

Council Minutes Index – 30 May 2019

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unconfirmed minutes

Minutes of an Ordinary Meeting of Council held in the Council Chambers on Thursday, 30 May 2019 commencing at 5.32pm

The Presiding Member opened the Meeting at 5.32pm

Acknowledgment of Country – Presiding Member

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

Attendance, Apologies and Leave of Absence

President	- Cr A Pratico
Councillors	- J Bookless - J Boyle - D Mackman - J Nicholas - P Scallan - A Wilson
In Attendance	- T Clynych, Chief Executive Officer - M Larkworthy, Executive Manager Corporate Services - E Denniss, Executive Manager Community Services - G Arlandoo, Executive Manager Works & Services - M Richards, Grants & Services Manager - T Lockley, Executive Assistant
Leave of Absence	- Cr J Moore

Attendance of Gallery

C Sousa, J Miller

Responses to Previous Questions Taken on Notice - Nil

Public Question Time - Nil

Petitions/Deputations/Presentations

A Petition has been received from Residents and Ratepayers of McLarty Street, Bridgetown, requesting that the surface of McLarty Street be bitumised. 'The current condition of the road raises health concerns due to the amount of gravel dust that is disturbed by increasing local traffic on the road. The current condition of the road is poor with many ruts and potholes and this will only deteriorate over the coming winter. We are asking the Shire of Bridgetown-Greenbushes to action this request as a matter of urgency.'

In accordance with clause 3.4.1(2) of the Standing Orders Local Law, the CEO will present the petition received to the next ordinary meeting of Council (June), together with an appropriate officer report and recommendation.

Comments on Agenda Items by Parties with an Interest

C Sousa – (C.03/0519 - Proposal to Construct a Workshop and Storage Area at the Bridgetown Bush Fire Service Headquarters)

Mr Sousa spoke in support of the officer recommendation

Applications for Leave of Absence

Confirmation of Minutes

C.01/0519 Ordinary Meeting held 24 April 2019

A motion is required to confirm the Minutes of the Ordinary Meeting of Council held 24 April 2019 as a true and correct record.

Council Decision *Moved Cr Wilson, Seconded Cr Boyle*

C.01/0519 *That the Minutes of the Ordinary Meeting of Council held 24 April 2019 be confirmed as a true and correct record.*

Carried 7/0

Announcements by the Presiding Member Without Discussion

Our volunteer fire fighters have had a busy summer this year and are out right now with a fire. This is disappointing as people are not taking the necessary precautions when burning off.

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 Wilson
Type of Interest	Impartiality
Item No.	C.13/0519 – Community Grants, Service Agreements & Other Donations
Nature of Interest	Secretary of Marathon Committee

Name	Cr Boyle
Type of Interest	Impartiality
Item No.	C.13/0519 – Community Grants, Service Agreements & Other Donations
Nature of Interest	Member of Blackwood Environment Society, Blackwood Bio-Security Group, Blackwood Youth Action Group and Bridgetown Agricultural Society

Name	Cr Scallan
Type of Interest	Impartiality
Item No.	C.13/0519 – Community Grants, Service Agreements & Other Donations
Nature of Interest	Member of the Grow Greenbushes organisation who submitted a grant application being considered at the meeting

Name	Cr Pratico
Type of Interest	Impartiality
Item No.	C.13/0519 – Community Grants, Service Agreements & Other Donations
Nature of Interest	Patron of the Agricultural Society

Questions on Agenda Items by Elected Members - Nil

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

ITEM NO.	C.02/0519	FILE REF.	
SUBJECT	Councillor Fees/Allowances		
PROPONENT	Salaries and Allowances Tribunal		
OFFICER	Chief Executive Officer		
DATE OF REPORT	15 May 2019		

Attachment 1 2019 Determination of the Salaries and Allowances Tribunal for Local Government Chief Executive Officers and Elected Members

OFFICER RECOMMENDATION that Council:

1. *Retain the method of payment of Councillor and President meeting fees as an annual attendance fee rather than a per meeting basis.*

2. *Set Councillor Attendance Fees and Allowances for the following in 2019/20:*
 - *Annual Attendance Fee for Council Members within the range of \$7,688 to \$16,367.*
 - *Annual Attendance Fee for Shire President within the range of \$7,688 to \$25,342.*
 - *Annual President's Allowance within the range of \$1,025 to \$36,957.*
 - *Provision of an Annual Deputy President Allowance to an amount 25% of the amount determined for the Annual President's Allowance.*
 - *Annual Information and Communications Technology Allowance within the range of \$500 to \$3,500.*

Summary/Purpose

To consider the method and amount of meeting fees/allowances for councillors.

Council is to have regard to the recent determination by the Salaries and Allowances Tribunal when setting fees or allowances for 2019/20.

Background

Part 5, Division 8 (Sections 5.98, 5.98A, 5.99 and 5.99A) of the Local Government Act provides for council members (councillors) to receive certain payments

The Salaries and Allowances Tribunal (the Tribunal) has completed its annual review of fees, allowances and expenses for elected council members of Local Governments throughout Western Australia. The determination which will operate from 1 July 2019 establishes a scale of payments and provisions for reimbursement of expenses in accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*.

The Tribunal has divided all local governments into four bands based on a number of factors such as population, size of budget, complexity of issues, etc. The Shire of Bridgetown-Greenbushes has been classified as a Band 3 local government (same as for 2018/19).

The levels of remuneration for elected council members are not intended to be salaries but do take into account the responsibilities and commitments of members serving as representatives of the community.

The Salaries and Allowances Tribunal has determined a 1% increase in the remuneration, fees, expenses or allowances provided to elected members (councillors). These increases have been made to the various band ranges to which local government has been assigned.

The Tribunal notes that the increase to the remuneration ranges doesn't constitute an automatic increase to the remuneration provided to elected members. Each local government must conduct its own remuneration review to determine whether any increase, within the applicable bands, is justified.

The Tribunal has made the same determination regarding local government CEO remuneration however this report is restricted to addressing elected member fees and remuneration only.

Meeting Fees or Annual Attendance Fees – Councillors other than Shire President

Pursuant to Section 5.98 of the Local Government Act a council member, mayor or president who attends a council or committee meeting is entitled to be paid a fee set by the Council within the range stipulated in the Tribunal's determination.

Pursuant to Section 5.99 of the Local Government Act a Council may decide by absolute majority that instead of paying council members, mayors or presidents a meeting fee it will be pay an annual attendance fee within the range stipulated in the Tribunal's determination.

For Band 3 Council is able to set a meeting fee for council members other than the President of between \$193 and \$410 for council meetings. The meeting fee for committee meetings (including the President) is to be between \$97 and \$205.

