

**NOTICE OF AN ORDINARY MEETING OF COUNCIL**

Dear Council Member

The next Ordinary Meeting of the Shire of Bridgetown-Greenbushes will be held on **Thursday, 26 May 2016** in the Council Chambers, commencing at 5.30pm.

Signed by T Clynch, CEO



Date

19 May 2016

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## **AGENDA**

For an Ordinary Meeting of Council to be held in the Council Chambers on Thursday, 26 May 2016 commencing at 5.30pm

*Meeting to be opened by the President*

### **Acknowledgment of Country – Presiding Member**

*On behalf of the Councillors, staff and gallery, I acknowledge the Noongar People, the Traditional Owners of the Land on which we are gathered, and pay my respects to their Elders both past and present.*

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

President	- Cr J Nicholas
Councillors	- J Boyle - S Hodson - D Mackman - J Moore - A Pratico - P Quinby - P Scallan - A Wilson
In Attendance	- T Clynch, CEO - M Larkworthy, Executive Manager Corporate Services - E Denniss, Executive Manager Community Services - T Lockley, Executive Assistant

### **Attendance of Gallery**

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

### **Public Question Time**

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

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

### **Applications for Leave of Absence**

## **Confirmation of Minutes**

### **C.01/0516 Ordinary Meeting held 28 April 2016**

*A motion is required to confirm the Minutes of the Ordinary Meeting of Council held 28 April 2016 as a true and correct record.*

### **C.02/0516 Special Meeting held 10 March 2016**

<p><i>Please note the confirmation of Minutes of the Special Meeting of Council held 10 March 2016 was accidentally omitted from the previous Agenda</i></p>
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Attachment 1

*A motion is required to confirm the Minutes of the Special Meeting of Council held 10 March 2016 as a true and correct record.*

### **C.03/0516 Special Meeting held 12 May 2016**

Attachment 2

*A motion is required to confirm the Minutes of the Special Meeting of Council held 12 May 2016 as a true and correct record.*

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

### **Notification of Disclosure 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 allows a Member to speak, the extent of the interest must also be stated.

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

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

### **C.04/0516 Proposed Investigation of Strategic Purchase for Somme Creek Improvements**

Attachment 3          Location Plan

*Submitted by Cr Scallan*

#### **Motion**

That Council considers investigating the potential strategic purpose of Lot 84 (42) Forrest Street with the possibility of purchasing a part thereof, which encompasses the Somme Creek creek line and associated riparian edges, to be incorporated into the Somme Creek Parklands project.

#### **Background/Reasons**

This part of the creek can be rehabilitated into an appropriate wetland and landscape to enhance the quality of the Somme Creek Parklands and reduce the transportation of weeds and other deleterious matter from the creek into the Somme Creek Parkland.

This could allow easier access to the pool, skate park, library and Somme Creek walkway and fitness trail and town for the community east of the Recreational precinct.

The landowner has previously expressed an interest in selling a portion of the property to the Shire.

#### **Officer Comment**

In mid 2008, Shire staff had onsite discussions with the landowner of Part Lot 84 (42) Forrest Street, Bridgetown, in relation to the potential Shire purchase of the rear portion of the property, triggered in part by the Somme Creek Parklands Restoration Project being undertaken at that time.

The watercourse, commonly known as Somme Creek, traverses across Lot 1 (44) Forrest Street (corner Gifford Road), the back corner of Lot 2 (39) Gifford Road, then traverses Part Lot 84 (42) Forrest Street, before entering the Somme Creek Parklands. Lots 1 and Pt Lot 84 are significantly constrained, and Lot 2 to a lesser extent, by the alignment of the watercourse, and further residential development may be limited.

Shire staff are of the view that purchasing the rear portion of Pt Lot 84 (and possibly other land) would provide environmental and social benefits via extension of the restoration project upstream to the intersection of Forrest Street and Gifford Road, possibly incorporating realignment of the creek, weed eradication, revegetation with native species and construction of pedestrian paths.

Extension of the creekline restoration would provide an excellent linkage improving not only the environmental integrity and habitat value but also improve pedestrian accessibility to the Somme Creek Parkland and nearby skate park, library and leisure centre.

### Statutory Environment

- Shire of Bridgetown-Greenbushes Town Planning Scheme No. 3

Pt Lot 84 (42) Forrest Street, Bridgetown is zoned 'Residential R12.5/20' under Town Planning Scheme No. 3, similar to the majority of the Somme Creek Parklands. Purchase of land for extension of the restoration project would not trigger a change of zoning however ultimately rezoning to Parks & Recreation would be ideal through the Local Planning Scheme review.

Policy - Nil

### Strategic Implications

#### ➤ Strategic Community Plan 2016

Objective 1 – a strong, resilient and balanced economy.

Outcome 1.1 - a diverse range of employment opportunities.

Strategy 1.1.1 - develop the Shire as a centre for natural trails such as multi-use walk, bike, kayak and bridle trailers.

Objective 2 - Our unique natural and built environment is protected and enhanced

Outcome 2.2 - recognition and retention of our cultural, indigenous and heritage assets.

Strategy 2.2.2 - recognise the requirements associated with aboriginal heritage planning.

Outcome 2.3 - improve parkland areas and public open spaces.

Strategy 2.3.3 - prepare a Parkland Improvement Strategy.

Outcome 2.4 - protect and better utilise the river and natural landscape as an asset to the Shire.

Strategy 2.4.3 - identify opportunities for protecting and enhancing the health of the Blackwood River and its tributaries.

Strategy 2.4.5 - support and promote sound environmental management practices.

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

### Budget Implications

The motion seeks to investigate the potential purchase of land and other than officer time will not require additional expenditure at this time. If the matter is progressed to a formal offer the funding of the land acquisition would be from the Land and Buildings Reserve.

### Fiscal Equity

The motion seeks to investigate the potential purchase of land so there are no fiscal equity implications at this time.

Whole of Life Accounting – Not Applicable

### Social Equity

The motion seeks to investigate the potential purchase of private land so there are no social equity implications at this time. Should the land ultimately be purchased and incorporated into the public space there may be improvements to recreational enjoyment of the land.

### Ecological Equity

The motion seeks to investigate the potential purchase of land so there are no ecological equity implications at this time. Should the land ultimately be purchased and creekline restoration measures undertaken there may be ecological benefits through removal of non-native plant species such as Blue gum trees and weeds, improving the habitat qualities of the creekline, and ultimately the health of Somme Creek and downstream catchment.

### Cultural Equity

Somme Creek is an Aboriginal Heritage Site being a tributary of the Blackwood River. Whilst the potential purchase of land has no cultural implications, potential works on the creek may require further approvals.

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

## **C.05/0516 - Leisure Centre Outsourcing**

*Submitted by Cr Nicholas*

### Motion

That the CEO prepare a report to Council on the process required for Council to investigate the potential outsourcing of management/operations of the Bridgetown Leisure Centre. In preparing the report the CEO is to consult with the Department of Sport and Recreation and any other appropriate authority on merits or otherwise of the outsourcing option.

