

**Council Minutes Index – 27 July 2017**

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unconfirmed minutes

Minutes of an Ordinary Meeting of Council held in the Council Chambers on Thursday, 27 July 2017 commencing at 5.30pm

*The President opened the Meeting at 5.30pm*

**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**

Presiding Member - Cr J Nicholas

Councillors - 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  
- M Richards, Grants & Services Manager  
- S Donaldson, Manager Planning  
- T Lockley, Executive Assistant

Apologies - Cr J Boyle

**Attendance of Gallery**

B Moore, D&D Della Vedova, P&M Rydings, B Scott, J Bingham, T Tassos

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

**Public Question Time**

**Mr P Rydings**

1. In relation to Item C.02/0717, will having closed gates on the bridge crossing impact on the future status of Sutton Road and the access to the bridge, and also the unnamed dedicated road off Tweed Road to the bridge? The implications being that if a public thoroughfare road is closed for any time during the year, it may then be deemed as being a closed road. I want to ensure that with gates going across the roads leading to and from the bridge that the road won't be deemed closed.

*President's response - The gates will be closed when the river is in flood, otherwise when it is passable it will be open. The gates will only be closed on the crossing when it is dangerous.*

2. If it requires an engineer to examine the bridge, will it be a Shire employee who may be able to attend readily or a contractor, who by nature of his business would have to slot in the inspection when it suits, which may cause unnecessary delays in opening the gates, when in fact it is safe to cross?

*CEO's response - The intention is that it will be a Shire employee, someone who has suitable technical expertise to visually examine the crossing. If the employee saw something that he/she believed could raise questions about the structural integrity, then we would contract an engineer. Essentially it will be carried out in-house by a member of our works crew who has suitable knowledge of bridges, etc. The intention is really to have it closed as little as possible, we understand it will be inconvenient to residents in the area if the crossing remained closed after the water levels receded. Therefore, the intention is that as soon as the water recedes, it will be inspected and re-opened.*

3. If gates are erected, when they are open will they be wide enough to allow the passage of logs trucks?

*CEO's response – Yes they will.*

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

#### **Presentation - Cr Scallan**

Transient Workforce Accommodation - Talison Expansion Works

*At the commencement of his presentation, Cr Scallan reaffirmed and acknowledged his declaration of a financial interest in this matter. The intention of the presentation was purely to provide background information and an opportunity for questions, but not debate.*

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

Peter Rydings - C.02/0717 - Evans Ford Crossing

Mr Ridings spoke to the officer recommendation

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

### **Confirmation of Minutes**

#### **C.01/0717 Ordinary Meeting held 29 June 2017**

*A motion is required to confirm the Minutes of the Ordinary Meeting of Council held 29 June 2017 as a true and correct record.*

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

**C.01/0717 That the Minutes of the Ordinary Meeting of Council held 29 June 2017 be confirmed as a true and correct record.**

**Carried 8/0**

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

The CEO and myself recently met with Upper House One Nation representative, Colin Tincknell MLC, and had a very fruitful discussion about a number of issues affecting the region.

I have recently been appointed as the WALGA representative on the Geographic Names Committee. My co-representative on the Committee is the Mayor of Cockburn, Mr Logan Howlett.

### **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.

|                    |   |
|--------------------|---|
| Name               | Cr Scallan  |
| Type of Interest   | Financial   |
| Item No.           | C.07/0717 – Proposed Use Not Listed – Transient Workforce Accommodation |
| Nature of Interest | Employee of proponent   |

|                    |   |
|--------------------|---|
| Name               | Cr Pratico                                  |
| Type of Interest   | Financial                                   |
| Item No.           | C.11/0717 – Draft Gravel Procurement Policy |
| Nature of Interest | Contract with the Shire to provide gravel   |

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

Cr Mackman asked question on C.02/0717

Cr Pratico asked questions on C.09/0717

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

## **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.02/0717               | <b>FILE REF.</b> | Rd322.1 |
| <b>SUBJECT</b>        | Evans Ford Crossing     |                  |         |
| <b>OFFICER</b>        | Chief Executive Officer |                  |         |
| <b>DATE OF REPORT</b> | 18 July 2017            |                  |         |

Attachment 1      Aerial Photograph Location Plan  
Attachment 2      Photographs of River Crossing

### *OFFICER RECOMMENDATION that:*

- 1. Council authorise the erection of gates and if necessary improvements to existing signage at either end of the Evans Ford river crossing so that the crossing can be closed during periods of high water levels in the adjoining Blackwood River.*
- 2. The CEO be directed to introduce inspection regimes for monitoring of river water levels and consequential closure of the river crossing and for structural assessment of the crossing structure after any period of inundation.*

### Summary/Purpose

A risk assessment of the river crossing at Evans Ford has determined a need to ensure that the crossing is closed to public use during periods when water levels of the adjoining Blackwood River present a threat to safety of users attempting to use the crossing.

### Background

In 1995 Main Roads Western Australia (MRWA) funded the replacement of a bridge across the Blackwood River on Evans Ford Road with a culvert. The works were funded by MRWA, Shire of Bridgetown-Greenbushes and contributions from nearby property owners. The works were completed in 1996.

Evans Ford Crossing is accessed via an unnamed road running off Tweed Road, approximately 6km from the intersection of Tweed Road and South Western Highway.

The culvert acts as a crossing of the river and is not classified as a bridge. Specifications of the crossing are:

- It is of single vehicle width.
- Contains no edge protection or delineation.
- Is largely of concrete construction supported by a boxed culvert sub structure.

In winter when the river levels rise the crossing is inundated and unusable. Signage has been erected advising that the road is subject to flooding and depth markers installed on the crossing.

Nearby residents and property owners that use the crossing are aware of the limitations in winter or other times when the water levels in the river rise however non-regular users of the road may not be aware. The Shire of Bridgetown-Greenbushes is obliged to assess the risk of having the crossing on a public road. Shire officers requested a risk assessment of the crossing by its insurers. The findings of this assessment were:

1. Currently there is no edge protection or delineation on the bridge, this may pose a greater risk to persons unfamiliar with the location; in times of low light; and where the bridge is covered in water. The Shire may wish to consider the provision of suitable edge protection or as a minimum edge delineation (e.g. contrasting/reflective guide posts) capable of being seen in times of low light and if partially covered in water. However it is understood edge protection may be difficult to achieve without affixing to or redesigning the crossing structure. Current signage warns that the crossing should not be used unless dry. To reinforce this control measure, the Shire may wish to explore the viability of monitoring water levels and instigating formal closure of the crossing when in danger of becoming covered in water.
2. The Shire should document their inspections of the bridge and engage engineers or appropriately qualified persons to provide recommendations regarding structural integrity and when defects are noted, particularly if heavy vehicles continue to use the bridge. Triggers for inspection should also occur during and after heavy rains to determine the need for temporary closure, clearing of debris and/or repair.
3. If there are any concerns regarding the ability of the bridge to withstand heavy loads, the Shire should consult with MRWA or other appropriate authority regarding the bridge design and load capacity and if any warnings regarding weight load restrictions are also necessary to be displayed to motorists. Depending upon the outcome the Shire may wish to consider signage deterring heavy vehicle access across the river bed, warning heavy vehicles not to attempt crossing the bridge (also providing load capacity/weight limits).
4. Regular inspections should be carried out to ensure signage remains in place and is legible. For example, this can be conducted by Ranger staff as part of their normal patrols. In addition, any inspection and actions that the Shire undertakes should be documented, so if required, it can be used to evidence the Shire's attempts at providing a reasonable response to the risks and ultimately show that the Shire is discharging its duty of care.

5. Depending on the outcome of the suggested changes, further signage information may be required. It may be possible to include all information in a single composite sign and avoid loss of the message through signage clutter.

#### Officer Comment

In response to the insurer's risk assessment it is clear that the crossing (culvert) can be retained for public use as long as some safeguards are put in place to ensure the crossing is closed once river levels rise to a level close to that of the surface of the crossing. It is recommended that gates be erected at each end of the crossing (northern and southern banks of the river) to ensure that public access is prevented once these levels occur. A review of signage would also be undertaken.

An inspection regime would be introduced to ensure that water levels and risk are monitored. In addition to physical inspections Shire staff can monitor upstream water levels at Boyup Brook on the Department of Water website. Consultation with one nearby property owner has provided information on the value of this web information and further discussion with that property owner will occur in order to determine some background information on historical water levels that impacted upon the useability of the crossing.

Engineering inspections of the crossing would also be scheduled with particular emphasis on the period after any inundation of the crossing.

Statutory Environment - Nil

#### Integrated Planning

- Strategic Community Plan  
Key Goal 3 - Our built environment is maintained, protected and enhanced  
Objective 3.3 - Maintain an appropriate standard of transport networks, roads and pathways  
Strategy 3.3.3 - Provide and maintain a safe and efficient transport system  
Key Goal 4: A community that is friendly and welcoming  
Objective 4.5 - High levels of responsiveness to emergencies and emergency recovery  
Strategy 4.5.1 - Monitor risk management and emergency management profiles, procedures and preparedness  
Strategy 4.5.2 - Prepare and implement flood mitigation/management strategies
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans  
The new inspection regime will be over and above inspections undertaken of the Shire's bridge network.
- Workforce Plan – Not Applicable
- Other Integrated Planning - Nil



Policy - Nil

Budget Implications

The cost of installing gates and signage are estimated to be between \$1,500 and \$2,000 and this cost has been allowed for in the draft 2017/18 budget. Staff resources for conducting of periodic inspections of the crossing can be accommodated in existing budget allocations.

Fiscal Equity

The crossing is within a public road accessible to any licensed vehicle.

Whole of Life Accounting

Gates and signage will be located well above river flood levels to ensure that regular replacement isn't required.

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

The Shire is now aware of the risks presented by the river crossing. Allowing the risks to remain without introducing controls to mitigate the risk would leave the Shire exposed to risks defined as being at a catastrophic level, being risks that fatalities or significant injury could occur in the event of a vehicle being swept off the crossing. The protection of human life and safety is the paramount factor to be taken into account when conducting a risk assessment however similar "catastrophic" consequences could occur with respect to organisational reputation, potential litigation and potential financial impacts.

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

**Council Decision Moved Cr Wilson, Seconded Cr Hodson**

**C.02/0717 That:**

- 1. Council authorise the erection of gates and if necessary improvements to existing signage at either end of the Evans Ford river crossing so that the crossing can be closed during periods of high water levels in the adjoining Blackwood River.**
- 2. The CEO be directed to introduce inspection regimes for monitoring of river water levels and consequential closure of the river crossing and for structural assessment of the crossing structure after any period of inundation.**

**Carried 8/0**

|                       |                                       |                  |  |
|-----------------------|---------------------------------------|------------------|--|
| <b>ITEM NO.</b>       | C.03/0717                             | <b>FILE REF.</b> |  |
| <b>SUBJECT</b>        | Review of the Emergency Services Levy |                  |  |
| <b>PROPONENT</b>      | Economic Regulation Authority         |                  |  |
| <b>OFFICER</b>        | Chief Executive Officer               |                  |  |
| <b>DATE OF REPORT</b> | 20 July 2017                          |                  |  |

Attachment 3 Executive Summary and list of recommendations from the draft report prepared by the Economic Regulation Authority

Attachment 4 Draft Submission to WALGA

*OFFICER RECOMMENDATION that Council endorse the draft submission to WALGA (as contained in Attachment 4) providing feedback on the Economic Regulation Authority's draft report titled "Review of the Emergency Services Levy".*

#### Summary/Purpose

The Economic Regulation Authority has released its draft report titled "Review of the Emergency Services Levy". The Western Australian Local Government Association (WALGA) is coordinating a whole of local government response to the draft report and has circulated a template to local governments to use when providing feedback.

Shire officers have considered the recommendations contained within the draft report and have completed a draft response to WALGA for Council's consideration.

#### Background

The *Special Inquiry into the January 2016 Waroona Fire* recommended that an independent review be conducted of the current arrangements for the management and distribution of the Emergency Services Levy. The previous State Government assigned this review to the Economic Regulation Authority (ERA). The State Government asked the ERA to look at options to improve the allocation of ESL funds. The ERA was also asked to review to what extent the ESL should be available to fund a Rural Fire Service, and what effect that would have on how much people pay for emergency services.

The terms of reference for the review were released on 11 January 2017 and a subsequent issues paper titled "Review of the Emergency Services Levy" was released on 30 January 2017 to assist parties to make submissions to the review.