Alternatively Council, via absolute majority can pay an annual attendance fee within the range of \$7,688 to \$16,367.

In 2018/19 Council resolved to pay a councillor annual attendance fee of \$8,500 (no change from previous year).

Meeting Fees or Annual Attendance Fees – Shire President

The President can be provided with a higher meeting or annual attendance fee in recognition of the greater workload and responsibility associated with presiding at a council meeting.

For Band 3 Council is able to set a council meeting fee for the President between \$193 and \$634 for council meetings. The President would receive the same meeting fee for committees as determined for council members by the Council. Alternatively Council, via absolute majority can pay the President an annual attendance fee within the range of \$7,688 to \$25,342.

In 2018/19 Council resolved to pay a President's annual attendance fee of \$10,200 (no change from previous year).

Annual Allowance for President

Under Section 5.98 of the Local Government Act Council can determine an allowance for the President (separate from meeting or annual attendance fees) within the range of \$1,025 to \$36,957.

In 2018/19 Council resolved to pay a President's Allowance of \$8,500 (no change from previous year)

Annual Allowance for Deputy President

For the latter, Section 5.98A of the Local Government Act allows Council to provide a special allowance to the Deputy President with the amount of the allowance being 25% of the President's allowance.

In 2018/19 Council resolved to pay a Deputy President's Allowance and has done so for several years.

Meetings Fees or Annual Attendance Fee

It is recommended that Council retain the "annual" method for determining councillor allowances rather than changing to a "per meeting" fee. The advantages of the "annual" method include:

- A "per meeting" fee doesn't take into account all the work that a councillor does in between Council or Committee meetings. A councillor may undertake a significant amount of work between meetings but if he/she misses a meeting due to legitimate reasons they would not receive any payment towards that work.
- Under the Local Government Act only Council or committee meetings trigger payment of a meeting fee. This Council uses the "working party" and "workshop" processes extensively and those meetings, which can generate more work for a councillor than some committee meetings, would not provide a meeting fee to participating councillors.
- Council has introduced monthly Concept Forums to replace Standing Committee meetings.
- Whilst the annualising of meetings fees can result in councillors receiving a fee when not attending meetings such as when an apology or on leave of absence it is still a relatively rare occurrence for a councillor to take extended leave of absence.

Reimbursement of Expenses Including Annual Allowances in Lieu of Reimbursement

Under the Local Government Act and Local Government (Administration) Regulations elected members are entitled to reimbursement of telecommunications, information technology, child care, travel and accommodation expenses.

Pursuant to Section 5.99A of the Local Government Act Council can decide by absolute majority that instead of reimbursing councillors for all of a particular type of expense it pay an annual allowance.

Where a Council has decided to pay council members an annual allowance for an expense of a particular type instead of reimbursing expenses of that type under section 5.98(2) of the LG Act, section 5.99A of the LG Act provides for reimbursement of expenses of that type in excess of the amount of the allowance.

In determining the maximum annual allowance for expenses of a particular type, the Tribunal has taken into account a range of factors including the following:

- (a) the intent of the allowance to reflect the extent and nature of the expenses incurred and not to result in a windfall gain for council members;
- (b) the capacity of local governments to set allowances appropriate to their varying operational needs;
- (c) the particular practices of local governments in the use of information and communication technology (e.g. laptop computers, iPads);
- (d) the varying travel requirements of council members in local governments associated with geography, isolation and other factors.

The Tribunal has retained the Information and Communications Technology Allowance with a permissible range between \$500 and \$3,500.

In 2018/19 Council resolved to pay an Annual Information and Communications Technology Allowance of \$2,060 (no change from previous year).

For the purpose of Section 5.99A of the Local Government Act Council can provide a \$50 annual allowance for travel and accommodation expenses. Historically this allowance isn't provided and council members can instead seek reimbursement of these costs.

Statutory Environment – Local Government Act

5.98. Fees etc. for council members

- (1) A council member who attends a council or committee meeting is entitled to be paid —
 - (a) the prescribed minimum fee for attending a council or committee meeting; or
 - (b) where the local government has set a fee within the prescribed range for council or committee meeting attendance fees, that fee.
- (2A) A council member who attends a meeting of a prescribed type at the request of the council is entitled to be paid —
 - (a) the prescribed minimum fee for attending a meeting of that type; or
 - (b) where the local government has set a fee within the prescribed range for meetings of that type, that fee.
- (2) A council member who incurs an expense of a kind prescribed as being an expense —
 - (a) to be reimbursed by all local governments; or
 - (b) which may be approved by any local government for reimbursement by the local government and which has been approved by the local government for reimbursement,

is entitled to be reimbursed for the expense in accordance with subsection (3).
- (3) A council member to whom subsection (2) applies is to be reimbursed for the expense —
 - (a) where the minimum extent of reimbursement for the expense has been prescribed, to that extent; or

- (b) where the local government has set the extent to which the expense can be reimbursed and that extent is within the prescribed range (if any) of reimbursement, to that extent.
- (4) If an expense is of a kind that may be approved by a local government for reimbursement, then the local government may approve reimbursement of the expense either generally or in a particular case but nothing in this subsection limits the application of subsection (3) where the local government has approved reimbursement of the expense in a particular case.
- (5) The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —
 - (a) the prescribed minimum annual local government allowance for mayors or presidents; or
 - (b) where the local government has set an annual local government allowance within the prescribed range for annual local government allowances for mayors or presidents, that allowance.
- (6) A local government cannot —
 - (a) make any payment to; or
 - (b) reimburse an expense of,a person who is a council member or a mayor or president in that person's capacity as council member, mayor or president unless the payment or reimbursement is in accordance with this Division.
- (7) A reference in this section to a **committee meeting** is a reference to a meeting of a committee comprising —
 - (a) council members only; or
 - (b) council members and employees.

[Section 5.98 amended by No. 64 of 1998 s. 36; No. 17 of 2009 s. 33.]

5.98A. Allowance for deputy mayor or deputy president

- (1) A local government may decide* to pay the deputy mayor or deputy president of the local government an allowance of up to the prescribed percentage of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).

* *Absolute majority required.*
- (2) An allowance under subsection (1) is to be paid in addition to any amount to which the deputy mayor or deputy president is entitled under section 5.98.

[Section 5.98A inserted by No. 64 of 1998 s. 37.]

5.99. Annual fee for council members in lieu of fees for attending meetings

A local government may decide* that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —

- (a) the prescribed minimum annual fee; or
- (b) where the local government has set a fee within the prescribed range for annual fees, that fee.