### Background/Reasons

In 2014 the Shire sought and received a Cost Benefit Analysis of the outsourcing of the Management for the Bridgetown Recreation and Aquatic Centres. In a report to Council it was noted that “Councillors and officers have been aware of the need to reduce the annual subsidies to the swimming pool and recreational centre for some time. The concept to redevelop the swimming pool and integrate it with the recreational centre is part of a predetermined approach aimed at achieving this outcome. With the redevelopment of the swimming pool both an imminent time consuming project, Council may wish to consider further research into outsourcing the facility management until after the construction and integration of the two facilities and the implementation of the existing business plan for the new (Integrated) facility.

Council at its April 2014 Meeting agreed amongst other things to “Defer any consideration of potential outsourcing of the management of the Bridgetown

Recreation & Aquatic Centres until such time as a the new swimming pool development is completed and a determined period of time operating the integrated facilities has passed to enable a comprehensive review and assessment of operations to be completed.”

While I understand that the integrated facilities have not been operating for any substantial time, the resignation of the swimming pool co-ordinator, and the CEO’s desire to revisit the management structure of the facility, offers a prime opportunity to reconsider the option of outsourcing.

Some of the possible benefits from outsourcing are as follows:

- i) Overcomes a lack of in-house expertise;
- ii) Reduce costs (thus reduce the current subsidy);
- iii) Increase productivity and efficiency;
- iv) Improved accountability and reduce risk; and
- v) Facilitates innovation and improve service quality.

The recommendation to seek prior advice from the Department of Sport and Recreation will provide Council with information as to the appropriateness of outsourcing in a rural environment and will inform the process and could provide examples of where such outsourcing has succeeded or failed and why. Should this information not support an outsourcing approach more immediate work can commence on a workable re-structure.

#### Officer Comment

As explained by Cr Nicholas in his background/reasons to the motion, Council, in 2013/14 previously considered the outsourcing of the management of the leisure centre (then known separately as the recreation centre and pool/aquatic centre).

At its August 2013 meeting Council resolved (C.02/0813):

*That the CEO be directed to investigate options for the outsourcing of the management of the Recreation Centre and the Aquatic Centre either jointly and/or individually in a report to be made available to Council by March 2014. The report will need to consider a full cost benefit analysis of the proposal and consider how a proponent can value add to the current programs being offered to the community.*

Following that resolution the YMCA was invited to prepare for Council a cost benefit analysis based on the figures contained in the business plan prepared earlier that year for the integrated facility. The cost benefit analysis from YMCA was considered by Council in April 2014 where it resolved in part:

*That Council:*

1. *Notes receipt of the “YMCA Cost Benefit Analysis of Outsourcing the Management of the Bridgetown Recreation & Aquatic Centres”.*
2. *Defer any consideration of potential outsourcing of the management of the Bridgetown Recreation & Aquatic Centres until such time as the new swimming pool development is completed and a determined period of time operating the integrated facilities has passed to enable a comprehensive review and assessment of operations to be completed.*

3. *Direct the CEO to prepare a comprehensive review of the Bridgetown Swimming Pool Redevelopment Business Case Proposal and expand the content of the document to include revised swimming pool and integration concept plans and a facility management plan to address items including:*
- *Name and branding of integrated facility*
  - *Fees and charges (various models and % increases)*
  - *Membership packaging options*
  - *Opening hours, staffing structure and staffing levels*

Importantly the cost benefit analysis prepared by YMCA wasn't a formal proposal. Some of the key findings of the cost benefit analysis were:

- An annual management fee of between \$85-95,000 would apply plus the Shire would be responsible for funding any deficit/subsidy at the integrated facility (expenses less revenue).
- Any capital improvements would continue to be funded by the Shire.
- The financial modelling undertaken by the YMCA proposed a significant increase in membership fees (more than double the then existing fees).
- The financial modelling scenarios proposed in the YMCA cost benefit analysis didn't demonstrate a significant benefit to Council compared to the projected operational forecasts identified in the Bridgetown Swimming Pool Redevelopment Business Case. In considering the fact that the net result projections are not dissimilar to existing deficit and that Council would be responsible for any additional subsidies, the benefits of outsourcing management at that point were considered premature.

The motion from Cr Nicholas is for the CEO to investigate and report back on the formal processes for considering outsourcing of the management of the leisure centre. As part of the investigations the CEO would consult with the Department of Sport and Recreation as well as any local governments that have outsourced similar services. It is expected the report could be brought back to Council within 2 months, enabling a decision to be made on whether to proceed with a tender process for outsourcing of management.

No action will be taken to fill the recently vacated position of Aquatic Centre Coordinator, pending the CEO's preparation of the report requested in the Motion. Typical of when key staff positions become vacant the CEO has been intending to review the organisational structure at the leisure centre to determine if it was fully meeting demands and expectations. That review will be done concurrently with the investigative report into the process for outsourcing however no changes to staffing structures will be actioned.

#### Statutory Environment

There are no statutory implications to action the Motion. The report back to Council would consider the statutory implications in progressing a tender for outsourcing the management of the leisure centre.

Policy - Nil

#### Strategic Implications

- Strategic Community Plan 2016  
Objective 3 – our community enjoys a high quality of life

Outcome 3.1 – maintain a high standard of lifestyle, recreational and cultural facilities

Strategy 3.1.1 – ensure the Bridgetown Leisure Centre provides a wide range of activities and services

Strategy 3.1.4 – implement the Sport and Recreation Strategic Plan

Objective 4 – a collaborative and engaged community

Outcome 4.5 – long term financial viability

Strategy 4.5.3 – seek efficiencies in planning and operations

➤ Corporate Business Plan

Strategy 3.1.1 - ensure the Bridgetown Leisure Centre provides a wide range of activities and services

Action 3.1.1.1 - Implement Integrated Recreation Complex Business Plan

- Long Term Financial Plan - Nil
- Asset Management Plans – Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Budget Implications

Other than officer time there are no budget implications to actioning the motion if resolved. The report back to Council would address the potential costs of preparing and assessing a tender for outsourcing.

Fiscal Equity

One of the considerations in the report back to Council would be whether Council would bind prospective tenderers to set fees and charges at the leisure centre or whether tenderers would be able to set their own fees as part of the tender considerations.

Whole of Life Accounting

The Bridgetown Leisure Centre runs at a considerable loss (subsidy). One of the main intents of the business plan adopted for the leisure centre is to reduce the annual operating subsidy. The business plan identifies eight critical assumptions which impact on whole of life accounting principles. These include:

- That the Shire of Bridgetown-Greenbushes will continue to fund the operating profit/loss of the proposed new integrated facility;
- That the Shire of Bridgetown-Greenbushes in operating the integrated facility will monitor income, expenditure, service delivery and explore potential new income streams in order to continue to improve the financial viability of service delivery;
- Once operational, the new integrated facility will attract an initial increase of 20% in membership and patronage.
- The Shire of Bridgetown-Greenbushes population will continue to grow at 1% per annum, based on an assessment of the ABS projections.
- That Shire officers' will undertake a thorough review of all facility operational and maintenance costs at the conclusion of the first year of operating the integrated facility to identify all potential savings achieved and the findings of this review will be incorporated into a review of this Business Plan and subsequent Integrated Planning Framework document reviews.

### Social Equity

The issues of social equity will not be impacted in actioning the motion from Cr Nicholas.