WALGA conducted an engagement process with the local government sector on the key subjects of the issues paper. Included in this engagement was the opportunity for all local governments to participate in a survey that sought responses to the following questions:

1. How should funding be allocated across prevention, preparedness, response and recovery activities (stipulate a % for each)?
2. What should the Economic Regulation Authority consider in assessing whether the current method for setting the ESL is appropriate for current and future needs?
3. What emergency services expenditures should be funded by the ESL?

4. Are current ESL arrangements effective? If no, explain.
5. Are there items currently ineligible for funding that should be eligible?
6. Who should administer the Local Government Grants Scheme?
7. How are expenditures on emergency services likely to change in the future?
8. How could the method for setting the ESL be improved?
9. What information should be made public about the administration and distribution of ESL funding?
10. What processes should be in place to ensure accountability in the expenditure of ESL funding?
11. Which agency should be tasked with distributing funding from the ESL?
12. Should the proposed rural fire service be funded by the ESL? If yes what effect will the proposed rural fire service have on ESL rates?

The Shire of Bridgetown-Greenbushes determined its responses to the above questions via a meeting with interested Fire Control Officers and councillors held on 20 February 2017. The survey was completed by the CEO.

WALGA advised that over 80% of local governments in Western Australia completed the survey or provided other feedback on the key subjects contained in the issues paper.

On 7 July 2017 the ERA released its draft report on the review of the ESL. The draft report is the culmination of all submissions made to the ERA in the first phase of consultation.

WALGA has assessed the draft report and have expressed the view that the ERA have acknowledged a number of important issues raised in WALGA's submission, including:

- The need for greater transparency and accountability about how money is spent on emergency services.
- Recognition that the agency that advises the Minister for Emergency Services on ESL revenue and rates should not benefit from the ESL.
- A recommendation that the oversight function of the ESL should be removed from the Department of Fire and Emergency Services (DFES) and given to the Office of Emergency Management (OEM), to provide a level of transparency and introduce accountability to those agencies responsible for delivering emergency services to communities throughout Western Australia.
- It was pleasing to hear that the ERA considered the main purpose of the ESL is to enable all Emergency service workers to be ready to respond to emergencies across the state. This includes the ESL funding preparedness activities that have community wide benefits or which involve coordination of prevention across tenure.

- A recommendation that Local Governments should be compensated for the cost of collecting ESL revenue (including the costs of recovering unpaid debts and any ESL revenue that cannot be recovered)
- The ERA were asked to review to what extent the ESL should be available to fund a Rural Fire Service, and what effect that would have on how much people pay for emergency services.
  - The draft report has highlighted models ranging from \$4.2 million to \$560 million
  - WALGA are pleased to see rigorous models and tangible figures provided to government to inform their decision making on a rural fire service.

The ERA is again opening a consultation period for submissions to be made against the draft report closing on 11 August 2017. All feedback collected during this period will inform the final report that will be tabled with the Treasurer by 29 September 2017.

WALGA will again facilitate the development of a submission to the ERA that has requested that where possible, the sector put forward a clear unified position on the key recommendations. Local Governments are able to provide their own submission, as some did in the first phase of the review. WALGA has advised the importance of noting that the ERA is an independent statutory authority established by the Parliament of Western Australia. It works independently of industry, government and other interests to ensure decisions and recommendations are free from bias. WALGA encourage all members to feed into the ERA process so that it can be dealt with by the government in a formal manner.

#### Officer Comment

The draft ERA report is 283 pages in length and can be viewed or downloaded at:

[https://www.erawa.com.au/cproot/18058/2/ESL Review - Draft Report.pdf](https://www.erawa.com.au/cproot/18058/2/ESL%20Review%20-%20Draft%20Report.pdf)

The Executive Summary and list of recommendations have been extracted from the draft ERA report and are included as Attachment 3 of this agenda.

The draft report contains 37 recommendations.

WALGA has provided all member local governments with a template for preparing its response. The template contains some comments and position of WALGA for relevant recommendations with space included for the local government responder to provide information relating to its own position on these recommendations. Shire officers have assessed the draft ERA report and have provided a draft completed submission template for Council consideration (refer Attachment 4).

Of the 37 recommendations it is recommended that 30 be supported, 5 partially supported and 2 opposed. The majority of these positions are in accordance with the WALGA position.

The two recommendations opposed are:

- Recommendation 7 – “The Office of Emergency Management should be the body of appeal for ESL related issues, and the Fire and Emergency Services Commissioner’s appeal role should be revoked.” The reason for opposing this recommendation is that it will still see the same agency that determined and distributes the ESL also assessing appeals against its own determinations. Most other decision making processes that contain an appeal right have an independent process for determining appeals (i.e. town planning, building) and the establishment of an independent appeal authority to hear and determine appeals would ensure that the appeals process was fully independent and transparent.
- Recommendation 18 – “Grouping of properties should be discontinued for the purpose of calculating the ESL.” The reason for opposing this recommendation is that property owners with contiguous lots can apply for group rating and this can be approved where it can be demonstrated that the contiguous property is managed as a single land holding. It is unclear why in these circumstances the same property owner would be required to pay ESL on all separate lots. This appears to be simply a case of revenue raising.

The five recommendations listed for partial support are Recommendations 9, 10, 11, 13 and 21. The reasons for this position are articulated in the completed WALGA submission template (Attachment 4)

WALGA is also seeking comment on any relevant issues outside the recommendations contained in the ERA draft report. It is recommended that comments be provided on the information provided in the draft report on the subject of a rural fire service (RFS). The following comments have been included in the draft response to WALGA (Attachment 4)

*Section 7 of the ERA draft report addresses the subject of funding a RFS. The terms of reference for the report required the ERA to consider the extent to which the use of the ESL to fund a rural fire service would impact on ESL rates. The ERA draft report considered two models for a rural fire service – one low cost and one high cost. In reality if a rural fire service is created it wouldn't be either of these models but rather a hybrid model. The high cost model included in the draft report includes the employment of 30 fire fighters for each of the estimated 120 new RFS stations. This is a totally unrealistic model and it is questioned why a paid fire fighters model was even used when paid fire fighters aren't part of the existing bush fire brigades model. The cost estimates also include significant costs for constructing a new RFS Headquarters, acquiring new trucks (\$1.9 million x 120 RFS) and truck maintenance. Surely the costs of acquiring new trucks and undertaking maintenance would be offset by significant decreases in similar expenditure by DFES as that agency wouldn't be responsible for these items for bush fire brigades. Likewise the significant decrease in operational responsibility for DFES in regional areas may free up space in one of its existing regional offices to accommodate the Rural Fire Service. Placing a model with a cost estimate of \$557million isn't realistic and simply provides easy reasons to shelve consideration of a RFS.*

### Statutory Environment

The *Economic Regulation Authority Act 2003* articulates legislative obligations for the ERA and its Minister. The final report produced by the ERA is to be laid before each House of Parliament within 28 days after the Minister receives the report. (*ERA Act 2006, s.26 (6)*).

### Integrated Planning

- Strategic Community Plan  
Key Goal 4: A community that is friendly and welcoming  
Objective 4.6 – Fire prepared communities  
Strategy 4.6.1 - Reduce bush fire hazards  
Strategy 4.6.2 - Support community education and information programs in relation to fire protection  
Strategy 4.6.3 - Develop policies and strategies concerning fire management on private properties  
Strategy 4.6.4 - Bush fire brigades are resourced with adequate equipment, appliances, training and other operational requirements
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans – Not Applicable
- Workforce Plan – Not Applicable
- Other Integrated Planning - Nil

Policy - Nil

Budget Implications - Nil

### Fiscal Equity

Section 3.5.1 of the ERA draft report addresses the issue of equity noting that in taxation “equity” refers to fairness in the distribution of the tax burden and a levy is equitable if the total amount recovered is raised in a fair manner across the community.

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

**Council Decision Moved Cr Scallan, Seconded Cr Mackman  
C.03/0717 That Council endorse the draft submission to WALGA (as contained in Attachment 4) providing feedback on the Economic Regulation Authority’s draft report titled “Review of the Emergency Services Levy”.**

**Carried 8/0**

**Corporate Services**

|                       |  |                  |     |
|-----------------------|--|------------------|-----|
| <b>ITEM NO.</b>       | C.04/0717  | <b>FILE REF.</b> | 131 |
| <b>SUBJECT</b>        | June 2017 Financial Activity Statements and List of Accounts Paid in June 2017 |                  |     |
| <b>OFFICER</b>        | Senior Finance Officer & Executive Manager Corporate Services                  |                  |     |
| <b>DATE OF REPORT</b> | 18 July 2017   |                  |     |

Attachment 5 June 2017 Financial Activity Statements  
Attachment 6 List of Accounts Paid in June 2017

**OFFICER RECOMMENDATIONS:**

1. That Council receives the June 2017 Financial Activity Statements as presented in Attachment 5.
2. That Council receives the List of Accounts Paid in June 2017 as presented in Attachment 6.

**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:

- (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 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.

This is a preliminary report to 30 June 2017 and is subject to change as end-of-year figures are finalised including transfers to and from reserves, final calculation of depreciation and asset revaluations. Council will receive a final report following completion of the annual audit due to commence 23 October 2017.

#### 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 2017
  - Objective 5: Our leadership will be visionary, collaborative and accountable
  - Outcome 5.2: We maintain high standards of governance, accountability and transparency
  - Strategy 5.2.8: Ensure all legislative responsibilities and requirements are met
- 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 June 2017 and presented in the list of accounts paid, was allocated in the 2016/17 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

**Council Decision Moved Cr Mackman, Seconded Cr Moore  
C.04/0717**

- 1. That Council receives the June 2017 Financial Activity Statements as presented in Attachment 5.**
- 2. That Council receives the List of Accounts Paid in June 2017 as presented in Attachment 6.**

**Carried 8/0**

|                       |   |                  |       |
|-----------------------|---|------------------|-------|
| <b>ITEM NO.</b>       | C.05/06/17  | <b>FILE REF.</b> | 160.1 |
| <b>SUBJECT</b>        | Levying Rates in 2017/18 – Revised Rate in the Dollar and Minimum Rate for Mining Unimproved Value Properties |                  |       |
| <b>OFFICER</b>        | Executive Manager Corporate Services  |                  |       |
| <b>DATE OF REPORT</b> | 19 July 2017  |                  |       |

*OFFICER RECOMMENDATION that Council endorse the revised proposed 2017/18 rate in dollar and minimum payments as follows:*

| <b>Category</b>                        | <b>Rate in \$</b> | <b>Minimum Rate</b> |
|--|-------------------|---------------------|
| Gross Rental Value (GRV) Properties    | 8.7341 cents      | \$867.00            |
| Rural Unimproved Value (UV) Properties | 0.6001 cents      | \$1,074.00          |
| Urban Farmland Unimproved Value (UV)   | 0.5101 cents      | \$1,074.00          |
| Mining Unimproved Value (UV)           | 7.8436 cents      | \$760.00            |

*OFFICER RECOMMENDATION that Council endorse the following Object and Reason for a differential minimum rate that will apply to the Mining Unimproved Value category:*

*A reduced minimum rate of \$760.00 will apply to Mining Unimproved Value properties to ensure not more than 50% of properties within this category are on the minimum rate as required by Section 6.35 of the Local Government Act 1995.*

*OFFICER RECOMMENDATION that in accordance with Regulation 23(b) of the Local Government Financial Management Regulations notice of the reason for adopting a different rate in the dollar and minimum payment for the Mining Unimproved Value properties be included in the 2017/18 budget papers and also communicated in the rating information document included with each rates notice.*

*OFFICER RECOMMENDATION that the CEO forward the revised proposed differential rating information to the Minister for Local Government, Sport and Cultural Industries for further consideration of the Shire's application to impose in 2017/18 a differential Mining Unimproved Value rate which is more than twice the lowest general differential UV rate.*

Summary/Purpose

To consider a revised proposed rate in dollar and minimum payment for the Mining Unimproved Value category for 2017/18 financial year.