* *Absolute majority required.*

5.99A. Allowances for council members in lieu of reimbursement of expenses

A local government may decide* that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all council members —

- (a) the prescribed minimum annual allowance for that type of expense; or
- (b) where the local government has set an allowance within the prescribed range for annual allowances for that type of expense, an allowance of that amount,

and only reimburse the member for expenses of that type in excess of the amount of the allowance.

* *Absolute majority required.*

Policy Implications – Nil

Strategic Plan Implications - Nil

Budget Implications

As part of the annual budget process Council sets annual attendance fees (or per meeting fees) within the permissible range set by the Tribunal

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements

Absolute Majority is required for payments of allowances to elected members.

Moved Cr Pratico, Seconded Cr Scallan

1. Retain the method of payment of Councillor and President meeting fees as an annual attendance fee rather than a per meeting basis.
2. That Councillor Attendance Fees and Allowances remain at the same rate as the 2018/19 year.

Lost 2/5

Crs Wilson, Nicholas, Scallan, Boyle and Bookless voted against the Motion

Council Decision Moved Cr Wilson, Seconded Cr Boyle

C.02/0519 That Council

- 1. Retain the method of payment of Councillor and President meeting fees as an annual attendance fee rather than a per meeting basis.**
- 2. Set Councillor Attendance Fees and Allowances with an increase of 1.3% on the 2018/19 rate for the 2019/20 year.**

Absolute Majority 5/2

Crs Nicholas and Bookless voted against the Motion

After receiving the concurrence of Members, the Presiding Member announced that in accordance with Clause 3.6 of the Standing Orders Local Law, Item C.11.0519 would be brought forward for consideration

ITEM NO.	C.11/0519	FILE REF.	A50532
SUBJECT	Proposed Single House and Additions/Alterations (Conversion of Barn to Dwelling)		
PROPONENT	James and Gillian Miller		
LOCATION	Lot 125 (22) Bovell Street, Bridgetown		
OFFICER	Manager Planning		
DATE OF REPORT	15 May 2019		

Attachment 8 Location Plan
Attachment 9 Proposed Plans
Attachment 10 Applicant's Submission/Photographs

OFFICER RECOMMENDATION: That Council noting that no submissions were received, pursuant to Clause 6.7.4 under Town Planning Scheme No. 3 waives the Conversion of Sheds to Dwellings Policy and approves the proposed single house and additions/alterations at Lot 125 (22) Bovell Street, Bridgetown, as per Attachment 9, subject to the following conditions:

- 1. The external materials and colours of the proposed dwelling conversion and additions/alterations are to be complementary and shall appear as a single house, to the satisfaction of the Shire of Bridgetown-Greenbushes.*
- 2. The development to be commenced within one year and completed within two years from the date of approval to the satisfaction of the Shire of Bridgetown-Greenbushes, unless specific approval is granted for a longer time period at the discretion of the Chief Executive Officer.*

Advice Note: The dwelling conversion is to be re-classified as a 'Class 1a' habitable dwelling under the Building Code of Australia, to the satisfaction of the Shire of Bridgetown-Greenbushes.

Summary/Purpose

To consider a development application for the proposed conversion of a single storey barn into a single house including proposed alterations and additions, at Lot 125 (22) Bovell Street, Bridgetown. Noting that no submissions were received from surrounding landowners, and that no detrimental impact upon rural amenity is expected, it is recommended that the Conversion of Sheds to Dwellings Policy be waived and approval be granted subject to conditions.

Background

A development application has been received for the proposed conversion of a single storey barn into a single house including proposed alterations and additions, at Lot 125 (22) Bovell Street, Bridgetown.

The property is zoned 'Rural' under Town Planning Scheme No. 3 (TPS3) and has an approximate area of 5.9452 hectares. The proposed dwelling and new western verandah is to be setback 16.623 metres from the closest western boundary, and setback approximately 84 metres to the eastern boundary, being the unconstructed portion of the Bovell Street/Mottram Street road reserve.

The existing timber and steel framed barn consists of two main areas, an east facing verandah at ground level and a south facing double height covered area. The building is clad in oiled Jarrah weatherboards, with a corrugated Zinalume roof of varying pitches.

The barn was originally built in approximately 1991 for agricultural storage, and is similar to the larger barn on adjoining 17 Doust Street which has similarly been converted to a dwelling, with both barns located on the original small farming property prior to recent subdivision. The applicants now wish to undertake significant internal modifications to single storey building, plus external alterations and additions.

The habitable rooms are to fit within the current footprint, and include an open plan kitchen, living and dining area, plus two bedrooms each with an ensuite. The laundry is to be located within one of the proposed ensuites. New windows are to be installed, external weatherboard cladding modified, re-used and made good, and new Zinalume roofing to match the existing where required. The new western verandah is to include an entry portico with a Zinalume roof, plus a raised verandah floor at the southern end under the new verandah and existing southern roofed area, using complementary timbers.

Under the Shire's 'TP.11 Conversion of Sheds to Dwellings Policy' Council has confirmed its position that the conversion of sheds to dwellings or dwellings based on a shed frame construction often results in substandard housing being provided and that this housing can be detrimental to the amenity of the area in which it is located. This issue is less significant however within a rural area and on larger properties.

The subject building is located at the northern end of the Rural zoned property which is almost 6.0 hectares in area. The barn and verandah additions are fully compliant with the 7.5 metre required setbacks and setback significantly from Bovell Street.

The current building presents well as a single level barn, with the proposed dwelling conversion maintaining the current footprint and external aesthetic qualities, with a complementary verandah addition along the western elevation and new southern verandah floor. The landowners have indicated their intent to convert the barn into a dwelling to provide a house for long term occupation.

The application was referred to landowners of ten surrounding properties for comments with the submission period closing 18 April 2019 however no submissions were received.

The outbuilding was not constructed to satisfy the requirements of a habitable Class 1a building under the Building Code of Australia (BCA). A building permit application will also be required showing any necessary modifications to the building consistent with the National Construction Code including the Building Code of Australia.

Given the merits of the application, setbacks to and nature of surrounding properties, and noting that no submissions were received from surrounding landowners, the barn conversion is not expected to have an adverse effect upon the rural amenity of the surrounding properties or the wider locality. It is therefore recommended that the Conversion of Sheds to Dwelling Policy be waived in this case and approval be granted subject to conditions.

Statutory Environment

- Town Planning Scheme No. 3

Clause 6.7.4 of Town Planning Scheme No. 3 states: “A *Town Planning Scheme Policy shall not bind the Council in respect of any application for Planning Approval but the Council shall take into account the provisions of the policy and objectives which the policy was designed to achieve before making its decision.*”

Council has discretion to waive any policy requirements where Council is satisfied that the provisions and objectives of the policy have been taken into account. It is recommended that the Conversion of Sheds to Dwelling Policy be waived in this case and approval be granted subject to conditions.

