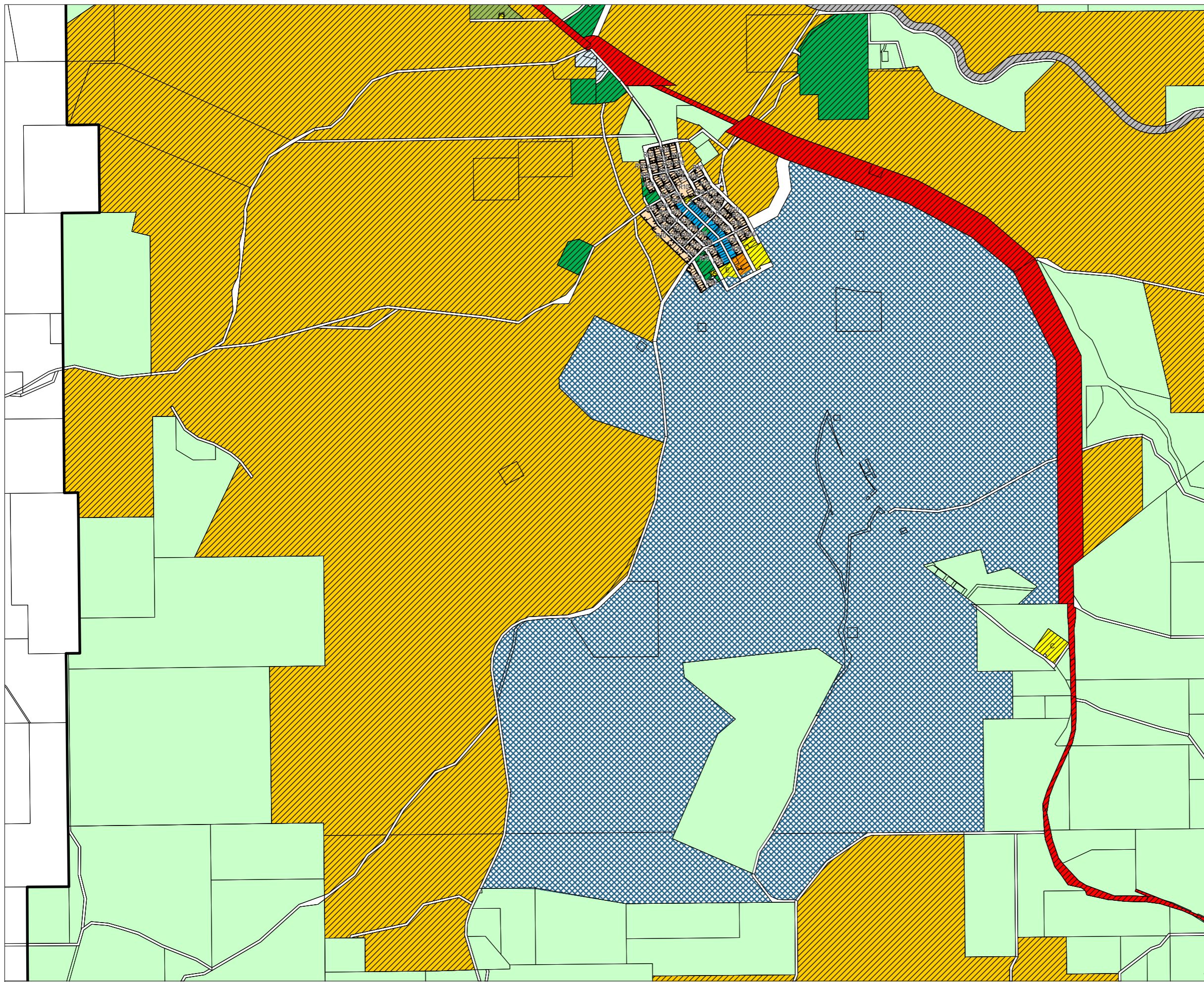


Map 5 of 10

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**Shire of Bridgetown-Greenbushes**  
PROPOSED Local Planning Scheme No. 1





**LEGEND**

**Local Scheme Reserves**

- Public Open Space
- Environmental Conservation
- State Forest
- Civic and Community
- Public Purposes
- Primary Purposes: Medical Services
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- Public Purposes: Recreational
- Public Purposes: Cemetery
- Drainage / Waterway
- Railways
- Primary Distributor Road
- District Distributor Road
- Special Purpose Reserve

**Local Scheme Zones**

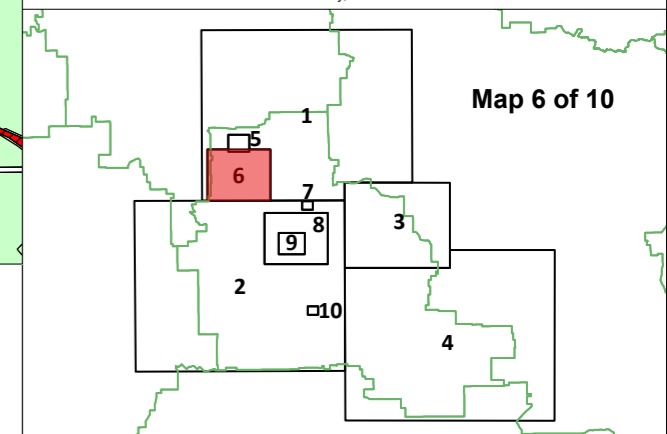
- Residential
- Rural
- Rural Residential
- Rural Smallholdings
- Rural Townsite
- Light Industry
- General Industry
- Commercial
- Private community purposes
- Special Use
- Local road

**Other Categories**

- R Codes
- Additional Uses
- Additional Requirements
- Rural Residential Area
- Bridgetown Special Design Heritage Precinct
- Public Drinking Water Source Area
- Shire Boundary

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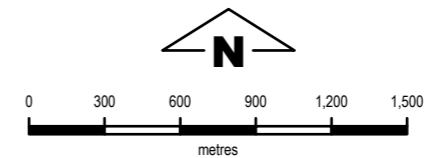


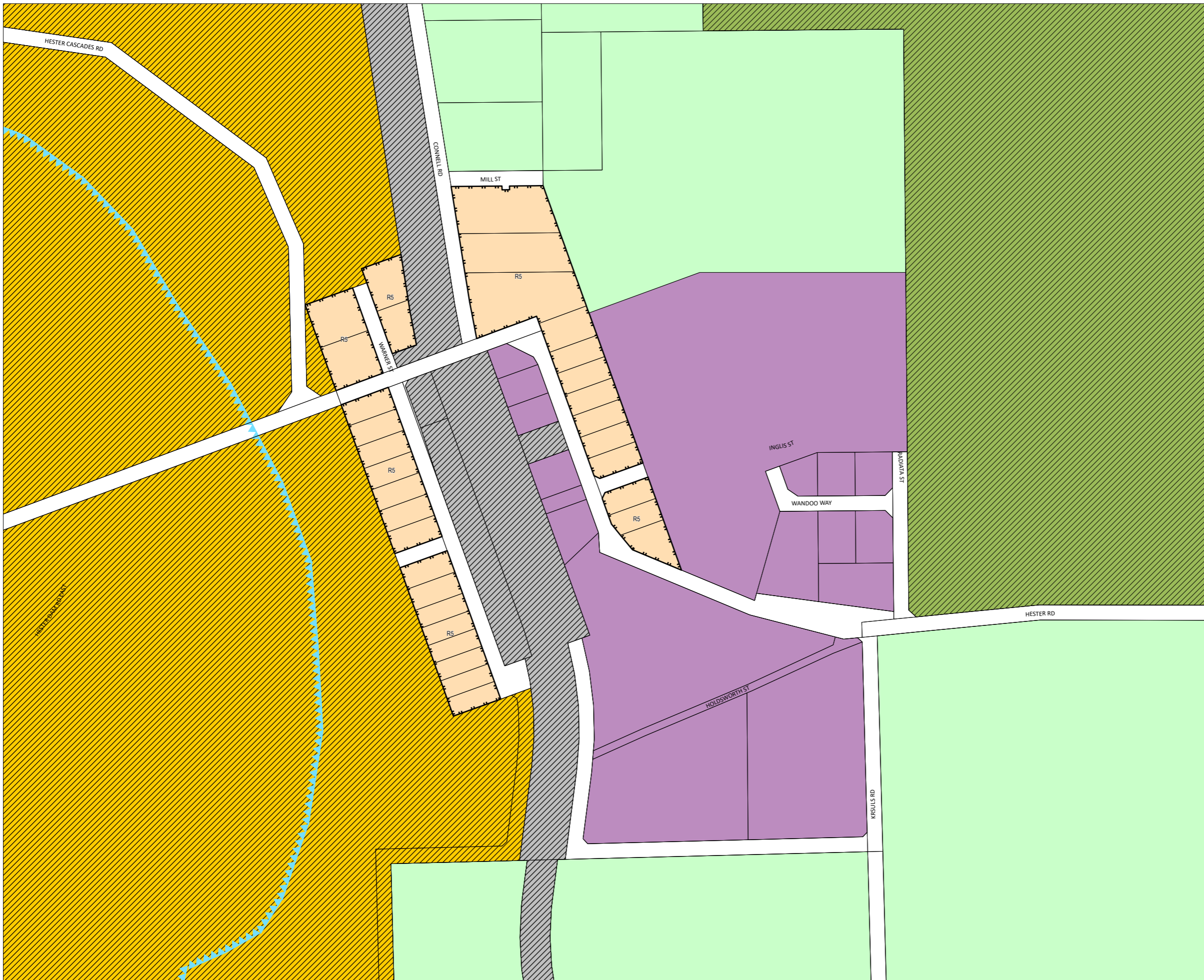
Map 6 of 10

**Shire of Bridgetown-Greenbushes**

PROPOSED Local Planning Scheme No. 1

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### LEGEND

#### Local Scheme Reserves

- Public Open Space
- Environmental Conservation
- State Forest
- Civic and Community
- Public Purposes: Medical Services
- Public Purposes: Infrastructure Services
- Public Purposes: Education
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- Public Purposes: Government Services
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- Drainage / Waterway
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- Special Purpose Reserve

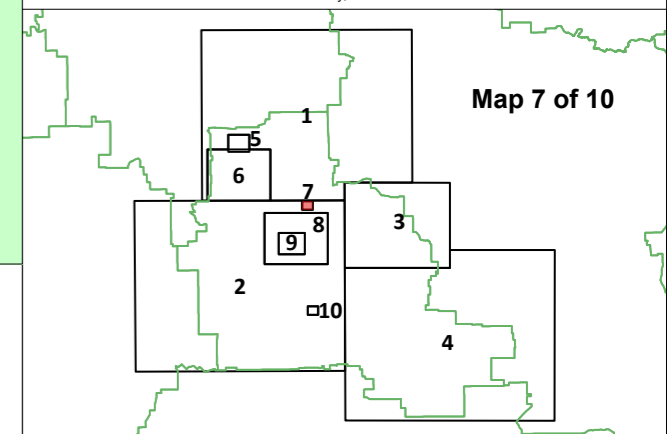
#### Local Scheme Zones

- Residential
- Rural
- Rural Residential
- Rural Smallholdings
- Rural Townsite
- Light Industry
- General Industry
- Commercial
- Private community purposes
- Special Use
- Local road

#### Other Categories

- R Codes
- Additional Uses
- Additional Requirements
- Rural Residential Area
- Bridgetown Special Design Heritage Precinct
- Public Drinking Water Source Area
- Shire Boundary

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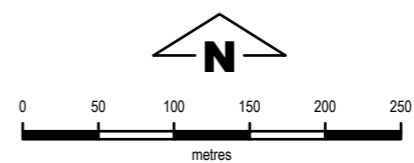


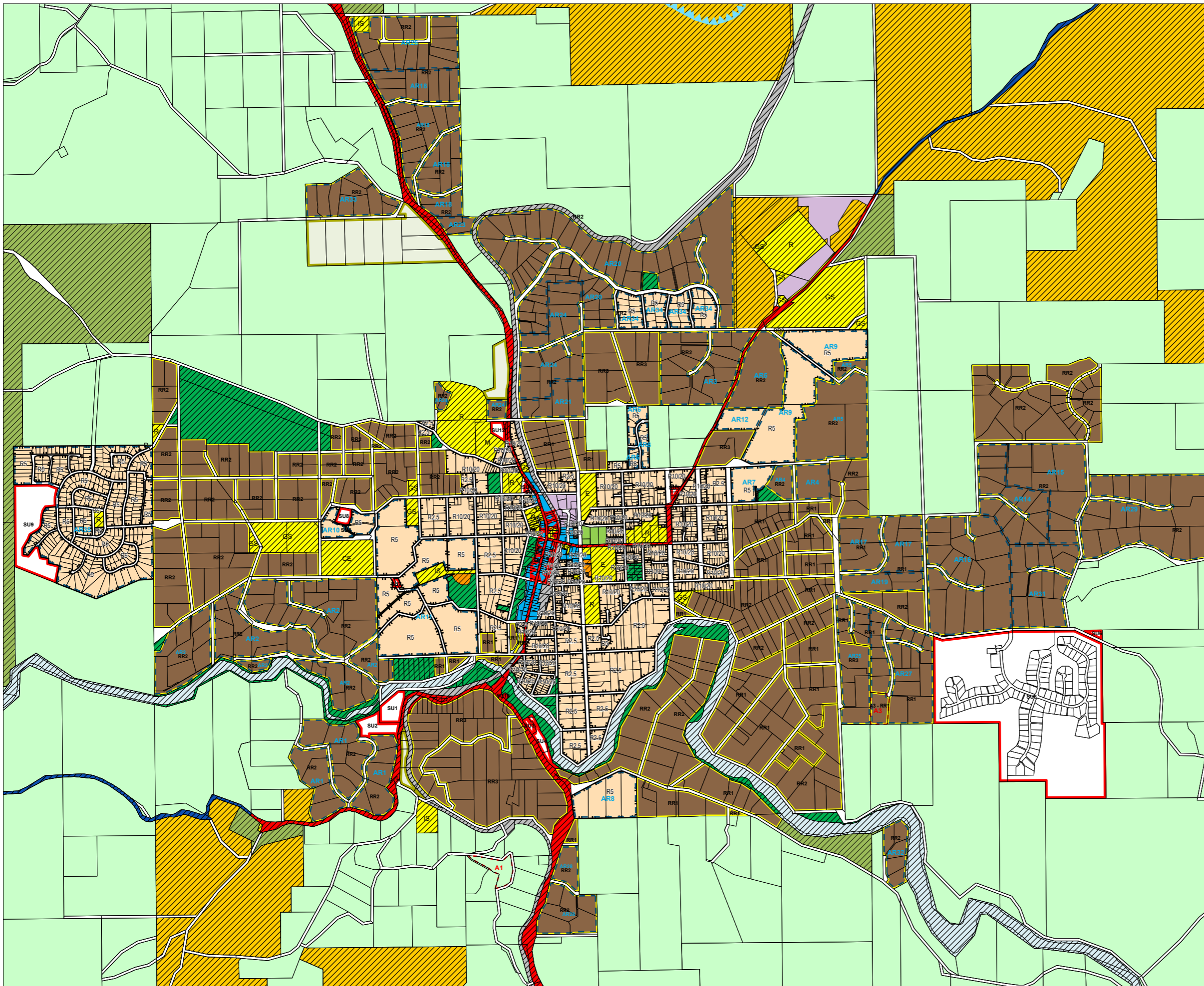
Map 7 of 10

## Shire of Bridgetown-Greenbushes

PROPOSED Local Planning Scheme No. 1

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**LEGEND**

**Local Scheme Reserves**

- Public Open Space
- Environmental Conservation
- State Forest
- Civic and Community
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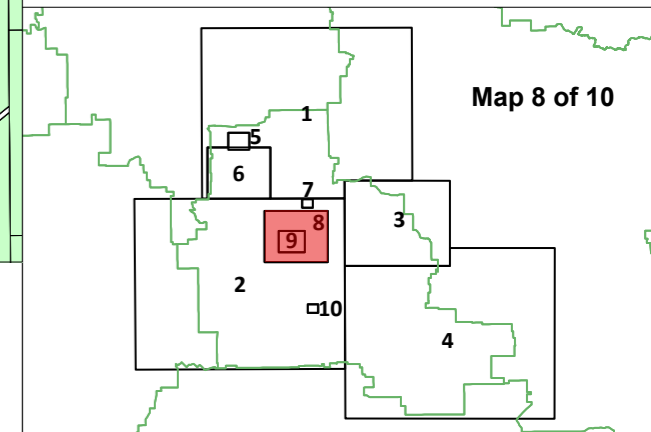
**Local Scheme Zones**

- Residential
- Rural
- Rural Residential
- Rural Smallholdings
- Rural Townsite
- Light Industry
- General Industry
- Commercial
- Private community purposes
- Special Use
- Local road

**Other Categories**

- R Codes
- Additional Uses
- Additional Requirements
- Rural Residential Area
- Bridgetown Special Design Heritage Precinct
- Public Drinking Water Source Area
- Shire Boundary

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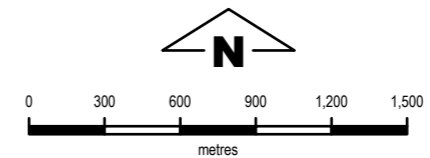


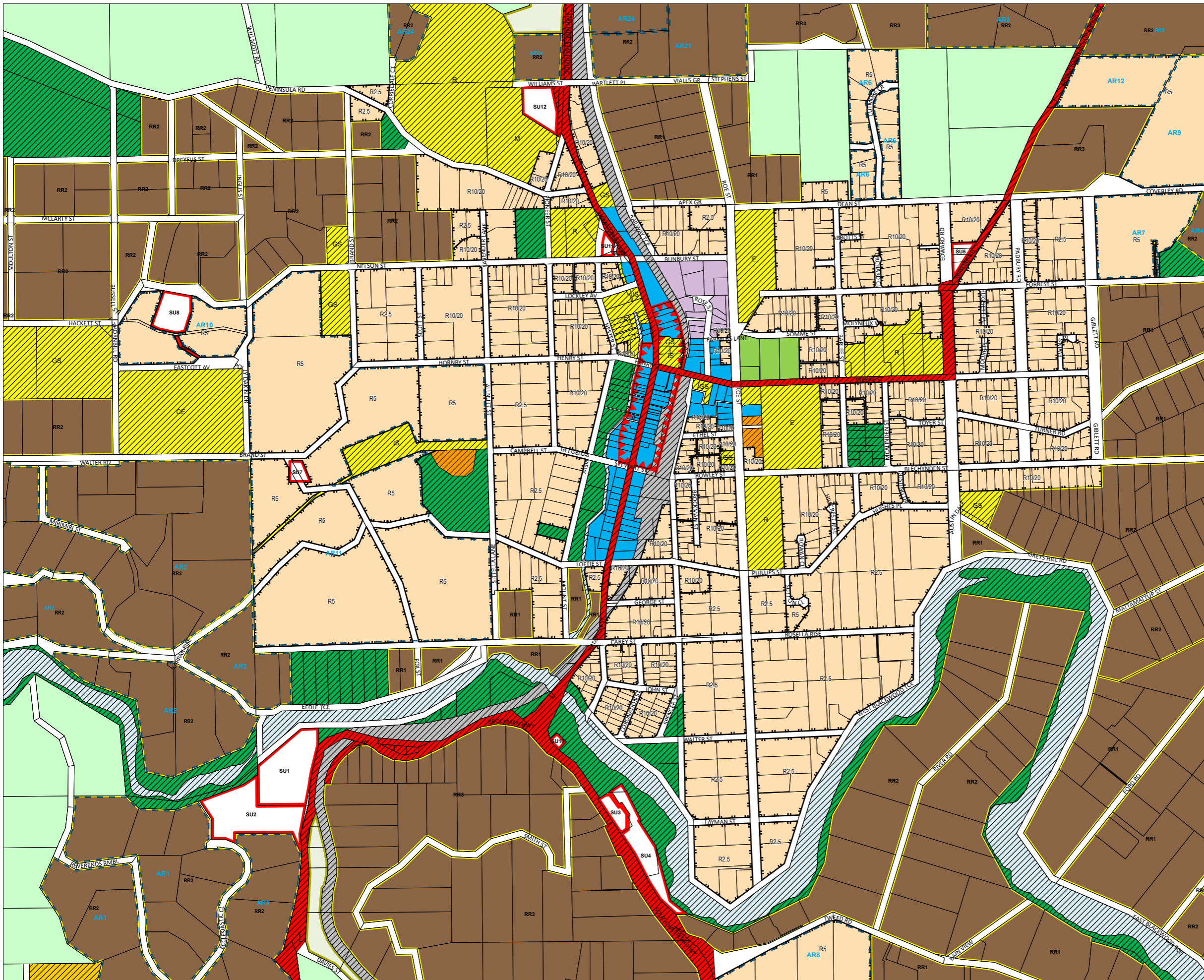
Map 8 of 10

**Shire of Bridgetown-Greenbushes**

PROPOSED Local Planning Scheme No. 1

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**LEGEND**

**Local Scheme Reserves**

- Public Open Space
- Environmental Conservation
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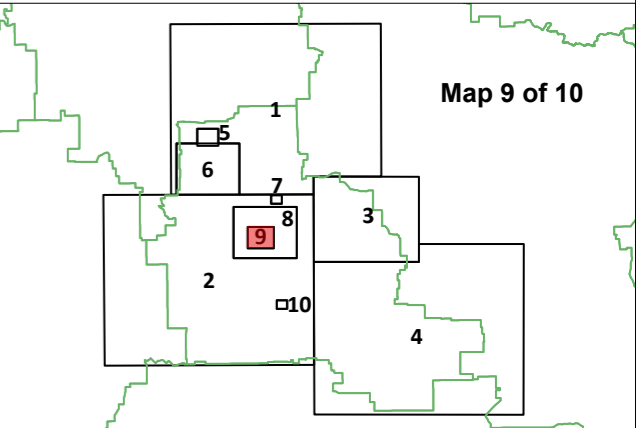
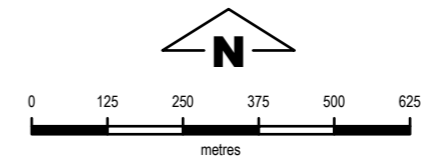
**Other Categories**

- R Codes
- Additional Uses
- Additional Requirements
- Rural Residential Area
- Bridgetown Special Design Heritage Precinct
- Public Drinking Water Source Area
- Shire Boundary

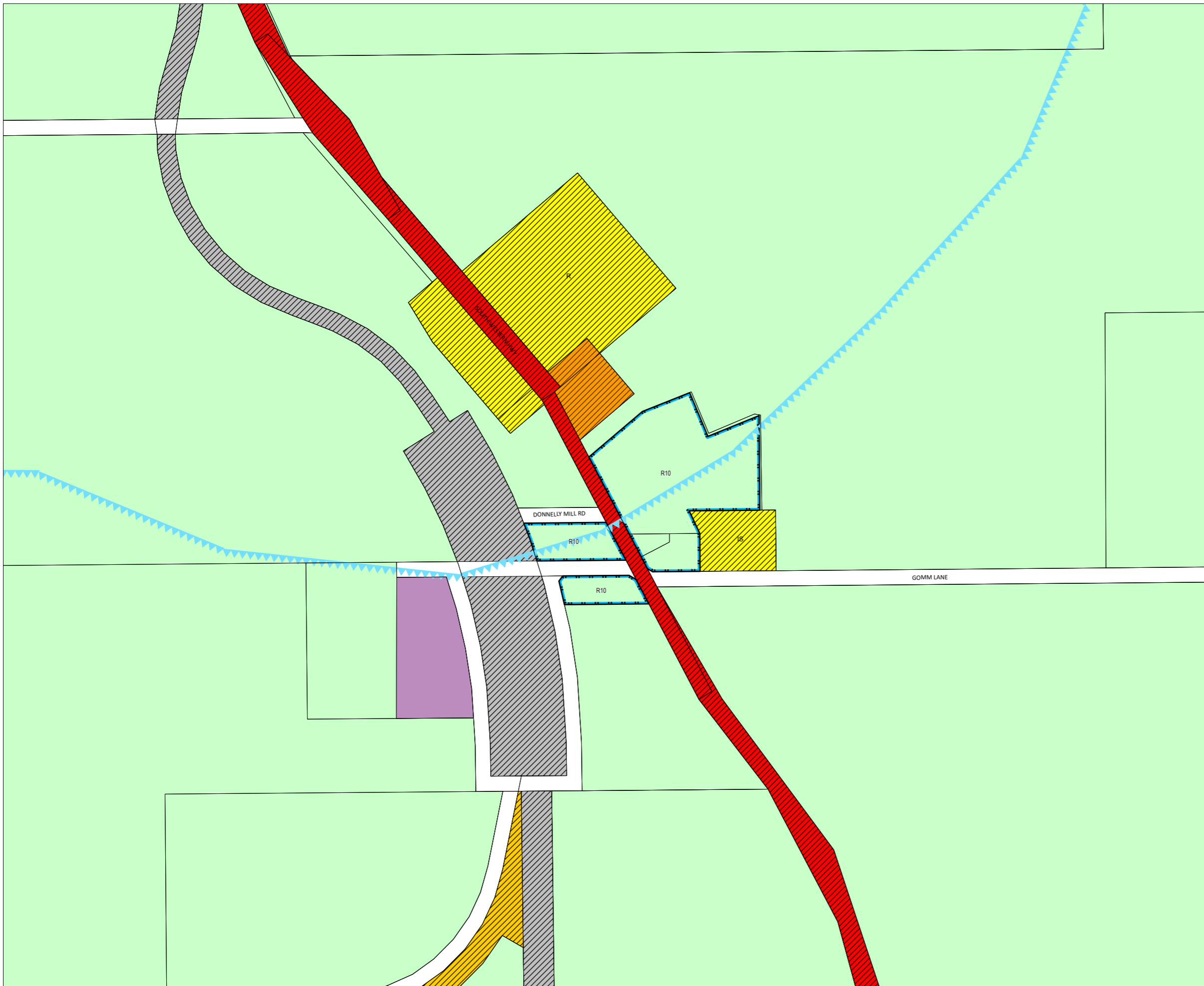
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**Shire of Bridgetown-Greenbushes**  
PROPOSED Local Planning Scheme No. 1