Background

At its meeting held 25 May 2017 Council adopted, for advertising purposes, its proposed differential rates and minimum payments for the 2017/18 rating year as detailed in the below table.

| <b>Category</b>                        | <b>Rate in \$</b> | <b>Minimum Rate</b> |
|--|-------------------|---------------------|
| Gross Rental Value (GRV) Properties    | 8.7341 cents      | \$867.00            |
| Rural Unimproved Value (UV) Properties | 0.6001 cents      | \$1,074.00          |
| Urban Farmland Unimproved Value (UV)   | 0.5101 cents      | \$1,074.00          |

|                              |              |            |
|------------------------------|--------------|------------|
| Mining Unimproved Value (UV) | 8.3004 cents | \$1,074.00 |
|------------------------------|--------------|------------|

In accordance Section 6.36 of the Local Government Act the differential rating proposal was advertised for public comment for a period of 23 days. An advertisement appeared in the Manjimup-Bridgetown Times edition of 31 May 2017.

Subsequent to Council adopting the above proposed differential rating information and advertising of its intention to levy these differential rates a revaluation roll has been received for properties in the Mining Unimproved Value category with values effective 1 July 2017.

#### Officer Comment

Ministerial approval is required to impose a differential general rate that is twice the lowest differential general rate. Council's proposed rates include a rate for the Mining Unimproved Value category that is more than twice the Urban Farmland category, an application for approval of the proposed rates as advertised was forwarded to the Minister on 4 July 2017. Council's application is currently being considered by the Department for Local Government, Sport and Cultural Industries (the Department) who have advised that Council is required to apply the revaluation roll received for the Mining properties and determine new rating information that incorporates the new values. This new rating information will then be considered for approval by the Department.

The new valuation roll has now been input into Council's rating system which also included a number of new mining tenements not previously rated. Rate modeling has been undertaken incorporating the new values and properties to determine a new rate in the dollar and minimum payment.

The revised rating information for the Mining Unimproved Value category will generate the same level of rate revenue as Council's previously advertised rates. As a result of the increased number of low valued properties in this category a change is required to the minimum payment amount to ensure that not more than 50% of the properties are rated on the minimum payment in accordance with Section 6.35 of the Local Government Act.

The following new rate in the dollar and minimum payment amount is being recommended to Council for the Mining Unimproved Value category. No change to rates in the dollar or minimum payments for Council's other differential rating categories is being recommended:

| <b>Category</b>              | <b>Rate in \$</b> | <b>Minimum Rate</b> |
|------------------------------|-------------------|---------------------|
| Mining Unimproved Value (UV) | 7.8436 cents      | \$760.00            |

As the above rating information contains a different minimum payment to that of other Unimproved Value categories Council is required to adopt an object and reason for the different minimum. It is recommended that Council endorse the following object and reason for applying a different minimum rate to the Mining Unimproved Value category:

*‘A reduced minimum rate of \$760.00 will apply to Mining Unimproved Value properties to ensure not more than 50% of properties within this category are on the minimum rate as required by Section 6.35 of the Local Government Act 1995.’*

Regulation 23(b) of the Local Government Financial Management Regulations requires in the event that Council resolves to impose rates or minimum payments different from those previously advertised the Annual Budget of Council must include details of the rate or minimum payments set forth in the public notice, and provide reasons for the difference. Additionally, written notification to ratepayers explaining Council reasons should be included with their annual rates notice.

Council will be required to comply with Regulation 23(b), the following reason for a different rate and minimum payment being adopted to that which was advertised will be included in the budget document and on an information flyer included with each rate notice:

*‘Council has adopted a different rate in the dollar and minimum payment for the Mining Unimproved Value category to that previously advertised due to the receipt of new valuations received for this rate category effective 1 July 2017.’*

#### 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

Section 6.36(4) of the Act - Local government to consider any submissions received

Regulation 23(b) Local Government (Financial Management) Regulations – relevant to a decision to impose rates or minimum payments different from those previously advertised.

#### Integrated Planning

- Strategic Community Plan 2017  
Key Goal 5: Our leadership will be visionary, collaborative and accountable  
Objective 5.2: We maintain high standards of governance, accountability and transparency  
Strategy 5.2.8: Ensure all legislative responsibilities and requirements are met
- 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 proposed to be included in the 2017/18 budget, the revised rate in the dollar and minimum payment would generate the equivalent rate revenue to those rates previously advertised by Council. The levying of general GRV rates, differential general UV rates and minimum payments

in 2017/18 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 and subsequent application to the Minister 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 2017/18 budget by the statutory deadline of 31 August 2017 in the event that the Minister does not approve Council's Mining UV differential rate.

Continuous Improvement – Not Applicable

Voting Requirements – Absolute Majority

**Council Decision Moved Cr Scallan, Seconded Cr Mackman  
C.05/0717**

- 1. That Council endorse the revised proposed 2017/18 rate in dollar and minimum payments as follows:**

| <b>Category</b>                               | <b>Rate in \$</b>   | <b>Minimum Rate</b> |
|---|---------------------|---------------------|
| <b>Gross Rental Value (GRV) Properties</b>    | <b>8.7341 cents</b> | <b>\$867.00</b>     |
| <b>Rural Unimproved Value (UV) Properties</b> | <b>0.6001 cents</b> | <b>\$1,074.00</b>   |
| <b>Urban Farmland Unimproved Value (UV)</b>   | <b>0.5101 cents</b> | <b>\$1,074.00</b>   |
| <b>Mining Unimproved Value (UV)</b>           | <b>7.8436 cents</b> | <b>\$760.00</b>     |

- 2. That Council endorse the following Object and Reason for a differential minimum rate that will apply to the Mining Unimproved Value category:**

**A reduced minimum rate of \$760.00 will apply to Mining Unimproved Value properties to ensure not more than 50% of properties within this category are on the minimum rate as required by Section 6.35 of the Local Government Act 1995.**

- 3. That in accordance with Regulation 23(b) of the Local Government Financial Management Regulations notice of the reason for adopting a different rate in the dollar and minimum payment for the Mining**

**Unimproved Value properties be included in the 2017/18 budget papers and also communicated in the rating information document included with each rates notice.**

- 4. That the CEO forward the revised proposed differential rating information to the Minister for Local Government, Sport and Cultural Industries for further consideration of the Shire's application to impose in 2017/18 a differential Mining Unimproved Value rate which is more than twice the lowest general differential UV rate.**

**Absolute Majority 8/0**

### **Planning & Environmental Services**

|                       |   |                  |     |
|-----------------------|---|------------------|-----|
| <b>ITEM NO.</b>       | C.06/0717   | <b>FILE REF.</b> | 024 |
| <b>SUBJECT</b>        | Proposed Entry on the State Register of Heritage Places – Wesfarmers Building (fmr) and Bridgetown Roads Board Office (fmr) |                  |     |
| <b>PROPONENT</b>      | Department of Planning, Lands and Heritage on behalf of the Heritage Council  |                  |     |
| <b>OFFICER</b>        | Manager Planning  |                  |     |
| <b>DATE OF REPORT</b> | 20 July 2017  |                  |     |

|               |   |
|---------------|---|
| Attachment 7  | Location Plan   |
| Attachment 8  | Heritage Council of WA Correspondence/Entry Documents                               |
| Attachment 9  | Bridgetown Heavy Haulage Deviation Concept Plans (2006) plus Aerial Overlay Extract |
| Attachment 10 | Landowner's Submission Form   |

**OFFICER RECOMMENDATION:** *That Council.*

- 1. Notes the correspondence and supporting documentation from the Heritage Council of Western Australia as per Attachment 8, regarding the proposed entry of the Wesfarmers Building (fmr) and Bridgetown Roads Board Office (fmr) in the State Register of Heritage Places.*
- 2. Notes that the Heritage Council of Western Australia undertook formal consultation with the landowners of the property and the landowner's submission form, as per Attachment 10, supporting the proposed registrations.*
- 3. Supports the proposed entry of both the Wesfarmers Building (fmr) and Bridgetown Roads Board Office (fmr) in the State Register of Heritage Places, although noting possible implications for future development of a Bridgetown heavy haulage deviation should the project proceed along the railway line.*

### **Summary/Purpose**

The Heritage Council of Western Australia is seeking final support from the Shire of Bridgetown-Greenbushes for entry onto the State Register of Heritage Places for the former Wesfarmers Building and former Bridgetown Roads Board Office, both located on Lot 21 (17-19) Street Street, Bridgetown.

Noting that the landowners have provided written support for the proposed registrations, it is recommended that Council give support to the proposed registration of both places as having cultural heritage significance to Bridgetown and the broader district.

### Background

A report was presented to Council at the Ordinary Meeting held on 29 June 2017 recommending support for the proposed registrations however Council resolved:

*“C.11/0617a That Council defer consideration of the proposed entry of both the Wesfarmers Building (fmr) and Bridgetown Roads Board Office (fmr) in the State Register of Heritage Places until consultation with property owners has been undertaken.”*

### **Landowner Consultation**

Following the meeting of Council, Shire staff contacted staff at the former State Heritage Office, now the Department of Planning, Lands and Heritage (DPLH), to advise of Council’s deferment and that Council wished to know the views of the property owners before determining whether to support the proposed listing.

DPLH staff advised that the landowners were formally consulted however did not initially provide a written response. The Manager Planning contacted the owners by phone, with Noel Holdsworth (on behalf of his wife Beverley Holdsworth) advising that they originally nominated the places for registration and both still support the proposed registrations.

In consultation with staff at the DPLH staff, the landowners have now completed the submission form indicating support for the proposed registrations, with a copy of the form received on 20 July 2017 (see Attachment 10).

### **Officer Comments**

As reported to Council in June 2017, the Heritage Council of WA in 2011 wrote to the Shire of Bridgetown-Greenbushes, seeking support for interim registration onto the State Register of Heritage Places of both the former Wesfarmers Building and former Bridgetown Roads Board Office, with both places located on Lot 21 (17-19) Street Street, Bridgetown

Shire staff at that time provided support for the interim entry of the two places, with the Wesfarmers Building having an obvious connection to the railway line and growth of Bridgetown, and prominence of the building within the Bridgetown town centre; with the former Bridgetown Roads Board Office having served as the municipal office during the early development of Bridgetown and surrounding district, and prominence on the important local road within the Bridgetown town centre.

As advised by the Heritage Council in recent correspondence (see Attachment 8), original aerial photography appeared to show that the facades of both buildings extended beyond the lot boundary into the Street Street road reserve. The original proposed registered curtilage extended well into the road carriageway, which was not supported at that time by Main Roads Western Australia, due to the possible re-

activation of the 2006 Bridgetown Heavy Haulage Deviation Plan. Stakeholder consultation stalled at that point and was then deferred.

The Heritage Council has now advised that based on a new Geographic Information System (GIS) re-investigation the data concludes that the footprints extend into the footpath only, and do not extend into the road reserve (ie. road carriageway) as originally determined.

The terminology used by the Heritage Council does not appear correct, and have used the term road reserve to possibly mean road carriageway, which is the constructed portion of the road. The footpath on the northern side of Steere Street is certainly within the road reserve, and minor portions of both buildings and therefore the registered curtilage appear to therefore protrude into the road reserve. These proposed registered curtilage however are unlikely to have any impacts upon the current or future use of Steere Street.

The Heritage Council's Register Committee has recently considered the updated draft assessment document and proposed new curtilage for both places, and resolved to amend the curtilage to exclude the road reserve. The Heritage Council is now seeking formal support from the Shire for permanent entry of the two places on the State Register of Heritage Places.

Pursuant to s23[4] and [5] of the Heritage of Western Australia Act 1990, the Shire has been invited to nominate a person to attend the meeting at which the proposed registration will be considered, and therefore become a voting member of the Register Committee, however that is not considered necessary and the offer can be declined by the CEO in the formal response.

Noting the recommended support for entry of both places on the State Register of Heritage Places, attendance and voting at the Register Committee is not considered necessary and can therefore be declined.

### ***Wesfarmers Building (fmr)***

The Wesfarmers Building is located at Lot 21 (17) Steere Street, Bridgetown, adjacent to the railway line that traverses Bridgetown, and is currently being used for sales and servicing of rural supplies and equipment.

The Wesfarmers Building is not currently included in the Shire's 'Heritage List' under Town Planning Scheme No. 3, or the Shire's Municipal Heritage Inventory (MHI), although Shire staff have duly noted the importance of the place and a formal nomination will be made through further review of the MHI, with the State registration assessment document providing valuable information.