- Planning and Development (Local Planning Schemes) Regulations 2015 - Clause 67, Schedule 2 (Deemed Provisions)

Requirement	Comment
(a) the aims and provisions of this scheme and any other local planning scheme operating within the Scheme area;	The proposed single house is consistent with the objectives and provisions of Town Planning Scheme No. 3, noting recommended waiving of the Conversion to Sheds to Dwelling Policy.
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this scheme that has been advertised under the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving;	The proposed single house is consistent with the orderly and proper planning of Town Planning Scheme No. 3, noting recommended waiving of the Conversion to Sheds to Dwelling Policy. The draft Local Planning Strategy and Local Planning Scheme No. 6 is being prepared.
(c) any approved State planning policy;	The development site is located outside of the designated bushfire prone area so assessment against SPP 3.7 Planning in Bushfire Prone Areas is not applicable.
(d) any environmental protection policy approved under the <i>Environmental Protection Act 1986</i> section 31(d);	Not applicable.

(e) any policy of the Commission;	Not applicable.
(f) any policy of the State;	Not applicable.
(g) any local planning policy for the Scheme area;	Conversion of Sheds to Dwellings Policy and Barn Style Dwellings Policy (see Policy section below).
(h) any structure plan, activity centre plan or local development plan that relates to the development;	The land still has subdivision potential pursuant to the Shire's Mattamattup Valley Subdivision Guide Plan Policy, however the existing barn and proposed dwelling would not hinder further subdivision of land.
(i) any report of the review of the local planning scheme that has been published under the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> ;	Not applicable.
(j) in the case of land reserved under this scheme, the objectives for the reserve and the additional permitted uses identified in this Scheme for the reserve;	Not applicable.
(k) the built heritage conservation of any place that is of cultural significance.	Not applicable.
(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;	Not applicable.
(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;	The proposed barn conversion to a single house will be compatible with surrounding development and no detrimental impacts upon adjoining properties or the street are anticipated.
(n) the amenity of the locality including the following: (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development;	No detrimental impacts upon the local environment, character of the locality or adjoining properties are anticipated.
(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;	No impacts upon the natural environment or water resources are anticipated.
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;	Not applicable.

(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;	The proposed development site is located outside of the designed bushfire prone area. No evidence of landslip, soil erosion or other risks.
(r) the suitability of the land for the development taking into account the possible risk to human health or safety.	Acceptable.
(s) the adequacy of: (i) the proposed means of access to and egress from the site, and (ii) arrangements for the loading, unloading, maneuvering and parking of vehicles;	The proposed crossover location to Bovell Street and internal driveway alignment appear suitable.
(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;	Only low levels of domestic traffic expected.
(u) the availability and adequacy for the development of the following: (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with a disability;	Mains power and reticulated water supply are available. Onsite waste water disposal will be required.
(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;	Not applicable.
(w) the history of the site where the development is to be located;	Not applicable.
(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;	Nil.
(y) any submissions received on the application;	Nil.
(za) the comments or submissions received from any authority consulted under clause 66.	Not applicable.
(zb) any other planning consideration the local government considers appropriate.	Nil.

Policy Implications

- State Planning Policy 3.7 Planning in Bushfire Prone Areas

Whilst portions of the subject land are within the designated bushfire prone area, the proposed development site is not, so assessment against SPP 3.7 and the associated Guidelines for Planning in Bushfire Prone Areas is exempt.

- Shire of Bridgetown-Greenbushes Conversion of Sheds to Dwellings Policy

Under the Shire's 'TP.11 Conversion of Sheds to Dwellings Policy' Council has confirmed its position that the conversion of sheds to dwellings often results in substandard housing being provided and that this housing can be detrimental to the amenity of the area in which it is located.

Shed to dwelling conversions are not permitted by Council as such developments are often unsightly and present a poor appearance from adjoining streets and properties. The granting of approval of substandard residential development such as a shed conversion will likely result in increased opposition from landowners (particularly in a residential area) and thus Council has adopted the Policy for a blanket prohibition on such developments.

Given the setbacks of the barn building to and use of surrounding rural properties, the visual appearance of the converted barn to a dwelling is not expected to have an adverse effect upon the rural amenity of the surrounding properties or the wider locality.

- Shire of Bridgetown-Greenbushes Construction of Barn Style Dwellings Policy

Under the Shire's TP.19 Construction of Barn Style Dwellings Policy Council has confirmed its position that the development of 'barn style' dwellings and other types of dwellings based on a shed design or frame will not be permitted in the Residential or Special Residential Zones of Bridgetown.

Approval for this type of construction can be supported for larger Special Rural or Rural zones where the impact on surrounding properties can be minimized.

Given the setbacks of the barn building to and use of surrounding rural properties, the visual appearance of the converted barn to a dwelling is not expected to have an adverse effect upon the rural amenity of the surrounding properties or the wider locality.

Budget Implications

The applicable development application fee has been paid.

Strategic Plan Implications

- Strategic Community Plan 2017

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

- Strategy 1.2.1 Embrace a "can do" approach to development

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

- 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 3: Our built environment is maintained, protected and enhanced

- Objective 3.1 Maintain 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

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
- 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 2018/22

Key Goal 1 - Our Economy will be Strong, Diverse and Resilient

- Strategy 1.2.1 Embrace a “can do” approach to development
- Action 1.2.1.2 Develop internal and external planning, building control and environmental health processes that have regard to the importance of business development and social capacity whilst ensuring regulatory compliance is met

Key Goal 2 – Our Natural Environment is Valued, Conserved and Enjoyed

- Strategy 2.6.1 Planning processes allow for a diverse range of land and development opportunities
- Action 2.6.1.2 Development application process allows a balance between sensitively developed places and progressive development

Key Goal 3 – Our Built Environment is Maintained, Protected and Enhanced

- Strategy 3.1.1 Ensure relevant policies and plans offer appropriate protection to existing heritage character whilst still allowing appropriate development opportunities

Key Goal 5 - Our Leadership will be Visionary, Collaborative and Accountable

- Strategy 5.1.1 The community is involved in local decision making
- Strategy 5.2.7 Council’s policies and local laws are responsive to community needs
- Strategy 5.2.8 Ensure all legislative responsibilities and requirements are met
- Action 5.2.8.2 Provide effective regulatory services

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

Fiscal Equity – Not applicable

Whole of Life Accounting – Not applicable

Social Equity

The proposed barn conversion to a single house is not expected to have any detrimental impacts on surrounding landowners.