### Ecological Equity – Not Applicable

### Cultural Equity – Not Applicable

### Risk Management

There is a risk that deferring the replacement of the recently departed Aquatic Centre Coordinator whilst the outsourcing options are explored could lead to staff shortages at the commencement of the pool season in November. The risk however can be managed by training of existing staff and/or employment of additional casual (qualified) pool staff.

### Continuous Improvement

It was intended that the option of outsourcing the management of the leisure centre would be considered in either 2017/18 or 2018/19 after either one or two full years of trading at the leisure centre following integration had occurred. The motion from Cr Nicholas has brought that timeline forward.

### Voting Requirements – Simple Majority

### **Reports of Officers**

Reports of Officers have been divided into Departments as follows:

- CEO's Office
- Finance & Administration
- Planning & Environmental Services
- Works & Services
- Community Services

## CEO's Office

<b>ITEM NO.</b>	C.06/0516	<b>FILE REF.</b>	
<b>SUBJECT</b>	WALGA AGM Motion		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Chief Executive Officer		
<b>DATE OF REPORT</b>	18 May 2016		

*OFFICER RECOMMENDATION that Council submit the following Motion concerning 'Third Party Access to the Non-Operational Rail Corridor' to the WALGA AGM:*

*That the Public Transport Authority and Brookfield Rail work with WALGA and any interested local governments in developing a policy and/or procedures in order to facilitate third party use of non-operational rail corridors, in particular uses that demonstrate a clear community benefit.*

### Summary/Purpose

At the May 2016 Standing Committee Councillors indicated a desire to submit a motion to the 2016 WALGA AGM concerning the difficulties in dealing with Brookfield Rail on matters concerning the non-operational rail corridor within the railway reserve.

### Background

Brookfield Rail has a lease until 2049 on 5,100km of rail infrastructure throughout the southern half of Western Australia. It is responsible for maintaining the network and granting access to operators.

Over the last few years Council has experienced frustrations dealing with Brookfield Rail on issues concerning the non-operational rail corridor, including:

- refusal to allow minor landscaping
- refusal to allow minor encroachments of services (power) into the corridor
- Refusal to allow formalised pedestrian crossings on the rail line even though the rail line hasn't been operational for approximately 25 years
- restrictions on community use of the service roads either side of the rail line, specifically as trails, but at the same time allow indiscriminate and uncontrolled vehicular use of the same roads
- Inconsistent requirements for and maintenance of signage on rail crossings and failure to progress rail interface agreement for management of rail crossings in the rail corridor

Consultation with other south west local governments indicates similar concerns, including:

- Non-operational rail corridors detract from townscapes and essentially divide town sites with ugly deteriorating infrastructure;
- Non-operational rail corridors accumulate rubbish that is unsightly; and
- Non-operational rail corridors that do not have vegetation managed appropriately do present a source of significant fire fuel that under the right conditions would significantly contribute as entry points for wild fire into town sites.

It is therefore recommended that the Council Motion to the WALGA AGM focus on the need for the Public Transport Authority to develop a policy framework for third

party access to non-operational rail corridors for the purpose of allowing the corridors to be developed for appropriate community use. Such a policy should be developed in consultation with interested local governments.

In many of the non-operational rail corridors rail use has been non-existent for upwards of 20 years. There is no rail freight task foreseeable in the short, medium or long term future that would warrant the capital investment to bring the rail back up to standard. Permanent closure of the rail corridors would be short-sighted however the use restrictions should be minimised. If the rail was to ever re-open there should be an obligation on the end user to cease the use and return infrastructure back to original condition.

Statutory Environment - Nil

Integrated Planning

- Strategic Community Plan  
Objective 4 – a collaborative and engaged community  
Outcome 4.3 – to be strong advocates representing the community's interests  
Strategy 4.3.1 – lobby government and industry to represent the community's needs, as required
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Not Applicable
- Other Integrated Planning - Nil

Policy - Nil

Budget Implications

Nil - other than officer time to prepare the AGM Motion in accordance with the template provided by WALGA.

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

### **Corporate Services**

<b>ITEM NO.</b>	C.07/0516	<b>FILE REF.</b>	131
<b>SUBJECT</b>	April 2016 Financial Activity Statements and List of Accounts Paid in April 2016		
<b>OFFICER</b>	Executive Manager Corporate Services		
<b>DATE OF REPORT</b>	17 May 2016		

Attachment 4      April 2016 Financial Activity Statements  
Attachment 5      List of Accounts Paid in April 2016

#### ***OFFICER RECOMMENDATIONS***

- 1. That Council receives the April 2016 Financial Activity Statements as presented in Attachment 4.*
- 2. That Council receives the List of Accounts Paid in April 2016 as presented in Attachment 5.*

#### **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. Further, 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 (see Reg 13 of the Regulations).

#### **Background**

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

- 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;
- budget estimates to the end of the month to which the statement relates;
- actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- 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:

- an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- 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 may be shown:

- (a) according to nature and type classification;  
(b) by program; or  
(c) by business unit.

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.

#### 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.

#### Integrated Planning

- Strategic Community Plan 2013  
Objective 4: A collaborative and engaged community  
Outcome 4.2: A high standard of governance and accountability  
Strategy 4.2.3: Ensure compliance with relevant legislation
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

#### Policy

F.6. Purchasing Policy - To ensure purchasing is undertaken in an efficient, effective, economical and sustainable manner that provides transparency and accountability.

F.7. Reporting Forecast Budget Variations Policy - To set a level of reporting detail (in Financial Activity Statement) that ensures that the council is satisfied with the implementation of its annual budget.

#### Budget Implications

Expenditure incurred in April 2016 and presented in the list of accounts paid, was allocated in the 2015/16 Budget as amended.

Fiscal Equity – Not applicable

Whole of Life Accounting – Not applicable

Social Equity – Not applicable

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management – Not Applicable

Continuous Improvement – Not applicable

Delegated Authority - Not Applicable

Voting Requirements – Simple Majority

<b>ITEM NO.</b>	C.08/0516	<b>FILE REF.</b>	160
<b>SUBJECT</b>	Levying Rates in 2016/17 – Setting the Rates in the Dollar and Minimum Rates		
<b>OFFICER</b>	Executive Manager Corporate Services		
<b>DATE OF REPORT</b>	18 May 2016		

Attachment 6 Objectives and Reasons for Proposed Differential Rates for the Year Ending 30 June 2017

*OFFICER RECOMMENDATIONS That Council:*

1. *After consideration of its strategic community plan and annual review of the corporate business plan fund the estimated budget deficiency of \$4.13m by applying differential rates when drafting the 2016/17 Annual Budget.*
2. *In accordance with section 6.36 of the Local Government Act 1995 endorses the advertising for public submissions on the proposed differential rates as set out in the table below, and makes available to the public Attachment 6 to this report setting out the objects and reasons for the differential rates:*

<b>Category</b>	<b>Rate in \$</b>	<b>Minimum Rate</b>
<i>Gross Rental Value (GRV) Properties</i>	<i>8.3307 cents</i>	<i>\$827.00</i>
<i>Rural Unimproved Value (UV) Properties</i>	<i>0.6079 cents</i>	<i>\$1,024.00</i>
<i>Urban Farmland Unimproved Value (UV)</i>	<i>0.5169 cents</i>	<i>\$1,024.00</i>
<i>Mining Unimproved Value (UV)</i>	<i>7.9172 cents</i>	<i>\$1,024.00</i>

3. *Direct the CEO to:*
  - *report back to Council any public submissions in relation to the proposed differential rates;*
  - *seek the approval of the Minister to impose in 2016/17 a differential Mining UV rate which is more than twice the lowest general differential UV rate*

Summary/Purpose

In accordance with s.6.36 of the Local Government Act 1995 (the Act) Council needs to establish the differential rates it will advertise prior to final consideration and adoption of the 2016/17 budget. This matter is brought before Council to consider a

proposal for the setting of differential rates for the 2016/17 Budget. The shire will continue to differentially rate property in the district as it has done since 2011/12.