The Wesfarmers Building is a former fruit packing shed and cool room, constructed in 1923-1924 using timber and iron, with a brick/office showroom constructed in 1938. The place has cultural heritage significance as it was built for Westralian Farmers Limited; was the first large central fruit packing shed in the State and led to mechanised grading equipment and innovative packing; reflects the growth and development of Bridgetown as the pre-eminent apple growing centre in the State; and is a significant element of the central townscape of Bridgetown defining the north side of the railway precinct.



The place has notable aesthetic value, high historic value, potential scientific value and high social value. The remaining southern portion of the packing shed has considerable rarity value; is a good representative example of the style of fruit packing sheds of the period; is in good condition and has been well maintained; and displays high degrees of integrity and authenticity despite modifications to the place over time.

### ***Bridgetown Roads Board Office (fmr)***

The former Bridgetown Roads Board Office is located at Lot 21 (19) Steere Street, Bridgetown (located on the same lot as the former Wesfarmers Building) and is currently being used for medical consulting.

The building is currently listed as 'Old Shire Office' in the 'Heritage List' Schedule 4 – Places of Natural Beauty, Historic Buildings and Objects of Historic or Scientific Interest under Town Planning Scheme No. 3, however is located outside of the Bridgetown Special Design Heritage precinct. The building is also included as place record B36 in the Shire's Municipal Heritage inventory (currently under review), recognising the historic and aesthetic significance as the first purpose built office for the Nelson (Bridgetown) Roads Board.

The building was constructed in 1908 of brick and iron, and is a fine intact and ornate example of a Roads Board building built in the Federation Free Classical Style (with some neo-classical detailing); is a fine example of this style of building designed by architect P W Harrison; and the place has a strong association within the development of the Bridgetown district which was flourishing due to the growth of the timber and fruit growing industries following the opening of the railway in 1898.

The building remains a landmark in the commercial section of Steere Street, has a high aesthetic value due to ornate details; has a high of historic value for its role in the development of Bridgetown and the district, and is high social value for its civic contribution, aesthetic qualities and contribution to the townscape. The building has significant representativeness; is in good condition; and has a high degree of integrity and authenticity although noting some alterations. The place has additional historic value for its association with the management of Italian Prisoners of War (POWs) as farmworkers in the Blackwood districts during early to mid 1940s.

### **Heavy Haulage Deviation**

Council in August 2006 endorsed the Bridgetown Heavy Haulage Deviation Plan (2006) (see Attachment 9) for inclusion in a referendum held on 27 September 2006 on the subject of the Bridgetown Heavy Haulage Deviation. The concept plan took into account the feedback received from an earlier public consultation process held in May and June 2006. The alignment of the deviation was to use a portion of the railway reserve through the centre of Bridgetown, generally between the northern information bay junction of Hampton Street and Peninsula Road) and the former fuel depot (adjacent to Nelsons Motel), requiring in-part removal of the railway line. The subject property has been highlighted in yellow.

A roundabout was the preferred option to be used at the junction of the proposed deviation road and Steere Street, to provide the most efficient manoeuvrability and traffic flow. It was noted at that time however that the roundabout option could not

proceed without a significant modification to the Wesfarmers Building (known as the Elders building at the time). The modifications were necessary to provide the required safe sight distance for vehicles entering the roundabout from the eastern leg of Steere street. The report to Council noted that *“the aim was to carry out the required modifications to the building that maintains its architectural integrity and enables the businesses to continue to operate.”*

At that time the Wesfarmers Building was not formally heritage listed by either the Shire of Bridgetown-Greenbushes or by the Heritage Council of Western Australia, although *“positive discussions were held with the owner of the property and business tenants in 2006, with a heritage architect engaged to prepare preliminary drawings of the required modifications.”* Since then the Heritage Council of WA has further assessed the heritage significance of the Wesfarmers Building, hence the subject report.

Another version of concept plan was also prepared overlaying an aerial photo, with an extract (also see Attachment 9) with the boundaries of the subject lot outlined in red. The concept plan shows a nominal hatching for the possible modification to the Wesfarmers Building to accommodate the preferred roundabout, if and when the heavy haulage deviation was ever to proceed the railway line.

Council in September 2006 noted that ‘No’ was the majority vote (55%) in the referendum for the heavy haulage deviation, then in November 2006 Council resolved (in part) to further consider a heavy haulage deviation alignment adjacent to Geegelup Brook and to defer consideration to conceptually identify possible bypass corridors in the development of its Local Planning Strategy.

Council then worked with Main Roads WA and transport consultants Estill & Associates in preparing a Traffic Management Plan Community Consultation Report (May 2009), including public surveys, public meeting and public information session to disseminate the findings. A copy of the Estill & Associates Report (May 2009) can be made available to elected members upon request, however ultimately the report concluded that the need and options for a heavy haulage deviation for Bridgetown be further considered following improvements being made to Hampton Street.

Since 2006 Council hasn’t formally considered any proposals to re-activate planning for a heavy haulage deviation nor has there been a great deal of public feedback seeking Council to pursue this issue. The informal view of Councillors has been that if the issue was to re-emerge, initial consideration to re-activate the railway alignment would be the logical first step.

The proposed registration of the Wesfarmers Building (fmr) may have implications for a possible heavy haulage deviation alignment along the railway line, if and when the deviation issue is further considered. Ultimately, should the roundabout at the junction with Steere Street be required then some substantial modifications to the south-western corner of the former Wesfarmers Building will likely be required. Those possible modifications may have a substantial impact on the built fabric of the Wesfarmers Building and may be inconsistent with the Heritage of Western Australia Act, State Planning Policy 3.5 Heritage Conservation Policy and TPS3.

Ultimately should the State Heritage registration proceed, then in the future the Shire, Main Roads WA or the landowner seeks to demolish a portion of the building to accommodate the possible heavy haulage deviation, the demolition may potentially not be supported, having a significant impact on the viability of the roundabout and therefore the heavy haulage deviation project.

## **Conclusion**

The Heritage Council of Western Australia is seeking final support from the Shire to enter the former Wesfarmers Building and former Bridgetown Roads Board Office in to the State Register of Heritage Places. Noting the written support of the landowners, and although noting the possible implications of the registration of the former Wesfarmers Building should the Bridgetown heavy haulage deviation along the railway line be re-activated, it is recommended that Council give support to the proposed registration of both places as having cultural heritage significance to Bridgetown and the broader district.

## Statutory Environment

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

The Bridgetown Roads Board Office (fmr) building is currently listed as 'Old Shire Office' in the 'Heritage List' Schedule 4 – Places of Natural Beauty, Historic Buildings and Objects of Historic or Scientific Interest under Town Planning Scheme No. 3 (TPS3) and subject to provisions under Part VII of TPS3. Any development of the Bridgetown Roads Board Office requires the written consent of the Shire, pursuant to Clause 7.2 of TPS3.

Whilst the former Wesfarmers Building is not specifically listed it is located on the same property, so any development proposal for the Wesfarmers Building must have due regard to any heritage implications for the former Bridgetown Roads Board Office. The Wesfarmers Building (fmr) and Bridgetown Roads Board Office (fmr) are both outside of the Bridgetown Special Design Heritage Precinct, as defined in TPS3.

## Policy Implications

- Statement of Planning Policy - Bridgetown Special Design Heritage Precinct Policy and Development Guidelines

The Wesfarmers Building (fmr) and Bridgetown Roads Board Office (fmr) are both outside of the Bridgetown Special Design Heritage Precinct, and therefore not subject to the Statement of Planning Policy and associated Development Guidelines.

- Shire of Bridgetown-Greenbushes Municipal Heritage Inventory

The Wesfarmers Building (fmr) is not currently included in the Municipal Heritage Inventory (MH) however will be given due consideration as part of the ongoing review of the MHI.

The Bridgetown Roads Board Office (fmr) is included as place record B36 in the MHI, with the draft place record being updated to recognise the historic and aesthetic significance as the first purpose built office for the Nelson (Bridgetown) Roads

Board, and the important role the building played in the early growth and development of Bridgetown and the broader district.

### Strategic Plan

- Strategic Community Plan 2017

*Key Goal 1: Our economy will be strong, diverse and resilient.*

- Objective 2.1.1 A diverse economy that provides a range of business and employment opportunities
- Strategy 1.1.3 Plan for expansion of the commercial area
- Strategy 1.1.5 Pursue improvements to infrastructure and services, including utilities
- Objective 2.1.2 A proactive approach to business development
- Strategy 1.2.1 Embrace a “can do” approach to development

*Key Goal 3: Our built environment is maintained, protected and enhanced*

- Objective 3.1 Maintained townsite heritage and character
- Strategy 3.1.1 Ensure relevant policies and plans offer appropriate protection to existing heritage character whilst still allowing appropriate development opportunities
- Strategy 3.1.2 Ensure town centres achieve a high standard of appearance and amenity
- Objective 3.3 Maintain an appropriate standard of transport networks, roads and pathways

*Key Goal 4: A community that is friendly and welcoming*

- Objective 4.3 Appropriate community led local transport systems
- Strategy 4.3.1 Investigate improvements to local transport systems
- Objective 4.7 A safe area
- Strategy 4.7.1 A functional and safe Hampton street
- Strategy 4.7.2 Improve parking and pedestrian accessibility in town centres

The proposed registration of the Wesfarmers Building (fmr) may have implications for a possible heavy haulage deviation alignment along the railway line, if and when the issue is further considered.

Budget Implications - Nil

Fiscal Equity – Not applicable

Whole of Life Accounting – Not applicable

Social Equity – Not applicable

Ecological Equity – Not applicable

Cultural Equity

The detailed assessment documentation prepared by the Heritage Council of Western Australia has assisted consideration of the cultural heritage significance of the two places and merits for entry onto the State Register of Heritage Places.

Risk Management – Not applicable

Continuous Improvement

The detailed assessment documentation prepared by the Heritage Council of WA has assisted consideration of the cultural heritage significance of the two places and merits for entry onto the State Register of Heritage Places. The landowners of the property, Noel and Beverley Holdsworth, were formally consulted by the Heritage Council of WA, and subsequently provided written support for the proposed registrations.

Delegated Authority - Nil

Voting Requirements - Simple Majority

**Council Decision Moved Cr Pratico, Seconded Cr Wilson  
C.06/0717 That Council**

- 1. Notes the correspondence and supporting documentation from the Heritage Council of Western Australia as per Attachment 8, regarding the proposed entry of the Wesfarmers Building (fmr) and Bridgetown Roads Board Office (fmr) in the State Register of Heritage Places.**
- 2. Notes that the Heritage Council of Western Australia undertook formal consultation with the landowners of the property and the landowner's submission form, as per Attachment 10, supporting the proposed registrations.**
- 3. Supports the proposed entry of both the Wesfarmers Building (fmr) and Bridgetown Roads Board Office (fmr) in the State Register of Heritage Places, although noting possible implications for future development of a Bridgetown heavy haulage deviation should the project proceed along the railway line.**

**Carried 8/0**

Cr Scallan declared a Financial Interest in C.07/0717 as he is an employee of the proponent. Cr Scallan vacated the Meeting at 6.16pm

|                       |   |                  |        |
|-----------------------|---|------------------|--------|
| <b>ITEM NO.</b>       | C.07/0717   | <b>FILE REF.</b> | A34225 |
| <b>SUBJECT</b>        | Proposed Use Not Listed – Transient Workforce Accommodation |                  |        |
| <b>PROPONENT</b>      | Resolve Group Pty Ltd on behalf of Talison Lithium Pty Ltd  |                  |        |
| <b>LANDOWNER</b>      | Peter McKay   |                  |        |
| <b>LOCATION</b>       | Lot 3 (RSN 75) Old Mill Road, North Greenbushes             |                  |        |
| <b>OFFICER</b>        | Manager Planning  |                  |        |
| <b>DATE OF REPORT</b> | 20 July 2017  |                  |        |

Attachment 11      Location Plan  
Attachment 12      Applicant's Submission (extract only)

*OFFICER RECOMMENDATION: That Council:*

- 1. Pursuant to Clause 3.2.5 and Clause 4.3.3 of Town Planning Scheme No. 4, determines that the proposed 'Use Not Listed – Transient Workforce Accommodation' is consistent with the objectives and purposes of the 'Rural 2 – General Agriculture' zone and may be considered for development approval subject to public consultation and detailed assessment.*
- 2. Directs the Chief Executive Officer to undertake necessary public consultation in relation to Point 1. above, and subject to no objections being received grants delegated authority to the Chief Executive Officer to determine the development application subject to appropriate conditions including a reasonable maximum temporary period.*

Summary/Purpose

To consider a development application for a proposed temporary camp at Lot 3 (RSN 75) Old Mill Road, North Greenbushes, to accommodate transient workers employed for an expansion project at the nearby Talison Lithium Greenbushes mine.