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management – Not applicable

Continuous Improvement

Through the neighbour consultation process no submissions were received indicating surrounding neighbours have no objection to the proposal.

Delegated Authority

Shire staff do not have delegated authority to waive the Conversion of Shed to Dwellings Policy and to approve the development. Determination by Council is therefore required.

Voting Requirements – Simple Majority

Council Decision Moved Cr Scallan, Seconded Cr Mackman

C.11/0519 That Council noting that no submissions were received, pursuant to Clause 6.7.4 under Town Planning Scheme No. 3 waives the Conversion of Sheds to Dwellings Policy and approves the proposed single house and additions/alterations at Lot 125 (22) Bovell Street, Bridgetown, as per Attachment 9, subject to the following conditions:

- 1. The external materials and colours of the proposed dwelling conversion and additions/alterations are to be complementary and shall appear as a single house, to the satisfaction of the Shire of Bridgetown-Greenbushes.***
- 2. The development to be commenced within one year and completed within two years from the date of approval to the satisfaction of the Shire of Bridgetown-Greenbushes, unless specific approval is granted for a longer time period at the discretion of the Chief Executive Officer.***

Advice Note: The dwelling conversion is to be re-classified as a ‘Class 1a’ habitable dwelling under the Building Code of Australia, to the satisfaction of the Shire of Bridgetown-Greenbushes.

Carried 7/0

ITEM NO.	C.03/0519	FILE REF.	
SUBJECT	Proposal to Construct a Workshop and Storage Area at the Bridgetown Bush Fire Service Headquarters		
PROPONENT	W.A. Volunteer Bush Fire Brigades Historical Group		
OFFICER	Chief Executive Officer		
DATE OF REPORT	17 May 2019		

OFFICER RECOMMENDATION That Council grants in-principle support to the proposal of the W.A. Volunteer Bush Fire Brigades Historical Group to construct a workshop and storage area at the Bridgetown Bush Fire Service Headquarters (Lot 926/Reserve 25978 Les Woodhead Avenue, Bridgetown.

Summary/Purpose

To consider a request from the W.A. Volunteer Bush Fire Brigades Historical Group to construct a workshop and storage area at the Bridgetown Bush Fire Service Headquarters.

Background

The W.A. Volunteer Bush Fire Brigades Historical Group is seeking in principal support from Council to construct a workshop and storage facility at the Bridgetown Bush Fire Service Headquarters/Incident Control Centre. The proposed building would be 40m x 12m and would be constructed parallel to Les Woodhead Ave.

Currently, the Group leases a portion of the Packing Sheds as a base to operate from, and is in its first year of a three year service agreement with Council for rental subsidisation. With the Packing Sheds up for sale, the Group is intending to apply for Lotterywest grant funding to build its own facility and requires written approval from the Shire to construct the facility on a Shire reserve. It is recommended that this can be formalised in a lease between the Group and the Shire, with the current management order on the reserve allowing for such actions.

The position of the shed will not have any detrimental effect on the site, and would instead be used as a screen for the existing emergency services training area, which includes sea containers and car bodies that currently detracts from the area. Site works planned will increase the amount of usable land by realigning open drainage culverts and levelling the area in accordance with previously granted planning approval, meaning no loss of usable space.

This building will only be used for storage and maintenance by the Bush Fire Brigades Historical Group and not as a museum for access by the general public. A separate project being considered by the W.A. Volunteer Bush Fire Brigades Historical Group is the construction of a Bush Fire Education and Heritage Centre. This is still very much in a planning phase, with a location yet to be determined.

The proposed use is compatible with the overall use of the Reserve.

Statutory Environment

Reserve 25978 Les Woodhead Avenue, Bridgetown is vested in the Shire of Bridgetown-Greenbushes for 'recreation & municipal purposes'. The management order applicable to the reserve allows the Minister for Lands to approve a sub-lease of the land.

At this point in time the proponent is seeking in-principle support for the project that will allow it to seek grant funding. If the project was to proceed a report will be presented to Council seeking endorsement of an application to be submitted to the Minister for Lands for sub-leasing of the relevant portion of the reserve.

Standard planning and building approvals would have to be obtained if the project was to proceed.

Integrated Planning

- Strategic Community Plan
Key Goal 3 - Our built environment is maintained, protected and enhanced.
Objective 3.1 - Maintained townsite heritage and character.
Strategy 3.1.3 - Work with community to identify and implement projects that promote the unique heritage and history of each town.
Key Goal 4 - A community that is friendly and welcoming.
Objective 4.1 - A cohesive community with a sense of pride.
Strategy 4.1.1 - Deliver and support a wide range of community activities, events and associated infrastructure.
Objective 4.4 - Promoting volunteerism.
Strategy 4.4.1 - Acknowledge volunteers and the contribution they make to our community.
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans
Not Applicable (any sub-lease would ensure maintenance of the building would be the responsibility of the lessee).
- Workforce Plan – Not Applicable
- Other Integrated Planning - Nil

Policy - Nil

Budget Implications

There are no budget implications for Council providing in-principle support to the proposal. At this point in time the proponents aren't seeking a financial contribution from the Shire. If the project was to proceed arrangements would be made for reimbursement of operating costs such as power and water consumption.

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

**Council Decision Moved Cr Nicholas, Seconded Cr Wilson
C.03/0519 That Council grants in-principle support to the proposal of the
W.A. Volunteer Bush Fire Brigades Historical Group to construct a workshop
and storage area at the Bridgetown Bush Fire Service Headquarters (Lot
926/Reserve 25978 Les Woodhead Avenue, Bridgetown.**

Carried 7/0

ITEM NO.	C.04/0519	FILE REF.	
SUBJECT	Development of Plans for Upgrade of Bridgetown CBD Parking and Geegelup Brook Beautification		
OFFICER	Chief Executive Officer		
DATE OF REPORT	23 May 2019		

OFFICER RECOMMENDATION that Council:

- 1. Amend its 2018/19 budget to include \$25,000 unbudgeted expenditure for the purpose of funding the preparation of detailed design plans for improvements to the Bridgetown CBD parking behind the shops on the western side of Hampton Street and the beautification of the adjacent Geegelup Brook.*
- 2. Seek the input of its Sustainability Advisory Committee in identifying the key elements in the Geegelup Brook Beautification Project, including channel widening, public access and revegetation.*
- 3. Transfer the sum of \$25,000 from the Strategic Projects Reserve to fund the unbudgeted expenditure.*

Summary/Purpose

Council has identified the improvements to car parking behind the shops on the western side of Hampton Street and the beautification of Geegelup Brook as a joint project to be included in a proposed infrastructure plan to be presented to Government for the purpose of leveraging funding opportunities to progress key developments that are considered essential to cater for the proposed population increases associated with the Talison Lithium Expansion Project.