**LEGEND**

**Local Scheme Reserves**

- Public Open Space
- Environmental Conservation
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- Civic and Community
- Public Purposes: Medical Services
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- Public Purposes: Cemetery
- Drainage / Waterway
- Railways
- Primary Distributor Road
- District Distributor Road
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**Local Scheme Zones**

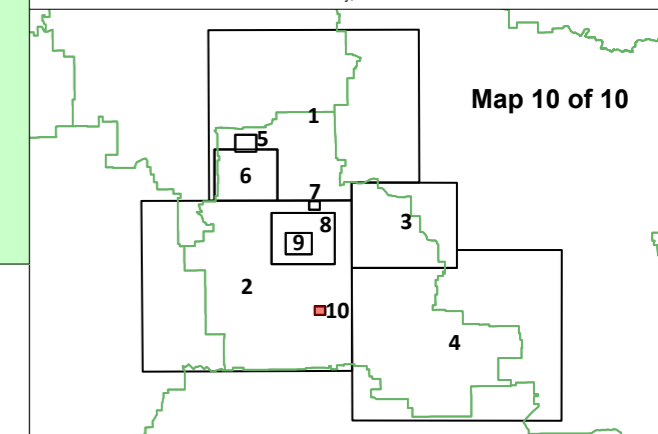
- Residential
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- Private community purposes
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**Other Categories**

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- Additional Uses
- Additional Requirements
- Rural Residential Area
- Bridgetown Special Design Heritage Precinct
- Public Drinking Water Source Area
- Shire Boundary

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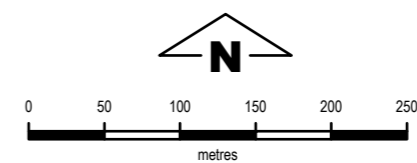
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**Shire of Bridgetown-Greenbushes**

PROPOSED Local Planning Scheme No. 1

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<b>ITEM NO.</b>	C.10/0722	<b>FILE REF.</b>	770.8
<b>SUBJECT</b>	Review of Local Planning Schemes 3 and 4		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Executive Manager Development and Infrastructure		
<b>DATE OF REPORT</b>	13 July 2022		

## Attachment 9 Report of Scheme Review

OFFICER RECOMMENDATION

That Council:

1. Approve the Report of Review of Local Planning Schemes 3 and 4 as shown in Attachment 9 in accordance with Regulation 66(3) of the Planning and Development (Local Planning Schemes) Regulations 2015.
2. Restate its position of September 2017 that Local Planning Scheme No 3 and No 4 be replaced by a single, consolidated new Local Planning Scheme No 6 encompassing all of the land within the Shire of Bridgetown-Greenbushes municipal boundary.
3. Decide that the preparation of Local Planning Scheme 6 will be a 3 stage process involving the following;

*Stage 1 – Preparation, adoption and completion of a new Local Planning Scheme No 6 text and maps as a simplification and administrative update of the current Schemes, with a focus on combining the two operational Schemes in a manner consistent with the Model Scheme Text and the Deemed Provisions. At this first stage, the scope of the new Scheme will be limited to include consideration of only such changes as are required by law or WA Planning Commission policy, and are necessary to enable the Schemes to be combined and updated, as listed below:*

- (a) *Remove provisions inconsistent with the Model Provisions and the Deemed Provisions as prescribed in the Planning and Development (Local Planning Schemes) Regulations 2015.*
- (b) *Restructure the scheme to follow the format of the Model Scheme Text.*
- (c) *Zone land according to the model land use zones and reserves and their corresponding objectives, as set out in the Model Scheme Text, as much on a like for like basis as is possible. In particular, this includes:*
  - i. *change of existing Special Residential (generally 2,000-4,000m<sup>2</sup>) zones to Residential (R2.5 to 5) to reflect the minimum lot sizes set out in Schemes 3 and 4, also zone in a manner consistent with the Regulations, and in the WAPC position statement of May 2021 in regard to the Special Residential zone; and*
  - ii. *existing Special Rural (generally 1 to 4ha) estates, to be rezoned Rural Residential (1 to 4 ha), to reflect the minimum lot sizes set out in Schemes 3 and 4.*

- (d) *Rural zoned land in the Bridgetown townsite, subdivided to 1 to 4 ha, with a rural residential character and land use, to be rezoned to Rural Residential with a minimum lot size to match the prevailing lot size.*
- (e) *In the zoning table of the scheme and in Part 6 (clause 37) apply model land use definitions set out in the Model Scheme Text, which will generally be a like for like conversion.*
- (f) *Existing development control provisions will be carried over to the new scheme.*
- (g) *Existing site specific development control provisions will be carried over in the new scheme text excepting where:*
  - i. they set out provisions for the subdivision of the land and the subdivision has been completed;*
  - ii. the issues they deal with can be incorporated into generic scheme provisions; or*
  - iii. they have been overtaken by matters covered under other legislation, that has been introduced after Schemes 3 and 4 were gazetted in the 1980's.*
- (h) *Inclusion of provisions for development that does not requiring planning approval, in addition to those exemptions already required by the deemed provisions.*

*Stage 2 – Progression and finalisation of the Local Planning Strategy in accordance with Part 3 of the Planning and Development (Local Planning Schemes) Regulations 2015.*

*Stage 3 – Preparation of a series of logically grouped planning amendments to Local Planning Scheme 6 to enable the implementation of the Local Planning Strategy.*

- 4. *Recommend to the WA Planning Commission that the new scheme text and maps can be finalised prior to the completion of the Local Planning Strategy, with the 3 stages of this process, to some extent, overlapping with each other.*
- 5. *Note that although the intent of the Stage 1 is an administrative update and simplification of the existing Local Planning Schemes, it is likely that some new provisions will result in changes to the level of regulatory control and possible planning outcomes. In order that the implications of these can be properly considered, the officer report on the draft Local Planning Scheme No 6 (Stage 1) shall specifically identify where the new and consolidated provisions may change the level of regulatory control and possible planning outcomes, in order to enable their specific consideration as part of the overall consideration of the draft Scheme.*

#### Summary/Purpose

The purpose of this report is to determine a process for the review of Local Planning Schemes No 3 and 4. Recognising that this review is long overdue from a statutory perspective and the significant complexity of process of the Scheme review, this report proposes an alternative approach to this project to the 'conventional'

approach. This alternative approach, which has been agreed at an officer level with Department of Planning, Land and Heritage, will enable the Scheme review to be expedited as much as is practically possible. It will also provide a framework to implement a modernised and more flexible planning framework for the making of day to day planning decisions, but also the capacity for major strategic planning questions facing the Shire to be properly considered and addressed, with appropriate community engagement in the process.

### Background

The Local Planning Scheme is the primary statutory planning document created by a local government in WA. It is prepared under the provisions of the Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations 2015. As such Local Planning Schemes have the status of delegated legislation, although they are subordinate to the enabling state Statutes and Regulations.

As part of the State Government promotion of reform and standardisation of the planning system, the Planning and Development (Local Planning Schemes) Regulations 2015 include two types of provisions which are essential components of a local government planning scheme, namely;

- Model Provisions – which, in summary, deal with the purpose and intent of the Scheme, reserves and zones, additional, restricted, special and non-conforming uses, relationship with and application of the R Codes and special control areas. The model provisions are required to be included in every Local Planning Scheme in WA, unless the approval of the Minister for Planning is granted for a specific departure. Owing to the date of gazettal of both the Shire of Bridgetown Greenbushes schemes, the Model Provisions are not currently included in either.
  
- Deemed provisions – which, in summary, deal with the procedure for making of Local Planning Policies, Heritage protection, structure and local development plans, the requirements for and process of obtaining planning approvals, car parking and cash in lieu payments, bushfire risk management, state of emergency provisions, enforcement and administration. The Regulations require that the Deemed Provisions are read as is they are part of every Local Planning Scheme in WA, irrespective of whether they are actually included in the Scheme or not. The Regulations also state that the Deeded Provisions override any existing Local Planning Scheme provision that is inconsistent.

There are, however, significant areas of the Local Planning Scheme content that can, subject to the approval of the Minister, be determined by Local Government. These relate to issues such as;

- Zoning and reservation of land,
- Density of development
- Standards that are applied to development
- Land use permissibility

The Shire currently has two operative Local Planning Schemes, summarised below.

Scheme No	Scheme Area	Year of gazettal	Number of amendments
3	Bridgetown Town site	1983	74
4	District (excluding Scheme 3 area)	1987	70

There is a statutory obligation to review, or at least examine the need for review, of Planning Schemes every 5 years. Although it is largely accepted within the industry that this target is perhaps unrealistic given the complexity of the planning system and operational pressures on local government, the two Schemes within the Shire of Bridgetown Greenbushes are clearly long overdue for review. In the over 30 years since gazettal, there have been many legislative and state planning policy changes, new development trends, changes in the appeals process, and significant planning process reforms and greater expectations of local government.

Various actions have occurred over the last 20 years in support of the review of the Schemes, although the process has never been completed. The following is a brief summary of key events;

- The Shire's first draft Local Planning Strategy was adopted by Council in 2002. This was not finalised or approved by the WAPC. Consequently the then draft Scheme No. 5, which reflected the draft Strategy was not progressed at that time.
- A second draft Local Planning Strategy was prepared about 10 years ago. This drew on the content of the draft 2002 strategy and a Community Visioning Workshop held in 2008, plus findings of the Shire's 2009 Transport Study and 2010 Community Transport Forum.
- This second draft Strategy was adopted by Council in September 2011. Following community consultation period including two community workshops, this draft and submissions were considered by Council in March and November 2012.
- In 2013 a number of concerns were raised by DPLH regarding key planning issues including population projections, estimated employment needs, housing demand and lot yield justification, proposed residential and rural clusters, proposed infill development areas, tourist accommodation in rural areas, various textual issues including naming conventions and table formats, and the overall quality of the strategy maps. Given these issues the draft 2012 strategy was not finalised or presented to the WAPC for consent for formal advertising.
- In September 2017 (reference C.08/0917) Council adopted its most recent decision on the Scheme review (salient points are summarised below)
  1. To not progress the November 2012 Local Planning Strategy.
  2. To note the appointment of Lush Fire & Planning to prepare a Bushfire Hazard Level Assessment to guide preparation of a new Local Planning Strategy and Local Planning Scheme.

3. To prepare a new Local Planning Strategy and a new Local Planning Scheme No. 6, for all land within the Shire of Bridgetown-Greenbushes Municipality.

### **The conventional process for the Scheme Review.**

A conventional approach to a Local Planning Scheme review requires the preparation of a Local Planning Strategy. The purpose of the Planning Strategy is set out in the Planning and Development (Local Planning Schemes) Regulations 2015, but in essence the Local Planning Strategy is a strategic examination of planning and development issues within the scheme area, consideration of state policy and local issues, and develops the Councils recommendations about the future of the area for a planning perspective.

Most Local Governments undertake significant community engagement as part of the preparation of their Local Planning Strategies.

The research, preparation, consideration by Council, community engagement and consideration by the WA Planning Commission of a Local Planning Strategy can, a minimum take about 2 years, and, in many cases, can take up to 3-5 years. Once the Local Planning Strategy is finalised it is then used a basis for the preparation of a new Local Planning Scheme, which, in its essence, is a set of 'rules' for the operation of the local planning system and the statutory means to enable the control of development (and to some extent, subdivision) of land in a manner to enable the implementation of the proposals contained within the Planning Strategy.

As discussed above, there are also state government driven planning 'rules' included within the Planning and Development (Local Planning Schemes) Regulations 2015 (these being the Deeded Provisions) which are read as part of the Scheme.

All of the content of the Local Planning Scheme is ultimately required to have the approval of the Minister for Planning. A local government cannot include content in its Scheme independently of the Minister. The Minister also has authority, under Clauses 76 and 77A of the Planning and Development Act 2005 to direct a local government to prepare a new local planning scheme or scheme amendment.

### Officer Comment

The recommended approach is different from that summarised above, in that in essence it splits the Scheme review into 3 independent stages. The first stage would involve the preparation and adoption of a new Local Planning Scheme No 6 as a simplification and administrative update of the current Schemes, with a focus on combining the two operational Schemes in a manner consistent with the Model Scheme Text and the Deemed Provisions. Its scope of the new Scheme will be limited to include consideration of only such changes as are required by law or WA Planning Commission policy, or the need to simplify and streamline the current provisions, but would not include consideration of any major strategic planning issues.

Simultaneous the Local Planning Strategy will be prepared in the conventional way as the second, but independent, stage of the process. This is naturally a lengthy exercise involving a range of considerations and significant community engagement. It is expected to address major issues such as;

- The strategic future of the Shire in terms of its population, economy, employment, growth and sustainability
- The future of the Bridgetown and Greenbushes, North Greenbushes and Hester town sites in terms of whether and how these should / could expand
- Future needs for Industrial and Commercial zoned land within Bridgetown and other town sites.
- The possible expansion of Greenbushes Lithium Mine.
- Housing requirements for the expected population structure, affordability, diversity, and infill development
- Potential expansion of plantations
- Potential social and business impacts arising from COVID such as working from home
- The balance of tourism, agriculture and rural living
- Management of environmental questions such as vegetation protection, water quality, fire risk, water quality

The Local Planning Strategy, after final consideration by Council, is submitted to the WA Planning Commission and the Minister, and, once approved at that level, form the basis for a series of major amendments to the Scheme. These amendments (which may be run concurrently but independently) will enable the major issues dealt with in the Local Planning Strategy to be operationalised into the Local Planning Scheme provisions.

### **Reasons for the recommended 3 stage approach**

The primary reason for the recommended 3 stage approach is that there is a pressing need to have a new Scheme Text that is clear, simple to read and interpret, and reflects the current planning statutory environment.

The current two Local Planning Schemes have been in operation since the 1980's. They have both been significantly amended over time and, in many cases, these amendments have to facilitate the approval of specific developments or the subdivision of specific estates. In these cases, the new specific provisions have been progressively added to the scheme as appendices, thus, over time, creating a document that is complex, fragmented and difficult to interpret properly. This situation has been compounded by recent changes to the Planning and Development (Local Planning Schemes) Regulations 2015 (these being the Deeded Provisions) which are read as part of the Scheme, and effectively 'cut through' the existing Local Planning Scheme provisions.

It is not considered to be tenable, from the point of view of the Shires internal business processes and the requirement to provide clear and consistent public information about the planning regime, to maintain the current scheme text for up to 3-5 more years whilst the Local Planning Strategy and Scheme is being prepared. The 3 stage approach will enable the creation of a new Local Planning Scheme Text in around 18 months.

A further significant advantage of the recommended approach is that, by addressing major strategic planning issues in a series of independent scheme amendments, these can be completed separately from each other and implemented as soon as they are finalised. The alternative conventional approach would involve these being

all part of one scheme review process, in which case they can all only be implemented when the scheme is finally gazetted.

### Statutory Environment

The Report of Review and Local Planning Scheme are prepared in accordance with the provisions of the Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations 2015.

### Integrated Planning

- Strategic Community Plan
  - Outcome 7 Responsible and attractive growth and development
  - Objective 7.1 Plan for a diverse range of land, housing and development opportunities to meet current and future needs
  
- Corporate Business Plan
  - Objective 7.1 Plan for a diverse range of land, housing and development opportunities to meet current and future needs
  - Action 7.1.1 Provide a Local Planning Strategy, in consultation with the community, to plan thoughtfully, creatively and sustainably for population growth, affordable housing and protection of environmental values
  
- Long Term Financial Plan – Nil
- Asset Management Plans – Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

### Policy/Strategic Implications

The review of the Scheme has significant policy and strategic implications, as discussed above.

### Budget Implications – Nil

### Whole of Life Accounting - Nil

### Risk Management - Insignificant risk

### Voting Requirements - Simple Majority

### **Council Decision Moved Cr Rose, Seconded Cr Boyle**

#### **C.10/0722 That Council:**

- 1. Approve the Report of Review of Local Planning Schemes 3 and 4 as shown in Attachment 9 in accordance with Regulation 66(3) of the Planning and Development (Local Planning Schemes) Regulations 2015.**
  
- 2. Restate its position of September 2017 that Local Planning Scheme No 3 and No 4 be replaced by a single, consolidated new Local Planning Scheme No 6 encompassing all of the land within the Shire of Bridgetown-Greenbushes municipal boundary.**



**3. Decide that the preparation of Local Planning Scheme 6 will be a 3 stage process involving the following;**

**Stage 1 – Preparation, adoption and completion of a new Local Planning Scheme No 6 text and maps as a simplification and administrative update of the current Schemes, with a focus on combining the two operational Schemes in a manner consistent with the Model Scheme Text and the Deemed Provisions. At this first stage, the scope of the new Scheme will be limited to include consideration of only such changes as are required by law or WA Planning Commission policy, and are necessary to enable the Schemes to be combined and updated, as listed below:**

- (a) Remove provisions inconsistent with the Model Provisions and the Deemed Provisions as prescribed in the Planning and Development (Local Planning Schemes) Regulations 2015.**
- (b) Restructure the scheme to follow the format of the Model Scheme Text.**
- (c) Zone land according to the model land use zones and reserves and their corresponding objectives, as set out in the Model Scheme Text, as much on a like for like basis as is possible. In particular, this includes:
  - i. change of existing Special Residential (generally 2,000-4,000m<sup>2</sup>) zones to Residential (R2.5 to 5) to reflect the minimum lot sizes set out in Schemes 3 and 4, also zone in a manner consistent with the Regulations, and in the WAPC position statement of May 2021 in regard to the Special Residential zone; and**
  - ii. existing Special Rural (generally 1 to 4ha) estates, to be rezoned Rural Residential (1 to 4 ha), to reflect the minimum lot sizes set out in Schemes 3 and 4.****
- (d) Rural zoned land in the Bridgetown townsite, subdivided to 1 to 4 ha, with a rural residential character and land use, to be rezoned to Rural Residential with a minimum lot size to match the prevailing lot size.**
- (e) In the zoning table of the scheme and in Part 6 (clause 37) apply model land use definitions set out in the Model Scheme Text, which will generally be a like for like conversion.**
- (f) Existing development control provisions will be carried over to the new scheme.**
- (g) Existing site specific development control provisions will be carried over in the new scheme text excepting where:
  - i. they set out provisions for the subdivision of the land and the subdivision has been completed;**
  - ii. the issues they deal with can be incorporated into generic scheme provisions; or**
  - iii. they have been overtaken by matters covered under other legislation, that has been introduced after Schemes 3 and 4 were gazetted in the 1980's.****

***(h) Inclusion of provisions for development that does not requiring planning approval, in addition to those exemptions already required by the deemed provisions.***

***Stage 2 – Progression and finalisation of the Local Planning Strategy in accordance with Part 3 of the Planning and Development (Local Planning Schemes) Regulations 2015.***

***Stage 3 – Preparation of a series of logically grouped planning amendments to Local Planning Scheme 6 to enable the implementation of the Local Planning Strategy.***

- 4. Recommend to the WA Planning Commission that the new scheme text and maps can be finalised prior to the completion of the Local Planning Strategy, with the 3 stages of this process, to some extent, overlapping with each other.***
- 5. Note that although the intent of the Stage 1 is an administrative update and simplification of the existing Local Planning Schemes, it is likely that some new provisions will result in changes to the level of regulatory control and possible planning outcomes. In order that the implications of these can be properly considered, the officer report on the draft Local Planning Scheme No 6 (Stage 1) shall specifically identify where the new and consolidated provisions may change the level of regulatory control and possible planning outcomes, in order to enable their specific consideration as part of the overall consideration of the draft Scheme.***

***Carried 7/0***

## DEVELOPMENT COMPLIANCE POLICY

### PURPOSE

The intent of this policy is to establish priorities for development compliance action.

### BACKGROUND

It is an offence for a person or company to act in contravention of the Local Planning Scheme or the Building Act.

Where development, land use, or building, has occurred in manner that not consistent with the provisions of planning or building legislation the Shire is able to consider undertaking various legal actions in respect of that land use or development to ensure that the land in question is brought into compliance.

However, there is no an absolute obligation on the Shire to enforce compliance in all cases. In determination of compliance action, the Shire may give due regard to the particular circumstances of the matter, including its scale and severity, and its impacts on the environment and / or community and whether these are permanent or reversible.

The Shire may also determine the extent to which the administrative resources that it applies to development compliance actions associated are appropriate and proportionate to the degree of severity of the matter. It is for this purpose that this Policy provides clear identification of compliance priorities.

### POLICY

#### Level 1 compliance issues

**Criteria** - Compliance issues involving any of the following, irrespective of the number or frequency of complaints received;

- (a) Any matter involving a potential danger to the public or potential significant damage to property.
- (b) Any matter involving irreversible damage to, or significant change to the appearance of, a building or place on the State Register of Heritage Places or located within the Bridgetown Special Design Heritage Precinct established under clause 7.5 of LPS 3.
- (c) Any matter involving significant negative and irreversible impacts on the natural environment, or significant impacts on community / neighbour amenity.

**Policy** - All reasonable actions will be taken that are necessary to;

- (a) Ensure that the non-compliant activity ceases, and
- (b) Return the land / buildings to its original state as much as is practicable.

Where the CEO is of the opinion that the matter of such severity to justify prosecution, then this shall be referred to Council for its consideration.

#### Level 2 compliance issues

**Criteria** – All development compliance issues, excluding those categorised as Level 1 above or Level 3 below.

**Policy** – Action to cease the non-compliance or otherwise impose penalties on owners / occupiers of Level 2 properties will not generally be pursued, excepting in cases where;

- (a) There is specific circumstance that creates a broad public interest in rectifying the matter, or
- (b) The non-compliant matter escalates or might reasonably be expected to escalate to a point where it is categorised as Level 1 under this Policy.

Owners of properties will be notified in writing of the nature of the non-compliance on their land and advised of how the land may be brought into compliance, where it is possible and practical to do so.

Owners will further be notified that where the Shire may not take action in respect of Level 2 non-compliant development or activity in accordance with this Policy, this activity is not legitimised or approved by the Shire. The activity does not become compliant as a result of that decision, and compliance action can be considered by the Shire at any time in the future.

### **Level 3 compliance issues**

**Criteria** - Compliance issues meeting the criteria below will generally not be the subject of action by the Shire;

- (a) Where the non-compliance is insignificant on the basis that the extent is minor to the point where the distinction between compliance and non-compliance with the relevant legislation is unnoticeable other than following precise measurement,
- (b) Where it can be established that the non-compliance has been in existence for a substantial time period, and has no significant impact on the amenity of adjoining properties, the streetscape, or the locality.

Notwithstanding that non-compliant activity may meet the criteria above, in exceptional circumstances, where the CEO is of the opinion that initiation of compliance action may be in the broader public interest, the matter may be considered by Council having regard to the particular circumstances applicable.