### Background

To set the rates for its budget, Council determines the total rate revenue that it will need and sets a rate in the dollar for each rating category that will generate that revenue. Individual property valuations determine what proportion of the total rate requirements are to be met by each owner, and this proportion will change when a property's valuation changes.

A review of Council's 2015/16 rating percentage splits and differential rating categories was undertaken at Council's budget workshop held 4 May 2016. The review determined that the differential rating categories and percentage splits applied in 2015/16 was equitable and no change should be made in the 2016/17 rating year.

### Officer Comment

The 'rates in the dollar' and 'minimum payments' being recommended will deliver an overall rate increase in keeping with the estimated budget deficiency.

As part of its budget deliberations, officers and/or Council has determined the budget deficiency by:

- Reviewing all revenue sources and expenditure
- A review of the corporate business plan taking into consideration the Shire's strategic community plan and long term financial plan
- Consideration and introduction of the following efficiency measures:
  - negotiation of new employee enterprise agreements
  - operation of the Bridgetown Leisure Centre in accordance with the endorsed business plan
  - developed and enhanced in-house project management skills to alleviate the need in the future for external project managers
  - developed and enhanced in-house skills in the area of integrated planning to reduce the reliance on external consultants
  - consolidated all community grants and donations to a capped amount
  - a commitment in the corporate business plan to progressively review service levels

Following the budget workshop held 4 May 2016 officers have determined the preliminary budget requirements for 2016/17 on the following basis:

- All corporate business plan actions for year 1 have been incorporated
- All community grant, service agreements and other donations have been incorporated in accordance with working party recommendations
- Employee costs – 2% annual increase
- Council's own source contribution to the works program has been retained at \$1million
- Utilities increased as per advice in the State Government budget
- Insurance increased 5% as per initial advice from Council's insurer
- Preliminary estimate on surplus funds from 2015/16, excluding carry forward items

The estimated budget deficiency of \$4.13m will result in an increase to the total rate yield of 4.3% from the 2015/16 rate yield (adjusted for natural growth).

During its budget workshop held 4 May 2016 Council considered its existing differential rating categories in line with the key values contained within the Rating Policy Differential Rates (s.6.33) released by the Department of Local Government and Communities in March 2016, being:

- Objectivity
- Fairness and equity
- Consistency
- Transparency and administrative efficiency

At the May workshop Council indicated its preference for maintaining its existing differential rating categories of rural, urban farmland and mining land in an attempt to ensure that the rates revenue from these classes is collected on an equitable basis, taking into consideration the cost of delivering services to each of the respective land classes in the district. Feedback received at Council's budget workshop also indicated Council's preference for maintaining the existing percentage split between rating categories (adjusted for natural growth).

The proposed rate in the dollar and minimum payments will maintain existing relativities (adjusted for natural growth) between all rating categories to those that applied in 2015/16. This will ensure an equitable distribution of the required rates yield from one year to the next.

The percentage split of rate revenue proposed for 2016/17 in comparison to 2015/16 is as follows:

	2015/16	2016/17
<b>GRV</b>	66.7%	66.8%
<b>UV</b>	31.6%	31.5%
<b>Mining UV</b>	1.7%	1.7%

A comparison of the minimum rates being proposed compared to 2015/16 is detailed below:

	2015/16	2016/17
<b>GRV</b>	\$793	\$827
<b>UV</b>	\$982	\$1,024
<b>Urban Farmland</b>	\$982	\$1,024
<b>Mining UV</b>	\$532	\$1,024

The Mining UV minimum payment has been increased to be consistent with all other UV rated properties ensuring all properties make a reasonable contribution for basic services and infrastructure. Having a lower minimum for this category is inconsistent with Council's decision to impose a higher Mining UV differential rate.

The recommendations relate only to undertaking the prescribed advertising for public submissions for the proposed differential rates and minimum payments, and to seeking approval from the Minister to impose in 2016/17 a differential Mining UV rate which is more than twice the lowest general differential UV rate. Adopting the recommendations does not commit the Council to the general GRV rates, the

differential general UV rates, or the minimum payments proposed. Council is required to consider any public submissions received prior to making its final decision and adopting the 2016/17 rating information.

#### Statutory Environment

Section 6.32(1) of the Act – Rates and service charges

Section 6.33(1) to (3) of the Act – Differential general rates

Section 6.35(4) of the Act – Minimum payment

Section 6.36 of the Act – Local government to give notice of certain rates

#### Integrated Planning

- Strategic Community Plan 2013  
Objective 4: A collaborative and engaged community  
Outcome 4.6: Revenue needs are managed in an equitable and sustainable manner
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

#### Policy

Policy F.10 – GRV/UV Rating Policy

#### Budget Implications

This item has no bearing on the rates revenue being collected in 2015/16. The levying of general GRV rates, differential general UV rates and minimum payments in 2016/17 is about deriving an equitable level of revenue from each of the categories of properties in the district.

#### Fiscal Equity

In setting various rates in the dollar and minimum payment amounts Council aims to achieve a fair and equitable distribution of the rate burden throughout all ratepayers in the district.

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

#### Risk Management

The advertising of Council's intention to raise differential rates is part of the statutory provisions required to ensure Council's rates are levied in accordance with legislation and are not at risk of being ruled improperly raised or imposed. There is a risk to Council not adopting its 2016/17 by the statutory deadline of 31 August 2016 in the event that the Minister does not approve Council's Mining UV differential rate.