Planning for both projects needs to be completed as soon as possible so that delays in completing the infrastructure plan don't occur. Waiting for adoption of the 2019/20 budget will delay progression of the project by approximately 3 months. Therefore it

is recommended Council approve unbudgeted expenditure with the funds being transferred from the Strategic Projects Reserve.

For the Geegelup Brook Beautification component of the project a community approach to design is proposed with the Sustainability Advisory Committee to take carriage of this process.

Background

For several years Council has been progressing improvements to the car parking area behind the shops on the western side of Hampton Street. In addition to legalizing the area as a public car park via suitable easements with property owners Council has also been keen to maximise the amount of parking in the area noting that there are physical constraints such as slope and rear building improvements that may preclude cost-effective construction of a formal car park.

In November 2018 a concept plan was presented to the Council Concept Forum proposing a minor upgrade of the parking area which would provide for the creation of 11 marked and sealed parking bays with the balance of the area to be sealed but unmarked. Since then further discussion has occurred and it is proposed to engage a consulting engineer to fully assess the area and prepare a detailed design plan (fully costed) maximising the car parking opportunities for the land.

Council has earmarked the construction of this car park as one of five key projects to be included in an infrastructure plan to be prepared for the purpose of identifying key projects required to accommodate population growth associated with the Talison Lithium Expansion Project. The intent of the infrastructure plan will be to seek Government funding towards the projects.

In 2014 Council endorsed the 'Bridgetown Flood Mitigation Study' and the findings of this Study will be an important consideration into the design of any additional car parking and the beautification works for Geegelup Brook.

The conclusion of the Study was that despite the concerns that have been raised about flooding over the years the fact remains that there has been very little damage in Bridgetown as a result of flooding in the Geegelup Brook. However with changes in the development and use of the parking area behind the shops the risk has increased significantly and the Shire has a responsibility to mitigate risks to life and property and this can be achieved by the measures recommended in the Study.

The Study recommended adoption of a design flood of 45m³/s at Geegelup Brook behind the shops and proposed that the channel of the Brook be enlarged to cater for flows of that size with the overflow of an additional 25m³/s being accommodated within the car park. A safety barrier would be installed between the car park and Geegelup Brook to prevent vehicles being swept away in any such rare but more extreme event in the future. In conjunction with the works for enlarging the channel the opportunity arises for associated landscaping and beautification of the banks of the brook, including construction of either a pathway or boardwalk (or combination of both) on the northern side of the Geegelup Brook.

The portion of Geegelup Brook proposed for the beautification plan is greater than just the area adjacent to the car park – the area would be the portion of Geegelup Brook and surrounds from Henry Street to Stewart Street.

During the recent community consultation for the Bridgetown River Foreshore Project a common view expressed in many submissions was there does exist a high level of expertise locally that could be used to prepare concept plans, particularly those have potential environmental impact upon features such as waterways. The Geegelup Brook Beautification Project represents an opportunity to test the practicalities of this community approach to design and it is recommended the Sustainability Advisory Committee take carriage of this process and report back to Council. Once the key elements of the projects are determined they can be included in the design planning for the adjacent car parking area.

The process for securing an easement for the portions of land currently not under Shire ownership is linked to the preparation of the concept and design plans for both the car park and Geegelup Brook as land owners will wish to view the proposed works before considering whether to grant the Shire and easement over affected land.

Officer Comment

The funding of the plans for the car parking area and beautification of Geegelup Brook were to be considered for inclusion in the 2019/20 budget however with budget adoption not scheduled to occur until August this would result in a 3 month delay to commencing the design process. This would delay completion of the proposed infrastructure plan to be presented to Government for the purpose of leveraging funding opportunities to progress key developments that are considered essential to cater for the proposed population increases associated with the Talison Lithium Expansion Project.

Statutory Environment

Section 6.8 of the Local Government Act requires an absolute majority decision for expenditure not included in the annual budget.

Integrated Planning

➤ Strategic Community Plan

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 1.1.1 - Encourage long term growth in the district in order to retain and enhance services.

Strategy 1.1.2 - Develop and implement strategic plans and actions that attract economic development.

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

Objective 1.2 - A proactive approach to business development.

Strategy 1.2.2 - Design and implement business retention strategies and initiatives for support of existing and potential new businesses.

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

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

Strategy 2.1.1 - Support and promote sound environmental management practices.

Strategy 2.1.2 - Support local and regional environmental initiatives.

Strategy 2.1.3 - Identify opportunities for protecting and enhancing the health of the Blackwood River and tributaries.

Strategy 2.1.5 - Improve public access to natural waterways.

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 3.3.2 - Maximise funding opportunities to improve road safety.

Key Goal 4 - A community that is friendly and welcoming.

Objective 4.5 - High levels of responsiveness to emergencies and emergency recovery.

Strategy 4.5.2 - Prepare and implement flood mitigation/management strategies.

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.

Key Goal 5 - Our leadership will be visionary, collaborative and accountable.

Objective 5.5 - We are strong advocates for our community.

Strategy 5.5.1 - Lobby and advocate to represent the community's needs.

➤ Corporate Business Plan

Strategy 1.1.2 - Develop and implement strategic plans and actions that attract economic development.

Action 1.1.2.6 Partner with Talison Lithium to prepare an infrastructure plan to present to government on the infrastructure related impacts of the mine expansion project (2018/19)

Strategy 2.1.3 - Identify opportunities for protecting and enhancing the health of the Blackwood River and tributaries.

Action 2.1.3.2 - Prepare a Geegelup Brook beautification and flood management plan.

Strategy 4.5.2 - Prepare and implement flood mitigation/management strategies.

Action 4.5.2.1 - Implement the Flood Mitigation Strategy – Geegelup Brook (2022/23 onwards).

Strategy 4.7.2 - Improve parking and pedestrian accessibility in town centres.

Action 4.7.2.1 - Acquire suitable tenure of land behind shops adjacent to Geegelup Brook to formalise access and car parking (2018/19).

Action 4.7.2.2 - Prepare a design plan for completion of car park area behind shops adjacent to Geegelup Brook (2018/19).

Action 4.7.2.6 - Construct car parking area behind shops adjacent to Geegelup Brook (2019/20).

➤ Long Term Financial Plan - Nil

➤ Asset Management Plans

Like all new infrastructure the car parking area and Geegelup Brook infrastructure will be included in relevant asset management planning.