It is recommended that Council determine that the 'Use Not Listed – Transient Workforce Accommodation' is consistent with the objectives and policies of the application 'Rural 2 – General Agriculture' zone and the proposed development may be considered for approval, and subject to no objections granting delegated authority to the Chief Executive Officer to determine the application subject to appropriate conditions.

Background

A development application has been received seeking approval to establish a temporary workers camp at Lot 3 (RSN 75) Old Mill Road, North Greenbushes. The lot is zoned 'Rural 2 – General Agriculture' under Town Planning Scheme No. 4 (TPS4) and the lot has an area of 42.2303 hectares. The property contains an existing single house, incidental outbuildings, small vineyard and extensive paddocks, dams and stands of remnant vegetation.

The proposed development does not reasonably fall within interpretation of any existing use classes listed in 'Table 1 – Zoning Table' under TPS4. The applicant has therefore proposed that the proposed development is best defined as 'Transient

Workforce Accommodation’, which has been taken from the Shire of Ashburton Local Planning Scheme No. 7, meaning *“dwellings intended for the temporary accommodation of transient workers and may be designed to allow transition to another use or may be designed as a permanent facility for transient workers and includes a contractors camp and dongas.”*

Details of the proposed accommodation camp are included in the applicant’s submission (see Attachment 12), including a Camp Philosophy prepared by the main contractor MSP Engineering Pty Ltd.

In summary, the proposed camp is to be located at the southern end of the subject lot, with direct frontage to Old Mill Road, with the entrances approximately 300 to 350 metres west from the junction with Greenbushes-Boyup Brook Road. The subject lot has an area of 49.2403 hectares and the proposed development site will have an area of approximately 3.0 hectares (excluding the eastern buffer).

The proposed camp is to be used to accommodate a transient workforce for a large expansion project at the nearby Talison Lithium Greenbushes mine, which is expected to be a 12 to 19 month project. The camp will therefore be required only for a temporary period of 12 to 18 months, and maximum tenure of 24 months (two years) if required. The development has an estimated construction cost of \$2.95 million and requires development approval, numerous environmental health approvals and building permit approvals from the Shire of Bridgetown-Greenbushes.

This accommodation and amenities section of the camp is to be located in an existing paddock, with the existing windbreak trees to the north to be retained. The camp will include 50 four bedroom accommodation buildings, two accommodation units to cater for persons with a disability, two laundry buildings, a kitchen/diner (dry mess), a licensed wet mess and alfresco beer garden, four ablution facilities, administration office and shop, gymnasium, recreation room, sports court, BBQ area, training room, linen store, first aid room and gate house. All accommodation and amenities buildings are cyclone rated demountable or transportable buildings, already used on other development sites in Western Australia.

Each accommodation building will contain four bedrooms with a king single bed and ensuite. The two disabled accommodation buildings will contain a king single bed with compliant accessible ensuite. A maximum of 202 persons can be accommodated in the proposed facility, with the potential expansion up to a maximum occupancy of 250 persons if required (although the expansion is not shown on the current site plan).

The proposed administration office will include a small retail shop for sale of essential supplies and amenities only, restricted to camp residents only. The wet mess will serve packaged liquor for camp residents only, in a responsible manner, and ensure no camp residents drive a vehicle under the influence.

Two parking areas are proposed for camp residents and visitors, and overflow parking area for local workers and visitors, located on the former gravel storage area, just west of the proposed buildings. An onsite wastewater treatment plant and irrigation area will be located west of the proposed overflow car park.

The applicant has advised that limited onsite parking has been provided as the majority of construction workers will be transported to the camp site by bus from regional locations such as Bunbury. Construction workers will then be transported from the camp site to the project site by bus, including any locally based workers, to minimise congestion through Greenbushes and at the mine site which has limited parking.

Parking for 20 light vehicles will be provided at the camp site for supervisors and visitors (including a single disabled parking bay), plus bus parking bays adjacent to the accommodation buildings. An overflow parking for 50 light vehicles will also be provided at the camp site for locally based workers and other contactors.

Two large water tanks are to be provided onsite adjacent to the main entrance, one for potable water and another for fire fighting purposes. Essential services such as reticulated power, water and telecommunications will be provided to the site for the temporary life of the development. Diesel generators will be provided as back-up power for the waste water treatment plant, kitchen food stores and emergency lighting.

The applicant has confirmed that the camp will be decommissioned upon completion of the Talison Lithium expansion project with the camp site to be made good where required. All buildings and services infrastructure will be removed with the on-site waste water system decommissioned.

Should approval be granted for the development a secondary rural street number (RSN) will be required for the camp site, for emergency services, contractors and visitors, with the proponents liable for cost of the RSN tag.

As discussed further below, the proposed location, layout and design of the proposed accommodation camp is considered reasonable and likely consistent with various requirements of TPS4 including building setbacks, amenity, bushfire and applicable planning policies. Detailed assessment is still required including consideration of any public submissions received and the Bushfire Management Plan once received.

Noting the above, it is therefore recommended that Council determines the proposal is consistent with the objective and policies of TPS4 applicable to the 'Rural 2 – General Agriculture' zone, and that development approval may be considered, and subject to no objections delegated authority be granted to the Chief Executive Officer to determine the application and apply appropriate conditions.

#### Statutory Environment

- Town Planning Scheme No. 4

#### *Part III - Zones*

##### *Clause 3.2.5 Zoning Table*

In relation to a 'Use Not Listed', Clause 3.2.5 of TPS4 states that *"If the land use for a particular purpose is not specifically referred to in the Zoning Table and cannot reasonably be determined as falling within the interpretation of one of the use classes shown, Council may:*



- (i) *determine that the use is not consistent with the objectives and purposes of the particular zone, and is therefore not permitted; or*
- (ii) *determine by absolute majority that the proposed use is consistent with the objectives and purposes of the Zones and thereafter follow the ‘SA’ procedures of **Clause 5.2** in considering an application for Planning Consent.”*

#### *Part IV – Objectives, Policies and Development Requirements*

##### *Clause 4.1 General Objectives and Policies*

Clause 4.1 of TPS4 sets the General Objectives and Policies being “*Council’s general objective is to ensure that the Scheme protects the District’s present economic base, whilst allowing where appropriate, for development of more intensive forms of agriculture, for growth of the District’s tourist potential, and for increased settlement within certain areas of the District.*”

*Council’s General Policies will therefore be to (inter alia):*

- (c) *provide for reasonable expansion of residential, industrial and associated uses based on the District’s established settlement structure.*
- (d) *permit, subject to adequate control, uses which add to and facilitate the District’s potential for Tourism and recreational use;*
- (e) *require development, under a Planning Consent procedure, to achieve and maintain satisfactory standards of amenity;*
- (f) *protect, wherever possible and consistent with the General Objective, the District’s landscape and rural character.”*

##### *Clause 4.3.2 Rural 2 Zone – General Agriculture*

In regard to the ‘Rural 2 – General Agriculture’ zone Clause 4.3.2 states that “*Council’s objective, recognising that land within the Zone is by reason of its physical characteristics and location suited to the development of a wide range of uses appropriate to the growth of the District’s economy and activity generally, will be to retain as far as possible, an agricultural base whilst assisting desirable changes in land use and activity through Planning Policies and Controls.*”

Furthermore, “*Council’s Policies will therefore be to:*

- (a) *support and assist in studies of land use and management which may be desirable and appropriate;*
- (b) *promote the introduction of new and/or improved agricultural practices;*
- (c) *permit, subject to adequate location and controls, establishment or uses of a tourist or recreational nature, and where appropriate, additional residential settlement;*
- (d) *consider the establishment of Special Rural Zones within the defined Policy Areas.”*

##### *Clause 4.6 Building Setbacks in Rural Zones*

Under Clause 4.6 buildings are to be setback 20 metres from ‘Other’ roads and boundaries, except that where in the opinion of Council, special circumstances exist, Council may permit relaxation of the above standards. The applicant has advised that the proposed camp buildings will be setback a minimum of 30 metres from Old Mill Road and 42 metres from the eastern boundary, to achieve appropriate bushfire separation and therefore consistency with TPS4 requirements.

#### *Clause 4.10 Amenity and Development*

Under Clause 4.10 of TPS4, “*Council’s objective will be to ensure that the overall amenity of the district is retained and enhanced for the benefit of residents and in the interest of the District’s tourist potential, and that the landscape values of the environment are maintained.*”

The design, layout and siting of the proposed camp is considered reasonable and is not expected to adversely impact upon the amenity of nearby residents or sites. Notwithstanding the landowner’s dwelling to the north-west, the closest dwelling is approximately 670 metres to the east, located to the east of the Greenbushes Golf Club. The club house itself is approximately 600 metres south the proposed camp. The development is to retain the existing windbreak on the northern side of the camp, however no additional vegetation is considered necessary along the frontage to Old Mill Road given the site is directly opposite the unused railway line and State Forest bushland.

#### *Part V – Planning Consent*

##### *Clause 5.2 Advertising of Applications*

Pursuant to Clause 5.2.1 of TPS4, development approval can not be granted for an application unless notice of the application is first given in accordance with the provisions applicable to an ‘SA’ Special Approval use. Pursuant to Clause 5.2.3 the Shire can give notice by correspondence direct to owners or occupiers of land likely to be affected by the granting or approval; publication of a notice in the local newspaper; and display of onsite signage; all inviting submissions within a 21 day period. Pursuant to Clause 5.2.4 following the submission period, the application must then be determined, having regard to the submissions.

Council has the discretion, by Absolute Majority, to determine that the proposed ‘Use Not Listed – Transient Workforce Accommodation’ is consistent with the general and specific objectives of TPS4 and the ‘Rural 2 – General Agriculture’ zone and that development approval may be granted.

Should Council determine that the proposed use is not consistent with the general and specific objectives and policies of TPS4, the proposal is therefore not permitted and must be refused.

Although the scale of the proposed workers camp is significant, given the proposed location at the southern end of the farm, and separation from other sensitive land uses, there is minimal impact expected upon surrounding properties, the local environment and the local road network.

It is therefore recommended that Council support the proposal as a 'Use Not Listed', for the purpose of public consultation, and grant delegation to the Chief Executive Officer to determine the application should no objections be received as a result of public consultation.

#### *Clause 5.3 Determination of Application*

Pursuant to Clause 5.3.2, Council having regard to any matter required by the Scheme, may either refuse to grant approval, or grant approval subject to conditions or nil conditions as Council thinks fit. Under Clause 5.3.3, where Council approves an application a time limit may be imposed for which that consents remains valid.

The applicant has advised verbally that the camp is to be commenced by January 2018 at the latest and remain in place for 12 to 18 months, potentially up to mid 2019. Subject to project delays a further six months may be required, so overall approval up to 31 December 2019 is considered a reasonable maximum timeframe for the workers camp to be decommissioned.

It is recommended that following public consultation and subject to no objections that delegated authority be granted to the Chief Executive Officer to determine the application following public consultation, and subject to no objections, and application of appropriate conditions including a maximum temporary time period for the development.

#### Policy

- State Planning Policy 3.7 Planning in Bushfire Prone Areas

A Bushfire Management Plan (BMP) is currently being prepared by the proponent to address the requirements of State Planning Policy 3.7 Planning in Bushfire Prone Areas and the Guidelines for Planning in Bushfire Prone Areas.

The applicant has indicated verbally that the proposed development site is expected to satisfy the requirements of the Policy and Guidelines in terms of location, siting of development, vehicular access and water sources.

A preliminary Bushfire Attack Level (BAL) Contour map has been provided (see Attachment 12), showing a rating of BAL-12.5 for the location of any accommodation buildings, and surrounding assets protection zone and managed low fuel area.

The full BMP may be received prior to the meeting of Council, however should Council support the proposed Use Not Listed, full assessment of the BMP will be undertaken during the public consultation period, with referral to Department of Fire and Emergency Services if required.

- Shire's Demountable Buildings Policy TP.16

Under the Demountable Buildings Policy a 'Demountable Building' includes a skid mounted transportable unit, single men's quarters, donga and light weight pre-fabricated buildings, as proposed for all accommodation and amenities buildings.