### **Uncertainty of compliance**

Where, after reasonable investigation, it is uncertain that a matter is compliant with Shire requirements, or it is uncertain whether it is capable of enforcement owing to a lack of precision in the plans / documents of any relevant approval, or a lack of certainty at the time of development as to the legal status of the development or the requirement to obtain approval or any other legal consideration, the CEO may determine that no compliance action will be pursued in the case of Level 2 and 3 compliance issues. In the case of Level 1 compliance issues, the matter shall be presented to the Council for further consideration of appropriate action.

### **Jurisdiction**

Any compliance issue falling outside the jurisdiction of the Shire of Bridgetown Greenbushes, whether geographically or statutorily will be referred to the authority with jurisdiction for action, and any complainant advised as such. No further action will be taken by the Shire. Where a matter falls partly within the jurisdiction of the Shire and partly within the jurisdiction of another authority,

that part falling within the Shire's jurisdiction will be dealt with in accordance with this policy, that part falling outside will be referred to the relevant authority.



# Trails

# Masterp\_Plan

20223-20278



This plan is available in electronic format and hard copy, both in standard and large print, by email and online at [www.bridgetown.wa.gov.au](http://www.bridgetown.wa.gov.au)

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# Vision

Trails in the Shire of Bridgetown-Greenbushes will cater for local people and visitors. Our focus will be on quality trails that are well maintained and promoted to enrich the users' experience and knowledge of the natural beauty and the rich history of the shire. This focus will deliver economic, health, well-being and other benefits to visitors to the region and the local community.

To achieve this vision the following objectives have been adopted in line with the WA Trails Blueprint:

- **Access**  
Consideration is given to ease of access for all members of community including local residents and visitors.
- **Consumer Focus**  
Trails are planned and developed to match current community and market needs and respond to future change.
- **Consistency**  
Lead agencies and relevant stakeholders work together to ensure planning, development and management of trails within the Shire
- **Sustainability**  
Trails planning and development takes into account short and long-term community, health, social, economic and environmental considerations.
- **Evidence Based**  
Effective monitoring and evaluation are undertaken to contribute to planning.
- **Innovation**  
Advances in trail development are reflected in local trails development, planning, construction and improvements. Creative trails design and placement are considered.
- **Community Benefit**  
Trails offer economic, health, wellbeing and community connection outcomes for local residents and visitors.
- **Visitor Economy Contribution**  
Opportunities are realised for trails to support growth in tourism resulting in increased visitors, spend, new business enterprises and job creation.
- **Engagement**  
The community and user groups have the opportunity to inform the trail sector through consultation, feedback and active participation in trail use and events.
- **Quality Trails**  
Good planning, maintenance and support networks result in a diverse network of fit-for-purpose, sustainable and high quality trails.
- **Aboriginal Participation**  
Opportunities are realised that contribute to awareness of Aboriginal culture and values through trail initiatives with a focus on the Indigenous history.
- **Environment and Culture**  
Trails help protect, interpret and conserve environmental, cultural and heritage values.

# 1. Executive Summary

## 1.1. Introduction

The Bridgetown-Greenbushes Trails [Masterplan 2021-2026-Plan 2023-2028](#) has been developed to inform the planning, implementation and promotion of existing and proposed trails throughout the Shire of Bridgetown-Greenbushes and to work towards developing Bridgetown as a trails town.

Located approximately 300km south of Perth, Bridgetown is known for its lifestyle opportunities, with beautiful landscapes, heritage architecture, a strong sense of community, a vibrant arts community and access to a wide range of unique natural and built assets.

Located 18km north of Bridgetown lies Greenbushes, a historic timber and mining town founded in 1888 after the discovery of tin in a creek in 1886. Surrounded by natural bushland and pioneering heritage Greenbushes offers a unique experience for community members and visitors alike.

The majority of the Shire lies within the Blackwood Catchment area. The Blackwood River and its tributaries remain a highlight of the Shire surrounded by the undulating landscape which provides a picturesque backdrop to the town of Bridgetown and the Blackwood River. The many hectares of national park and state forest surrounding Bridgetown, Greenbushes and the smaller townships provides the perfect environment for a variety of nature based activities such as walking, canoeing, swimming, mountain bike riding, bird watching, horse riding and camping along with simply exploring the magnificent forest areas.

A wide range of gourmet foods, wines and beer are available from local primary producers through door sales, or available to enjoy in local cafes, restaurants, the Cidery and the pubs. There is also a strong and vibrant arts and creative sector within the community, which is strongly reflected in the public art installations in both Bridgetown and Greenbushes.

The community values the benefits of trails and the opportunities that develop as a consequence of providing well planned and promoted trail networks. Being able to provide a unique experience by offering a network of multi-disciplinary, single and mixed use trails is seen as an important way of attracting additional visitors to the Shire, increasing the length of time visitors stay and ensuring a greater number of return visits.

## 1.2. Definition of Trails

For the purpose of this plan and to accurately reflect the variety of trails already in existence, currently being developed or planned within the Shire and drawing a line between formal pathways and trails, (as is generally the case in Australia) the definition used throughout this plan is;

*“A recreation trail is any corridor, route or pathway identified for recreation, tourism and appreciation of natural and cultural values.”*

## 1.3. Purpose of This Plan

The Bridgetown-Greenbushes Trails Masterplan is part of a broader approach by Council to encourage growth and development that supports the community’s environmental goals and encourages a strong, diverse and resilient economy that supports local employment and enhances the quality of life for residents and visitors to the Shire.

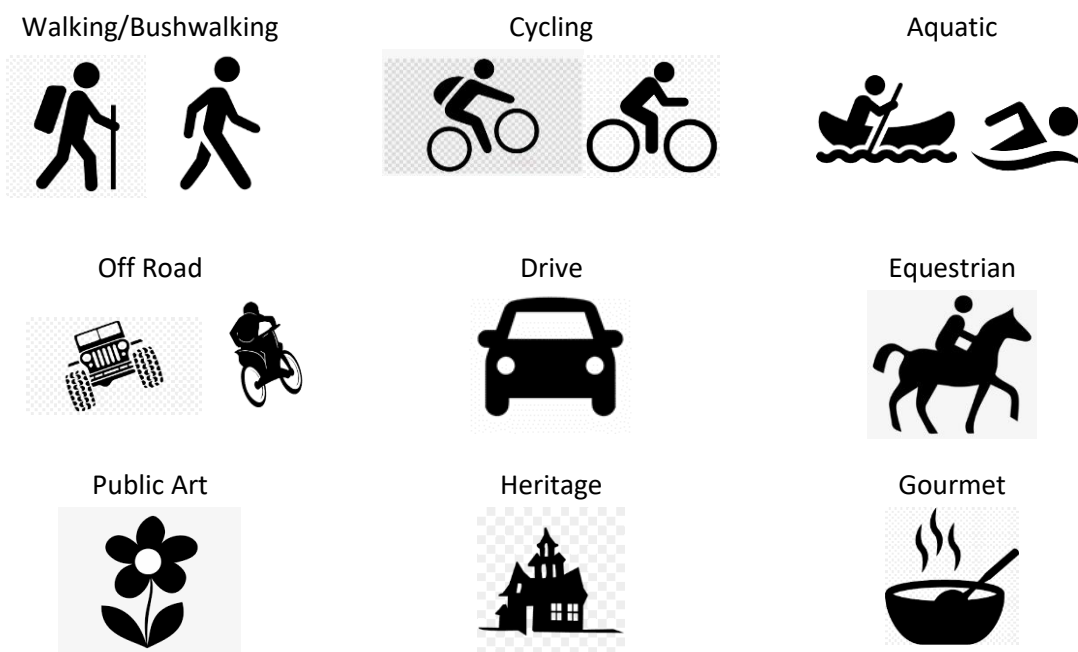
The Bridgetown-Greenbushes Trail Masterplan is an informing document to be used for the consistent and coordinated planning, development and management of quality trails and trail experiences throughout the Shire. It provides a vision, guiding principles and actions for Council and the community.

Trails planning is not an isolated endeavour – it links in with a whole range of other planning processes including tourism, open space planning, economic development and resource management. The Trails Masterplan places trails planning and development within a wider context.

The Trails Masterplan has been developed to investigate opportunities to increase and enhance trails and trail-based activities throughout the Shire in a considered and sustainable way. This document will allow Council to plan and prioritize trail development and maintenance to ensure community and Shire resources are available and appropriately allocated to ensure the trails networks remain safe, enjoyable, user friendly and sustainable.

## 1.4. Plan Scope

The scope of this Plan includes the trail types available or proposed within the Shire boundaries. For simplicity, several trail types have been grouped together e.g. Walking includes bush walking, urban walking and trail running.



## 1.5. Trail “Clusters”

The Western Australian Strategic Trails Blueprint identifies that the opportunities linked with trails, for local people and visitors, are enhanced by the development of clusters of linked trails in localities. The different categories of trail clusters are;

**Trail Town** A population centre which has been assessed and accredited as a destination for its trails offering through the provision of high quality:

- Trails (single or mixed use);
- Outdoor experiences that encourage extended visitation;
- Trail-user related facilities and services (including accommodation);
- Trail-user related businesses; and
- Trail branding and signage

**Trail Centre** A managed multiple trail facility with dedicated visitor services supported by high quality:

- Trails (single or mixed use);
- Outdoor experiences that encourage single day visitation;

- Trail user related services; and
- Trail branding and signage

A Trail Centre can stand alone in an individual location or may be positioned within a Trail Town.

**Trail Network** A multiple trail facility with limited or no visitor services, supported by high quality:

- Trails (single or mixed use);
- Outdoor experiences that encourage single or part day visitation; and
- Trail branding and signage

A Trail Network may be a stand-alone facility or form part of a Trail Town or Trail Centre.

## 2. The Benefits of Trails

Worldwide, trails have been shown to provide a variety of impactful benefits for the environment, the economy of the town and region in which they are situated, and the health of the community, locally, regionally and for visitors to the area. Some of those benefits include:

*Encouraging more frequent outdoor physical activity leading to improved physical and mental wellbeing and a reduction in lifestyle diseases and associated medical expenses*

*Improved lifestyle due to opportunities for outdoor recreation by individuals, groups, education and community organisation.*

*Providing low cost facilities for recreation accessible to many different groups in community.*

*Economic benefits from employment and business opportunities in trail development, management, maintenance, events and supporting products and services.*

*Tourism growth to trail destinations with resulting economic stimulus of local economies.*

*Protection and showcasing of natural, cultural and historic area by providing for sustainable access routes.*

*Improved sustainability of local communities by making them more attractive places to live.*

*Opportunities for social interaction and development of community identity through participation in trail activities, maintenance and conservation.*

Trails are considered a unique community asset, creating economic, social and environmental value for individuals, local communities, Western Australia and Australia.

## 3. Trends in Trails

It is widely recognised that there has been a global increase in the development, use and demand for trails to service growth and change in participation in outdoor activities across the globe.

The popularity of individual fitness and recreation activities is increasing while that of organised team sport is static or declining. This is accompanied by a growing diversity in recreation activities aided by developments in technology and affordability of equipment. Many of these activities have a strong lifestyle

and adventure focus and motivated supporters who are closely involved in the development and maintenance of the trails developed in their area(s).

While these trends are positive for the health and wellbeing of communities, the increase in demand for outdoor spaces can put pressure on natural assets (ultimately resulting in environmental degradation). Trail activities and infrastructure therefore needs to be developed and managed carefully to ensure that the trail corridor can sustain the potential use by trails enthusiasts.

Walking, bushwalking and horse-riding are long established ways of experiencing natural environments, and have been joined by mountain biking and trail running over the past decade. These trends are growing rapidly with the emergence of electric assist bikes (e-bikes).

The growth of paddling and under-water sports has led to a demand for water-based trail facilities while the popularity of two and four wheel off-road motor activities has resulted in requests for the development of additional trails and routes to cater for these activities.

There has also been a marked growth in tourism based around cultural trails including public art, gourmet and heritage trails. These trails provide a sense of place for community, a point of difference for visitors to the region and offer opportunities to diversify trail based tourism. Cultural trails help to educate visitors and locals about the rich history of the Shire and the wealth of talent and creativity of the local community. These opportunities offer a unique experience and stimulate the local economy.

Understanding the changes in trends is crucial to understanding current participation and potential future demand in trail based activities. Drivers of trail based activities include:

**Covid 19** The consequences of lockdown and social restrictions, especially inside buildings has meant that the number of people seeking outdoor recreation and cultural opportunities has seen a large and sudden increase since the beginning of the relaxation of COVID restrictions.

**Changes in Lifestyle** There are a wide range of demands for trails; on one hand the population is living longer and healthier lives and wish to continue with recreational pursuits later in life. This is often supported through technological developments and the availability of different difficulty levels within trail networks. People are also seeking more adventurous nature based activities such as mountain bike riding, trail running and hiking, canoeing, enduro motorcross and horse riding. Demand for trails is on the increase and evident in all cohorts of the population. This supports the evidence suggesting the increase in popularity and participation in non-organised/flexible recreation activities.

**Increased health and environmental awareness** People are becoming increasingly aware of their health, with conditions such as obesity and stress on the rise. This, combined with society's growing awareness of the environment and climate change, has facilitated a growth in visitation to natural areas. Returning to nature is a term now used where people feel the desire to become reconnected to their natural environments from which they can escape their modern lives.

**Increased affluence and expectations of recreation** As individuals become more affluent the proportion of income spent on goods and leisure increases. As people spend more money on outdoor recreation and associated equipment an increase in outdoor recreation activities previously offered by commercial operations has been observed. As such, a diversification for natural areas offering unique experiences and higher levels of infrastructure are often in demand.

**Technological advances** Significant technological advances in equipment design and function have created new forms of outdoor activities and extended the scope and levels of participation for the general population such as e-bikes for mountain bike enthusiasts.

With the pervasive influence of the internet, smart phones and apps, people are able to obtain information, communicate with each other very quickly and provide feedback on their recreation experience at any time. Many outdoor recreation enthusiasts make their decisions on where to recreate based on the information available via the internet including blogs, forums and social media.

Changes in technology for recreation are also bringing about an increasing divergence of outdoor recreation activities. Participants are able to map and record their journey, recording times and uploading digital images of their experience allowing them to compete and compare results with past and future users. Growth in these activities has encouraged research into more refined technologies to encourage wider participation such as geocaching and mountain biking.

In general people are making increased lifestyle choices that are associated with greater access and contact with the natural environment. Furthermore, findings from the AusPlay 2020 report shows:

*Across Australia participation in sport related activities hasn't increased, while at the same time non-sport physical activities have increased significantly – by more than 20 percentage points from 2001 to 2020.*

*Of the top 10 sport and recreational activities in Australia, listed in the AusPlay report, 7 are recreational and 3 are organised sports activities*

### 3.1. Walking Trends

**Walking** is by far the most popular form of physical activity including sporting and recreational activities. In 2020, 47% of all people undertaking sport and recreational activities were walking. This has increased from 28.85% in 2001. The peak age for participation is 65+ for males and 55-64 for females with the gender participation rate of 38% male and 62% female. In the AusPlay 2020 report, this does not include bushwalking which accounts for a further 8.9% of all people undertaking sport and recreational activities. Bushwalking was recorded as the 6th most popular sporting/recreational activities. Combined, walking accounts for 55.9% of all sport and recreation activities.

Trails are now seen to be an important resource for walkers as well as the smaller, more traditional bushwalking community. The peak age for recreational walkers is 55–64 for females and 65+ for males. Hiking is also having a positive influence on the popularity of longer distance trails. However, there is still a general preference for shorter walks (up to 6km and taking between 30 minutes and two hours to walk). The success of the Great Short Walks of Tasmania program is testimony to the fact that there is a significant market for these walking distances. While a trail network should cater for a range of trail users it should focus on those areas of most demand.

There is limited research on the demand for long walk trails. There are long walk trails in Australia aimed to cater for those seeking such an experience. In the case of the Bibbulmun Track (WA), many users access the track for short to medium walks (2 hours up to a weekend), rather than attempts to walk the entire trail (some 7-8 weeks). Long walk trails need significant investment and often cross local government boundaries and, thus, require significant coordination between land managers.

The Trails Development Advisory Committee has been instrumental in developing, mapping and marking a number of walk trails around the Shire. Walking is one of the most enjoyed forms of recreation as it is free, can be done at an individual pace, provides a sense of belonging and improves mental and physical health.

## 3.2. Cycling Trends

**Cycling** is the fourth most popular form of non-organised sporting/recreational activity. Cycling has been amongst the top five activities during the past decade and has had a notable increase in participation rates from 11.3% (2010) to 14.3% (2020) of the total number of people in Australia undertaking sport and recreation activities are participating in cycling.

Cycling attracts 12% of the Australian population with a peak participation age of 45-54 for both adult males and females, and the gender participation rate of 38% female and 62% male. There are more males than females cycling at each age range. Cycling has a higher rate of participation in the major cities than it does in either regional or remote areas, with 59% of participants taking part in cycling at least once per week.

**Mountain biking** attracts 1.3% of the adult population with its peak participation age between 35–44 for both males and females with the gender participation rates 17% female and 83% male. The highest participation is located in regional centres with 45% of participants taking part in mountain biking at least once per week.

Mountain biking and cycle tourism more broadly, is dubbed one of the fastest growing recreational activities globally. In the last 5 years, Mountain Bike Australia reported a membership increase of 60%, resulting in a membership record of 17,625 members nationwide.

In a report completed by AusCycling in March 2021 “*Mountain biking in Australia: an Economic and Participation Analysis*”, researchers considered the estimated economic contribution of mountain bike riders riding at their local trails throughout Australia, based on average expenditure and both the participation rate calculated as part of this project and the AusPlay participation rate. Based on the participation rate calculated as part of this project, mountain bike participants directly spend \$136.9 million and support a total of 1,323 full time equivalent employees annually through riding at their local trails.

Based on the AusPlay report 2020 participation rates, mountain biking participants directly spend \$630.8 million and support a total of 6,095 full time equivalent employees annually through riding at their local trails. The top three industries which are supported the most from mountain bike riders within Australia are the retail trade, accommodation and food services and the professional, scientific and technical services industries.

**Table 3: Economic contribution of mountain bike riders to Australia, per annum**

Impact <sup>2</sup>	Output (\$M)	Value Add (\$M)	Wages and Salaries (\$M)	Employment (FTE)
Based on participation of 73,823 (identified as part of this project)				
<b>Direct Impact</b>	\$136.9	\$77.7	\$50.7	903
<b>Indirect (Type 1 Impact)</b>	\$73.6	\$33.9	\$17.1	167
<b>Indirect (Type 2 Impact)</b>	\$96.2	\$50.9	\$21.7	252

Cycle tourism is a growing market within the Australian tourism sector, particularly within the nature based tourism sector.

Over the past decade, mountain biking has been a growing recreational pastime and is creating an ever growing demand for off-road cycle trails. Much of the trail planning and building activity across Australia has focused on mountain bike trails, either within reserves or in specifically prepared mountain bike parks.

### 3.3. Horse Riding Trends

Horse riding is an activity undertaken by 1.0% of the Australian adult population, approximately 198.8K participants, with the peak age of participation for males between 55-64 and 18-24 for females and a gender participation rate of 85% females and 15% males. Participation for horse riding is situated mainly in regional and remote locations with 67% of participants taking part in equestrian activities at least once per week. Equine based trails tourism is very popular and providers are very limited so there is an opportunity for business development in this area to take advantage of the completion of the Warren Blackwood Stock Route.

### 3.4. Canoe

The Shire of Bridgetown-Greenbushes is built around the Blackwood River Valley providing the perfect opportunity for canoe trails to be a focus of local and visitor participation. Approximately 1.5% of the Australian adult population participate in canoeing/kayaking annually (at least once per year). The peak ages for participation is 55-64 for males and 45-54 for females. Adult participation in canoeing by gender is 42% female and 58% male. The majority of canoeing/kayaking is focused in regional and remote areas, with 17% of people that participate in canoeing do so at least once per week.

### 3.5. Trail Bike

Recreational off road motorcycling attracts 0.9% of the Australian adult population with peak participation ages of 45-54 for males and 15-17 for females and a gender participation rate of 10% female and 90% male. The majority of this activity is undertaken in regional and remote areas. WA is the only state in Australia that allows unlicensed riders and non-road registered bikes to ride in specially designated legal off-road vehicle areas of which there are currently 5 in the state. Trail bikes are not permitted in national parks or on walk or mountain bike trails. There are many trail bike participants riding in state forest unlawfully, for safety and to protect the environment, there may be a need to support community to develop a designated area, for example a ride park.

### 3.6. Nature Based Tourism Trends

#### Tourism Trends

The events of 2020 have changed the landscape of travel; from how tourism businesses operate to what travellers prioritize when planning a trip. Tourism Australia's managing director, Phillipa Harrison, identified Australia's top forecasted travel trends for 2021 and into the near future:

#### ***Trend 1: Naturally wide-open and remote destinations deemed safer***

*With people craving wide-open spaces, fresh air and nature more than ever, Australia's nature will be more desirable over the next 5 years. Tourism Australia's most recent consumer research, called the Consumer Demand Project, demonstrates that destinations with wide-open spaces feel safer for travellers—and, after spending more time at home during the pandemic, than ever before, people are developing a new appreciation for being out in nature.*

#### ***Trend 2: Safety is key***

*In the eyes of international travellers, Australia's association with safety and security has risen from 43 percent to 49 percent, and from 47 percent to 56 percent in relation to nature and wildlife. This shift shows elements that were once perceived as Australia's barriers— isolation from the rest of the world and a large, sparsely populated land—are more desirable amongst travellers, post-COVID-19. Tourism Australia's most recent research shows global travellers' perceptions of Australia as a safe destination is increasing, and Australia is now the country most associated with safety and security, moving ahead of Japan.*

#### ***Trend 3: Travel as a force for good***



Today's travellers are increasingly seeking out brands and experiences that are not only good for them, but good for the world around them. This can take many forms, from supporting local businesses by shopping big at a local winery, bakery or butcher, to getting hands-on with bushfire restoration efforts via recovery tours and experiences such as planting a tree to help re-establish koala habitats in affected areas. Tourism Australia's consumer research supports this "force for good" trend, showing that 91 percent like to travel to become more open-minded and knowledgeable about the world, and 74 percent are actively seeking out travel experiences that allow them to give back to a destination.

#### **Trend 4: Indigenous experiences on the rise**

Australia's Aboriginal and Torres Strait Islander peoples have a rich, living culture dating back at least 60,000 years. Year on year, more and more travellers actively seek out and discover Indigenous tourism experiences throughout the country that allow them to connect with and learn more about Australia's First Nations People. Warm, welcoming and generous of spirit, they offer a means of connecting with Australian places and cultures quite unlike anything else. According to the International Visitor Survey, in 2019 alone, approximately 1.35 million international visitors took part in an Indigenous experience on their holiday—a figure that has grown by 5 percent each year over the past six years.

#### **Trend 5: Travel to regenerate**

Following the turbulence of 2020, the desire to use travel as a moment to reconnect and regenerate will dominate in 2021. Soft adventure experiences like multi-day walks and wellness travel (i.e., spa holidays, yoga retreats) have been growing in popularity over the past few years, and the pandemic has only amplified the desire for this style of holiday. Destinations and experiences that leave travellers feeling calm and rejuvenated—whether it's an all-inclusive multi-day hike or an off-grid eco-cabin stay—are expected to be popular with travellers.

Based on the Warren Blackwood Alliance of Councils Visitor Servicing Business Plan, tourism across the three LGA's of the Warren Blackwood (Manjimup, Nannup and Bridgetown-Greenbushes) is primarily distributed amongst:

- Nature/recreation, which accounts for 30% of product,
- Water activities, which comprise 12% of product; and
- Museum/historical, comprising 12% of product.

It is critical to consider the needs of visitors as they provide much of the economic benefits associated with trail development. Recreation trails provide an important piece of tourism infrastructure and provide experiences in the eco-tourism market.

Visitors are interested in what is local and authentic. Successful tourism destinations are built on factors that give a place its own distinctive character. These factors are lifestyle, heritage, cultural activities, landscape, flora and fauna; characteristics of the basic tourism product of a destination. Recreational trails provide opportunities to highlight many of these characteristics.

### **3.7. Cultural Trails Tourism Trends**

Globally, heritage tourism has become one of the largest and fastest growing tourism sectors, with the United Nations World Tourism Organisation estimating that more than 50% of tourists worldwide are now motivated by a desire to experience a country's culture and heritage.