Continuous Improvement – Not Applicable

Voting Requirements – Absolute Majority

**Planning & Environmental Services**

<b>ITEM NO.</b>	C.09/0516	<b>FILE REF.</b>	A44713
<b>SUBJECT</b>	Proposed Single House and Outbuilding (Setback Variations)		
<b>PROPONENT</b>	Garrick (Rick) and Julie Martin		
<b>LOCATION</b>	Lot 489 (7) Riverview Close, Bridgetown		
<b>OFFICER</b>	Manager Planning		
<b>DATE OF REPORT</b>	18 May 2016		

Attachment 7	Location Plan/Aerial Photograph
Attachment 8	Neighbour's Submission
Attachment 9	Proposed Plans/Applicant's Submission

*OFFICER RECOMMENDATION: That Council, noting the single objection received, as per Attachment 8, and pursuant to Clause 3.4.4 of Town Planning Scheme No. 4 varies the front setback requirement under Clause 4.11.3, and grants development approval for the proposed single house and outbuilding, as per Attachment 9, on Lot 489 (7) Riverview Close, Bridgetown, subject to the following conditions:*

- 1. A setback variation of 9.0 metres to the western front boundary is approved for the proposed single house. Any further setback variation will require a separate planning approval.*
- 2. A setback variation of 8.0 metres to the western front boundary is approved for the proposed outbuilding. Any further setback variation will require a separate planning approval.*
- 3. The external materials and colours of the proposed single house and outbuilding are to be complementary.*
- 4. Fill is not to exceed 2.0m at any given point on the site and the top level of the fill is not to exceed 3.5m from the base of the fill.*
- 5. All exposed fill embankments are to be stabilised to prevent erosion using retaining walls or landscaped in accordance with an approved landscaping plan.*
- 6. Where an unprotected embankment is proposed no retaining will be required where it is in accordance with BCA Volume 2 Part 3.1.1 – Earthworks. Such embankments are to be landscaped with an approved landscaping plan.*
- 7. Where a landscaping plan is required it is to include:*
  - List of species to be used*
  - Location of planting*
  - Location of reticulation areas (if any)*
  - Location of compensating basins/sumps*
  - Areas to be direct seeded/mulched*
  - Species used in a seed mix (if applicable)*
  - Timing of revegetation program*

- *Fertiliser use is to be specified. This includes the type of fertiliser, its application rates, method of application and timing of application.*
8. *Where landscaping is required a bond of \$1200 shall be lodged prior to the lodgment of a building permit application.*
  9. *Where a retaining wall is required at the preliminary stage and integral to the type of development, the retaining wall shall be constructed prior to the commencement of the construction of the building.*
  10. *Where a retaining wall is proposed for the purposes of retaining fill post construction of the building, a bond of \$3600 shall be paid prior to the lodgment of a building permit.*
  11. *Topsoil is to be stripped separately and stockpiled on site, to be re-spread during any landscaping.*
  12. *Access tracks are to be located in such a manner as to minimise the required earthworks where practicable.*
  13. *Water discharge from the site during development is to be controlled by the use of ripping, contour banks or grade banks and sumps to attenuate turbid and/or nutrient rich water leaving the site.*
  14. *Where a residence is to be constructed partially on cut and partially on fill, the excavated material is to be placed outside the building area to form batters and embankments and the platform is to be filled with sand. As an alternative, pile and beam foundations into natural uncut ground in the fill area are acceptable.*

#### Summary/Purpose

To consider a development application for a proposed single house and outbuilding with front setback variations on Lot 489 (7) Riverview Close, Bridgetown. Noting one objection received from the landowners of a nearby property, it is recommended that development approval be granted subject to standard conditions.

#### Background

A development application has been received seeking approval to erect a single house and outbuilding at Lot 489 (7) Riverview Close, Bridgetown. The lot is zoned 'Special Residential SRes2' under Town Planning Scheme No. 4 (TPS4) and has an approximate area of 2408m<sup>2</sup>. A 'Single House' is listed under Table 1 of TPS4 as a 'P' permitted use within this zone, with the outbuilding considered an incidental structure.

The proposed single house is to be set back 9.0 metres from the eastern front boundary at the closest point, with the proposed outbuilding located forward of the house and set back 8.0 metres from the front boundary, both set back less than the required 12.0 metre setback. The house and outbuilding comply with the required 4.0 metre side and 12.0 metre rear setbacks.

Both buildings are to be single storey, steel framed structures, using Cream Colorbond wall cladding and Zinalume roofing, gutters and flashing. The house has a floor area of 90m<sup>2</sup>, wall height of 2.5 metres and ridge height of 3.1 metres.

The outbuilding is to have a floor area of approximately 18m<sup>2</sup>, wall height of 2.4 metres and ridge height of 2.7 metres.

The land has very significant slope of approximately 1 in 3 or 18°. Both buildings are to be constructed on concrete pads, with two levels of significant cut, plus fill used to a maximum fill height of approximately 1.2 metres on the rear, underside of the house.

### **Public Consultation**

The application was referred to the adjoining affected landowners for comment for a three week period, with the submission period closing on 6 May 2016. One submission was received (see Attachment 8) from the owner/occupiers at 6 Riverview Close, directly opposite the subject site.

The neighbours object to any variations to the 12 metre front setback which they understand is in the 'Deed of Restrictions Covenant' which expires in 31 December 2016 and applicable to the land. The neighbours are also concerned that the minimum 120m<sup>2</sup> floor area and minimum 25 degree roof pitch, also regulated under the Covenant, have been ignored for this property.

The neighbours express their view that they built in the Highlands Estate because of the restrictive covenants however these have been totally disregarded by the Shire over the last few years, and it seems anything goes and the value of housing in Highlands will decrease if this continues.

Whilst not related to the subject of the report, the neighbours also express their view that they cannot understand why planning permission was given for the building of seven 'schoolhouses' on the estate and they seem to be disintegrating as each day goes by.

In response to the above comments, the Restrictive Covenant registered on the Certificates of Title for land in the Highlands Estate was done so by the original developer, Highland Bridgetown Pty Ltd. Although the covenant refers to the Shire of Bridgetown-Greenbushes as the Council, the Shire of Bridgetown-Greenbushes was not a party to the covenant and is not therefore bound to enforce the covenant and therefore regulate development or use restrictions in the covenant such as building floor area, roof pitch, fencing, clothes lines, etc.

Although the front and secondary street distances are included in the covenant, the required setbacks (or building envelope where applicable) are regulated by the Shire pursuant to Clause 4.11.3 of Town Planning Scheme No. 4. The decision to vary these setbacks rests with Council or Shire staff under delegated authority, discussed further below.

In response to the other unrelated issue of similar investment project housing on Galloway Drive and Aberdeen Avenue in Highlands, each dwelling was assessed as an individual application and satisfied relevant objectives, policies and requirements of Town Planning Scheme No. 4. There were no reasons for the Shire staff to issue refusal to those dwellings.

## Officer Comment

The proposed house is to have a floor area of 90m<sup>2</sup>, which complies with the minimum 55m<sup>2</sup> floor area required under the Shire's Minimum Floor Area Policy TP.2, and will be approximately 4.5 metres above the natural ground level. The proposed 18m<sup>2</sup> outbuilding will have an overall height of approximately 3.0 metres above natural ground level. Due to the slope of the land and the use of cut and fill techniques, rather than building on high stumps, both buildings will have a finished height similar to the natural ground level when viewed from the street.

Council in November 2013 granted approval for a large single house at 14 Riverview Close, setback 6 metres from the front boundary, despite an objection being received and the dwelling constructed on stumps. In comparison, the proposed setback variations for this modest dwelling and small outbuilding are considered reasonable, having regard to the constraints of the land, and the impact therefore of the proposed setback variations on the streetscape is negligible.

The applicant has provided rationale for the requested setback variations (see Attachment 9) to best locate the buildings on the higher western portion of the property, given the steepness of the land, to minimise the slope of the driveway and the earthworks required for the buildings.