Under the Policy *“the relocation of demountable buildings often results in substandard buildings being produced and that they can be detrimental to the amenity of the area in which it is located. Buildings should only be permitted in locations which are not easily visible from adjoining property (including the road) and also from frequented vantage points of a reasonably visible distance without effective screening.”*

The Policy allows for the use of demountable buildings in the ‘Rural 2’ zone applicable to the land, where the Shire can ensure that the buildings are not visually intrusive on surrounding properties. The Policy allows for the Shire to consider whether adequate screening (ie. vegetation) exists to screen the development from adjacent properties, and whether the appearance is adequate.

Noting that the proposed buildings are simply in design, and notwithstanding the scale of development, the proposed development site does not directly front any other adjoining rural properties, and no detrimental impact upon local rural amenity is anticipated.

- Siting of Water Tanks Policy TP.21

Under the Relocation of Building Envelopes Policy, no intrusion into the setback area is permitted. This restriction will be relaxed, if justifiable circumstances exist, for the siting of water tanks. The proposed tanks are to be adequately setback to comply with the minimum 20 metre setback.

#### Strategic Plan Implications

- Strategic Community Plan

*Key Goal 1: Our economy will be strong, diverse and resilient*

- *Objective 2.1 A diverse economy that provides a range of business and employment opportunities*
- *Strategy 1.1.1 Encourage long term growth in the district in order to retain and enhance services*
- *Objective 2.1.2 a proactive approach to business development*
- *Strategy 1.2.1 embrace a “can do” approach to development*

*Key Goal 2: Our natural environment is valued, conserved and enjoyed*

- *Objective 2.1 Value, protect and enhance our natural environment*
- *Objective 2.6 Development is sympathetic to the landscape*
- *Strategy 2.6.1 Planning processes allow for a diverse range of land and development opportunities*

*Key Goal 5: Our leadership will be visionary, collaborative and accountable*

- *Objective 5.1 Our community actively participates in civic life*
- *Strategy 5.1.1 The community is involved in local decision making*
- *Strategy 5.1.4 People receive Shire information, services and opportunities according to their needs*

The proposed workers camp will facilitate the Talison Lithium expansion project, providing employment opportunities for local construction workers and support services and industries, then ongoing employment opportunities needed for the large mine workforce and supporting industries. The proposed camp is not expected to

have any detrimental impacts upon the local environment or rural amenity. The proposed development must be advertised for public comment and any submissions duly considered prior to determination.

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

#### Budget Implications

The required development application fee has been paid to consider the proposal.

Fiscal Equity – Not applicable

#### Whole of Life Accounting

A significant volume of traffic is anticipated during the construction and demobilisation of the camp, with moderate traffic volumes expected during the life of the site. The Shire will need to monitor the quality of the public road network and liaise with the proponents should any unreasonable damage be identified attributable to the development, and enforce repairs in a practicable manner.

#### Social Equity

The proposed development is not expected to create any social or amenity issues.

#### Ecological Equity

The proposed development is not expected to create any environmental issues.

Cultural Equity – Not applicable

#### Risk Management

Three new crossovers to development site will be required from Old Mill Road, and each crossover will need to be located and constructed to the Shire's satisfaction in accordance with the Shire's Crossover Policy. Given the gentle topography, open sightlines and quality of the sealed roads fronting the development site and connection to South Western Highway, no additional traffic risks are anticipated.

The applicant has offered to provide slip lanes on Old Mill Road however given the expected modest traffic volumes these are not considered necessary at this time. The Shire will monitor the situation and liaise with the proponent to address any traffic issues that may arise.

Continuous Improvement – Not applicable

#### Delegated Authority

Nil - Officers do not have delegated authority to determine if the proposal is consistent with the objectives and policies of the particular zone, and whether

development approval can be considered. A decision of Council by Absolute Majority is therefore required.

Voting Requirements – Absolute Majority

**Moved** Cr Pratico, Seconded Cr Moore

That Council:

1. Pursuant to Clause 3.2.5 and Clause 4.3.3 of Town Planning Scheme No. 4, determines that the proposed 'Use Not Listed – Transient Workforce Accommodation' is consistent with the objectives and purposes of the 'Rural 2 – General Agriculture' zone and may be considered for development approval subject to public consultation and detailed assessment.
2. Directs the Chief Executive Officer to undertake necessary public consultation in relation to Point 1 above, and subject to no objections being received grants delegated authority to the Chief Executive Officer to determine the development application subject to appropriate conditions including a reasonable maximum temporary period.

**Amendment Moved** Cr Mackman, Seconded Cr Pratico

Reword dot point 2 - Directs the Chief Executive Officer to undertake necessary public consultation in relation to Point 1 above.

**Carried 5/2**

Crs Nicholas and Wilson voted against the Motion

**The Amended Motion becomes The Substantive Motion – The Motion was Put Council Decision** *Moved Cr Pratico, Seconded Cr Moore*

**C.07/0717** *That Council:*

1. ***Pursuant to Clause 3.2.5 and Clause 4.3.3 of Town Planning Scheme No. 4, determines that the proposed 'Use Not Listed – Transient Workforce Accommodation' is consistent with the objectives and purposes of the 'Rural 2 – General Agriculture' zone and may be considered for development approval subject to public consultation and detailed assessment.***
2. ***Directs the Chief Executive Officer to undertake necessary public consultation in relation to Point 1 above,***

***Absolute Majority 7/0***

6.27pm – Cr Scallan returned to the Meeting

**Works & Services** - Nil

## Community Services

|                       |                               |                  |     |
|-----------------------|-------------------------------|------------------|-----|
| <b>ITEM NO.</b>       | C.08/0717                     | <b>FILE REF.</b> | 500 |
| <b>SUBJECT</b>        | Shuttle Bus Pilot Program     |                  |     |
| <b>PROPONENT</b>      | Access and Inclusion Advisory |                  |     |
| <b>OFFICER</b>        | Grants and Services Manager   |                  |     |
| <b>DATE OF REPORT</b> | July 2017                     |                  |     |

Attachment 13      Proposed Shuttle Bus Route

- 1 OFFICER RECOMMENDATION that Council accepts \$10,000 (ex GST) unbudgeted income from the Department of Local Government and Communities and associated expenditure to facilitate the local Shuttle Bus pilot program*
- 2 OFFICER RECOMMENDATION that Council set a new fee of \$4.00 (inc GST) per day to be paid by patrons using the shuttle bus service.*

### Summary/Purpose

#### *Recommendation 1*

This recommendation seeks formal receipt of the unbudgeted grant income and endorsement of related expenditure to undertake a shuttle bus pilot program for approximately 3 months during the summer months of 17-18.

#### *Recommendation 2*

This recommendation requests that Council set a new fee to be paid by patrons using the bus service as a means of assessing the long term sustainability of the pilot program. This will be undertaken in accordance with 6.19 of the Local Government Act 1995 which requires Council to direct the CEO to advertise a notice of the intention of introducing a new fee including the date from which it is to be imposed. Imposing a preliminary fee will assist identify if the service is perceived as valuable by residents as part of assessing the pilot program.

### Background

In June 2016 (C.15/0616) Council, in part, adopted the revised draft Age Friendly Community Plan 2016-20. This plan contains specific recommendations to explore cost effective ways to utilize the Shire's community bus to improve transport within the Shire.

### Officer Comment

#### *Recommendation 1 and 2*

The only regional public transport options currently operating in the Shire of Bridgetown-Greenbushes are Trans WA and SW Coach Lines. These services each offer a once per day service to/from Bunbury/Perth and Manjimup.

Local, intra-shire transport includes Blackwood Area Transport System (BATS). Strive Warren Blackwood and Meals on Wheels obtained funding for a community car to assist local residents (HACC eligible and non HACC eligible people) with transport within and beyond the Shire. Any local resident can book the BATS vehicle, however, priority is given to HACC clients and payment is based on income/ability to pay.

“Rosie” is the community bus owned by the Shire of Bridgetown-Greenbushes. Council provides a fortnightly service for Greenbushes residents to travel to Bridgetown for several hours to shop and/or complete other activities for a return fee of \$8 per person. Rosie is also available to be hired by private and community groups at a cost per kilometer rate. Only one taxi operates in the Shire. There are no other intra-Shire transport options.

The lack of public transport options within the Shire poses a significant issue for seniors, particularly those without a driver’s license and/or private vehicle. The proposed pilot project offers regular intra-Shire transport for minimal cost to users for a period of 3 months to assess the feasibility and popularity of a regular public transport link between townships within the Shire.

The pilot project will provide public transport by offering a shuttle bus service two days per week, each week for 3 months. The route will cover the small townships and localities within the shire from Greenbushes to Yornup and bring community members to Bridgetown. The service will run in the morning and again in the afternoon, (approximately 6 hours of running time per day) stopping at designated places along the route and returning to Bridgetown after each northern and southern leg. Users of the service will be able to embark and disembark at any of the identified bus stops through-out the day for a one-off, minimal fare (\$4.00). This fee is considered equitable given the fact that the proposed pilot program is being significantly funded by the Department of Local Government and Communities. However the need to ensure user pay principles are applied was considered necessary in order to determine whether or not residents placed value on the service and were prepared to contribute to the cost of the service by paying a fee.

The proposed route was considered to ensure an equitable approach to bus stops but can be altered if issues are identified. The preparation, timetable, route stops, promotion, continual assessment and eventual project evaluation will be undertaken by a working group of senior community members and service providers in partnership with Shire officers to provide a continual mechanism for improvement and community consultation over the 5 months of the pilot including planning, preparation, implementation and final evaluation.

The trial period for the shuttle bus is planned to be offered during the summer school holiday period to include young people and families in order to maximize usage of the service in order to determine ongoing viability. The concept of the proposed pilot program was initiated by Council’s Access and Inclusion Advisory Committee (as part of their role in implementing the objectives of the Age Friendlies Community Plan). However it is noted that the Youth Strategic Plan also reflects the need to improve local transport options within the Shire.

Councillors are already aware that officers have submitted a funding application to Lotterywest seeking to upgrade and replace the existing community bus. The implementation of the pilot program will commence once the outcome of that grant is known, with a view to commencing the proposed pilot program with the new bus should the grant be successful (advice is expected by September 2017).



This pilot is undertaken as a means of exploring the feasibility of providing a similar service on an ongoing basis after the funding period has concluded. This decision would be based on the success and demonstrable financial sustainability of an ongoing transport service. The outcome of the final evaluation will be presented to Council in due course for both information purposes and to consider the viability of any ongoing service provision.

The budget for the proposed shuttle bus pilot program:

| <b>Expenditure</b>  | <b>Funded by Grant</b> | <b>Funded by Fee</b> | <b>Total Cost</b> |
|---|------------------------|----------------------|-------------------|
| Bus Hire & Fuel Costs (1.10km per day x 2 days per week for 3 months) | \$6,006                | \$0                  | \$6,006           |
| Bus Driver Salaries   | \$3,994                | \$762                | \$4,756           |
| Bus Driver Overheads  |                        | \$2,092              | \$2,092           |
| <b>Total</b>  | <b>\$10,000</b>        | <b>\$2,854</b>       | <b>\$12,854</b>   |

The costs incurred in the “Funded by Fee” column are based on an estimated average of 28 uses per day of operation. The average uses are difficult to estimate accurately for a pilot program. Should the usage (and therefore the income generated) be less than anticipated the expenditure (\$2,854) can be met within existing budget allocations for the provision of seniors and youth service delivery and programs.

Statutory Environment -

- Local Government Act 1998 (section 6.19)
- Equal Opportunity Act (1984) WA
- Disability Discrimination Act (1992) WA

Policy

Council’s Grant Acceptance Policy (F.13) requires a Council resolution for acceptance of any grant funding in excess of \$10,000 where it is outside of the adopted budget. In the case of this grant although the amount is \$10,000 and within the delegation of the CEO to accept there is a proposal to impose a new fee for users of the shuttle bus service therefore the whole proposal is being presented to Council for consideration.