- Workforce Plan – Not Applicable
- Other Integrated Planning - Nil

Policy - Nil

Budget Implications

The officer recommendation is seeking unbudgeted expenditure to fund the planning and design processes for both projects. The current balance of the Strategic Projects Reserve is \$79,236.

The purpose of the Strategic Projects reserve is “to be used to fund strategic planning actions and other strategic initiatives as determined by the Council”.

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity

The Geegelup Brook Beautification Project will take into account the environmental values of the water way and determine how these values can be enhanced.

Cultural Equity – Not Applicable

Risk Management

Risk to life and property was a significant factor in the assessment of flooding and identification of mitigation strategies in the ‘Bridgetown Flood Mitigation Study’ and the recommendations/findings of that Study will be a key consideration in the design of the proposed car parking area behind the shops.

Continuous Improvement – Not Applicable

Voting Requirements – Absolute Majority

Council Decision Moved Cr Boyle, Seconded Cr Bookless

C.04/0519 That Council:

- 1. Amend its 2018/19 budget to include \$25,000 unbudgeted expenditure for the purpose of funding the preparation of detailed design plans for improvements to the Bridgetown CBD parking behind the shops on the western side of Hampton Street and the beautification of the adjacent Geegelup Brook.**
- 2. Seek the input of its Sustainability Advisory Committee in identifying the key elements in the Geegelup Brook Beautification Project, including channel widening, public access and revegetation.**
- 3. Transfer the sum of \$25,000 from the Strategic Projects Reserve to fund the unbudgeted expenditure.**

Absolute Majority 7/0

ITEM NO.	C.05/0519	FILE REF.	261.1
SUBJECT	2019 Local Government Convention & WALGA Annual General Meeting		
PROPONENT	WALGA		
OFFICER	Executive Assistant		
DATE OF REPORT	9 May 2019		

OFFICER RECOMMENDATION that Council determine how many elected members (and who these will be) to attend the 2019 Local Government Convention.

OFFICER RECOMMENDATION that of the Elected Members selected to attend the Local Government Convention, Council appoints two of these as its voting delegates to represent the Shire of Bridgetown-Greenbushes at the Western Australian Local Government Association Annual General Meeting.

OFFICER RECOMMENDATION that if Council determines to submit a Notice of Motion(s) for the Annual General Meeting, the Motion(s) are to be submitted in the format set out by WALGA.

Summary/Purpose

Each year WALGA holds its Annual General Meeting during the Local Government Convention with all member Councils being invited to submit Notices of Motions for this meeting.

In addition, pursuant to the WALGA Constitution, all member Councils are entitled to be represented by two (2) voting delegates. Voting delegates may be either elected members or serving officers and the names of these delegates will be required to be submitted to WALGA in either late June or early July.

Background

An invitation has been issued to all local authorities to submit motions for inclusion on the Agenda for consideration at the 2019 Annual General Meeting. Having regard to the Association's constitutional requirement to provide completed Agenda papers to all Member Councils at least 30 days before the date of the AGM, it will not be possible to include motions received after the closing date of 4 June. Any motions proposing alterations or amendments to the Association's Constitution must be received by 10 May 2019 in order to satisfy the 60 day constitutional notice requirements.

Guidelines for Formulation of Motions

- Motions should focus on policy matters rather than issues which could be dealt with by the State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come Local Government Week or would it be better handled immediately by the Association.

- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – ie; does awareness need to be raised on the particular matter.
- The potential media interest of the subject matter should be considered.
- Annual General Meeting motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.

Local Government Convention

The 2019 Local Government Convention will commence on Wednesday, 7 August and concludes on Friday, 9 August. There will however be a forum and reception for Mayors and Presidents on the day preceding the Convention (Tuesday, 6 August). The venue is again the Perth Convention & Exhibition Centre and in preparation for the AGM, which will be held on the Wednesday, the proponent is requesting the CEO to register the names of our voting delegates.

Prior to the AGM, all member local governments will be provided with copies of the Agenda papers (these should be distributed during late June or early July) and a report on the Motions will be presented to Council to enable Council to determine how it would like its voting delegates to vote on each Motion.

Elected Member representation during the past five years has been:

2018	2017	2016	2015	2014
Cr Pratico Cr Bookless	Cr Wilson Cr Pratico Cr Hodson	Cr Nicholas Cr Moore Cr Pratico	Cr Pratico Cr Hodson Cr Mackman Cr Scallan	Cr Pratico Cr Boyle Cr Mackman

The tentative schedule for the Convention is set out as follows:

Date	Event	Start Time
6 August	Mayors & Presidents Forum	3.30pm
	Mayors & Presidents Reception	5.30pm
7 August	State & Local Government Forum	9.00am
	Registration for AGM & collection of voting keypads	10.00am
	Honour Recipients Luncheon (by invitation only)	12.00noon
	WALGA AGM opening (including Honours Awards Presentations)	1.30pm
	Convention Opening Welcome Reception	5.00pm
8 August	ALGWA AGM and Breakfast (separate invitation)	7.00am
	Opening and Convention Sessions	9.00am
	Convention Gala Dinner	7.00pm
9 August	Convention Breakfast	7.30am
	Convention Sessions	9.00am

The Convention Programs and Registration forms will be distributed during May.

Statutory Environment

WALGA Constitution in relation to the Annual General Meeting

Integrated Planning

- Strategic Community Plan
 - Key Goal 5: Our leadership will be visionary, collaborative and accountable
 - 5.4.2 – Participate in local government collaborative groups
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

Policy/Strategic Plan

Policy M.3 – Conference Attendance & Training (clause 5) which reads:

“5. Attendance at Local Government Convention

There will be no restriction on the number of elected members attending Local Government Convention. The number and the names of the elected members however, will be determined annually by Council. Council will ensure adequate funds are allocated in its annual budget to cover delegate expenses each year.

The Shire President will have automatic rights to attend Local Government Convention each year.”

Budget Implications – Funds are allocated in the budget each year to enable delegates (and the CEO) to attend the Local Government Convention.

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Attendance of Elected Members to the annual Local Government Convention gives an insight into local government on a State-wide basis and provides ‘net-working’ opportunities for Councillors attending.