Although noting the objection, the proposed setback variations are considered reasonable and there are no expected detrimental impacts upon the local area. Noting the single objection received, it is recommended that development approval be granted with the front setback variations subject to standard conditions.

### Statutory Environment

- Shire of Bridgetown-Greenbushes Town Planning Scheme No. 4

Clause 3.4.4 of TPS4 provides Council with the power to waive or modify a scheme development requirement (except for development in respect of the Residential Design Codes). *"The power conferred by this clause may only be exercised if the Council is satisfied that:*

- approval of the proposed development would be consistent with the orderly and proper planning of the locality and the preservation of the amenities of the locality;*
- the non-compliance will not have any adverse effect upon the occupiers or users of the development of the locality or the inhabitants of the locality or upon the likely future development of the locality."*

Under Clause 4.11.3, unless a specific building envelope has been declared for a lot, the minimum setback requirements shall be 12 metres from front and rear boundaries and 4 metres from a side boundary.

Noting the objection received, the proposed 9.0 metre front setback for the proposed house and 8.0 metre setback for the proposed outbuilding, the development is not expected to have a detrimental impact upon the amenity of surrounding properties or the local area.

### Policy

- Cut and Fill Town Planning Scheme Policy No. Tp.8

The aim of the Cut and Fill Policy is *“To preserve the natural topography of the Scheme Area by restricting the level of cut and fill development specifically on steep slopes.”*

The proposal is consistent with the specific policy requirements and standard conditions are recommended.

### Strategic Plan Implications

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

### Budget Implications

The applicable planning application fee has been paid.

Fiscal Equity – Not applicable

Whole of Life Accounting – Not applicable

### Social Equity

The proposed single house and outbuilding, noting the front setback variations, is not expected to have any detrimental impacts on surrounding landowners.

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management – Not applicable

### Continuous Improvement

The content of the neighbour’s objections has assisted consideration of the proposal.

### Delegated Authority

Nil - Officers do not have delegated authority to approve the application due to the objection received and the application must therefore be determined by Council.

Voting Requirements – Simple Majority

**Works & Services** - Nil

**Community Services**

<b>ITEM NO.</b>	C.10/0516	<b>FILE REF.</b>	281
<b>SUBJECT</b>	Community Grants and Service Agreements		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Executive Manager Community Services		
<b>DATE OF REPORT</b>	16 May 2016		

Attachment 10 Community Group Grants, Service Agreements & Donations Spreadsheet

*OFFICER RECOMMENDATION – that Council endorse an increase in the annual funding allocation for community group grants, service agreements and donations to \$160,000 per annum.*

*OFFICER RECOMMENDATION - that Council determines to allocate \$136,117 in the 2016-2107 budget for community donations (as shown in Attachment 10) as follows:*

- \$36,282 New service agreements
- \$35,873 Existing service agreements to be carried forward
- \$10,897 New community group grants
- \$2,500 Chief Executive Officer donations
- \$4,000 Chief Executive Officer hall hire donations
- \$850 Rubbish and recycling collection for community events
- \$350 Rubbish and recycling collection for Shire leased facilities
- \$2,000 Bridgetown Biosecurity Group
- \$500 South West Academy of Sport Sponsorship
- \$250 Agricultural Society School Art Prize Sponsorship
- \$1,000 Manjimup Airfield Contribution
- \$41,615 Landcare Officer (12 months only)

*OFFICER RECOMMENDATION – that the Chief Executive Officer be directed to develop a Memorandum of Understanding specific to the allocation of funding for the Landcare Officer with the Blackwood Environment Society for a 12 month funding period.*

*OFFICER RECOMMENDATION – that Council endorse provision of \$23,883 for Geegeelup Village Inc being a contribution towards rates for the 2016-107 financial year.*

**Summary/Purpose**

The recommendations seek to further Council’s strategic objectives to financially support local community groups, with a prescribed annual limit applied to such support.

The aim of seeking Council recommendations in May is to enable applicant groups to be advised of the outcome of the application in a more timely fashion to assist with procurement of additional grant funds (where required).

### Background

The members of the Community Grants and Service Agreements Working Party were Crs Mackman, Quinby, Boyle, Nicholas and Moore. The meeting was held on 9 May 2016.

The Chief Executive Officer, Executive Manager Community Services and Executive Manager Corporate Services also attended the meeting.

At the commencement of the meeting participating councillors and staff were asked to declare any potential impartiality interests. Accordingly Cr Moore advised she was a member of the Bridgetown Golf Club. Cr Boyle advised she was a member of the Biosecurity Group. Cr Mackman advised she was a member of the Blackwood Basin Group and the Bridgetown Family and Community Centre. Cr Scallan advised he was a member of the Greenbushes Community Garden and Residents and Ratepayers Association. The Chief Executive Officer advised he was a member of the Bridgetown Tennis Club.

The recommendations of the Community Grants and Service Agreements Working Group are contained in Attachment 10 and summarised in the Officer Comment.

### Officer Comment

The community grant and service agreement application process for 2016-2017 was highly competitive with \$50,055 in new community group grant applications and \$59,032 in new service agreements being received. In addition, there is a total of \$35,873 in existing (to be carried forward) service agreements. When combined with the \$7,700 allocation for the Chief Executive Officer (CEO) donations and other financial support provided by Council, the total funding requested was \$198,025. The inclusion of \$41,614 to support the employment of the Landcare Officer has not previously been assessed as part of the community group grants, service agreement and other donation assessment process. Council and staff have been endeavouring, over the past 2 years, to include all donations, grants, sponsorship and service agreements in the process to enable an accurate assessment and transparency of process for all funding provisions.

It was determined that the funding allocation be increased from \$120,000 to \$160,000 due to the inclusion of the Landcare Officer funding. However, the members of the working group noted that while this level of support has pre-existed for the past 3 years (under a previous commitment by Council and Memorandum of Understanding), and that while the service/position was supported there was need to review the service level and financial commitment. Therefore, a commitment of 12 months was supported by the Working Group, with the new Memorandum of Understanding being for a shorter time frame (12 months) and a condition requesting a service review assessment to determine “value for money” in relation to Council’s ongoing commitment.

The Working Group service agreements are funding arrangements of a predetermined, annual figure, over a 3 year period. Therefore the existing service agreements totalling \$35,873 are already fixed and subsequently cannot be altered.