Gains from heritage tourism are amplified throughout the global economy with economic, social and environmental benefits generally much larger than direct spending levels. Research indicates that visitors to heritage-based activities are more likely to seek high value experiences and deliver a higher spend than nature-based activities.

Of all international visitors to Australia in 2017, 43% participated in a cultural activity and 33.9% in a heritage activity. Cultural and heritage sectors have grown at 7.5% and 11.2% respectively over the past four years. These growth rates and the spend per visitor night demonstrate the enormous potential for further growth if attractive new products and experiences can be established to meet the needs of visitor markets.

Heritage tourism activities contribute to longer stays, as well as attracting new visitor markets to regional Australia.

Tourism across the globe is becoming more about journeys and experiences than simply viewing or visiting places and destinations. Research has repeatedly found that what encourages a visitor to a certain destination is its ability to engage in unforgettable and truly inspiring experiences that touch visitors in an emotional way and connects them with special places, people and cultures. Excelling in the art of storytelling and using innovative presentation skills to connect the visitor to a desired time and place are essential for Australia's heritage tourism attractions to compete on a global scale.

*Successful heritage tourism creates an environment where:*

- *Authenticity and significance of heritage places can be conserved, protected and shared by investing in people and place;*
- *Heritage can deepen, drive and strengthen the tourism story;*
- *Mutually beneficial partnerships can be fostered and grown;*
- *Enjoyable and enriching visitor experiences can be delivered through engaging story telling;*
- *Customers are embraced at all levels as our greatest ambassadors;*
- *Commercially robust products, services and sustainable business models are established; and Skills and capacity are nurtured and fostered, particularly in regional*

Cited: "Australian Heritage Tourism Directions Paper" National Trusts of Australia 2018.

## 4. Stakeholders

### 4.1. The Trails Development Advisory Committee

The Shire of Bridgetown-Greenbushes Trails Development Advisory Committee (TDAC, herein "the Committee") was established in 2011 under the powers given in Section 5.8, 5.9(2) (c) and 5.17(c) of the *Local Government Act 1995*.

The official Instrument of Appointment for this Committee identifies that the purpose of the Committee is to provide advice to Council on four key objectives relevant to trails development:

1. Implement Council's economic strategies via identified and proposed tasks;
2. To advise Council on the establishment of priorities and review the progress on the implementation of the strategies identified in the relevant Local Trails Plan;
3. To formally report to Council annually on the implementation of the Local Trails Plan; and
4. To recommend to Council any changes to the priorities identified in the Local Trails Plan either as part of the annual review process, or if necessary at other times of the year.

The Trails Development Advisory Committee (TDAC) is an advisory committee to Council working on the identification and development of trails, locally and regionally, over the last 10 years. The committee of volunteers consist of members with varied trail focused interests including walking, mountain biking, art, motorbike and horse riding and canoeing.

The Committee works closely with the Department of Biodiversity Conservation and Attractions Parks (DBCA) and local community groups and business to support the development of local walk, mountain bike, canoe, motor bike, art and heritage, gourmet and bridle trails.

Regionally, the Committee has completed two regional trails projects. The first was a detailed map of the Blackwood River from Boyup Brook to Nannup and the second was the completion of the Warren Blackwood Stock Route, a 320km bridle trail with camp sites and horse facilities across three Shires of Nannup, Manjimup and Bridgetown-Greenbushes. Both projects were identified as high priority in the Warren Blackwood Regional Trails Master Plan.

The Trails Development Advisory Committee also commissioned the regional trails website for the Warren Blackwood Alliance of Councils to promote regional trails to trail enthusiasts locally, nationally and internationally: [www.totaltrails.com.au](http://www.totaltrails.com.au)

## 4.2 Trails Development Advisory Committee Achievements

### 2012

- Ongoing allocation in Councils annual budget
- Attendance of Committee members to trail conferences
- Template of trail head signage in partnership with DBCA for ongoing use across trails traversing land managed by different government bodies
- Marked Old Abattoir Walk – trail markers
- Marked River Walk – trail markers

### 2013

- Regional trail website launch
- Canoe signage complete;
  - Winnejump
  - Sunnyside
  - Maranup Ford
  - Rocky Bluff
  - Evans Bridge
  - River Park
- Regional Canoe Map complete
- Support for the incorporation of the local horse riding club – Bridgetown Equine Inc.
- Revival of the Golden Horse Shoe annual endurance ride

### 2014

- Warren Blackwood Stock Route – Regional Bridle Trail Feasibility Study presented to Warren Blackwood Alliance of Councils
- Installation of Heritage Trail Walk plaques
- Golden Horse Shoe endurance ride
- Collection of farming families oral histories of stock droving in the region complete

### 2015

- Completion of the Old Abattoir Walk including;
  - Shelter
  - Trail head signage
  - Interpretative signage
  - VRM
  - Trail markers
- Ocean to Ocean MTB race complete

## 2016

- Wandoo Walk complete
- Golden Horse Shoe endurance ride
- Maintenance Guidelines for the Old Abattoir and Wandoo Walks between DBCA and Shire of Bridgetown-Greenbushes
- Little Schools Trail – Map and official opening
- Support for the local Mountain Bike riding club – Blackwood Mountain Bike Club Inc.
- Trail Locator signage installed
- Consultation with local Aboriginal consultant regarding the potential naming of the Mountain Bike Trails Network
- Geegelup Mountain Trail Network, with the first trail loop to be called the Yonga Trail
- River Walk trail head and interpretive signage installed
- Second stage planning for the Warren Blackwood Stock Route Bridge Trail complete
- Trail counter installed at the Old Abattoir Walk

## 2017

- Greenie Loop trail markers replaced
- Geegelup Mountain Bike Trail Network GPS complete
- Jarrah Park trail loops cleared
- Little Schools Trail included on Shire maintenance schedule
- Funding for the construction of Regional Stock Route approved
- Sub-committee for development of Mountain Bike Network
- Planning began for the Blackwood River Foreshore Development
- DBCA Funding for Jarrah Park

## 2018

- Walk Trail Booklet, 2nd edition, reviewed and reprint
- Aboriginal Heritage Survey on Blackwood Foreshore complete
- Bird Watching Trail brochure designed and printed
- Signage design for Jarrah Park

## 2019

- Bird Watching brochure launch
- Wording of signage for Jarrah Park complete
- Mountain Bike Session with the High School by Bridgetown Mountain Bike and Cycling Club
- Annual Jarrah Park clean-up by Bunbury Pre-release Unit
- Bridgetown Art Trail
- Warren Blackwood 2050 Cycling Strategy endorsed by Council
- 5 year priority actions for cycling endorsed by Council

## 2020

- Draft detailed Plans for the Blackwood River Foreshore completed
- Removal of boardwalk in preparation for Blackwood Foreshore Development
- Inclusion of Gourmet Trails representative on committee
- Inclusion of Trail Bike representative on Committee
- Review of Trail Bike plan

## 2021

- Completed construction of Warren Blackwood Stock Route
- Framework finalized between Bridgetown Mountain Bike and Cycling Club and DBCA
- Trail Masterplan reviewed
- Construction of the Rectory Walk Trail and Shelter
- Resurfacing of a large section of the River Walk
- Completion of the Hygiene Report and the ~~Flora and Fauna~~ Flora and Fauna Survey for the Geegelup Mountain Bike Trail Network

- Agreement with Bridgetown Golf Club to use facilities as the Trail Head for the Geegelup Mountain Bike Trail Network

## 2022

- [Successful Heritage Council funding for the Bridgetown Heritage Walk](#)
- [Completed the review, extension and reprint of the Bridgetown Heritage Walk](#)
- [Completed the design and print of the Bridgetown Heritage Walk booklet](#)
- [Undertaking consultation with property owners regarding plaque installation for the Bridgetown Heritage Trail](#)
- [Completed the Review Of the Trails Masterplan](#)
- [Successful funding application to Department of Local Government, Sport and Cultural Industries for the planning, corridor assessment and concept design of the Geegelup Mountain Bike Trail network](#)

### 4.3. The Walking Groups

There are several Walking Groups in the Shire. There is an informal group of local walking enthusiasts that meet every Thursday morning. The group consists of up to 40 walkers of all age groups and walking capabilities. They generally use a “buddy-up” system to ensure no-one is left behind. The group meets in a central location to select a walk trail. The group sets off for between 1-2 hours. Once completed, they share morning tea and social networking.

### 4.4. Bridgetown Mountain Bike and Cycling Club

Interest in cycling and mountain bike riding has continued to grow since the incorporation of the Bridgetown Mountain Bike and Cycling Club (BMBC) in 2016. The membership in 2020 was 50 riders. The members of the mountain bike club participate in mountain bike riding locally and regionally, they are passionate and focused on the development of mountain bike trails and a potential pump track within the Shire to encourage the development of skills and new mountain bike enthusiasts.

BMBC have been working closely with DBCA on the trails approval process for 36km of off road mountain bike trails to the north of Bridgetown. Once complete these two loops will form the first stage of a two stage trail network development. An additional 20km of trails is already identified and will comprise the second stage of mountain bike trails development.

### 4.5. Running Groups

The Bridgetown Primary School are providing opportunities for students to increase their fitness through participation in a running club. The club meets two times per week before school. Parents and children are invited and participant numbers range from 20-50 children and parents.

### 4.6. Motor-Cross/Off Road Motor Cycling

There is a strong local group of enthusiasts with an interest in motocross and trail bike riding activities. Over the past 12 years there has been a motorcycling event held in September that attracts people from around the state to compete in racing on a motocross/enduro track set up on private property. The event targets all age groups and people camp on site and enjoy a weekend of riding and competing.

There is a proposed off road vehicle area that has been under consideration as a possible site for a motocross practice track since 2006. The site is located near Greenbushes parallel to the South West Highway. The Trails Development Advisory Committee is working with the relevant stakeholders to continue to progress this development. However, until such time as the Off Road Vehicle Areas Act is reviewed by the State Government (currently pending) it is unlikely that State funding will be made available to develop this project.

## 4.7. Horse Riding Groups

There is a strong local contingent of the community that participate in equine pursuits without a formal or organised club or grounds. The Blackwood Horse and Pony Club facilitates monthly rallies for riding enthusiasts interested in developing their horse riding skills, from leadline ponies and bush rides to dressage and jumping. This is held at the Bridgetown Pony Club Grounds on the Bridgetown-Boyup Brook Road.

## 4.8. Arts Groups

The Shire has always had a strong creative contingent in the community including visual and performing arts. A vibrant arts collective is located at the local Rabbit Hole and an incorporated arts group, Blackwood Creatives, exists to represent the local artists and creatives.

The Bridgetown Art Trail was conceived with the goal of bringing the art created in the community to the public and join together new and existing public art pieces to create a comprehensive trail. A bequest by Dr Henry Schapper provided the beginnings of the art trail which was then added to by local community members to create the Bridgetown Art Trail. Local community have worked together to provide an art trail around the Greenbushes town centre. Both of the trails will be further developed as pieces are added to them over time.

# 5. Scope and Methodology

This plan is focused on existing and proposed recreation trails that are:

- Located within the Shire of Bridgetown-Greenbushes boundary;
- Located within Government owned or managed natural recreation areas, namely, state forests as well as natural areas managed by the Shire of Bridgetown-Greenbushes;
- The proposed activity and/or infrastructure must fit the purpose of the tenure vesting;
- The proposed trail must be used for nature-based recreation, tourism, heritage and cultural activities.

## 5.1. Methodology

- a) Background research and desktop analysis**
  - Review documentation
  - Research
  - Desktop assessment of existing natural areas and trails
- b) Site audits and trail mapping**
  - Site audits and analysis of the existing trail network (TDAC)
  - TDAC & stakeholder consultation
- c) Consultation**
  - TDAC & trails interest groups
  - Stakeholders
  - Council
  - Community wide survey
- d) Trails plan**
  - Collating and documenting draft plan:
    - Refining and summarising the findings
    - Setting the direction for the future planning of trails
    - Develop promotions initiatives
    - Staging and prioritizing of proposed trail development
- e) Endorsement**
  - Finalize the draft plan
  - Council endorsement of draft plan for community comment
  - Community and stakeholder comment
  - Amendment of plan based on community comment

- Adoption of plan by Council

## 5.2. Supporting Documentation

State Government and Council have developed a number of documents and plans that have been considered when making recommendations on current and future development of trails in this shire.

The relevant documents of interest;

- The Shire of Bridgetown-Greenbushes Strategic Community Plan
- The Shire of Bridgetown-Greenbushes Corporate Business Plan
- The Shire of Bridgetown-Greenbushes Age Friendly Community Plan
- The Shire of Bridgetown-Greenbushes Disability Access and Inclusion Plan
- The Warren Blackwood Trails Master Plan
- The Western Australian Trails Strategy
- The Western Australian Mountain Bike Strategy
- The South West Mountain Bike Strategy
- The Western Australian Recreational Horse Trail Strategy

## 6. Existing Trails

This section of the plan documents the location, extent and provision of the existing trails networks within the Shire of Bridgetown-Greenbushes including the type, length and difficulty of each of the existing formal trails.

### 6.1. Trail Audit

Annual detailed site audits have been undertaken by TDAC and DBCA to document and identify the formal trail routes that have existed within the Shire boundary since 2011. Only recognised trails have been included in the trail audit. “Recognised” means that the trail has some or all of the following characteristics:

- They are recognised by the land manager (DBCA, Shire of Bridgetown-Greenbushes, Brookfield Rail, the Water Corporation); or
- They have sign posting (trail directional markers, trailhead signage, interpretive signage); or
- There is available information or mapping pertaining to the trail (map contained in a brochure); or
- Regularly inspected to ensure user safety and trail amenity

The table overleaf lists the existing approved trails within the Shire of Bridgetown-Greenbushes. The table describes each trail type as well as providing relevant information pertaining to that particular trail. Only trails that are regarded as being recognised are included in the table.

Definitions for Difficulty Grades can be found on the Department of Biodiversity, Conservation and Attractions website, “*Users guide to the Australian Walking Track Grading System*”.

**Table1. Trail Audit**

Trail Name	Location	Type	Land Manager	Trail contact	Features	Length	Rating
<b>Greenbushes Loop Walk</b>	Heritage Park, Blackwood Road, Greenbushes	Walk	Shire & DBCA	Greenbushes Discovery Centre, Talison Lithium and DBCA	Interpretive signage and trail markers, Discovery Centre Walk Trail Map. Joins the Bibbulmun Track	15km	4
<b>Greenbushes Pool Walk</b>	Spring Gully Road, Greenbushes	Walk & Canoe	Shire	Greenbushes Discovery Centre, Talison Lithium and DBCA	Interpretive signage and Trail markers. Toilets, picnic, BBQ and short term camping facilities	513m	1
<b>Mine Heritage Walk</b>	Heritage Park, Blackwood River Road, Greenbushes(?)	Walk	DBCA	Greenbushes Discovery Centre, Talison Lithium and DBCA	Interpretive signage and trail indicator markers. Trail brochure at Discovery Centre and Bridgetown Visitor Centre.	3km	2
<b>New Zealand Gully Walk</b>	Heritage Park Blackwood Park Road, Greenbushes(?)	Walk	DBCA	Greenbushes Discovery Centre, Talison Lithium and DBCA	Interpretive signage and trail indicator markers. Trail brochure at Discovery Centre and Bridgetown Visitor Centre.	7km	3
<b>The Waterbird (Schwenke's Dam) Walking Trail</b>	Spring Gully Road, Greenbushes	Walk	DBCA	Grow Greenbushes Talison Lithium and DBCA	Interpretive signage and trail indicator markers. Trail brochure at Discovery Centre and Bridgetown Visitor Centre.	3.5km	2
<b>Greenbushes Heritage Amble</b>	Town Centre, Greenbushes	Walk	Shire	Grow Greenbushes, Shire, Greenbushes	Interpretive signage at each historic location and trail map. Trail brochure at Discovery Centre and Bridgetown Visitor Centre.	2km	1



				Discovery Centre			
<b>Blackwood River Walk</b>	River Park, Bridgetown	Walk	Shire	TDAC & Shire	Site interpretive signage, Trail head signage, trail markers, map	2.5km or 5.7km	3
<b>Rectory Walk</b>	Timber Bridge, Bridgetown	Walk	Shire	TDAC & Shire	Trail markers	1.7km	2
<b>Somme Creek Fitness Trail</b>	Somme Creek, Bridgetown	Walk	Shire	Shire	Cement path, flat, outdoor gym equipment along walk, map, site interpretive	500m	1
<b>Bridgetown Heritage Walk</b>	Town Centre, Bridgetown	Walk	Shire	Shire	Information booklet at Visitors Centre, interpretive plaques at each stop	2km-5km	1
<b>Bridgetown Jarrah Park</b>	20km from Bridgetown along Brockman Highway	Walk	DBCA	TDAC, Shire, DBCA	Currently working on upgrade, choice of 4 trails, trail head and interpretive signage, trail markers	~7km with shorter options available	3
<b>Wandoo Valley Walk</b>	Power line off Winneup Road, 8.2km from Bridgetown	Walk	DBCA	TDAC, Shire, DBCA	Choice of two trails, trail head signage, interpretive signage, trail markers, map	3.7km with shorter options available	2
<b>Old Abattoir Walk</b>	Boyup Brook Road (1km past Krsuls Road), 5.4km from Bridgetown	Walk	DBCA	TDAC, Shire, DBCA	Picnic area and shelter at trail head - signage, trail markers, interpretive signage, Choice of 2 trails	3.1km with shorter options available	2-3
<b>Blackwood River Canoe Trail</b>	Trigwell Bridge Shire of Boyup Brook – Bridgetown, Bridgetown – Nannup, Nannup-Sues Bridge Shire of Nannup	Canoe & Kayak	Department of Water and Environmental Regulation	Shire (access points)	Map identifies access points and difficulty rating along the river.	Various	Seasonal flatwater, Class 1 to Class 4 depending on rains and water flows.

<b>Little Schools Trail</b>	240km drive trail including 23 little school sites.	Drive	Shire & Main Roads	Shire	Map identifies each site including GPS, interpretive and photos. Plaque indicates each site	240km	2
<b>Bird Watching trails</b>	Greenbushes	Walk	Shire and DBCA	Shire	Map shows access points, feature locations	3.3km return	2
<b>Geegelup Mountain Bike Trail</b>	Hester State Forest	Mountain bike	DBCA	Shire and DBCA	Audit and identification of potential features for existing 33.7km unapproved x-country trail, detailed design of 2.3 km of single track. Concept plan for ride park consisting of approximately 20km of trail	36km existing, 20km concept design.	2-4
<b>Bridgetown Art Trail</b>	Bridgetown	Walk	Shire	Shire	17 public art installation in existing trail – under review to be extended to include new artworks.	2-3 km	1
<b>Greenbushes Art Trail</b>	Greenbushes	Walk/Drive	Shire	Shire	Under review to be included in the Shire Art Trail booklet – currently 10 art installations	5km	2
<b>Warren Blackwood Stock Route</b>	Shires of Bridgetown-Greenbushes, Nannup and Manjimup	Horse Ride	Shires of Bridgetown-Greenbushes, Nannup and Manjimup, DBCA, Department of Water, Mainroads, Western Power	Warren Blackwood Alliance of Councils	Completed and under the management of the WBAC and each Shire involved, feature 320km of marked trail, 8 horse friendly camp sites including historical interpretation, 2 stop overs.	320km	

## 6.2. Condition of Existing Trails

There has been a targeted system of trail upgrades over the past 10 years driven by members of TDAC. The trails are subject to an annual inspection and formal audit process based on DBCA's risk management practises either through the Shire or through DBCA. Any identified issues are then passed onto the appropriate party via the TDAC Shire representative and onto the project partner responsible for addressing any maintenance or safety issues; as per the Walk Trail Maintenance Guideline.

Directional signage that conforms to recognised International Mountain Biking Association standards have been installed along all of the recognised trails. Trail head and interpretative signage has also been included to meet State Government Land Management standards. This template is used for all trail signage throughout the Shire on public land managed by the Shire and DBCA, to ensure continuity and branding of trail networks. The trail head signage includes length of trail, duration, difficulty level, points of interest, local access points and connections, safety information and code of conduct for trail user groups.

Attention to trail surfaces, structures (steps, culverts etc.) and trail infrastructure has been an integral component of the trail upgrade program undertaken by TDAC and have included shelters, seating, trail modification and culverts.

## 6.3. Trail Maps

The following trail maps are available at Appendices 1 - 23

- Blackwood River Walk
- Old Rectory Walk
- Somme Creek Fitness Trail
- Bridgetown Town Heritage Walk
- Wandoo Valley Walk
- Old Abattoir Walk
- Blackwood River Canoe Trail
- Little Schools Trail
- Greenbushes Loop trail
- New Zealand Gully Walk I
- Mining Heritage Walk
- The Waterbird (Schwenke's Dam) Walk
- Greenbushes Pool Walk
- Greenbushes Heritage Amble
- Bridgetown Jarrah Park
- WBSR
- Bridgetown Heritage Trail
- Art Trail –Bridgetown
- Art Trail Greenbushes
- Gourmet trail – Shire/region
- Tour of the Blackwood
- Villages in the Valley
- Bird Watching Trail
- Warren Blackwood Stock Route

\* The trails information and maps are also available on the regional Total Trails website: [www.totaltrails.com.au](http://www.totaltrails.com.au)

## 7. The Trails Development Process

It is important to develop well designed trails in the most appropriate locations with the support and approval of stakeholders to ensure that trails are sustainable and an asset to the landowners, land managers, trail users and the community, rather than a liability (*WA Mountain Bike Management Guidelines, 2016*).

Trails, like any other facility development on Shire or State managed land is subject to an approval process. Trails development on DBCA managed land requires a standardised development process as a method of staged approval. This to ensure conservation and sustainability are considered and the quality of trails development is consistent across the state. The TDAC use this process for all trails development across local government and state government managed land to maintain consistency throughout the Shire.

The trails development process involves eight stages and encompasses a consistent evaluation, review and improvement process as trails are being extended or revised. Refer to Table 2 below for a condensed summary of DBCA trail development process. The process is adaptable for the development of every category of trail.

**Table 2. Trail Development Process**

Stage	Outcome
<b>1. Proposal</b>	The proposed area is either supported in principle for trail development or is not supported due to environmental, social or cultural constraints. Or proposal to identify suitable areas.
<b>2. Framework</b>	A project outline developed by project steering group (stakeholders) including: project objectives, project management model, stakeholder roles, target market requirements, standards, execution and ongoing trail management model.
<b>3. Site Assessment</b>	Undertake a broad scale study of the area and identify constraints, soil types, vegetation, venue safety, parking etc.
<b>4. Concept Planning</b>	Identify opportunities and conceptual trail plan including infrastructure requirements produced. Broad trail corridors are physically flagged in the field.
<b>5. Corridor Evaluation</b>	Detailed assessment of corridor where relevant.
<b>6. Detailed Design</b>	Detailed design produced and physically flagged in the field, including; trails classifications, technical trail features (TTFs), construction types and specifications. Relevant approvals where necessary.
<b>7. Construction</b>	Trail is constructed in line with the detailed design, where relevant.
<b>8. Management</b>	Management plan implemented detailing maintenance and monitoring requirements.

## 8. Proposed Trails Projects 2023-2028

The purpose of the Trails Plan is to provide;

- A guide to Council regarding the communities interest and possible future direction of trails development in the Shire,
- Support to Shire staff in planning future maintenance and development works and
- to identify and work collaboratively with trails groups and trail users to ensure the focus of Shire resources is on maintaining the trails already available and working with stakeholders to provide new and exciting trails opportunities into the future.