Strategic Implications

Strategic Community Plan & Corporate Business Plan

- |                |  |
|----------------|--|
| Key Goal 4     | A community that is friendly and welcoming.  |
| Objective 4.2  | Programs and facilities that encourage community resilience.                       |
| Strategy 4.2.9 | Improve services and facilities for seniors and people with disability.            |
| Action 4.2.9.1 | Consider recommendations for improvements from the Access and Inclusion Committee. |

|                |  |
|----------------|--|
| Objective 4.3  | Appropriate community led local transport systems.                                   |
| Strategy 4.3.1 | Investigate improvements to local transport systems.                                 |
| Action 4.3.1.1 | Run a pilot program for introduction of a local bus service using the community bus. |

#### Long Term Financial Plan

No capital expenditure is proposed for specific Access and Inclusion projects in the next 10 years; however, access and inclusion and seniors considerations are included in most capital works projects and therefore included in the Long Term Financial Plan.

#### Asset Management Plans

The principles of asset management would need to be addressed in the purchase and ongoing maintenance of a replacement bus.

#### Workforce Plan

Not applicable

#### Other Integrated Planning

##### Age Friendly Community Plan 2016-2020

##### Transport

Action Item T4: Investigate cost effective ways to utilise Rosie the community bus more within the Shire and to Manjimup.

##### Youth Plan 2017-2021

Key Area: Participation

Strategy P2: Accessibility: Activities, events, programs and services are accessible for all local young people.

Action P2.1 Transport options are incorporated into all youth programs delivered by the Shire.

#### Budget Implications

Should Council endorse the officer recommendations (1 and 2) it is proposed that the 2017-2018 budget will reflect the grant income, participant fees and related expenditure.

#### Fiscal Equity

The procurement of an external funding grant enables Council to achieve fiscal equity principals by minimizing expenditure from general revenue in implementing Council's Strategic Community Plan and Age Friendly Community Plan.

#### Whole of Life Accounting

Whole of life accounting principles are achieved through the proposed pilot program by offering data collation during the pilot program with regard to usage patterns, demand, community value of such a service (as reflected in the fee required to access the service) and the actual (versus forecast) expenses associated with providing the service. This will enable Council to make long term decisions regarding the whole of life accounting costs associated with such a service delivery.

Social Equity

The recommendations seek to achieve social equity principles by addressing a the central issue reflected in the Strategic Community Plan, Age Friendly Community Plan and Youth Strategy – the need to explore options to provide local transport solutions within the Shire.

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

The recommendations mitigate Council's exposure to financial risk by providing a pilot program to address a long standing community issue via grant funding to determine long term viability of the proposed service.

Continuous Improvement

The recommendations seek to achieve continuous improvement principles by implementing key objectives within the Strategic Community Plan, Age Friendly Community Plan and Youth Strategy in a way that determines long term viability of proposed solutions to address identified community needs and concerns. Continuous improvement principles are also attained through the officer recommendations by determining the value of the proposed service prior to seeking Council's long term commitment to service provision.

Voting Requirements - Absolute Majority

**Council Decision Moved Cr Wilson, Seconded Cr Pratico  
C.08/0717**

- 1. That Council accepts \$10,000 (ex GST) unbudgeted income from the Department of Local Government and Communities and associated expenditure to facilitate the local Shuttle Bus pilot program**
- 2. That Council set a new fee of \$4.00 (inc GST) per day to be paid by patrons using the shuttle bus service.**

**Absolute Majority 8/0**

|                       |  |                  |     |
|-----------------------|--|------------------|-----|
| <b>ITEM NO.</b>       | C.09/0717                                  | <b>FILE REF.</b> | 500 |
| <b>SUBJECT</b>        | Blackwood River Foreshore Development Plan |                  |     |
| <b>PROPONENT</b>      | Trails Development Advisory Committee      |                  |     |
| <b>OFFICER</b>        | Grants and Services Manager                |                  |     |
| <b>DATE OF REPORT</b> | 20 July 2017                               |                  |     |

Attachment 14 River Park Site Plan

*OFFICER RECOMMENDATION that Council accepts \$42,187 (ex GST) unbudgeted income from Lotterywest and associated expenditure to plan the development of the Blackwood River Foreshore from the walk bridge to the western end of the Old Rectory Walk.*

Summary/Purpose

This recommendation seeks formal receipt of the unbudgeted grant income and endorsement of related expenditure to complete the planning stage of the Blackwood River Foreshore development including Aboriginal Heritage Assessment (Section 18), area survey, concept design to include art trail, canoe ramp, river access, seating and shelter infrastructure and Old Rectory Walk upgrade. This stage of planning will also include detailed design of the Old Rectory Walk to ensure it is “construction ready” for the second stage of the development - the Old Rectory Walk upgrade.

Background

The Trails Development Advisory Committee Instrument of Appointment identifies the direction of the Committee as follows:

- 3.1 Implement Council’s economic strategies via identified and proposed tasks.
- 3.2 The development of a mountain bike trail business and concept plan.
- 3.3 Adding value to existing canoe/kayak, walk, cycle and bridle trails including the Warren Blackwood Strategic Alliance’s Regional Trails master plan project.
- 3.4 Identifying trail based tourism opportunities.

This project fulfills the high priority objective in the Warren Blackwood Regional Trails Master Plan - to upgrade the Old Rectory Walk. This project also fulfills objectives in the Strategic Community Plan, the Sport and Recreation Plan and the Public Art Strategy regarding the ongoing development of trails (canoe, bridle, mountain bike, walk and art). This project also aligns with significant feedback received in 2016 during the community consultation phase of reviewing Council’s Strategic Community Plan requesting greater accessibility to and use of the Blackwood River.

Officer Comment

This project is focused on the concept and detailed design stages of a Blackwood River Foreshore Development Plan, which will include the development of an art trail, canoe ramp, shelters and seating and the upgrade of the Old Rectory Walk. Approximately 13 hectares of land adjacent to the southern bank of the Blackwood

River has been identified as a key recreational area for upgrade and development in alignment with key Shire strategic documents

The grant will fund a comprehensive aerial survey of the entire area to allow for accurate design development.

An important and integral aspect of planning along the Blackwood River is the adherence to the *Aboriginal Heritage Act, 1972*. The Blackwood River and its tributaries are registered aboriginal heritage sites and therefore consent from the Minister is required prior to any development works commencing. This can often require significant consultation with indigenous elders and development of archeological plans. The grant will cover the expenses associated with this element of the project.

The funding will also cover the costs associated with the appointment of a trails planning consultant to advise and develop a concept plan for the 13 hectares.

The funding also provides for the development of detailed design and costings for the upgrade of the Old Rectory Walk Trail to allow for construction pending Council's endorsement of the plans and procurement of external grant funds to assist with the costs associated with the upgrade (construction) stage of the Trail in the 2018-2019 financial year budget considerations.

The planning of the Blackwood River Foreshore upgrade will ensure that the projects is comprehensive, well-planned and that due diligence is complete prior to any construction/upgrade. Thorough planning of the project will ensure that the outcome of the development is innovative and interesting, enables greater access to the river, is ecological and sustainable and celebrates the unique qualities of the local landscape.

The budget for the planning stage of the Blackwood River Foreshore Development is:

| <b>Expenditure</b> | <b>Funded by Grant</b> | <b>Funded by Shire</b> | <b>Total Cost</b> |
|--------------------|------------------------|------------------------|-------------------|
| Aerial survey      | \$6,910                | \$0                    | \$6,910           |
| Section 18 Survey  | \$18,477               | \$0                    | \$18,477          |
| Trails Consultant  | \$16,800               | \$0                    | \$16,800          |
| Project Management | \$0                    | \$1,890                | \$1,890           |
| Shire Planning     | \$0                    | \$4,400                | \$4,400           |
| Volunteer time     |                        |                        |                   |
|                    |                        |                        |                   |
| <b>Total</b>       | <b>\$42,187</b>        | <b>\$6,290</b>         | <b>\$48,477</b>   |

The funding contribution identified by the Shire is not an additional cash contribution, it is a reflection of the officer time that will be contributed to the project within existing budget salary allocations including planning, works and services and community services.

A separate community consultation program will be developed for the project which will ensure community input into the proposed plan occurs.

### Statutory Environment

Aboriginal Heritage Act 1972

### Policy

Council's Grant Acceptance Policy (F.13) requires a Council resolution for acceptance of any grant funding in excess of \$10,000 where it is outside of the adopted budget.

### Integrated Planning

#### Strategic Community Plan and Corporate Business Plan

Key Goal 1: Our economy will be strong, diverse and resilient.

Objective 1.1: A diverse economy that provides a range of business and employment opportunities.

Strategy 1.1.8: Develop trails – culinary, art, walk, mountain bike, canoe and bridle.

Action 1.1.8.2: Complete detailed planning and costing for the Old Rectory Loop Trail.

Key Goal 2: Our natural environment is valued, conserved and enjoyed.

Objective 2.1: Value, protect and enhance our natural environment.

Strategy 2.1.4: Consider opportunities for greater recreational and commercial use of the Blackwood River.

Action 2.1.4.1: Prepare a development concept plan for River Park and surrounds.

Action 2.1.4.2: Redesign and reconstruct the river boardwalk.

Long Term Financial Plan - Nil

### Asset Management Plans

Future infrastructure upgrades and developments involved in the proposed Foreshore Development will be constructed on Shire managed land and will be included in Councils Property Infrastructure Asset Management Plan once each stage of the development is complete.

### Workforce Plan

Once the planning stage has been completed an assessment of the capacity of the workforce to absorb the maintenance requirements of the foreshore development will be undertaken in the annual maintenance budget allocations service level planning.

Other Integrated Planning - Nil

### Budget Implications

Should Council endorse the officer recommendation it is proposed that the 2017-2018 budget will reflect the grant income and related expenditure.

#### Fiscal Equity

The procurement of an external funding grant enables Council to achieve fiscal equity principles by minimizing expenditure from general revenue in implementing Council's Strategic Community Plan and relevant informing strategies.

#### Whole of Life Accounting

Whole of life accounting principles are achieved through comprehensive conceptual and detailed planning processes for infrastructure developments. This enables whole of life cycle accounting considerations to be assessed by ensuring sufficient capital and maintenance costs are identified and planned for.

#### Social Equity

The principles of social equity are achieved through the proposed project in designing a recreational area where there is greater accessibility to the natural environment and facilities to the benefit of all community residents and visitors to the area.

#### Ecological Equity

The principles of ecological equity are achieved by ensuring the planning stage is comprehensive and include reference to well-maintained trails that protect natural environments by minimising the impact of trail users.

#### Cultural Equity – Not Applicable

#### Risk Management

The principles of risk management are achieved by ensuring projects are well planned, including detailed costings of both development and maintenance prior to construction commencing. This ensures all relevant legislative requirements are fulfilled and exposure to financial risk is mitigated.

#### Continuous Improvement

Council can achieve continuous improvement principles by implementing the actions identified in the Corporate Business Plan including the development of a key recreational precinct.

#### Voting Requirements - Absolute Majority

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

***C.09/0717 That Council accepts \$42,187 (ex GST) unbudgeted income from Lotterywest and associated expenditure to plan the development of the Blackwood River Foreshore from the walk bridge to the western end of the Old Rectory Walk.***

***Absolute Majority 8/0***

## **Consideration of Standing Committee Recommendations**

Items adopted by Council using the en bloc system were:

- C.14/0717 Customer Code of Conduct & Organizational Customer Service Charter  
C.15/0717 Rolling Action Sheet

To allow for numerical follow through of Reports/Items, the above Council Decisions are marked with an \*

|           |   |
|-----------|---|
| C.10/0717 | Standing Committee Minutes – 13 July 2017 – Attachment 15 |
|-----------|---|

*Note: All Attachments referenced in the Standing Committee Recommendations below are as per the Standing Committee Agenda.*

*Cr Pratico declared a Financial Interest in Item C.11/0717 as he has a contract with the Shire to provide gravel. Cr Pratico vacated the Meeting at 6.30pm*

|           |                                 |
|-----------|---------------------------------|
| C.11/0717 | Draft Gravel Procurement Policy |
|-----------|---------------------------------|

Committee Recommendation Moved Cr Nicholas, Seconded Cr Scallan SC.03/0717 That the Gravel Procurement Policy be redrafted to be more concise and directive with respect to policy, and brought back to the August Standing Committee Meeting for consideration.