The Working Group endorsed recommendation to Council of:

**COMMUNITY GRANTS:**

Bridgetown Lawn Tennis club	\$5500	Court Resurfacing
Bridgetown Netball Association	\$500	Pop Up Marquee
Bridgetown Repertory Club	\$4015	Sound System
Blackwood Valley Wine Industry	\$882	Stallholder Permit Fees
<b>Sub Total</b>	<b>\$10,897</b>	

**SERVICE AGREEMENTS:**

Blackwood Country Gardens	\$2000	Admin & Promotions
Bridgetown Child Health Inc	\$6000	Child Health Services
Bridgetown Family & Community Centre	\$8,000	Rates & Insurance
Bridgetown Lawn Tennis Club	\$2000	Easter Tournament
Bridgetown Masonic Lodge	\$750	Contribution - Rates
Greenbushes Community Resource Centre	\$700	Community Bus Hire
Greenbushes Golf Club	\$1500	Contribution – Insurance
Greenbushes Ratepayers & Residence Association	\$332	Contribution - Insurance
Henri Nouwen House Inc	\$10,000	Operational Costs
Rotary Club of Bridgetown	\$5,000	Blackwood Marath.Insur.
<b>Sub Total</b>	<b>\$36,282</b>	

**OTHER CONTRIBUTIONS & ALLOCATIONS**

CEO Donations	\$7,700
Landcare Officer	\$41,615
South West Academy of Sport	\$500
Agricultural Society School Art Prizes	\$250
Shire of Manjimup Airfield Contribution	\$1,000
<b>Sub Total</b>	<b>\$53,065</b>

**Total** **\$110,244**

**Council has already endorsed (in previous years) the existing service agreements totalling \$35,873 which when added to the total of \$110,244 reflects a financial commitment of \$136,117 for 2016/17.**

It was noted at the Working Group meeting that the Geegeelup Village Inc existing service agreement (to assist with approximately 50% of rates) was due to expire in June 2016 and that no new service agreement application had been received.

The Community Group Grants and Service Agreement Policy (F.1) states that no late applications can be considered without a resolution of Council. It was noted that in this instance there was no application received. It was further noted that if Geegeelup Village had a different ownership structure (similar to service providers such as Bethesda) then there would be a 100% exemption on rates.

The Working Group members requested officers liaise with Geegeelup Village Inc. representatives and ascertain why an application was not submitted and the matter be brought to Council in this item.

The officer has liaised with the Treasurer from Geegeelup Village Inc. who has admitted an error in the interpretation of the existing service agreement expiration date. Correspondence from the Shire of Bridgetown-Greenbushes to Geegeelup

Village Inc does clearly advise the 3 year service agreement award to commence in the 2013-2014 financial year lasts for 3 years and ceases in the 2015-2016 financial year. Further, all recipients of service agreements are advised that they are required to complete annual funding acquittals before the 30<sup>th</sup> June each financial year of the 3 year funding period. In light of the increase in the funding allocation cap from \$120,000 to \$160,000 and based on informal consensus at the Working Group meeting, the officer has included a recommendation that \$23,883 be offered to Geegeelup Village Inc as a contribution towards their rates (approximately but not specifically 50%) for the 2016-2017 financial year only. Geegeelup Village Inc can then prepare a service agreement application for the years moving beyond the 2016-2017 financial year for Council consideration.

This will take the total budget allocation for all service agreements, grants and donations to \$160,000.

#### Statutory Environment

Whilst determining the value of community grants, service agreements and donations could be seen to be committing Council to funding these amounts in the 2016/17 budget it is important to note that the final commitment comes when Council adopts its annual budget. Hence there are no statutory implications in determining this recommendation.

#### Integrated Planning

##### ➤ Strategic Community Plan 2016

Objective 3                      Our community enjoys a high quality of life  
Outcome 3.5                    Maintain and enhance community services including health, education and housing  
Strategy 3.5.7                 Continue to provide Community Grants and Service Agreements up to a prescribed limit set by Council.

##### ➤ Corporate Business Plan 2015

Action 3.5.7.1                 Provide annual resources for Community Grants and Service Agreements up to \$120,000 (note this figure is to be revised upwards to \$160,000 in current review of Corporate Business Plan)

- Long Term Financial Plan - Nil
- Asset Management Plans – Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

#### Policy/Strategic Implications

Council Policy F.1 Community Grants/Donations, Funding & Acquittals as it outlines the Guidelines and Conditions of grant funding.

#### Budget Implications

The decision of Council regarding the allocation of funding to specific applicants and projects will be included in the annual budget for the 2016-2017 financial year.

### Fiscal Equity

The community group grant and service agreement application process is open to whole of community with applications being assessed on their merits in relation to grant guidelines thus achieving the principles of fiscal equity.

### Whole of Life Accounting

Ensuring the allocation of expenditure for community group grants, donations, contributions, sponsorships and service agreements are contained to the identified level enables Council to achieve whole of life accounting principles.

The capacity for groups to apply for 3 year funding arrangements further enhances Council's capacity to financially plan for ongoing costs associated with supporting community groups in a responsible manner. The inclusion of donation increases to venue hire and rubbish and recycling donations (for Shire owned facilities) also enables the real costs associated with such service provision to be clearly identified and planned for.

### Social Equity

The application process is open to the whole of community with a requirement for applicants to link with Council's strategic objectives, including the social objectives. This assists to ensure social equity is achieved.

### Ecological Equity

The application process is open to the whole of community with a requirement for applicants to link with Council's strategic objectives, including any environmental objectives. This assists to ensure ecological equity is achieved.

### Cultural Equity

The application process is open to the whole of community with a requirement for applicants to link with Council's strategic objectives, including any cultural objectives. This assists to ensure cultural equity is achieved.

### Risk Management

The recommendations seek to achieve risk management by early identification and approval of community groups to be supported financially by Council during the 2016/17 year.

### Continuous Improvement

In seeking Council's endorsement of all projects, and total funding to be expended on community group grants, donations, partnerships, sponsorships, contributions and service agreements continuous improvement can be achieved as this will enable the applicants to be notified of the outcome of their applications in a timely manner, and will streamline the budget preparation process.

### Voting Requirements - Simple Majority

<b>ITEM NO.</b>	C.11/0516	<b>FILE REF.</b>	281
<b>SUBJECT</b>	Service Agreement Grant Variation Request		
<b>PROPONENT</b>	Bridgetown-Greenbushes Business and Tourism Associations		
<b>OFFICER</b>	Executive Manager Community Services		
<b>DATE OF REPORT</b>	16 May 2016		

*OFFICER RECOMMENDATION that Council endorses the request from the Bridgetown-Greenbushes Business and Tourism Association for a grant variation that reflects a breakdown of the funding elements as follows:*

- *Traffic Management Plan & Requirements \$1928*
- *Venue Hire \$1946*

#### Summary/Purpose

This item seeks to support the requirements of the Bridgetown-Greenbushes Business and Tourism Association (BGBTA) “Bridgetown in the Winter Festival” in alignment with existing budget allocations and Council’s strategic objectives.

#### Background

The BGBTA is in the final year of a 3 year service agreement valued at \$3874. The existing service agreement was approved by Council in 2013-2014 and was broken down as follows:

- Traffic Management Plan & Requirements \$754
- Venue Hire \$3120

The Traffic Management Plan & Requirements relate to the closure of Steere Street for the opening of the “Bridgetown in the Winter Festival”.

Due to changes in the requirements relating to the preparation and implementation of traffic management plans, the BGBTA has requested a grant variation to alter the breakdown of the service agreement funding.

The total budget allocation will not exceed the total amount of \$3874 and the BGBTA have been advised, and have confirmed, that they will pay the additional venue hire arising from their required grant variation.

It is standard practice for funding bodies to allow for variances and extensions of funded projects through the mechanism of a grant variation, subject to the approval of the decision making body which is, in this instance, Council.