### 8.1. Trail Development Priority Areas

Walk	Cycle	Water	Drive	Bridle	Off Road
<ul style="list-style-type: none"> <li>- Town</li> <li>- Bush</li> <li>- Heritage</li> <li>- Bird watching</li> <li>- Art</li> </ul>	<ul style="list-style-type: none"> <li>- Road</li> <li>- Mountain bike</li> </ul>	<ul style="list-style-type: none"> <li>- Canoe</li> <li>- Swim</li> </ul>	<ul style="list-style-type: none"> <li>- Regional</li> <li>- Scenic</li> <li>- Gourmet</li> </ul>	<ul style="list-style-type: none"> <li>- Local loops trails</li> <li>- Shared trails /MTB</li> </ul>	<ul style="list-style-type: none"> <li>- 4x4</li> <li>- Motocross</li> </ul>

**Walk Trails Goal:** To encourage community members and visitors to the Shire to enjoy the variety of walk trails.

**Strategy Walk – The Shire has a variety of well-maintained, marked and mapped walk trails that cater to different interest groups**

#	Action	Measure	SoBG Role	Estimated Cost	Status	Stakeholders
<b>W.1</b>	Include approved bush walking trails on Shire managed land in the annual works schedule	<ul style="list-style-type: none"> <li>• Walk trails are reviewed</li> <li>• regular maintenance complete once per year</li> <li>• Emergency maintenance completed when required</li> <li>• Signage Audits are complete by TDAC members</li> </ul>	Lead	\$4,000/year	Proposed	Internal – Parks and Gardens, TDAC  External –members, Walking Groups

W.2	Approved bush walking trails on DBCA managed land are maintained.	<ul style="list-style-type: none"> <li>• Visitor Risk Management is undertaken by DBCA annually</li> <li>• Communication regarding maintenance and safety issues are shared with DBCA</li> <li>• Signage audits are completed by TDAC members with recommendations communicated to DBCA</li> </ul>	Partner	N/A	Ongoing	<p>Internal – CDO, MCS</p> <p>External – DBCA, Walking Group</p>
W.3	Walk Trail booklets are reviewed regularly to keep up to date	<ul style="list-style-type: none"> <li>• Walk trail booklets are reviewed by TDAC when the current print has been exhausted to ensure details of the booklet remain accurate</li> <li>• Any newly approved walk trail details are included in the review walk trail booklets</li> <li>• Trails are mapped accurately for inclusion in the booklets</li> </ul>	Lead	\$6,000/year	Ongoing	Internal – CDO, TDAC, Visitor Centre, MCS
W.4	The Bridgetown Heritage Walk review and booklet is complete – <a href="#">plaques are installed identifying new historically significant properties</a>	<ul style="list-style-type: none"> <li>• <del>Work with the Historical Society to fact check the original pamphlet.</del></li> <li>• <del>Work with Historical Society to design the extension of the Bridgetown Heritage Walk</del></li> <li>• Reprint booklet</li> <li>• Promote through VC</li> <li>• <del>Work with Historical Society to write the information of the locations of the extended walk</del></li> <li>• <del>Consult with property owners to request permission to install plaques.</del></li> <li>• Install the plaques on the new sites</li> <li>• <del>Design the new booklet including map, historical photographs,</del></li> </ul>	Lead	\$5,000 plaques	In progress	<p>Internal - TDAC, CDO, Visitor Centre</p> <p>External - Bridgetown Historical Society, building/land owners</p>

<b>W.5</b>	The Bridgetown & Greenbushes Art Trail is revised and Booklet is designed and printed	<ul style="list-style-type: none"> <li>• Work with the Arts community to collate Artist Bios for installations not included in the first edition of the Art Trail booklet.</li> <li>• Work with a local photographer to take photos of works to be included in the new edition.</li> <li>• Map the walk to including new additions.</li> <li>• Design the new booklet including map, photographs and bios.</li> </ul>	Lead	\$8,000	In Progress	<p>Internal – CDO, Maintenance, MCS</p> <p>External – Local Artists, Building/Land owners</p>
<b>W.6</b>	Complete the Somme Creek Fitness Trail	<ul style="list-style-type: none"> <li>• Organise the installation of the final replacement equipment pieces.</li> <li>• Liaise with the Designer and printer re: pamphlets.</li> <li>• Order printing</li> </ul>	Lead	\$5,000 installation of fitness equipment and \$4,750 design and print DL	In Progress	<p>Internal – Maintenance Department, MCS, CDO,</p> <p>Contractor, Works Department</p>
<b>W.7</b>	Formalise the Winnijup Walk	<ul style="list-style-type: none"> <li>• Map the Walk</li> <li>• Develop trail markers and signage</li> <li>• Print map</li> <li>• Include on Total Trails website and in the Walk Trail booklet</li> </ul>	Lead	\$5,000	Proposed	<p>Internal - TDAC, Works Department,</p> <p>External – Aboriginal Groups, Walking Group,</p>
<b>W.8</b>	Investigate Cultural Walk	<ul style="list-style-type: none"> <li>• Identify significant cultural sites.</li> <li>• Design route</li> <li>• Produce information on each site</li> </ul>	Partner	\$3,000	Proposed	<p>Internal – TDAC, MCS, CIAC, Visitor Centre</p> <p>External – Cultural/Aboriginal Custodians and regional groups, DBCA</p>
<b>W.9</b>	Seek external funding to assist with the cost of resurfacing the second half of the River Walk	<ul style="list-style-type: none"> <li>• Complete external funding application</li> <li>• Include resurfacing in 10 Year Path Maintenance Plan</li> </ul>	Lead	\$200,000	Proposed	<p>Internal – Project Management, MCS,</p> <p>External – Consultant, funding body, community members, Walking Group</p>

**Cycle/Bike Trails Goal:** To encourage community members and visitors to the Shire to enjoy the natural environment and support a healthy and sustainable lifestyle through dual use pathways and mountain bike trails development.

**Strategy Cycle/Bike – The Shire develops a variety of well-maintained, marked and mapped mountain bike and road cycle trails**

#	Action	Measure	SoBG Role	Estimated cost	Status	Stakeholders
C.1	Investigate developing a shared path along the rail corridor from Bunbury to Northcliffe	<ul style="list-style-type: none"> <li>Consult with Stakeholders – shires, Arc Infrastructure, Public Transport Authority</li> <li>Other Government Departments</li> <li>Feasibility Study</li> <li>Cost estimates</li> </ul>	Partner	N/A	Proposed	Internal – MCS, CEO  External - Arc Infrastructure, Other Regional Shires, Trails enthusiast/Groups
C.2	Investigate Developing a Blackwood Valley Touring Trail	<ul style="list-style-type: none"> <li>Consult with stakeholders</li> <li>Map the route using back roads, firebreaks and forestry tracks linking Boyup Brook, Bridgetown, Balingup and Nannup</li> <li>Identify any gaps in route infrastructure</li> <li>Cost estimate for development</li> <li>Trail marking and signage plan</li> </ul>	Partner	Planning stage \$30,000	Proposed	Internal – TDAC,  External - Shire of Nannup, Donnybrook-Balingup Other State Government Departments
C.3	Develop a cycle path along Blechynden and Rowley streets (from Spencer Street to Giblett Road),	<ul style="list-style-type: none"> <li>Design cycle path</li> <li>Cost project</li> <li>Include in the Shire 10 year path plan</li> <li>Improving cycling access to Bridgetown High School.</li> </ul>	Lead	Planning \$3,000 Construction \$30,000	Proposed	Internal - Manager Infrastructure, Works Department, MCS  External - Impacted community members
C.4	Develop a shared path along Bridgetown-Boyup Brook road (from Forrest Street to Les Woodhead Avenue) creating a walking and cycling link to the Bridgetown Sports Ground.	<ul style="list-style-type: none"> <li>Design shared path</li> <li>Cost project</li> <li>Include in the Shire 10 year path plan</li> <li>Improving cycling access to Bridgetown Sports Ground.</li> </ul>	Lead	\$1,000,000	Proposed	Internal - Manager Infrastructure, Works Department, MCS  External - Impacted community members, sporting groups using



						the Bridgetown Sports Ground, Main Roads
<b>C.5</b>	Extend the Spencer Street shared path south to Layman Street, providing an additional connection to the Blackwood River trail circuit.	<ul style="list-style-type: none"> <li>• Design shared path</li> <li>• Cost project</li> <li>• Include in the Shire 10 year path plan</li> <li>• Improving access to River Walk</li> </ul>	Lead	Planning \$3,000 Construction \$250,000	Proposed	Internal - Manager Infrastructure, Works Department, MCS  External - Impacted community members
<b>C.6</b>	Develop a local route along Mica Street and Spring Gully Road, linking the town centre to Greenbushes Pool.	<ul style="list-style-type: none"> <li>• Design shared path</li> <li>• Cost project</li> <li>• Include in the Shire 10 year path plan</li> <li>• Improving access to pool and picnic grounds</li> </ul>	Lead	\$394,000	Proposed	Internal - Manager Infrastructure, Works Department, MCS  External - Impacted community members, Greenbushes Businesses,
<b>C.7</b>	Formalise the local leg of the Tour of Margaret River cycling race.	<ul style="list-style-type: none"> <li>• Assess the feasibility-consult with partner shires</li> <li>• Develop the route along Brockman Highway, Nannup-Balingup Road, Jayes Road, Grimwade-Greenbushes Road and Maranup Ford Road.</li> <li>• Trail marking and signage plan for the 105 km long route</li> <li>• Cost project</li> </ul>	Partner	\$25,000 (signage, signage plan and installation)	Proposed	Internal – MCS, TDAC Manager Infrastructure, Works Department,  External - Shires of Nannup, Donnybrook-Balingup, Trails Development Consultant, funding body, Main roads
<b>C.8</b>	Develop the Geegelup Mountain Bike Trail Network including 2 loops and Ride Park and 20km ride park	<ul style="list-style-type: none"> <li>• Audit the existing 33.7 km (2 loops) of X country track and identify where feature can be included to improvement user experience</li> <li>• Detailed design of 2.3 km of single track</li> <li>• Concept design for 20 km of track for the Geegelup Mountain Bike Ride Park</li> </ul>	Lead	Ride park - Concept Plan, corridor assessment, \$50,000 (in current budget)	Underway	Internal – TDAC, Manager Infrastructure, Works Department,  External - Bridgetown Mountain Bike and Cycling Club, Trail Development Consultant, DBCA

<b>C.9</b>	Implement Geegelup Trail 33.7 km Audit suggested features	<ul style="list-style-type: none"> <li>• Review proposal design and costs</li> <li>• Seek funding</li> <li>• Construct features</li> </ul>	Lead	\$5,000 Signage	Underway	<p>Internal – TDAC, Manager Infrastructure, Works Department,</p> <p>External - Bridgetown Mountain Bike and Cycling Club, Trail Development Consultant, DBCA</p>
<b>C.10</b>	Implement Geegelup Trail 2.3 km single track design	<ul style="list-style-type: none"> <li>• Review proposal design and costs</li> <li>• Seek funding</li> <li>• Construct features</li> </ul>	Lead	\$1,000 Signage \$2,000 promotion	Underway	<p>Internal – TDAC, Manager Infrastructure, Works Department,</p> <p>External - Bridgetown Mountain Bike and Cycling Club, Trail Development Consultant, DBCA</p>

**Water Recreation Goal:** To improve access to recreational water use and encourage community members and visitors to the Shire to enjoy the Blackwood River and other water bodies in a safe and sustainable way.

**Strategy - Water Recreation – The Shire develops and maintains infrastructure to support access to the Blackwood River and other water bodies for recreational activities and events.**

#	Action	Measure	SoBG Role	Estimated Cost	Status	Stakeholders
<b>Wa.1</b>	Review and reprint the canoe map of the Blackwood River	<ul style="list-style-type: none"> <li>• Review the current map for accuracy</li> <li>• Reprint when required</li> </ul>	Lead	\$15,000	Proposed	<p>Internal - Visitor Centre, TDAC, MCD</p> <p>External – Canoe WA, Funding Body</p>

<b>Wa.2</b>	Greenbushes Pool – remove camping	<ul style="list-style-type: none"> <li>Remove free camping and Maintain surrounding area</li> </ul>	Partner	N/A	Proposed	<p>Internal - Visitor Centre, TDAC, MCD</p> <p>External - Discovery Centre, Grow Greenbushes, Greenbushes Businesses</p>
<b>Wa.3</b>	Support the organisation of events such as the Blackwood 500	<ul style="list-style-type: none"> <li>Process events application</li> <li>Asist with promotion to community</li> </ul>	Partner	N/A	Ongoing	<p>Internal - Visitor Centre, TDAC, MCD,</p> <p>External - Power Boat groups, Canoe WA,</p>
<b>Wa.4</b>	Develop Concept Plans and detailed design and cost estimates for the Greenbushes Sports Ground and Recreational Precinct including recreational use of the dam.	<ul style="list-style-type: none"> <li>Community engagement</li> <li>Concept Plans</li> <li>Community comment</li> <li>Council approval</li> <li>Detailed designs and costs</li> <li>Council adoption</li> </ul>	Lead	Planning \$30,000	Council Approved	<p>Internal - Visitor Centre, TDAC, MCD</p> <p>External - Discovery Centre, Grow Greenbushes, Greenbushes Businesses, Department of Water,</p>

**Drive Trails Goal:** To encourage community members and visitors to the Shire to enjoy the variety of scenic drives available around the Shire and to support the development of heritage tourism and paddock to plate business development.

**Strategy Drive – The Shire supports the development and promotion of scenic, heritage and culinary drive trails**

#	Action	Measure	SoBG Role	Estimated cost	Status	Stakeholders
<b>D.1</b>	Little Schools Map	<ul style="list-style-type: none"> <li>Reprint when required</li> </ul>	Lead	\$3,000	Ongoing	<p>Internal - Visitor Centre</p> <p>External -</p>
<b>D.2</b>	Support the existing gourmet trails by including	<ul style="list-style-type: none"> <li>Include WA Gourmet Trails booklets in Visitor Centre</li> <li>Promote gourmet trails through VC</li> </ul>	Partner	N/A	Ongoing	Internal - Visitor Centre, CDO

	information/booklets at the Visitor Centre					External – Local Businesses, Primary Producers
<b>D.3</b>	Develop other scenic drive trails close to the main towns	<ul style="list-style-type: none"> <li>Identify potential drive trails</li> <li>Develop routes</li> <li>Design booklet</li> <li>Produce maps</li> <li>Print Booklets</li> <li>Promote through VC</li> </ul>	Lead	\$6,000	Proposed	Internal – TDAC, CDO, Visitor Centre

**Bridle Trails Goal:** To build on the development of the Warren Blackwood Stock Route with loop trails within the Shire.

**Strategy Bridle – The Shire develops a variety of well maintained, marked and mapped bridle and shared trails.**

#	Action	Measure	SoBG Role	Estimated cost	Status	
<b>B.1</b>	Maintain the Warren Blackwood Stock Route (regional bridle trail) within shire boundaries	<ul style="list-style-type: none"> <li>Maintain the Wheatley campsite</li> <li>Support the annual trail audit</li> </ul>	Partner		Ongoing	Internal – Parks and Gardens crew, Visitor Centre  External - WA Trails, Tourism WA, WBAC, Shires of Nannup and Manjimup
<b>B.2</b>	Assess the feasibility of developing bridle trails within the shire	<ul style="list-style-type: none"> <li>Identify potential loop trails</li> <li>Undertake stakeholder engagement</li> <li>Develop routes with land manager approvals</li> <li>Concept design and cost estimates</li> </ul>	Lead	\$15,000		DBCA, Local horse riding groups

**Off Road Goal:** To encourage the development of legal off road trails and reduce the amount of unsanctioned trail use.

**Strategy Off Road – Support the development of legal Off Road Driving and Motocross trails and ride parks within the shire.**

#	Action	Measure	SoBG Role	Estimated Cost	Status	
<b>OR.1</b>	Support the development of a Motocross Ride Park	<ul style="list-style-type: none"> <li>Work with community to support the development of the proposed Ride Park within the planning scheme requirements</li> </ul>	Facilitate	N/A	Planning/Private business	External - Business Developers
<b>OR.2</b>	Investigate unsanctioned DBCA 4x4 Drive trails	<ul style="list-style-type: none"> <li>Review available maps of 4x4 drive trails within the Shire</li> <li>Work with DBCA to assess status</li> </ul>	Advocate	N/A	Proposed	External - DBCA, 4WD Club of WA
<b>OR.3</b>	Investigate the feasibility of 4x4 drive trails	<ul style="list-style-type: none"> <li>Review current documents/legislation</li> <li>Engage DBCA</li> <li>Engage other stakeholders</li> <li>Compile feasibility study</li> </ul>	facilitate	N/A	Proposed	Internal - TDAC, CDO,  External - DBCA, community, 4WD Club of WA

## 10. Glossary of Terms

Term	Definition
<b>Adventure Tourism</b>	A type of tourism involving travel to remote or exotic locations in order to take part in physically challenging outdoor activities.
<b>Bridle Trail</b>	Designated and approved trail for horse riding.
<b>CDO</b>	Community Development Officer
<b>Department of Biodiversity, Conservation and Attractions</b>	DBCA is the state government department responsible for protecting and conserving the State's natural environment on behalf of the people of Western Australia.
<b>Horse Riding</b>	Activities conducted on horseback including cross country, recreational, endurance and long distance horse riding.
<b>MCS</b>	Manager community Services
<b>MTBA</b>	Mountain Bike Australia ( <a href="http://www.mtba.asn.au">www.mtba.asn.au</a> )
<b>Mountain bike riding</b>	While there are a range of forms of mountain bike riding, for the purpose of this document the term refers to endurance mountain bike riding, mountain bike touring
<b>National Park</b>	A national park is a relatively large area set aside by the state government for its predominantly unspoiled natural landscape, flora and fauna, permanently dedicated for public enjoyment, education and inspiration and protected from all interference other than essential management.
<b>Passive recreation</b>	Outdoor recreational activities, such as nature observation, hiking, and canoeing or kayaking, that require a minimum of facilities or development and that have minimal environmental impact on the recreational site. Read more at <a href="http://www.yourdictionary.com/passive-recreation">http://www.yourdictionary.com/passive-recreation</a> .
<b>State Forest</b>	Areas of natural bush land, managed for many purposes—timber, recreation, grazing, wildlife, fish and more.
<b>Tracks and Trails</b>	Any clearly defined tack, trail, corridor, route or path.
<b>Trails Development Advisory Committee - TDAC</b>	To provide advice to Council regarding trails and to implement Council's economic strategies via identified and proposed tasks, to progress the development of a mountain bike trail business and concept plan, add value to existing canoe/kayak, walk, cycle and bridle trails including the Warren Blackwood Alliance of Councils Regional Trails Master Plan projects and to identifying trail based tourism opportunities.
<b>Trailhead</b>	The point where a trail begins. Usually trail heads include information pertaining to the trail (maps, signage, regulatory considerations and other information) as well as other supporting facilities (such as car parking, toilets, seating, shelter, picnic facilities etc.)

## 11. References

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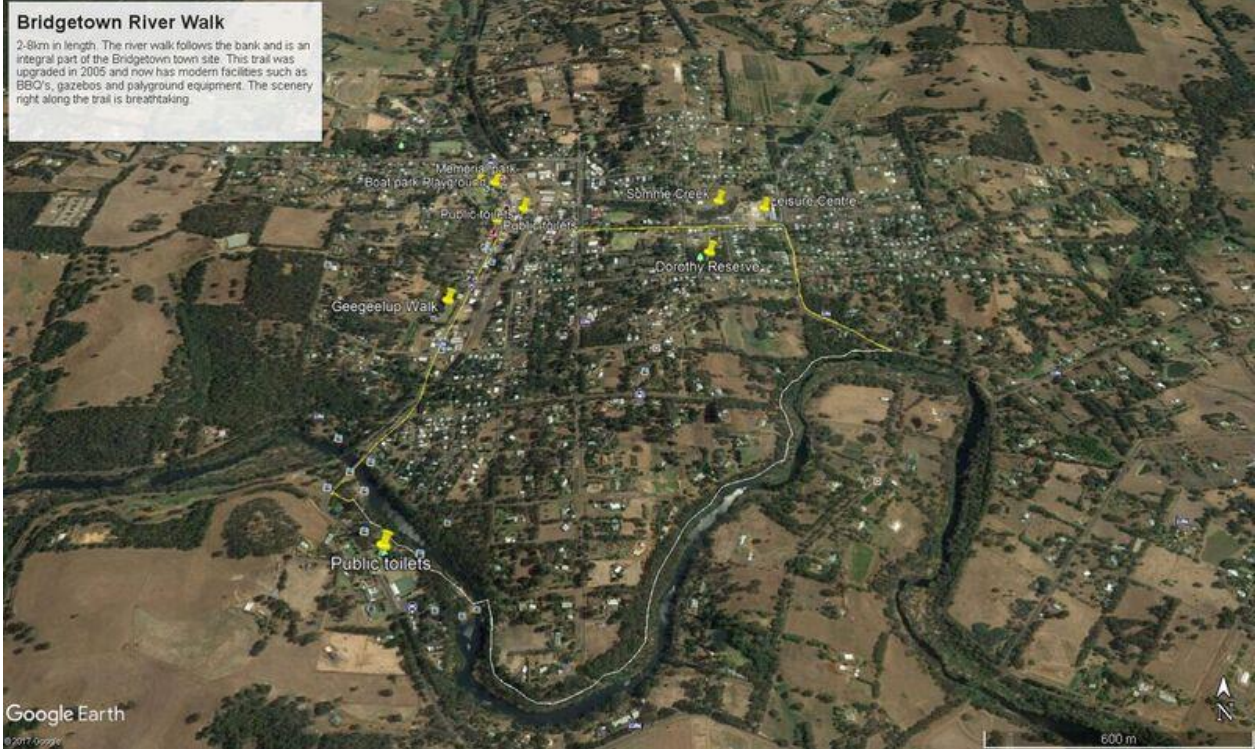
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## 12. Appendices

- 1) Blackwood River Walk
- 2) Old Rectory Walk
- 3) Somme Creek Fitness Trail
- 4) Bridgetown Town Heritage Walk
- 5) Wandoo Valley Walk
- 6) Old Abattoir Walk
- 7) Blackwood River Canoe Trail
- 8) Little Schools Trail
- 9) Greenbushes Loop Trail
- 10) New Zealand Gully Walk I
- 11) Mining Heritage Walk
- 12) The Waterbird (Schwenke's Dam) Walk
- 13) Greenbushes Pool Walk
- 14) Greenbushes Heritage Amble
- 15) Trails Survey and Results