**Council Decision Moved Cr Wilson, Seconded Cr Quinby**  
***C.11/0717 That the Gravel Procurement Policy be redrafted to be more concise and directive with respect to policy, and brought back to the August Standing Committee Meeting for consideration.***

***Carried 7/0***

*6.31pm – Cr Pratico returned to the Meeting*

|           |  |
|-----------|--|
| C.12/0717 | Proposed Amendment to Cemeteries Local Law |
|-----------|--|

Committee Recommendation Moved Cr Boyle, Seconded Cr Pratico SC.03/0717 That Council adopts the “Cemeteries Amendment Local Law 2017” (as per Attachment 2 of the Standing Committee agenda) and proceeds with the approval and gazettal process in accordance with Section 3.12 of the Local Government Act. The purpose and effect of the proposed Amendment Local Law is to rename the title of clause 8.6 to a more appropriate title and to correct a grammatical error in clause 3.3.

**Council Decision Moved Cr Scallan, Seconded Cr Moore**  
***C.12/0717 That Council adopts the “Cemeteries Amendment Local Law 2017” (as per Attachment 2 of the Standing Committee agenda) and proceeds with the approval and gazettal process in accordance with Section 3.12 of the***



**Local Government Act. The purpose and effect of the proposed Amendment Local Law is to rename the title of clause 8.6 to a more appropriate title and to correct a grammatical error in clause 3.3.**

**Absolute Majority 8/0**

|           |  |
|-----------|--|
| C.13/0717 | Proposed Amendment to Parking and Parking Facilities Local Law |
|-----------|--|

Committee Recommendation Moved Cr Quinby, Seconded Cr Nicholas SC.04/0717 That Council adopts the “Parking and Parking Facilities Amendment Local Law 2017” (as per Attachment 5 of the Standing Committee agenda) and proceeds with the approval and gazettal process in accordance with Section 3.12 of the Local Government Act. The purpose and effect of the proposed Amendment Local Law is to provide further definition to clause 1.3(1) under “sign” interpretation.

**Council Decision Moved Cr Quinby, Seconded Cr Scallan C.13/0717 That Council adopts the “Parking and Parking Facilities Amendment Local Law 2017” (as per Attachment 5 of the Standing Committee agenda) and proceeds with the approval and gazettal process in accordance with Section 3.12 of the Local Government Act. The purpose and effect of the proposed Amendment Local Law is to provide further definition to clause 1.3(1) under “sign” interpretation.**

**Absolute Majority 8/0**

|           |  |
|-----------|--|
| C.14/0717 | Customer Code of Conduct & Organizational Customer Service Charter |
|-----------|--|

Committee Recommendation Moved Cr Scallan, Seconded Cr Pratico SC.05/0717 That Council endorses the Draft Customer Service Charter at Attachment 8 with the following changes:

1. Remove background colour from header and apply Shire logo in full colour.
2. First Text Box – Reword dot point 2 to read: “All of our interactions with you are handled in a personalised manner reflecting the importance we place on your enquiry.”
3. Second Text Box:
  - Dot point 1 - Add the word ‘competent’: “We maintain a polite, competent and helpful approach .....
  - Dot point 2 - Replace the word ‘escalated’ with ‘forwarded’; ‘Department’ to have lowercase ‘d’.
  - Dot point 3 – Reword to read: “When correspondence is received by the Shire via email, letter or the ‘Contact Us’ link on our Website, we will acknowledge and respond to your correspondence within 10 business days. If we are unable to provide a full response, you will be kept informed of progress.
4. Third Text Box:
  - Reword heading to read: “We value and appreciate your feedback”.
  - Dot point 1 – Remove the word ‘extremely’.
  - Dot point 3 – Remove the last sentence.

Committee Recommendation Moved Cr Scallan, Seconded Cr Nicholas  
SC.05/0717a That Council endorses the Draft Bridgetown Leisure Centre Member Code of Conduct at Attachment 10 with the following changes:

1. Reword opening paragraph to read: “Bridgetown Leisure Centre provides facilities that are safe, enjoyable and affordable for all patrons. To maintain this high quality, patrons must agree to:”
2. Dot point 1 – Replace ‘Demonstrating’ with ‘Show’.
3. Dot point 2 – Replace ‘Respecting’ with ‘Respect’.
4. Dot point 3 – Replace ‘Refraining from engagement’ with ‘Not engage’.
5. Dot point 4 – Replace ‘Refraining from using’ with ‘Not use’; remove repeated ‘is’.
6. Dot point 5 – Remove the words “attempting to use”; replace “intoxicated users” with “patrons suspected of being intoxicated”.
7. Dot point 6 – Replace ‘Refraining from’ with “Not”; replace “alignment” with “line”.
8. Breach of Code paragraph to read: “Breach of this ‘Code of Conduct’ may result in a withdrawal of Leisure Centre privileges, and/or eviction or suspension from the Leisure Centre, and/or monetary restitution via legal action in the case of damage to the Leisure Centre or its equipment, and/or reporting of certain incidents to the police.
9. Final checkbox to read: “Original copy to be placed on file”.

Committee Recommendation Moved Cr Pratico, Seconded Cr Quinby  
SC.05/0717b That Council endorses the Draft Bridgetown Regional Library Member Code of Conduct at Attachment 11 with the following changes:

1. Reword opening paragraph to read: “Bridgetown Regional Library provides facilities that are safe, enjoyable and affordable for all patrons. To maintain this high quality, patrons must agree to:”
2. Dot point 1 – Replace ‘Demonstrating’ with ‘Show’.
3. Dot point 2 – Replace ‘Respecting’ with ‘Respect’.
4. Dot point 3 – Replace ‘Refraining from engagement’ with ‘Not engage’.
5. Dot point 4 – Replace ‘Switching’ with ‘Switch; “Refraining” with “Refrain”; add space after ‘toilets’ and delete repeated ‘is’.
6. Dot point 5 – Remove the words “attempting to use”; replace “intoxicated users” with “patrons suspected of being intoxicated”.
7. Dot point 6 – Replace ‘Refraining from’ with “Not”; replace “alignment” with “line”.

8. Breach of Code paragraph to read: “Breach of this ‘Code of Conduct’ may result in a withdrawal of Library privileges, and/or eviction or suspension from the Library Centre, and/or monetary restitution via legal action in the case of damage to the Library Centre or its equipment, and/or reporting of certain incidents to the police.
9. Final checkbox to read: “Original copy to be placed on file”.

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

**\*C.14/0717 That Council endorses the Draft Customer Service Charter at Attachment 8 with the following changes:**

1. **Remove background colour from header and apply Shire logo in full colour.**
2. **First Text Box – Reword dot point 2 to read: “All of our interactions with you are handled in a personalised manner reflecting the importance we place on your enquiry.”**
3. **Second Text Box:**
  - **Dot point 1 - Add the word ‘competent’: “We maintain a polite, competent and helpful approach .....**
  - **Dot point 2 - Replace the word ‘escalated’ with ‘forwarded’; ‘Department’ to have lowercase ‘d’.**
  - **Dot point 3 – Reword to read: “When correspondence is received by the Shire via email, letter or the ‘Contact Us’ link on our Website, we will acknowledge and respond to your correspondence within 10 business days. If we are unable to provide a full response, you will be kept informed of progress.**
4. **Third Text Box:**
  - **Reword heading to read: “We value and appreciate your feedback”.**
  - **Dot point 1 – Remove the word ‘extremely’.**
  - **Dot point 3 – Remove the last sentence.**

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

**\*C.14/0717a That Council endorses the Draft Bridgetown Leisure Centre Member Code of Conduct at Attachment 10 with the following changes:**

1. **Reword opening paragraph to read: “Bridgetown Leisure Centre provides facilities that are safe, enjoyable and affordable for all patrons. To maintain this high quality, patrons must agree to:”**
2. **Dot point 1 – Replace ‘Demonstrating’ with ‘Show’.**
3. **Dot point 2 – Replace ‘Respecting’ with ‘Respect’.**
4. **Dot point 3 – Replace ‘Refraining from engagement’ with ‘Not engage’.**
5. **Dot point 4 – Replace ‘Refraining from using’ with ‘Not use’; remove repeated ‘is’.**

6. **Dot point 5 – Remove the words “attempting to use”; replace “intoxicated users” with “patrons suspected of being intoxicated”.**
7. **Dot point 6 – Replace ‘Refraining from’ with “Not”; replace “alignment” with “line”.**
8. **Breach of Code paragraph to read: “Breach of this ‘Code of Conduct’ may result in a withdrawal of Leisure Centre privileges, and/or eviction or suspension from the Leisure Centre, and/or monetary restitution via legal action in the case of damage to the Leisure Centre or its equipment, and/or reporting of certain incidents to the police.**
9. **Final checkbox to read: “Original copy to be placed on file”.**

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

**\*C.14/0717c That Council endorses the Draft Bridgetown Regional Library Member Code of Conduct at Attachment 11 with the following changes:**

1. **Reword opening paragraph to read: “Bridgetown Regional Library provides facilities that are safe, enjoyable and affordable for all patrons. To maintain this high quality, patrons must agree to:”**
2. **Dot point 1 – Replace ‘Demonstrating’ with ‘Show’.**
3. **Dot point 2 – Replace ‘Respecting’ with ‘Respect’.**
4. **Dot point 3 – Replace ‘Refraining from engagement’ with ‘Not engage’.**
5. **Dot point 4 – Replace ‘Switching’ with ‘Switch; “Refraining” with “Refrain”; add space after ‘toilets’ and delete repeated ‘is’.**
6. **Dot point 5 – Remove the words “attempting to use”; replace “intoxicated users” with “patrons suspected of being intoxicated”.**
7. **Dot point 6 – Replace ‘Refraining from’ with “Not”; replace “alignment” with “line”.**
8. **Breach of Code paragraph to read: “Breach of this ‘Code of Conduct’ may result in a withdrawal of Library privileges, and/or eviction or suspension from the Library Centre, and/or monetary restitution via legal action in the case of damage to the Library Centre or its equipment, and/or reporting of certain incidents to the police.**
9. **Final checkbox to read: “Original copy to be placed on file”.**

**Carried 8/0**

|           |                      |
|-----------|----------------------|
| C.15/0717 | Rolling Action Sheet |
|-----------|----------------------|

Committee Recommendation Moved Cr Pratico, Seconded Cr Hodson  
SC.06/0717 That the information contained in the Rolling Action Sheet be noted.

**Council Decision Moved Cr Scallan, Seconded Cr Pratico**  
**\*C.15/0717 That the information contained in the Rolling Action Sheet be noted.**

**Carried 8/0**

|           |                           |
|-----------|---------------------------|
| C.16/0717 | Adoption of En Bloc Items |
|-----------|---------------------------|

**Council Decision Moved Cr Scallan, Seconded Cr Pratico**  
**That Council adopts Items C.14/0717 and C.15/0717 of the Local Laws, Strategy, Policy & Organisation Development Standing Committee and hereby resolves in the terms of each of the Committee Recommendations.**

**Carried 8/0**

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

**Urgent Business Approved by Decision - Nil**

**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) - Nil**

**Closure**

*The President closed the Meeting at 6.33pm*

**List of Attachments**

| Attachment | Item No.  | Details   |
|------------|-----------|---|
| 1          | C.02/0717 | Aerial Photograph Location Plan   |
| 2          | C.02/0717 | Photographs of River Crossing   |
| 3          | C.03/0717 | Executive Summary and list of recommendations from the draft report prepared by the Economic Regulation Authority |
| 4          | C.03/0717 | Draft Submission to WALGA   |
| 5          | C.04/0717 | June 2017 Financial Activity Statements   |
| 6          | C.04/0717 | List of Accounts Paid in June 2017  |
| 7          | C.06/0717 | Location Plan   |
| 8          | C.06/0717 | Heritage Council of WA Correspondence/Entry Documents   |
| 9          | C.06/0717 | Bridgetown Heavy Haulage Deviation Concept Plans (2006) plus Aerial Overlay Extract                               |
| 10         | C.06/0717 | Landowner's Submission Form   |
| 11         | C.07/0717 | Location Plan   |
| 12         | C.07/0717 | Applicant's Submission (extract only)   |
| 13         | C.08/0717 | Proposed Shuttle Bus Route  |
| 14         | C.09/0717 | River Park Site Plan  |
| 15         | C.10/0717 | Standing Committee Minutes – 13 July 2017   |

|  |   |         |
|--|---|---------|
| Minutes checked and authorised by T<br>Clynch, CEO |  | 28.7.17 |
|--|---|---------|

**CERTIFICATION OF MINUTES**

As Presiding Member, I certify that the Minutes of the Council Meeting held 27 July 2017 were confirmed as a true and correct record of the proceedings of that meeting at the Ordinary Meeting of Council held on 31 August 2017.

..... 31 August 2017