Statutory Environment – Not Applicable

#### Integrated Planning

##### ➤ Strategic Community Plan

Objective 3 – Our community enjoys a high quality of life

Outcome 3.1 – Maintain a high standard of lifestyle, recreational and cultural facilities

Objective 3.1.6 – Continue to support arts, culture and recreation

Outcome 3.1.7 - A wide range of local and regional events

Objective 3.1.7.1 - Continue to fund and/or support local and regional events where a demonstrable community benefit can be shown.

➤ Corporate Business Plan

This plan reflects a commitment to annual funding to assist community groups via community group grants and service agreements.

➤ Long Term Financial Plan - Nil

➤ Asset Management Plans –not Applicable

➤ Workforce Plan – Not Applicable

➤ Other Integrated Planning

The Community Services Strategy identifies the need to provide services to promote an inclusive approach to life in the community via the Youth, Seniors and Access and Inclusion Plans. Events such as the “Bridgetown in the Winter” Festival meets the social needs of residents, as well as acting as a tourism drawcard.

Budget Implications

The 2015/16 budget demonstrates an allocation of \$3874 as a service agreement allocation for the Bridgetown-Greenbushes “Bridgetown Winter Festival” event and this will not be varied, therefore there are no budget implications.

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity

The requesting and approval (or otherwise) of grant variations is a common and accepted practice within local government, state government and non-government organizations. Any group receiving funding from the Shire of Bridgetown-Greenbushes is able to request a grant variation (to the purpose and timing) of funded projects. The funding body has discretion to approve (or otherwise) such requests.

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

## **Consideration of Standing Committee Recommendations**

C.12/0516	Standing Committee Minutes – 12 May 2016 – Attachment 11
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*Note: All Attachments referenced in the Standing Committee Recommendations below are as per the Standing Committee Agenda.*

C.13/0516	Proposed Amendment to Cut and Fill Town Planning Scheme Policy
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Committee Recommendation Moved Cr Hodson, Seconded Cr Boyle  
SC.02/0516 That Council endorse in-principle the following amendments to its Cut and Fill Town Planning Scheme Policy (TP8) and direct the CEO to commence the community consultation required for amending a town planning scheme policy by:

1. Deleting reference for the requirement of a landscaping plan.
2. Deleting all reference to or requirements for submittal of a landscaping plan and payment of a landscaping bond.
3. Noting that such amendments wouldn't be retrospective for applicants that have already had landscaping conditions imposed and/or paid a landscaping bond.

C.14/0516	Proposed Policy – Australia Day Events
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Committee Recommendation Moved Cr Scallan, Seconded Cr Boyle  
SC.03/0516 That Council adopts Policy O.16 – Australia Day Events with the following minor change:

- 3<sup>rd</sup> paragraph – Delete the sentence “Although the formal ...” and replace with “The formal Australia Day Awards will be presented at the Bridgetown Australian Day Event.”

C.15/0516	Proposed New Policy – Mobile and Itinerant Traders
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Committee Recommendation Moved Cr Mackman, Seconded Cr Hodson  
That Council:

1. Note the submission from the Bridgetown Greenbushes Business & Tourism Association (BGBTA).
2. Adopt the Mobile and Itinerant Traders Policy subject to Clause 5.4 being modified to read:
  - 5.4 Approval will not be granted where the local government considers the environment of an area is too fragile to accommodate the activities of mobile trading, or where mobile trading would detract from the predominant public purpose of an area.

C.16/0516	2016 Local Government Convention & WALGA Annual General Meeting
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Committee Recommendation Moved Cr Scallan, Seconded Cr Moore  
SC.05/0516 That Council determined 3 elected members will attend the 2016 Local Government Convention, being Crs Nicholas, Moore and Boyle.

Committee Recommendation Moved Cr Scallan, Seconded Cr Quinby  
SC.05/0516a That Council appoints Crs Nicholas and Moore as its voting delegates to represent the Shire of Bridgetown-Greenbushes at the Western Australian Local Government Association Annual General Meeting.

Committee Recommendation Moved Cr Scallan, Seconded Nicholas  
SC.05/0516b That Council determines to submit a Notice of Motion for the Annual General Meeting regarding issues concerning Brookfield Rail, with the details to be presented to the May Council Meeting, noting the Motion to be submitted to be in the format set out by WALGA.

C.17/0516	Survey – Opening Hours of the Bridgetown Waste Disposal Site
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Committee Recommendation Moved Cr Boyle, Seconded Cr Scallan  
SC.06/0516 That Council notes the survey responses and retain the current opening hours of the Bridgetown Waste Disposal Site.

C.18/0516	Extension of Rubbish Collection Area
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Committee Recommendation Moved Cr Scallan, Seconded Cr Hodson  
SC.07/0516 That Council:

1. As at 1<sup>st</sup> July 2016 extend the rubbish collection service to include all of the land within the areas shown on Attachment 7, being:
  - a. Four Seasons Estate
  - b. Properties fronting Whittells Road, Bridgetown
  - c. Properties fronting James Street and Forest View Court, North Greenbushes
2. That land owners within the areas not identified for extension of the rubbish collection service be advised that upon application, the Shire, in consultation with its rubbish collection contractor, will determine whether a rubbish collection service can be provided to the affected property.

C.19/0516	Councillor Fees/Allowances
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Committee Recommendation Moved Cr Moore, Seconded Cr Hodson  
SC.08/0516 That Council retain the method of payment of Councillor and President meeting fees as an annual attendance fee rather than a per meeting basis.

Committee Recommendation Moved Cr Moore, Seconded Cr Nicholas  
SC.08/0516a That Council determined no increases from the 2015/16 allowances will apply and sets the following Councillor allowances for 2016/17:

- Annual Attendance Fee for Council Members - \$8,500
- Annual Attendance Fee for Shire President - \$10,200
- Annual President's Allowance - \$8,500
- Provision of an Annual Deputy President Allowance at 25% of the amount determined for the Annual President's Allowance.
- Annual Information and Communications Technology Allowance - \$2,060.

C.20/0516	Rolling Action Sheet
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Committee Recommendation Moved Cr Nicholas, Seconded Cr Scallan  
SC.09/0516 That the information contained in the Rolling Action Sheet be noted.

C.21/0516	Adoption of En Bloc Items
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*A motion is required to adopt the En Bloc Items.*

**Receival of Minutes from Management Committees** - Nil

**Urgent Business Approved by Decision**

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

**Elected Members Questions With Notice**

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

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

**Closure**

*The President to close the Meeting*

**List of Attachments**

Attachment	Item No.	Details
1	C.02/0516	Special Meeting Minutes - 10 March 2016
2	C.03/0516	Special Meeting Minutes - 12 May 2016
3	C.04/0516	Location Plan
4	C.07/0516	April 2016 Financial Activity Statements
5	C.07/0516	List of Accounts Paid in April 2016
6	C.08/0516	Objectives and Reasons for Proposed Differential Rates for the Year Ending 30 June 2017
7	C.09/0516	Location Plan/Aerial Photograph
8	C.09/0516	Neighbour's Submission
9	C.09/0516	Proposed Plans/Applicant's Submission
10	C.10/0516	Community Group Grants, Service Agreements & Donations Spreadsheet
11	C.12/0516	Standing Committee Minutes - 12 May 2016

Agenda papers checked and authorised by T Clynch, CEO		19.5.16
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