# Appendix 1



# Appendix 2



Old Rectory Walk

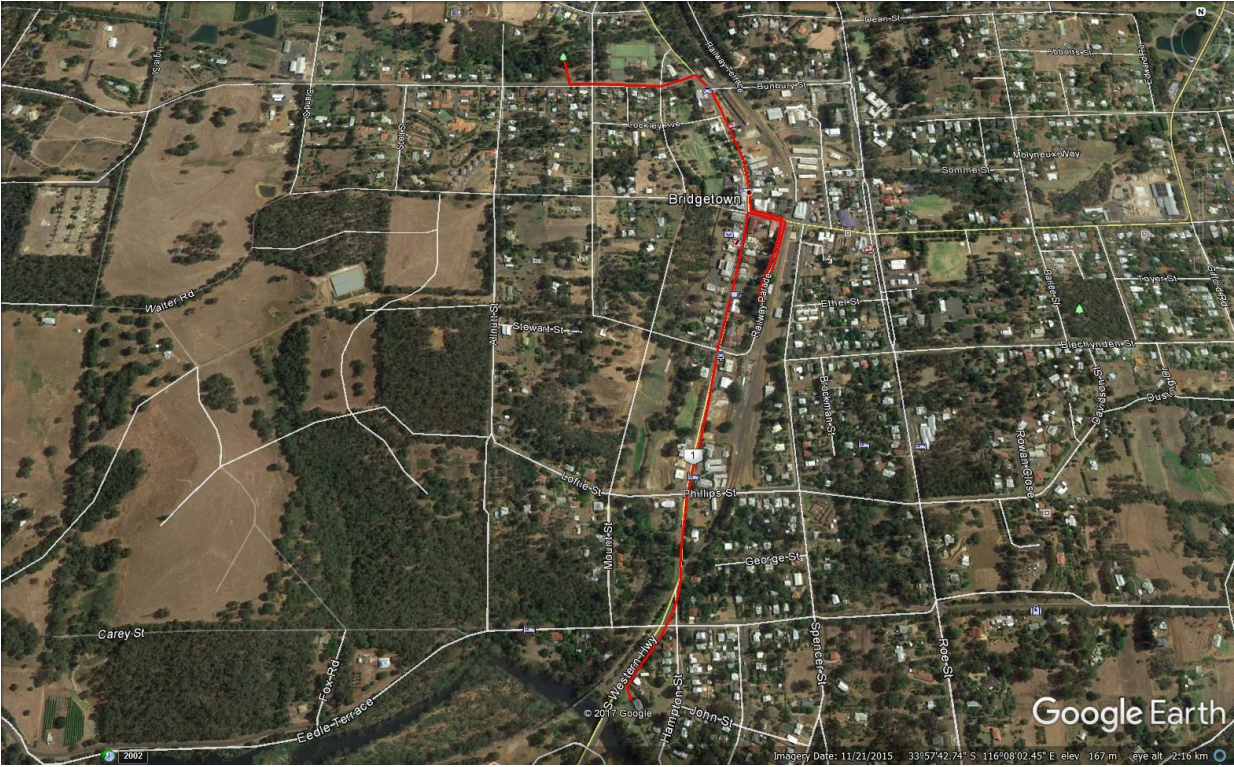


### Appendix 3



Somme Creek Fitness Trail

### Appendix 4



Bridgetown Town Heritage Walk

# Appendix 5



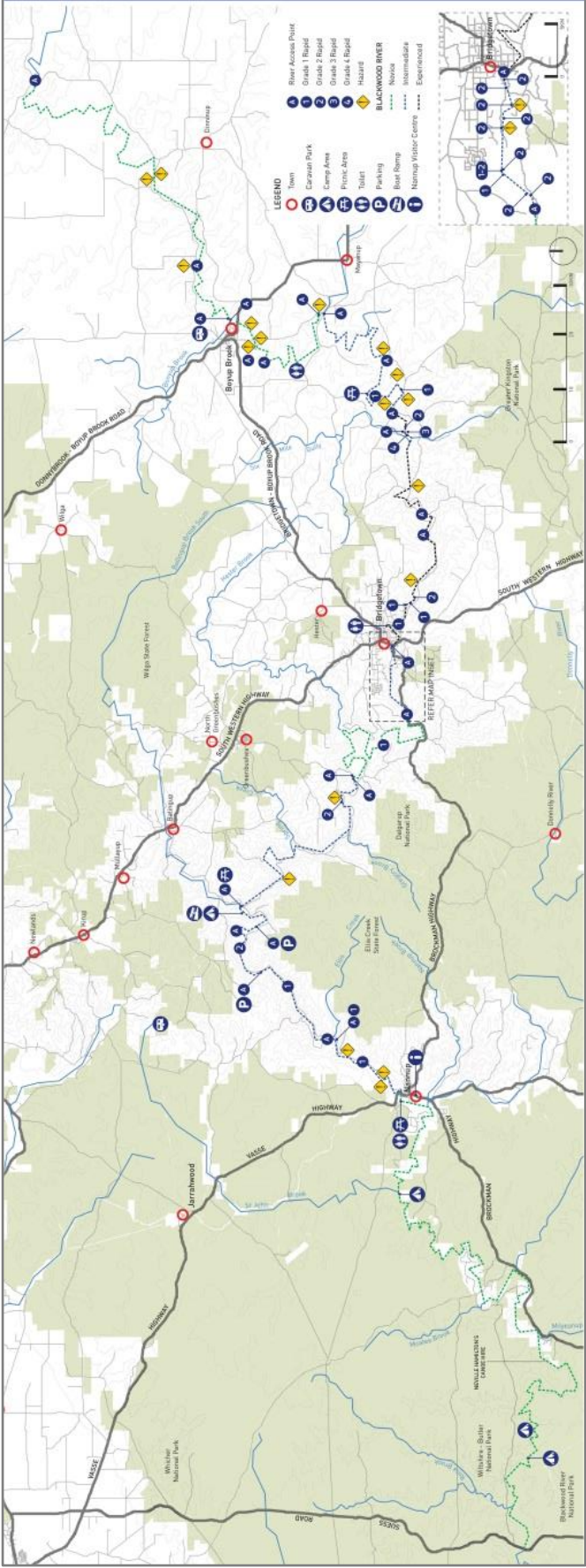
Wandoo Valley Walk

# Appendix 6

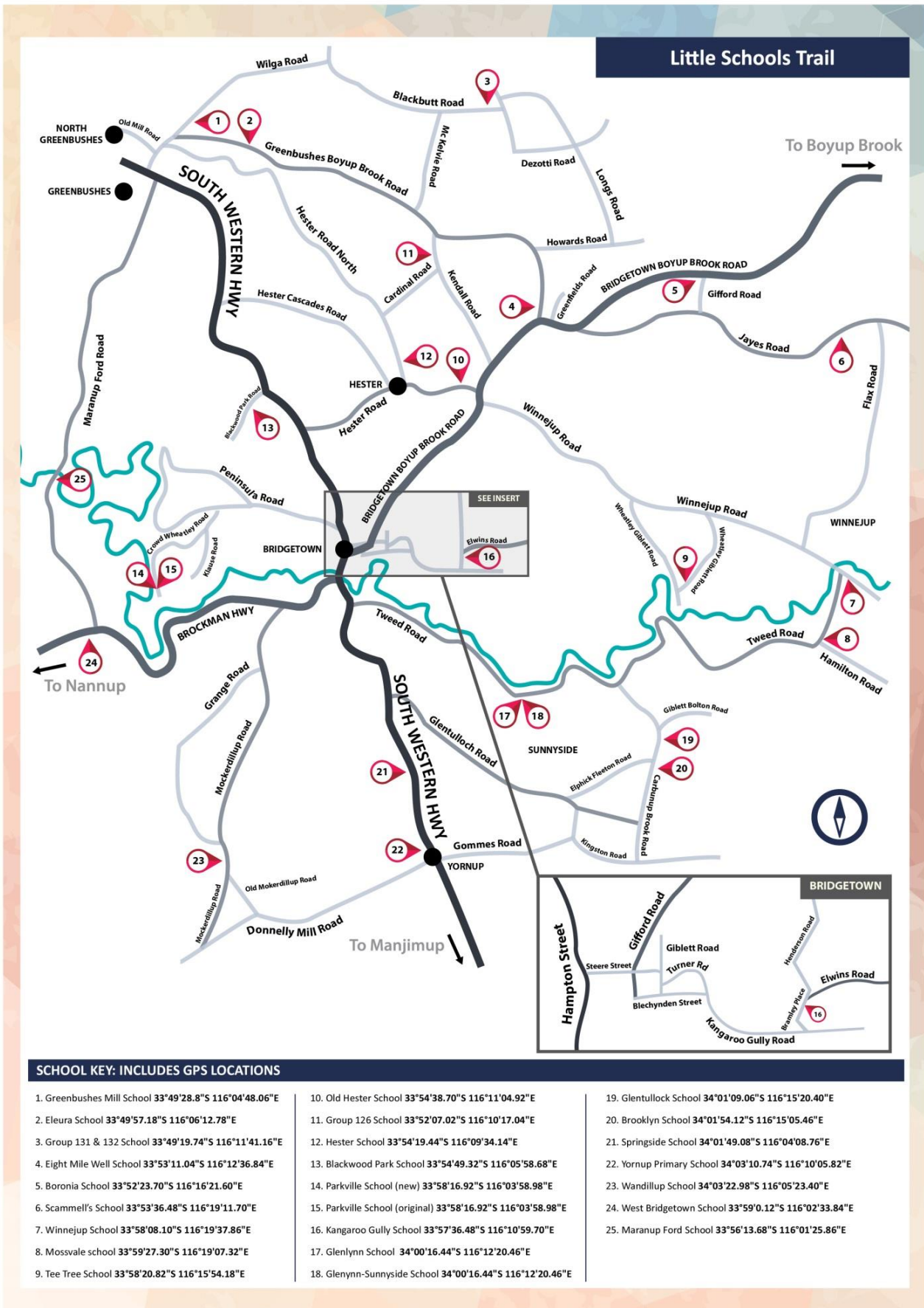


**Old Abattoir Walk**  
2 hours in length.  
This trails runs off Boyup Brook Rd and provides a series of loops that take in stunning views of the bushland, surrounding paddocks and is a brilliant place to view wildflowers in the Spring.

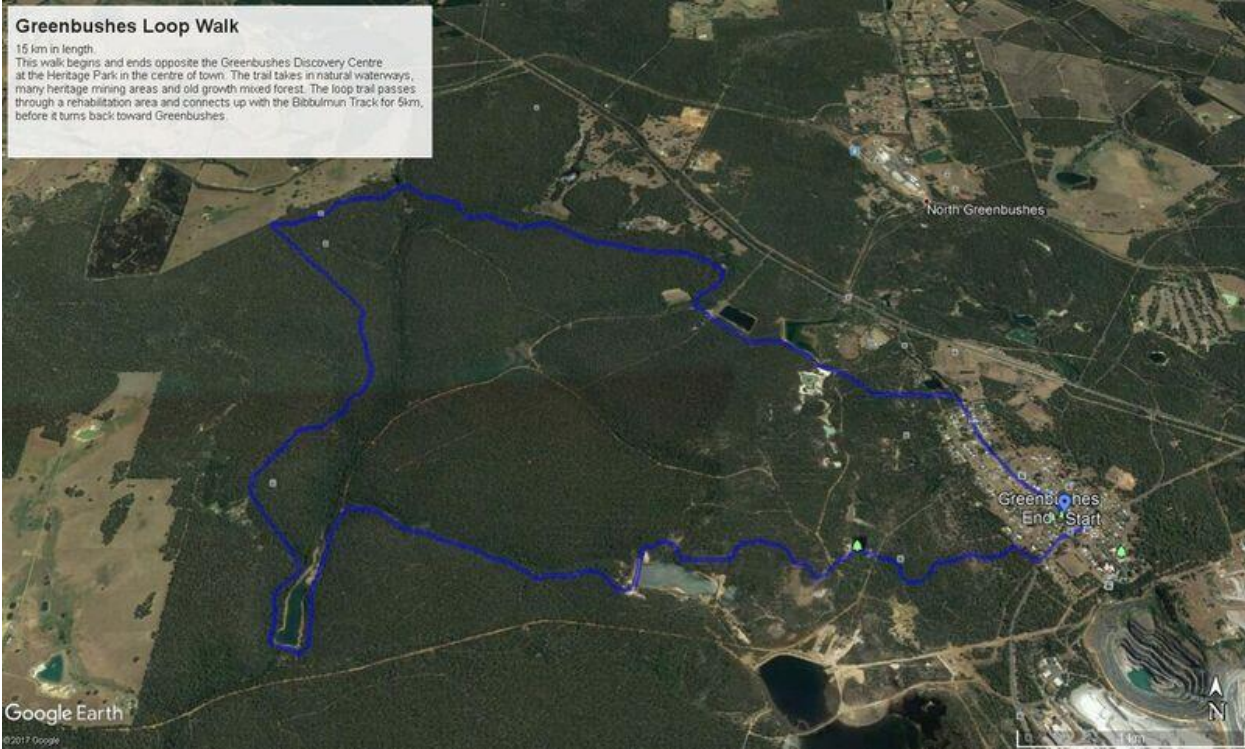
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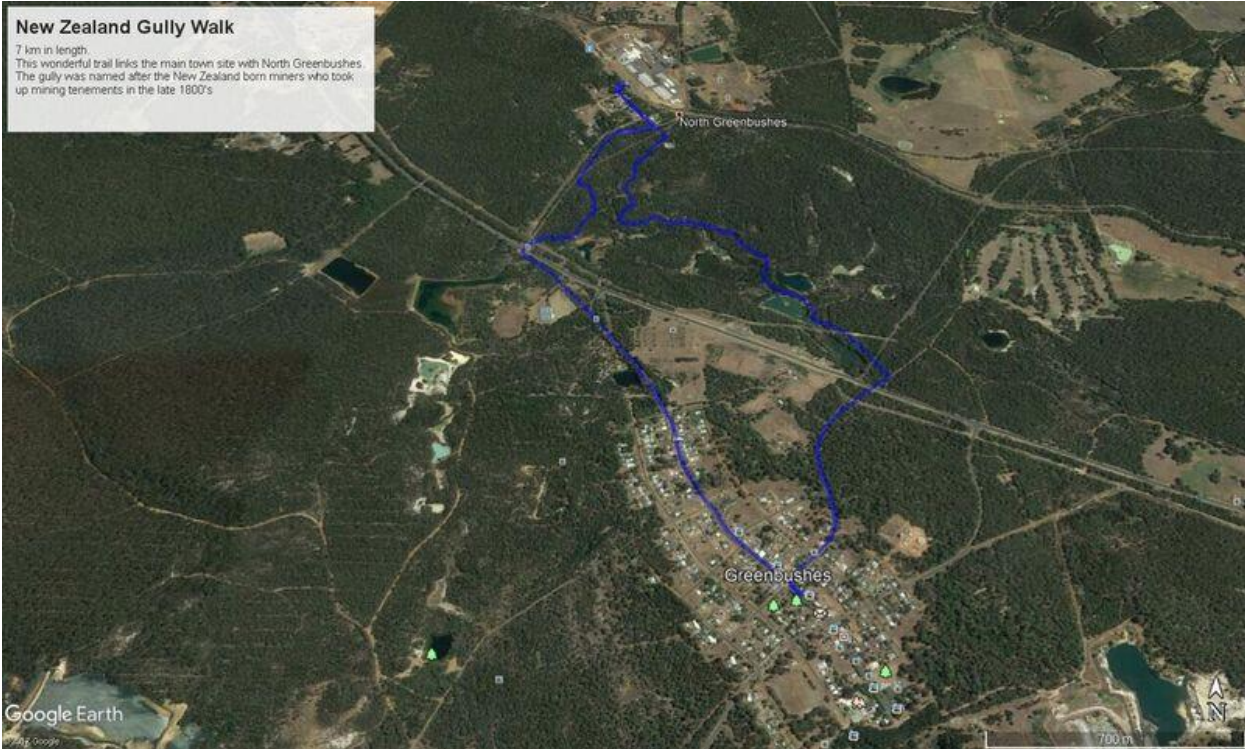
# Appendix 8



# Appendix 9



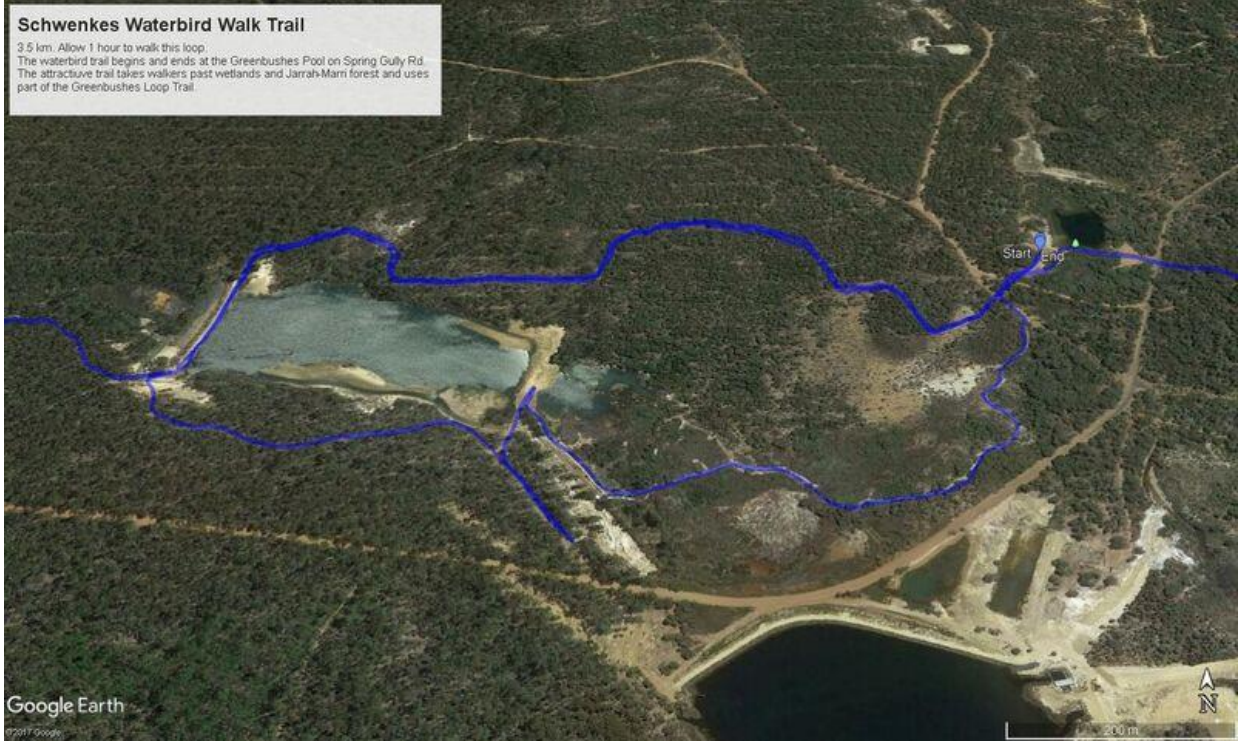
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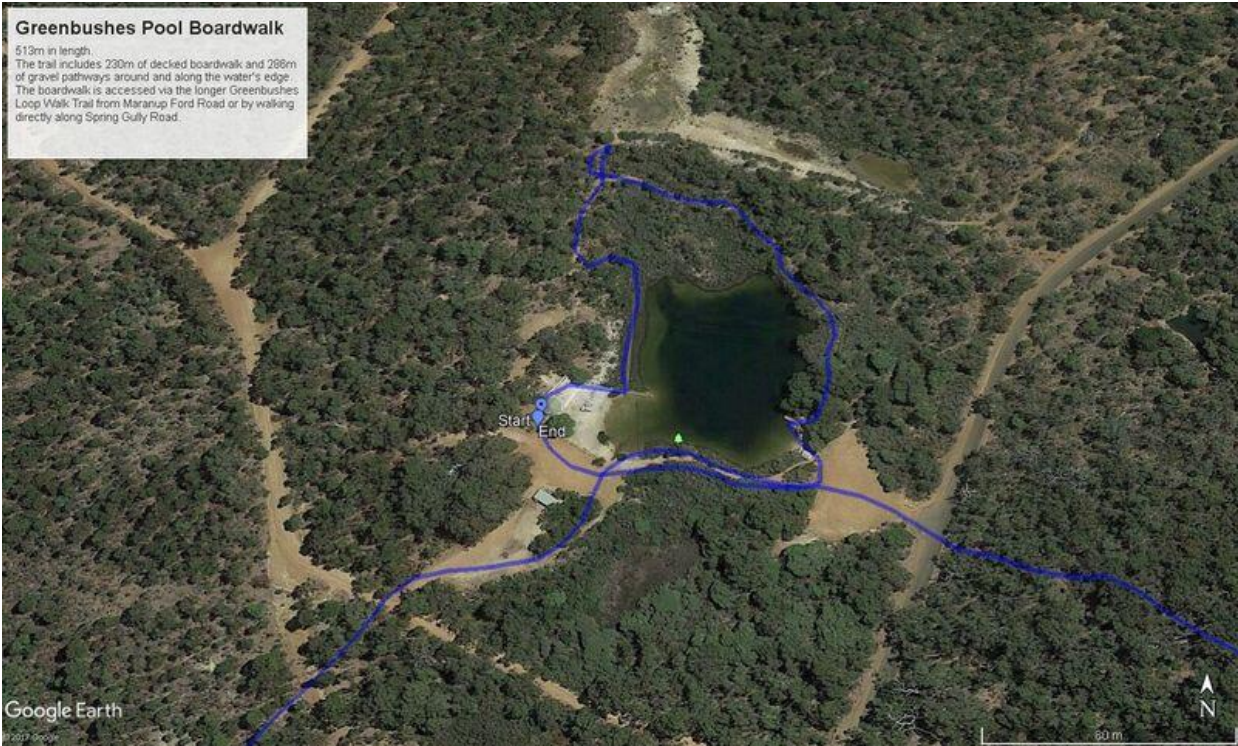
# Appendix 11



# Appendix 12



# Appendix 13



# Appendix 14



Greenbushes Heritage Amble

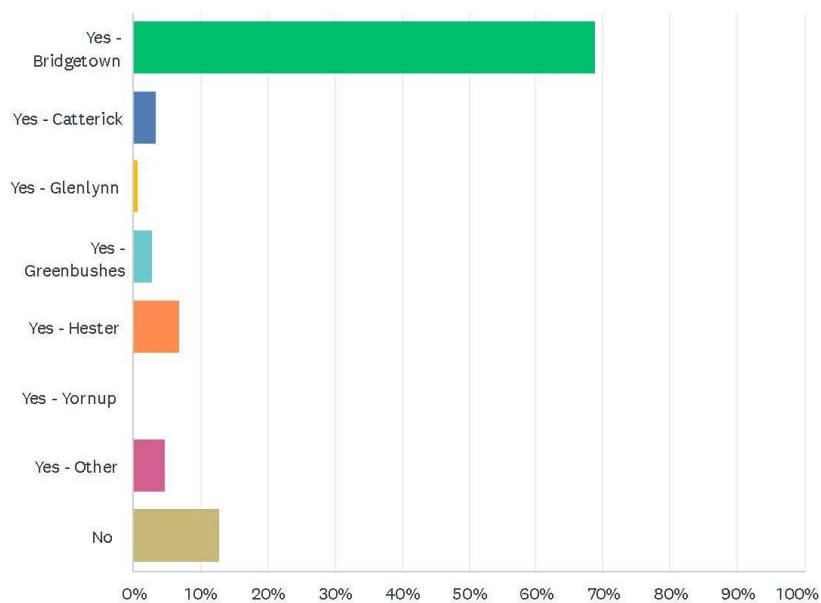


## Appendix 15

### Trails Survey

#### Q1 Do you live in the Shire of Bridgetown-Greenbushes?

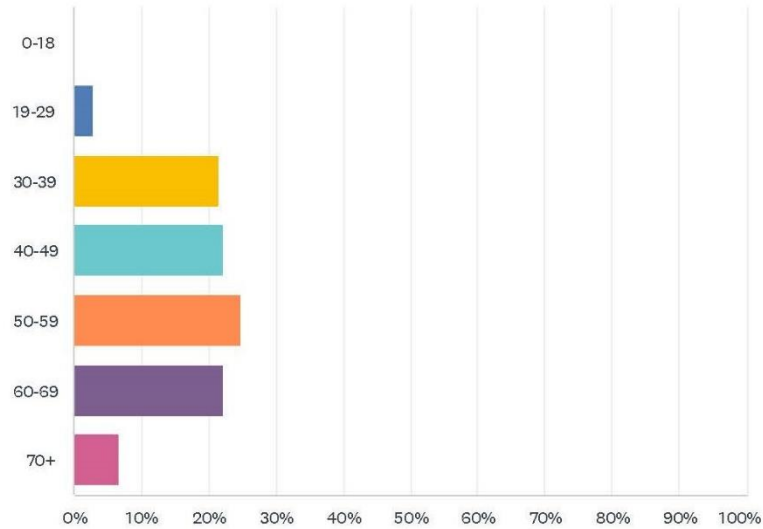
Answered: 148 Skipped: 2



ANSWER CHOICES	RESPONSES	
Yes - Bridgetown	68.92%	102
Yes - Catterick	3.38%	5
Yes - Glenlynn	0.68%	1
Yes - Greenbushes	2.70%	4
Yes - Hester	6.76%	10
Yes - Yornup	0.00%	0
Yes - Other	4.73%	7
No	12.84%	19
<b>TOTAL</b>		<b>148</b>

## Q2 What is your age range?

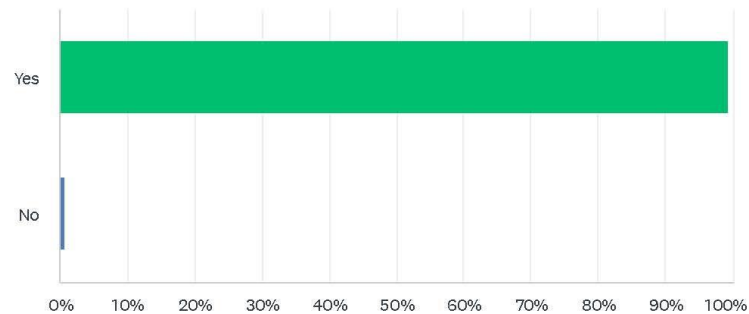
Answered: 149 Skipped: 1



ANSWER CHOICES	RESPONSES	
0-18	0.00%	0
19-29	2.68%	4
30-39	21.48%	32
40-49	22.15%	33
50-59	24.83%	37
60-69	22.15%	33
70+	6.71%	10
<b>TOTAL</b>		<b>149</b>

## Q3 Are you a trail user?

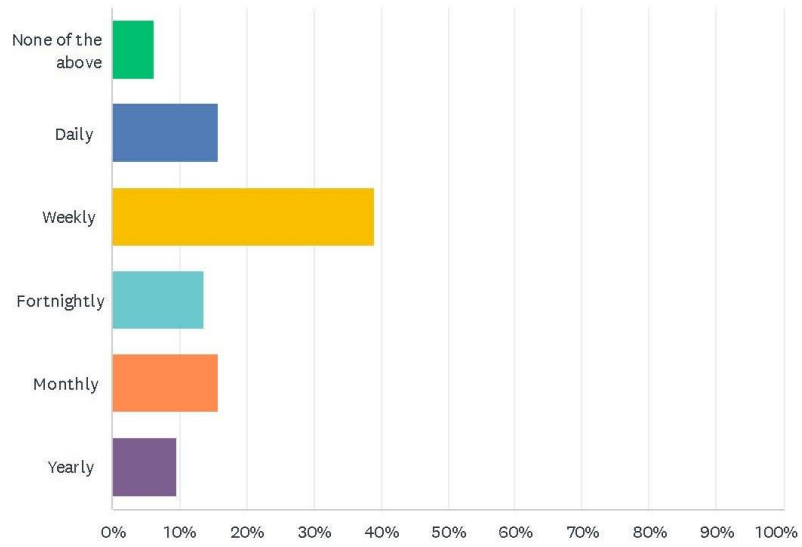
Answered: 147 Skipped: 3



ANSWER CHOICES	RESPONSES	
Yes	99.32%	146
No	0.68%	1
<b>TOTAL</b>		<b>147</b>

## Q4 How often do you use the trails in this Shire?

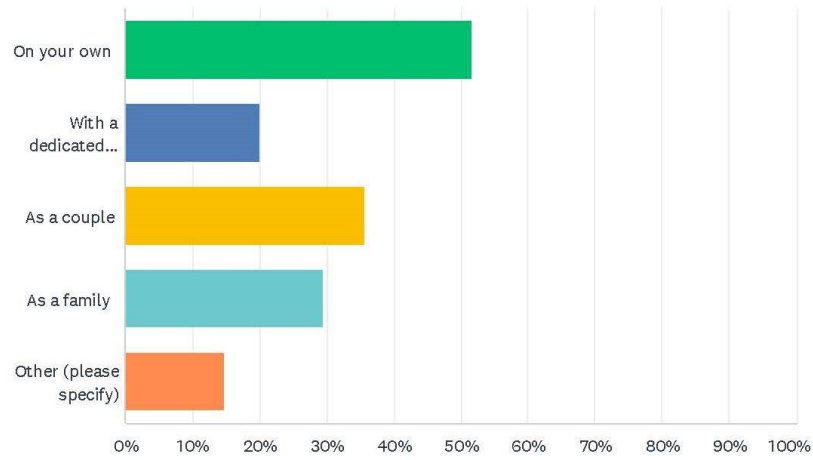
Answered: 146 Skipped: 4



ANSWER CHOICES	RESPONSES	
None of the above	6.16%	9
Daily	15.75%	23
Weekly	39.04%	57
Fortnightly	13.70%	20
Monthly	15.75%	23
Yearly	9.59%	14
TOTAL		146

## Q5 How do you normally use trails?

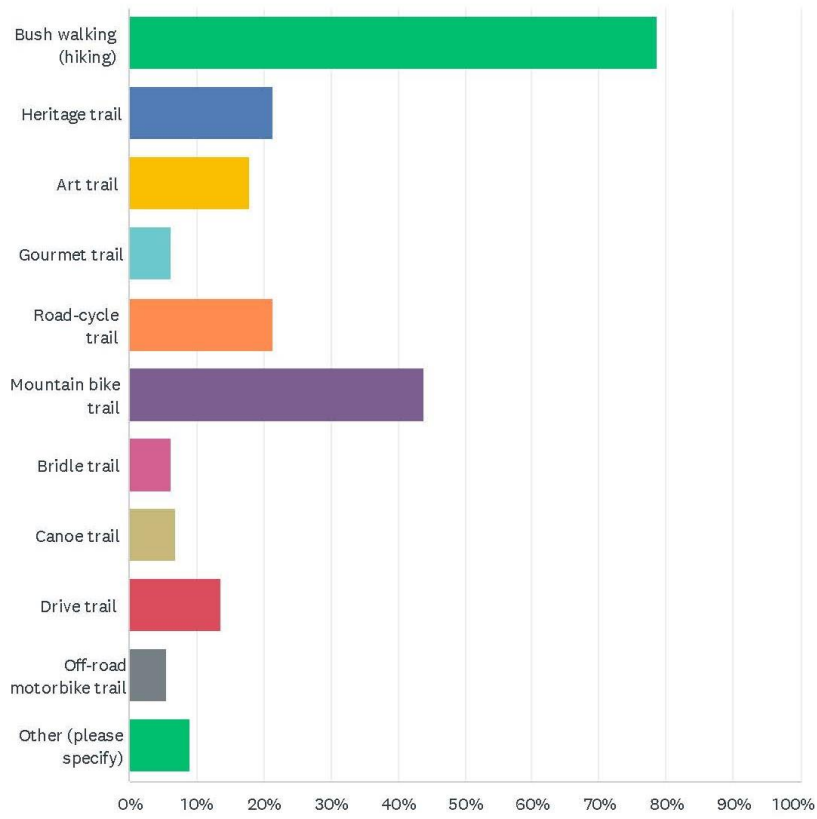
Answered: 149 Skipped: 1



ANSWER CHOICES	RESPONSES	
On your own	51.68%	77
With a dedicated group/team	20.13%	30
As a couple	35.57%	53
As a family	29.53%	44
Other (please specify)	14.77%	22
Total Respondents: 149		

## Q6 What types of trails do you currently use in this shire?

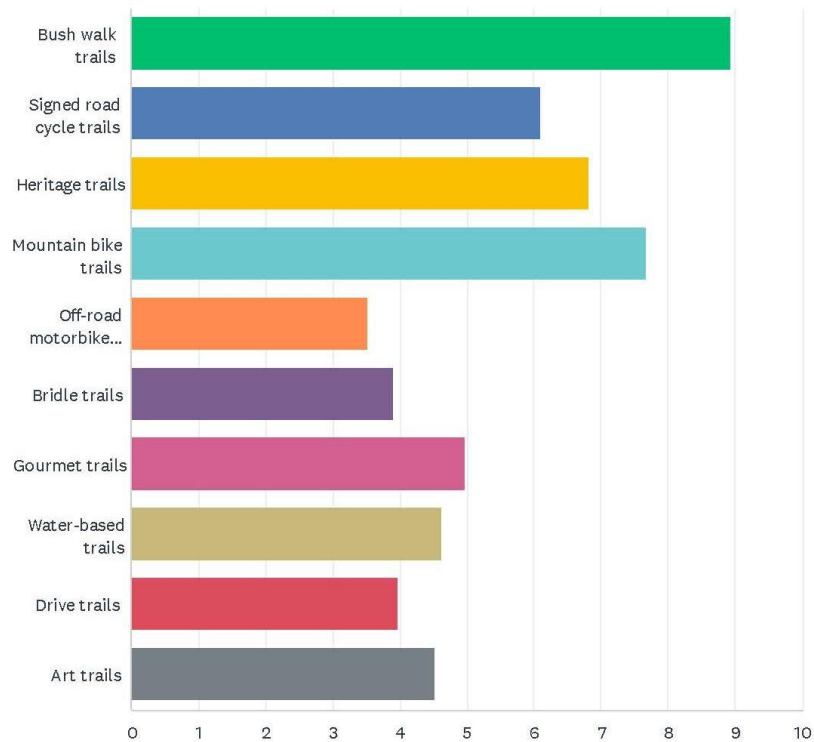
Answered: 146 Skipped: 4



ANSWER CHOICES	RESPONSES	
Bush walking (hiking)	78.77%	115
Heritage trail	21.23%	31
Art trail	17.81%	26
Gourmet trail	6.16%	9
Road-cycle trail	21.23%	31
Mountain bike trail	43.84%	64
Bridle trail	6.16%	9
Canoe trail	6.85%	10
Drive trail	13.70%	20
Off-road motorbike trail	5.48%	8
Other (please specify)	8.90%	13
Total Respondents: 146		

Q7 Which trails do you think Council should prioritise for development?  
Please rank from 1 to 10 with 1 being the top priority.

Answered: 148 Skipped: 2



	1	2	3	4	5	6	7	8	9	10	TOTAL
Bush walk trails	47.62% 70	28.57% 42	12.24% 18	4.08% 6	3.40% 5	2.04% 3	0.00% 0	0.68% 1	0.00% 0	1.36% 2	147
Signed road cycle trails	4.17% 6	16.67% 24	18.75% 27	15.28% 22	7.64% 11	7.64% 11	9.03% 13	6.25% 9	8.33% 12	6.25% 9	144
Heritage trails	4.83% 7	19.31% 28	19.31% 28	15.17% 22	20.69% 30	8.97% 13	3.45% 5	2.76% 4	3.45% 5	2.07% 3	145
Mountain bike trails	36.05% 53	15.65% 23	8.16% 12	13.61% 20	6.80% 10	6.12% 9	1.36% 2	6.12% 9	3.40% 5	2.72% 4	147
Off-road motorbike trails	1.40% 2	4.20% 6	2.10% 3	6.99% 10	10.49% 15	5.59% 8	11.19% 16	12.59% 18	16.08% 23	29.37% 42	143
Bridle trails	3.47% 5	2.08% 3	6.25% 9	2.78% 4	7.64% 11	13.89% 20	17.36% 25	13.19% 19	9.03% 13	24.31% 35	144
Gourmet trails	1.40% 2	4.20% 6	10.49% 15	5.59% 8	14.69% 21	16.08% 23	22.38% 32	15.38% 22	8.39% 12	1.40% 2	143
Water-based trails	0.70% 1	2.10% 3	6.99% 10	14.69% 21	10.49% 15	14.69% 21	13.29% 19	20.28% 29	11.19% 16	5.59% 8	143
Drive trails	0.00% 0	4.20% 6	6.29% 9	6.29% 9	6.29% 9	13.29% 19	13.99% 20	14.69% 21	25.87% 37	9.09% 13	143
Art trails	0.70% 1	4.20% 6	9.79% 14	14.69% 21	11.89% 17	11.19% 16	6.99% 10	8.39% 12	14.69% 21	17.48% 25	143

## Q8 Which existing trails in our Shire do you feel need further maintenance or upgrading?

Answered: 99 Skipped: 51

#	RESPONSES	DATE
1	All roadside footpaths, and walk trail that used to connect Bridgedale to river walk to the East . Also the old railway bridge needs upgrading to take walkers and cyclists. Existing pedestrian walkway too narrow for dogs, people, bicycles to pass one another. I have never driven a car, so walk everywhere.	1/7/2022 11:45 AM
2	The river walk	1/5/2022 6:41 PM
3	Blackwood river walk. Maybe another dog bag dispenser closer to the start of the trail at the car park for people who don't bring them.	1/5/2022 6:05 PM
4	River side trails	12/29/2021 10:15 AM
5	All trails	12/22/2021 5:11 PM
6	Hester MTB trails Leda MTB trails	12/17/2021 3:50 PM
7	MTB Trails	12/16/2021 4:44 PM
8	The Dugong and Elephant trails	12/16/2021 11:18 AM
9	The mountain bike trail network needs to be sanctioned and advertised to encourage mountain bike tourism. Bridgetown works also benefit from a mountain bike park. The shire would then see the tourism benefits that Margaret River, Pemberton, Dunsborough and now Nannup are all receiving.	12/16/2021 7:09 AM
10	Mountain bike trails	12/16/2021 5:52 AM
11	Mountain bike trail need to be extended and current trails signage updated. Extension of the Blackwood River trail to the east	12/15/2021 9:40 PM
12	Mountain hiking, walking, heritage	12/9/2021 1:58 PM
13	All the mountain bike trails that the shire was supposed to assist with the planning and development of. Developing a walk trail into town from highlands	12/9/2021 9:26 AM
14	All trails	12/8/2021 5:22 PM
15	River trail	12/7/2021 8:12 PM
16	The river trail that was destroyed in the recent floods needs to be a priority	12/7/2021 1:41 PM
17	Mtb	12/7/2021 12:23 PM
18	River park	12/7/2021 11:35 AM
19	Dugong MTB trail need to be signposted, maintained and promoted. I have come across tourists on multiple occasions that have gotten lost whilst riding on them.	12/7/2021 10:59 AM
20	Mtb trails	12/7/2021 9:59 AM
21	Dugong MTB trail need to be signposted, maintained and promoted. I have come across tourists on multiple occasions that have gotten lost whilst riding on them.	12/7/2021 9:49 AM
22	Bridgetown Jarrah Park signs. Abotoir walk wooden bridge that was removed. Damaged riverside walk paths.	12/7/2021 9:40 AM
23	MTB trails are non-existent and the unsanctioned trails that are in place are of a very poor standard, not maintained and mostly are fire trail. Almost every other south west town has some sort of MTB trail facilities, and after visiting Bridgetown last weekend for the purposes of potentially relocating and buying property locally, this was a major disappointment for me and basically made it non-viable as a hub for me and my family.	12/5/2021 5:13 PM

24	Mountain bike trails	12/4/2021 3:39 PM
25	River trail river trail	12/1/2021 7:42 PM
26	<p>The art trail around the Somme Creek - especially where there is no trail to access &amp; view the art sculptures near the pond. These were not included in the recent Art Trail booklet. Currently there is only a rough bush track that can be boggy/slippery in winter &amp; overgrown /snake danger in summer- it is very forgotten about with the shires annual general maintenance. This has been reported this several times over the last few years - as some maintenance has been required. Also signage would be extremely important to include -to direct locals &amp; tourists to see the magnificent 4 art pieces ( that are hidden &amp; hardly anyone knows about) &amp; a path created that would allow access for all - at this stage there is no access for anyone with limited mobility. Signage, access &amp; maintenance would also show respect for the valuable artwork</p> <p>that has been installed &amp; provided for the community. The other trail that needs some upgrading is the path from the River park that leads south to the small bridge across the river - when the river floods there is no access as the bridge is sometimes also flooded - maybe a suspension bridge like the one at One Tree Bridge would allow all year access. Also, it would be great to be able to do a bridge to bridge loop - as the trail kind of disappears when you get close to Bridgedale House &amp; you are then required to walk along the road. Some clear parking near this area would also be useful - as recently I needed to park there &amp; found it confusing as where to park &amp; where the trail was from the gazebo.</p>	11/29/2021 9:34 AM
27	The one along the river. Bridge to The Rectory. It is in shocking condition.	11/28/2021 4:04 PM
28	all	11/27/2021 3:18 PM
29	Post winter, some of the river walk trails need repair.	11/27/2021 11:32 AM
30	Walk trail	11/27/2021 8:25 AM
31	Mtb trails	11/26/2021 1:49 PM
32	The washed out sections of the river trail and bridge across the river would be a priority.	11/26/2021 12:40 PM
33	the ones along the Blackwood river	11/26/2021 12:27 PM
34	Hester Mountain bike trails	11/26/2021 10:07 AM
35	The trails behind the substation on Hester rd. The walking trail along the river going west from the bridge needs to be finished...	11/26/2021 7:59 AM
36	Jarrah	11/26/2021 7:43 AM
37	MTB trail to Hester and back	11/26/2021 6:47 AM
38	All of them.	11/26/2021 6:16 AM
39	Water trails	11/25/2021 10:15 PM
40	Wandoo walk and Abattoir walk	11/25/2021 10:05 PM
41	River side park/ caravan park	11/25/2021 9:24 PM
42	All greenbushes trails	11/25/2021 8:14 PM
43	Greenbushes	11/25/2021 8:11 PM
44	rail trail e.g. bridge repairs to culvert bridge just south of Hester	11/25/2021 7:39 PM
45	Heritage trail through bridgedale house needs clear path and dog litter bags and signage.	11/25/2021 6:55 PM
46	River walks. Completely destroyed, when are they going to be repaired?	11/25/2021 6:17 PM
47	Signs on walk trails out of town	11/25/2021 5:59 PM
48	Blackwood Riverside at Bridgetown. Bridgetown Library walk.	11/25/2021 3:04 PM



49	Be good to have some maintenance done on the Abattoir and Wandoo Tracks just to ensure the tracks are kept safe underfoot for walking and also to enable one to check for snakes! I don't mean bitumenising - just clear of debris.	11/25/2021 12:40 PM
50	River paths	11/25/2021 12:35 PM
51	Complete an official Bridgetown to Greenbushes trail via railway	11/25/2021 11:52 AM
52	Sunnyside reserve needs toilets of some kind & the track down to the river bank needs grading	11/25/2021 9:55 AM
53	Communication I am new to Bridgetown and dont know where the hiking trails are! People love nature. Investing in all of the above will bring visitors and maintain a vibrant community.	11/25/2021 9:44 AM
54	All river trails from Old Rectory to Greys Hill. A link to Geegelup Brook into town. Extend beyond Old Rectory. Extend beyond Grets Hill. This trail area is the most accessible to locals and tourists. More mapped mountain bike trails and more mountain bike trails in general. Compared to somewhere like Collie Bridgetown is far behind and will miss out on a golden opportunity if something isn't done quickly to extend and enhance the mountain bike trail network.	11/25/2021 9:05 AM
55	Maslin Reserve into town	11/25/2021 9:03 AM
56	All	11/25/2021 8:42 AM
57	Bridgetown Jarrah Park - signage gets people lost Stock Route/Horse Trail - no info about where it goes or how to get from hut to hut	11/25/2021 8:17 AM
58	Walking trails	11/25/2021 8:06 AM
59	Riverside trail, old rectory trail.	11/25/2021 8:05 AM
60	Not sure. I like the abattoir and Wandoo trails. I think mountain biking is a huge opportunity but maybe we have missed the boat there.	11/25/2021 7:47 AM
61	Mountain bike trails around Hester	11/25/2021 7:09 AM
62	Not sure	11/25/2021 6:40 AM
63	Bridgetown Jarrah Park	11/25/2021 2:41 AM
64	The river walk under the bridge. Sunny side needs a drop toilet.	11/24/2021 11:48 PM
65	river park trails post-flood damage	11/24/2021 11:40 PM
66	Entry road to Abattoir Walk. And i believe signage at Jarrah Park is dangerously faded.	11/24/2021 9:48 PM
67	Most of them	11/24/2021 9:39 PM
68	All	11/24/2021 9:20 PM
69	Need some dedicated MTB trails	11/24/2021 9:17 PM
70	River Path	11/24/2021 9:16 PM
71	Mtb	11/24/2021 9:07 PM
72	Most of them! The river walk trail is our most used (?) trail and should be constantly maintained and upgraded. The Jarrah Park trails and signage could be top class but are a disgrace	11/24/2021 8:58 PM
73	River walk to north of town	11/24/2021 8:57 PM
74	Road cycle trails - trails to the side of the highways so no chance of car vs cyclist events	11/24/2021 8:54 PM
75	Mountain bike	11/24/2021 8:44 PM
76	Greenbushes heratige trail	11/24/2021 8:39 PM
77	Blackwood river trail	11/24/2021 8:38 PM
78	Around Schenke Dam. The signage is dreadful. There needs to be a drop toilet at the start of each trail, especially the more remote ones.	11/24/2021 8:24 PM

79	Foot paths in towns, safe walk space near blind corners and hills.	11/24/2021 8:17 PM
80	River walk at the river park needs an elevated walkway which wont be washed away with flood waters	11/24/2021 8:11 PM
81	River park walk	11/24/2021 8:06 PM
82	Greenbushes loop,	11/24/2021 8:02 PM
83	All of them	11/24/2021 7:39 PM
84	I would like to see more sealed trails suitable for young kids on bikes	11/24/2021 7:28 PM
85	Rectory Walk	11/24/2021 7:26 PM
86	Maslin reserve	11/24/2021 7:21 PM
87	New Zealand gully	11/24/2021 7:21 PM
88	All of them	11/24/2021 7:16 PM
89	River walk near the bridge	11/24/2021 7:10 PM
90	Mountain bike trails need the most amount of work as we may attract more tourists, more money flowing into the shire	11/24/2021 7:09 PM
91	Hester mountain bike trails and the signage is terrible to know where existing trails are or starts and finish	11/24/2021 7:04 PM
92	Just needs more mountain bike trails, fire trails are okay for a bit but needs more for sure!	11/24/2021 7:00 PM
93	All of the walk trails need consistent signage and upgrades	11/24/2021 6:56 PM
94	The river walk in both directions from the river walk, the Abbitour walk and wandoo walk	11/24/2021 6:48 PM
95	Greenbushes mining heritage trail, and links to the pool.	11/24/2021 6:45 PM
96	River walk as the flooding has damaged it	11/24/2021 5:44 PM
97	Town walk	11/24/2021 5:21 PM
98	The river walk needs serious fixing up in patches and maintenance from the flooding of the walk bridge also needs fixing up. It's dangerous for walkers and the like.	11/24/2021 5:17 PM
99	No comment	11/24/2021 1:11 PM

## Q9 What is your favourite local trail & why?

Answered: 118 Skipped: 32

#	RESPONSES	DATE
1	Greenbushes loop - has alot of variety of views/dams/bush/old mine stuff	1/17/2022 10:54 AM
2	The river walk trails, love the water and wildlife and close to my home.	1/7/2022 11:45 AM
3	The river walk	1/5/2022 6:41 PM
4	Blackwood river. Beautiful walk good upgrade on first half from the river.	1/5/2022 6:05 PM
5	river walk. Accessible and maintained.	1/5/2022 5:52 PM
6	Hester forests and Wandoo walktrail, many wildflowers in season, walking our dogs freely.	12/29/2021 10:15 AM
7	Hester Mountain Bike trail because it's about the only trail in the shire.	12/22/2021 5:11 PM
8	Hester MTB trails, I use them as part of group rides and also training for cross country MTB races	12/17/2021 3:50 PM
9	Dugong Good cross country trail	12/16/2021 4:44 PM
10	Dugong for mountain bike and running/hiking.	12/16/2021 11:18 AM
11	Eagles nest, still one of the best we have to offer.	12/16/2021 7:09 AM
12	Hester, close to our home	12/16/2021 5:52 AM
13	Hester mountain bike trail, Jarrah park, River trail	12/15/2021 9:40 PM
14	River Variety Shade Good surface Dog friendly	12/15/2021 8:33 PM
15	Nil	12/9/2021 1:58 PM
16	The mtb loops. I like to ride mtb trails	12/9/2021 9:26 AM
17	Any Mountain Bike trails	12/8/2021 5:22 PM
18	Wandoo Walk	12/7/2021 8:12 PM
19	The riverwalk- easily accessible and beautiful	12/7/2021 1:41 PM
20	Hester mtb trails	12/7/2021 12:23 PM
21	Abbatoir walk... peaceful	12/7/2021 11:35 AM
22	Dugong MTB trail	12/7/2021 10:59 AM
23	Dugong	12/7/2021 9:59 AM
24	Dugong MTB trail	12/7/2021 9:49 AM
25	Abotoir walk. Close to town, flat and shady.	12/7/2021 9:40 AM
26	River walk and jarrah forest.	12/5/2021 5:13 PM
27	Don't know as don't know where many of the mountain bike trails actually are.	12/4/2021 3:39 PM
28	River trail	12/1/2021 7:42 PM
29	Any that create a loop - from 30 minutes to an hour. Great for exercise, quick walks in lunch breaks & also for tourists -as then they don't need to back track.	11/29/2021 9:34 AM
30	The above. It is convenient, good parking, popular for exercise.it needs to be maintained with a grader annually after river rise.it does not need touristification.	11/28/2021 4:04 PM
31	River trail.	11/27/2021 9:04 PM

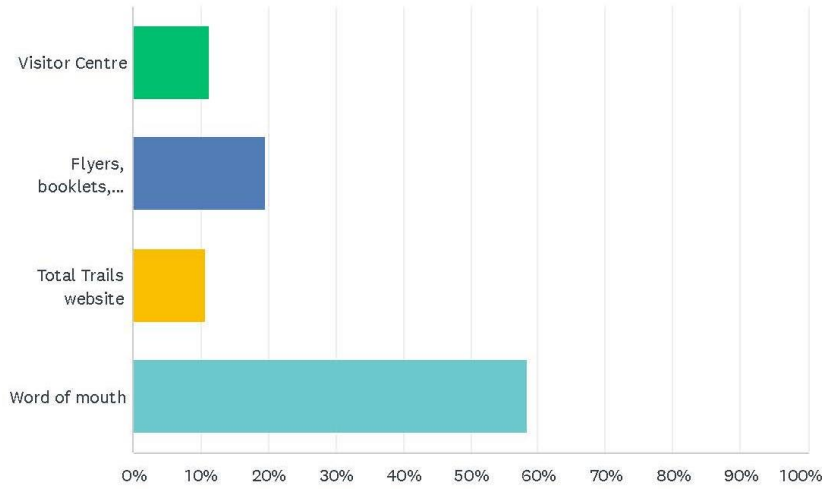
32	The river walk, the Blackwood River is beautiful but wish it was longer	11/27/2021 6:03 PM
33	Wandoo valley	11/27/2021 3:18 PM
34	Abattoir walk	11/27/2021 11:32 AM
35	All Live the area	11/27/2021 8:25 AM
36	Dugong	11/26/2021 1:49 PM
37	Regularly walk along the river trail.	11/26/2021 12:40 PM
38	I prefer the river walks - the river is ALWAYS flowing and is always a pleasant backdrop to a walk. Also, innate to being a river, there is less inconvenience to have walks along it in comparison to most other places	11/26/2021 12:27 PM
39	Blackwood River Walk as it's easy to get to, Sidings Rail trail and Timberline trail for mountain- biking - a great trail with beautiful scenery and a good mix of trail and single track riding.	11/26/2021 10:07 AM
40	The river walk trail from the main bridge to grey hills road.	11/26/2021 7:59 AM
41	Wandoo	11/26/2021 7:43 AM
42	River walk. Accessible and picturesque	11/26/2021 7:10 AM
43	Good length and endurance factor	11/26/2021 6:47 AM
44	River walk Tranquility	11/26/2021 6:37 AM
45	Abattoir	11/26/2021 6:16 AM
46	Riverside trail because it is the most relaxing and beautiful walk	11/25/2021 10:15 PM
47	Wandoo its closest	11/25/2021 10:05 PM
48	Trail 2 ( off Winnejup rd)	11/25/2021 9:24 PM
49	Pool	11/25/2021 8:14 PM
50	Greenbushes loop	11/25/2021 8:11 PM
51	Blackwood River northbank footpath	11/25/2021 7:39 PM
52	River trail , beautiful setting and the up grade is well done..	11/25/2021 6:55 PM
53	River walk.	11/25/2021 6:17 PM
54	Walk trails number 2, quiet.	11/25/2021 5:59 PM
55	Along the River	11/25/2021 3:23 PM
56	Blackwood Riverside at Bridgetown. We just love strolling by the river. Peaceful and relaxing. Nature lovers. Good exercise for us older folk.	11/25/2021 3:04 PM
57	NZ gully, its local and has nice wide tracks	11/25/2021 1:14 PM
58	Dwellingup, lots of trails with town and accomodation	11/25/2021 1:11 PM
59	Abattoir and Wandoo; beautiful wildflowers in season, peaceful, safe, rejuvenating to walk in all weathers, always love being out there. My dog is well behaved, stays on the track and never chases anything. She enjoys it too.	11/25/2021 12:40 PM
60	River trail	11/25/2021 12:35 PM
61	Greenbushes loop	11/25/2021 11:52 AM
62	River walk	11/25/2021 10:56 AM
63	Any old bush track. Just hate that they are closing old roads.	11/25/2021 10:54 AM
64	Hester and Catterick because it's so peaceful	11/25/2021 10:52 AM
65	The river walk. It is long, you can start/finish from anywhere and it is beautiful	11/25/2021 10:20 AM
66	Sunnyside as a essential to open grass area, river, shelter & bush tracks all in 1 area. Lack of toilet makes for shortened visits some times though.	11/25/2021 9:55 AM

67	River walk	11/25/2021 9:44 AM
68	Maslin Reserve because of location and wildflowers	11/25/2021 9:28 AM
69	Hester beginning at the corner of Boyup Brook Road and Hester Road. It is accessible and hS a number of variations. The Greenbushes Loop is also a great mtb trail	11/25/2021 9:05 AM
70	River walk	11/25/2021 9:03 AM
71	none	11/25/2021 8:42 AM
72	River walk. It is peaceful and passes close by where I live .	11/25/2021 8:39 AM
73	Greenbushes Heritage Trail - it's different. the "pick a person" game/interactive is great. Jarrah Park - it has different walk lengths in the one place.	11/25/2021 8:17 AM
74	Wandoo Valley Trail - good distance, variable loops, lovely flora.	11/25/2021 8:05 AM
75	I love the river trail. From the river park to Mattamatup Rd is my favourite section.	11/25/2021 7:47 AM
76	Eagles nest, is challenging, fast but accessible to everyone	11/25/2021 7:09 AM
77	Kalamunda and goat Farm as they are close to home	11/25/2021 6:54 AM
78	Abbatoir trail & Hester for walking and riding horses. Serenity, peace and is for all kinds of fitness levels. River walk - just beautiful and easy access.	11/25/2021 6:41 AM
79	The road cycling is fabulous and gravel cycling has lots of potential	11/25/2021 6:40 AM
80	We try and explore them all	11/25/2021 6:01 AM
81	Wandoo Quiet and goes through such different country	11/25/2021 6:00 AM
82	Greenbushes, can remember the one of the trail but it's a multipurpose trail that heads out into the bush, perfect for young kids learning to ride. Would be great to link it into a mtb network	11/25/2021 4:10 AM
83	Wandoo Valley Walk Trail or Old Abbatoir Walk Trail, beautiful native flora. Bridgetown River Park- easily accessible for prams and kids scooters	11/25/2021 2:41 AM
84	Sunny side, the wildflowers and along Petterson Road, also wildflowers.	11/24/2021 11:48 PM
85	Abbatoir walk - off lead for dogs, quiet	11/24/2021 11:40 PM
86	Greenbushes, any of them are great out there.	11/24/2021 9:52 PM
87	Abbatoir Walk. Close to town. Dog friendly. Well sign posted, with options for how far you want to go. River Walk is excellent too for on lead dog walking.	11/24/2021 9:48 PM
88	River walk and art trail	11/24/2021 9:39 PM
89	River Walk- it's by the beautiful Blackwood River. It highlights the bridge and the river and epitomises so much of the essence of Bridgetown, past and present. As shared with the Council over many years to no avail, I ( and many others) see great potential grossly under- developed and under- utilised trail. It's simply stunning by the river. Could- should already have been - developed as a multifaceted interactive trail for locals and tourists alike. This would cater to and include a broad range of diverse interest groups. Imagine a single river trail including elements of history/art/nature studies/ nature playground/walk/run/cycle/ parkrun and more. One does not to venture far from this Shire to find other community minded and engaged Shires that have developed such trails that are used by SO many in the community!!!	11/24/2021 9:20 PM
90	Wandoo - totally natural experience	11/24/2021 9:16 PM
91	Turnip patch fun and challenging	11/24/2021 9:07 PM
92	The mountain bike trails around Hester. They are easily accessible, close to town and are in pristine bush. They allow us to ride without traffic issues.	11/24/2021 8:58 PM
93	Wandoo walk trail because of its wildflower diversity	11/24/2021 8:57 PM
94	Kendall rd / Boyup Brook- Greenbushes rd loop	11/24/2021 8:54 PM

95	Bush walking	11/24/2021 8:44 PM
96	Greenbushes pool walk. Because its easy for kids to walk too, nice board walk and wide path	11/24/2021 8:39 PM
97	The abattoir walk, lots of wildflowers but no toilet — why?	11/24/2021 8:24 PM
98	River walk, the quiet and the new upgrade work	11/24/2021 8:17 PM
99	River walk as its shady and follows the river	11/24/2021 8:11 PM
100	Greenbushes loop, it has a great range of things to see.	11/24/2021 8:02 PM
101	River trail - easily accessible and close to town for families.	11/24/2021 7:44 PM
102	Old abattoir. Beautiful secenary	11/24/2021 7:39 PM
103	Along the river	11/24/2021 7:36 PM
104	Birds nest trail Hester	11/24/2021 7:28 PM
105	Old Abbatoir walk cos it's closest to Home & a fairly flat trail.	11/24/2021 7:26 PM
106	Maslin reserve close to home	11/24/2021 7:21 PM
107	River trail	11/24/2021 7:21 PM
108	River park trail	11/24/2021 7:16 PM
109	River walk as it is tranquil and full of so many types of birds.	11/24/2021 7:10 PM
110	Abbatoir walk, not far from town, not many people use it, beautiful bush	11/24/2021 7:09 PM
111	Eagles nest for riding with my kids and the abbotoir walk to walk my dog	11/24/2021 7:04 PM
112	Dugong loop trail	11/24/2021 7:00 PM
113	Bridgetown Jarrah Park because of the diversity	11/24/2021 6:56 PM
114	The rectory walk, it is an excellent daily walk to exercise my dog in the early morning. Unfortunately it has been recently closed for upgrades and since ruined due to flooding	11/24/2021 6:48 PM
115	Greenbushes mining trail. It's suitable for most levels, has heritage and could include art.	11/24/2021 6:45 PM
116	The river walk as it's used for exercise, walking to town for coffees and festivals and markets	11/24/2021 5:44 PM
117	The river walk	11/24/2021 5:17 PM
118	No comment	11/24/2021 1:11 PM

## Q10 Where do you normally find local trail information?

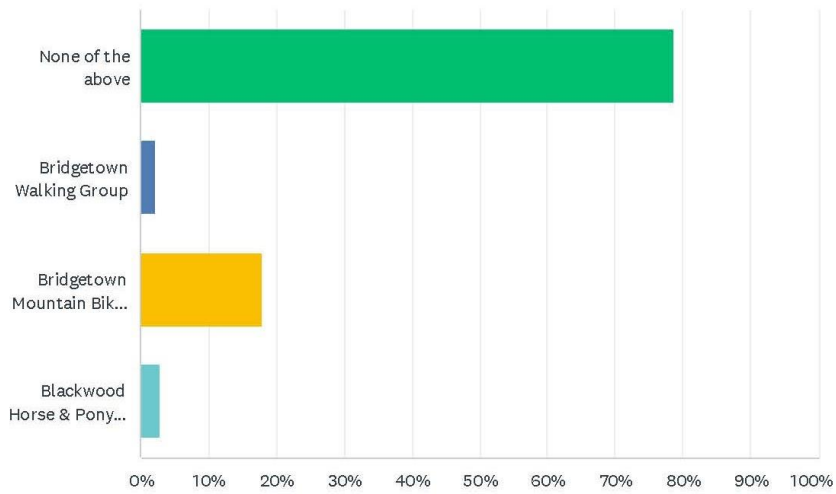
Answered: 132 Skipped: 18



ANSWER CHOICES	RESPONSES	
Visitor Centre	11.36%	15
Flyers, booklets, brochures	19.70%	26
Total Trails website	10.61%	14
Word of mouth	58.33%	77
TOTAL		132

## Q11 Are you a member of any of the following recreational trail clubs in the Shire?

Answered: 145 Skipped: 5



ANSWER CHOICES	RESPONSES	
None of the above	78.62%	114
Bridgetown Walking Group	2.07%	3
Bridgetown Mountain Bike & Cycle Club	17.93%	26
Blackwood Horse & Pony Club	2.76%	4
Total Respondents: 145		





## **Policy R.14 – Verge Management**

### **PURPOSE**

The purpose of this Policy is to;

- (a) Determine Councils role and responsibilities in terms of customer requests relating to road verges, and
- (b) Establish priorities and service levels for these customer requests,
- (c) Provide for the acceptable treatments of verges by owners or occupiers of adjoining properties

### **APPLICATION**

This Policy applies to service requests on road verges. A verge is the portion of land between the road carriageway and the property boundary, typically used for;

- (a) Providing a buffer between the road carriageway and the private land adjoining it.
- (b) Widening of the road carriageway, if this is necessary.
- (c) The construction of footpaths and vehicular crossovers.
- (d) The position of directional and regulatory signage.
- (e) The location of above or below ground infrastructure (such as power lines, underground cabling, sewer, drainage or water pipes).
- (f) A space to provide amenity for the area by use of appropriate gardens.

### **Road Verges under Shire Control and Management**

The majority of road verges within the Shire are managed by the Shire, with the notable specific exception of;

- 1) South West Highway verge (outside of Bridgetown town site)
- 2) Bridgetown – Boyup Brook Road verge (outside of Bridgetown town site)

These verges are managed by Main Roads WA.

In addition there are other roads such as state forest roads and roads in private strata developments that are not controlled or managed by the Shire.

### **POLICY STATEMENT**

The responsibility for the management of road verges does not mean that the Shire is required to undertake all physical actions or works on verges where these might be requested by residents. Council actions with respect to verges will be determined by this Policy, which is based on prioritising activities that maintain community safety and amenity,

whilst recognising the extent of verges under Councils management, and the resources the Council has available for responsive works.

The Council also expects that owners or occupiers of adjoining properties will take some responsibility for the maintenance of road verges, and these owners are provided with certain rights with respect to the use of verges, as outlined in this Policy.

### **Policy on Specific Verge Responsibilities of the Council and Adjoining Property Owners**

Excluding trees and any site actively managed by the Shire, the owner of the property adjoining the verge is responsible for the maintenance of verge vegetation and may remove or maintain such vegetation without Shire approval. Where a verge adjoins land owned by the Shire, then the Shire will maintain the vegetation on that verge.

## **VERGE TREE PRUNING & REMOVAL**

### **Verge Tree Pruning And / Or Removal by Council**

The Shire will prune trees on verges where the tree is part of a cultivated collection of street trees which are currently shaped and maintained as part of the streetscape.

The Shire will also prune or remove trees on verges where the tree;

- (a) Is significantly damaging, or has potential to damage, public infrastructure (including power supply infrastructure). Note that The Shire will undertake powerline pruning of cultivated trees according to Western Power criteria. Western Power is responsible for powerline pruning of non-cultivated native trees.
- (b) Is causing an unacceptable fire risk (as determined by a suitably qualified and/or experienced Shire representative). Works will be considered for inclusion in the Shires budgeted fire mitigation program and included on a priority basis and according to available budget.
- (c) Is causing significant damage to buildings or structures on adjoining land.
- (d) Presents an imminent risk (as determined by a suitably qualified and/or experienced Shire representative) to public safety, or to the structure of adjacent buildings.

The following are not considered to be sufficient reasons to permit tree or removal or pruning;

- Nuisance from leaves, nuts or seeds, sap or birds noise,
- Insignificant or perceived fire hazard,
- Unsightly trees or impacts on views.

## **Removal or Pruning of Street Trees by Owners of Adjoining Properties**

Owners of properties adjoining the verge are permitted without Shire approval, to trim branches of trees where these encroach on their property or to permit adequate clearance under driveways or footpaths. In all other cases the approval of the Shire is required for removal or pruning of street trees.

The Shire will consider the approval of removal or pruning of street trees by owners of adjoining properties having regard to the following;

- (a) Whether removal is necessary for the construction of a vehicular crossover to provide access to an approved building.
- (b) Whether the tree is considered by the Shire to be incompatible with the streetscape, infrastructure or natural environment where it is located.
- (c) Whether removal is reasonable given the overall health and expected lifespan of the tree.
- (d) Whether the tree is providing food or habitat for native animals.
- (e) Whether the tree is native and requires a clearing permit.
- (f) Whether the tree has historical value or a significant amenity to the community.

The Shire may, as a condition of approval for the removal or pruning of street trees by owners of adjoining properties require;

- (a) That suitable arrangement is made by the owner for the planting of a replacement street tree in a location and of a species determined by the Shire.
- (b) That removal or pruning is carried out by a properly qualified contractor.
- (c) All tree waste is removed from the verge following completion.
- (d) That the verge is reinstated to the satisfaction of the Shire.

The Shire is not responsible for managing vegetation encroaching onto private property. Property owners can cut back any encroaching vegetation, including roots, at the property boundary. Responsibility for disposal of pruned material is as follows:

- (a) Where the pruned material originates from a verge developed by a current or previous adjacent landowner, disposal is the current landowners' responsibility. Pruned material must not be placed on the verge.
- (b) Where the pruned material originates from Shire managed vegetation such as street trees, the material may be placed on the verge in a safe manner for Shire collection but only with prior Shire approval. Approval is strictly subject to operational capacity and may not be granted.
- (c) Pruned material originating from private land will not be collected by the Shire and is the current landowners' responsibility. Pruned material must not be placed on the verge.

## **Clearing For Fence Line Construction or Maintenance**

The Shire is not responsible for, and will not undertake clearing of trees within the verge for private infrastructure construction or maintenance. Owners of land within the Shire of Bridgetown-Greenbushes are allowed to undertake vegetation clearing within Shire controlled road reserves for the purpose of maintaining or constructing a fence with the following conditions:

- (a) All works on Shire controlled land are undertaken in accordance with all relevant acts and regulations.

**NOTE: The Shire does not have the authority to give approval to undertake clearing of native vegetation. The Department of Water and Environmental Regulation (DWER) is the authority in this regard.** Responsibility for obtaining any necessary permits from DWER or identifying any applicable permit exemptions, rest solely with the landowner and persons undertaking the clearing.

It is the Shires understanding that an exemption exists under the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 for the purpose of providing access to construct or maintain a fence, however confirmation and compliance is the responsibility of landowner and persons undertaking the clearing.

- (b) Clearing cannot be undertaken any further than 1.5m from the property boundary and must only be to the extent necessary to maintain or construct the fence. The Shire encourages landowners to make every reasonable effort to minimise the clearing performed and to consider planting native vegetation on non-arable land (i.e. not suitable for farming) within their property as an offset.
- (c) Shire land must be left in a tidy and levelled state in accordance with the areas original condition as a minimum.
- (d) All cleared vegetation must be removed from Shire land unless approval to the contrary is given.
- (e) The landowner is responsible for identifying any infrastructure that may be affected and for taking the necessary measures to ensure no damage occurs. The landowner is responsible for any costs that may result from the clearing activity.

## **OTHER VERGE MANAGEMENT**

### **Verge Mowing, Slashing and Weed Spraying and Removal**

Verge mowing, slashing and spraying is the responsibility of the owners of adjoining property excepting in the case;

- (a) The Shire owns the land adjoining the verge, or
- (b) Where this is necessary for reasons of road safety, or
- (c) It is required for maintaining Shire infrastructure.

The Shire may spray verges for weed elimination where this is part of an annual budgeted weed removal program. The intent of this program is to achieve broad outcomes for the community such as road infrastructure management. Flora declared as a pest species for the Bridgetown-Greenbushes area according to the Biosecurity and Agriculture Management Act 2007 (BAM Act) will be considered for inclusion in the program with other works on a priority basis within the budget constraints of the program. Isolated works for other reasons, such as for the amenity of local resident, are not considered for inclusion.

### **Fallen Trees and Branches from Storms and Other Natural Occurrences**

Where storms or other natural events cause trees or significant branches to fall and impede a public thoroughfare the Shire will remove the obstruction as soon as practical. Incidents where a road has become impassable or a lack of sight lines creates an imminent risk will take priority.

Where storms or other natural events cause trees or significant branches from the road verge to fall and either damage or affect private property, as a natural event the Shire is not required to take any action. However, if resources are available the Shire may remove timber from a fence and make temporary repairs as necessary to contain stock to prevent a road hazard.

### **Waste removal (excluding bulk waste collection)**

Where waste material is left on a verge The Shire will attempt to identify the party responsible for the placement of the waste and will require that the waste be removed by that party. Where it is not possible to identify this party the Shire will remove waste from verges where:

- (a) It is putrescible material and if it were left in situ it would cause nuisance to nearby properties and public places in terms of odour / flies / vermin.
- (b) It is an abandoned vehicle.
- (c) It is causing a significant hazard or impact on local amenity.
- (d) Leaves and branches will only be removed from verges where part of a developed and Shire managed streetscape or deemed a necessary for fuel reduction.

### **Animal carcasses**

Large animal carcasses will be removed from verges at locations where if left in situ it would cause nuisance to nearby properties and public places in terms of odour / flies / vermin.

### **Removal of Fauna**

The Shire will not eradicate or relocate fauna unless it presents an imminent risk to public safety (as determined by a suitably qualified and/or experienced Shire representative) or it is impacting public infrastructure. This includes but is not limited to, termites, ants, and bees.

### **Verge Fire Hazard**

Locations of concern regarding fire hazard will be assessed by a suitably qualified and/or experienced Shire representative and considered for inclusion in the Shires budgeted fire mitigation program on a risk priority basis and according to available budget.

### **Private Verge Development**

The owner of the property adjoining the verge may install turf, shrubs and groundcovers, vegetables and herbs, mulch, irrigation, and trafficable hard-stand on the verge adjoining their property without the approval of the Shire with the following conditions:

- (a) No plant that exceeds or which may exceed 0.75m in height is allowed on a verge within 6m of an intersection.
- (b) Other than lawn, no plant or loose material is permitted within 2 m of the road carriageway and no part of a development is permitted to encroach on a carriageway at any time. The edge of the road carriageway is the back of kerb or road shoulder and if no kerb or shoulder currently exists, then from the edge of seal.
- (c) Trafficable paving and/or hard standing is permitted where this occupies an area of less than one third of the verge (excluding the crossover) and 2m away from the trunk of a street tree.
- (d) Verges are public space and as such developments must not create a hazard or nuisance for persons using the area. The development must have finished levels that tie into adjacent verges, footpaths, property lines, accesses and service pits. They must not cause water to pond or cause run-off to become a hazard or a nuisance. No large rocks or non-frangible items (i.e. prone to break into fragments if impacted) can be placed on the road reserve.
- (e) Development must not interfere with the function or maintenance of installed infrastructure. This includes but is not limited to obstructing water meters, power domes, and drains.
- (f) By developing the road verge, the property owners shall accept responsibility for all risks, costs, and ongoing maintenance associated with the development. Property owners also accept that infrastructure owners such as the Shire, Telstra, Water Corp, etc. may conduct works within the verge as required and have an obligation to reinstate the verge to safe condition only.

At the discretion of the CEO or nomination officer the applicant may be directed to remedy or remove any unsatisfactory improvements or items at the applicants cost.

### **Existing Private Verge Developments**

The current owner of the property adjoining a developed verge is responsible for all conditions, risks, costs, and ongoing maintenance associated with the verge development regardless of whether or not they undertook the development.

## **VERGE INFRASTRUCTURE**

### **Footpath Hazards**

Hazards due to structural faults on pedestrian and shared paths will be assessed by a suitably qualified and/or experienced Shire representative and managed on a priority basis under the budgeted annual maintenance program. Hazards assessed as presenting an imminent risk to public safety will be addressed as soon as practical.

Hazards due to debris such as nuts, sticks, and leaves will be addressed under the budgeted annual street sweeping program.

### **Vehicle Crossovers**

Installation, repair, and maintenance of vehicle crossovers are the landowners' responsibility. This includes maintaining any stormwater infrastructure associated with the crossover as well as managing vegetation for safe line of sight.

### **Stormwater Discharge onto Private Property**

The Shire will investigate this on a case-by-case basis and program corrective works if required. The Shire generally will not discharge stormwater runoff from a road drainage system onto private property unless a drainage easement is in place or the runoff is following a natural flow path. Some minor concentration of runoff to the natural flow path is considered reasonable and consistent with the land use.

### **Verge Parking**

Shire controlled verges are generally not managed for the purpose of vehicle parking and such use on a permanent or semi-permanent basis is not considered desirable. The Shire will not undertake works to improve or maintain verges for the purpose of parking apart from areas identified by the Shire as being of benefit to the general public.

## **UNMADE ROAD RESERVES**



An unmade road reserve is a road reserve that does not currently contain a Shire constructed road. Some road reserves may contain an informal track created by incidental use however these are still considered unmade road reserves by the Shire and are not included in the managed road network.

Road reserves are public thoroughfares and regardless of whether there is a constructed road in place, must not be deliberately obstructed by the public. The Shire or other government agency may restrict access when required for purposes such as safety, biosecurity, traffic management, etc.

Unmade road reserves are generally left in a natural unmanaged state. Hazardous situations that may arise are addressed in the same manner as road verges.

There is no expectation for landowners to take responsibility for management of adjacent unmade road reserves.

### **Private Use of Unmade Road Reserves**

Road reserves are public thoroughfares and must be kept accessible to the public. Placing an obstruction across a thoroughfare requires Shire approval and may be considered on a case-by-case basis. Approval, if granted, will require suitable gates to allow public access. The gates cannot be locked.

### **PRIORITISATION OF VERGE SERVICE REQUESTS**

Verge service requests will be categorised into one of 3 categories based on priority and actioned accordingly.

1	Urgent action	Involves an imminent risk to public safety (as determined by a suitably qualified or experienced Shire representative)	Action to remove threat as immediate as is practicable
2	Action	Matter falls within the scope of this policy and budget / resources available	Action undertaken within 0-21 working days
3	Deferred action	Matter falls within the scope of this policy but rectification works likely to occur within programmed works or require additional budget resources	Action undertaken within 6 - 12 months or such time as allowed for in the annual budget