Voting Requirements – Simple Majority

Council Decision Moved Cr Pratico, Seconded Cr Scallan
C.05/0519 That Council determined three elected members will attend the 2019 Local Government Convention being Crs Wilson, Pratico and Bookless.
Carried 7/0

Council Decision Moved Cr Pratico, Seconded Cr Wilson
C.05/0519a That of the Elected Members selected to attend the Local Government Convention, Council appoints Crs Pratico and Wilson as its voting delegates to represent the Shire of Bridgetown-Greenbushes at the Western Australian Local Government Association Annual General Meeting.
Carried 7/0

Council Decision Moved Cr Pratico, Seconded Cr Mackman
C.05/0519b That Council determines to submit a Notice of Motion for the Annual General Meeting as follows – ‘That WALGA revokes its current policy of not supporting the establishment and operations of Recognised Biosecurity Groups (RBG’s) and that the decision on whether to support RBG’s is to rest with individual local governments’, noting the motion is to be submitted in the format set out by WALGA.
Carried 7/0

ITEM NO.	C.06/0519	FILE REF.	752
SUBJECT	Adoption of the 2019-20 Firebreak and Fuel Hazard Reduction Notice		
OFFICER	Community Emergency Services Manager		
DATE OF REPORT	21 May 2019		

Attachment 2 Draft 2019/20 Firebreak and Fuel Hazard Reduction Notice

OFFICER RECOMMENDATIONS That Council:

- 1. Adopts the 2019/20 Firebreak and Fuel Hazard Reduction Notice as shown in Attachment 2.*
- 2. Submits an application/request to the Fire and Emergency Services Commissioner seeking a permanent change to the Restricted Burning Period in the Shire of Bridgetown-Greenbushes to end on the 10 May annually.*

Summary/Purpose

The draft 2019/20 Firebreak and Fuel Hazard Reduction Notice is presented for Council’s consideration and adoption. Significant changes have been made to the document this year to ensure a minimum level of fire protection measures are undertaken across all land categories.

Background

Last year, the Shire’s Bush Fire Advisory Committee (BFAC) established a sub committee to undertake a comprehensive review of the Shire’s Firebreak Order. The document has not changed substantially in recent years, with minor amendments being made as issues arose. Several staff meetings and one sub committee meeting was held before the draft was presented to BFAC to endorse the changes.

The following is a list of changes made:

- Renaming the Firebreak Order the Firebreak and Fuel Hazard Reduction Notice. This is to ensure consistency with the terminology in the *Bush Fires Act*.
- Amendments to definitions to include 'Fuel Hazard' and 'Flammable Fuel Storage'.
- Creation of a new category – "Land under 5000 square metres (1/2 ha)" to cater for properties within town sites or subdivisions that are too small to support livestock as a means of active fuel reduction.
- Applying consistent access and low fuel area requirements in all categories.
- Removal of the category "plantations planted prior to 1990" as most plantations established prior to 1990 have now been harvested. Those that haven't can apply for a variation to the Firebreak and Fuel Hazard Reduction Notice on a case by case basis.
- Increased requirements for firefighting equipment for all types of harvesting operations (not just plantations). This is due to the increase in crops being planted in the area.
- Added clause in relation to slashing in the restricted or prohibited burning periods, due to the amount of fires being started by slashers.
- Requiring compliance with Bush Fire Management Plans and Planning conditions in relation to fire prevention and control.

Staff will be working on reformatting the Firebreak and Fuel Hazard Reduction Notice before printing to make it easier to understand, as well as including pictorial information and examples.

A request was also recommended by BFAC to permanently change the end date of the Restricted Burning Period by 14 days to the 10 May annually. With less rainfall being experienced during autumn, the Restricted Burning Period has consistently been extended over the last decade. It is recommended that an application is made to the Fire and Emergency Services Commissioner to make May 10 the end of the Restricted Burning Period, notwithstanding that the Shire President and Chief Fire Control Officer can jointly amend this date if seasonal variations require.

The change of date has not been included in the review of the Firebreak and Fire Hazard Reduction Notice for this year as it is expected that the process will take a several months before a determination is made, and the Notice is expected to be sent out with rates in July.

Statutory Environment

Bush Fires Act 1954

Section 33 - Local Government may require occupier of land to plough or clear fire-break.

Section 18 - Restricted burning times may be declared by FES Commissioner.

Integrated Planning

- Strategic Community Plan
 - Key Goal 4 - A community that is friendly and welcoming
 - Objective 4.6 - Fire prepared communities
 - Strategy 4.6.3 - Develop policies and strategies concerning fire management on private properties

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

Budget Implications

Cost of printing notices and advertising the Fire Break Order in Government Gazette and Newspaper circulating the District is included in the annual budget.

Fiscal Equity

The requirements of the Firebreak Order apply to all private land irrespective of individual ownership.

Whole of Life Accounting – Not Applicable

Social Equity

The requirements of the Firebreak Order apply to all private land irrespective of individual ownership.

Ecological Equity

The Firebreak Order allow property owners, if they consider it impracticable or environmentally damaging to carry out the standard requirements, to apply for permission to provide alternative firebreaks or other fire prevention measures.

Cultural Equity

The requirements of the Firebreak Order apply to all private land irrespective of individual ownership.

Risk Management

The review of the Fire Break Order is done annually to address new and emerging risks associated with bush fires.

Continuous Improvement

Changes to the Shire's Fire Break Order are considered to continually improve the safety of the community.

Delegated Authority

The annual Firebreak Order requires adoption by Council.

Voting Requirements - Simple Majority

Council Decision Moved Cr Boyle, Seconded Cr Scallan

C.06/0519 That Council:

1. **Adopts the 2019/20 Firebreak and Fuel Hazard Reduction Notice as shown in Attachment 2.**

2. ***Submits an application/request to the Fire and Emergency Services Commissioner seeking a permanent change to the Restricted Burning Period in the Shire of Bridgetown-Greenbushes to end on the 10 May annually.***

Carried 7/0

ITEM NO.	C.07/0519	FILE REF.	209
SUBJECT	Rolling Action Sheet		
OFFICER	Chief Executive Officer		
DATE OF REPORT	23 May 2019		

Attachment 3 Rolling Action Sheet

OFFICER RECOMMENDATION that the information contained in the Rolling Action Sheet be noted.

Summary/Purpose

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

Background

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

Statutory Environment – Nil

Policy/Strategic Plan Implications – Nil

Budget Implications – Nil

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

***Council Decision Moved Cr Scallan, Seconded Cr Nicholas
C.07/0519 That the information contained in the Rolling Action Sheet be noted.***

Carried 7/0

Corporate Services

ITEM NO.	C.08/0519	FILE REF.	133
SUBJECT	Adoption of 2019/20 Fees & Charges		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	14 May 2019		

Attachment 4 Draft 2019/20 Schedule of Fees & Charges

OFFICER RECOMMENDATION that Council:

- 1. Adopt the 2019/20 Schedule of Fees & Charges as per Attachment 4.*
- 2. Determine the waste rate under Section 66 of the Waste Avoidance and Resource Recovery Act at the time of adoption of the 2019/20 budget.*
- 3. Determine the kerbside rubbish and recycling collection charges at the time of adoption of the 2019/20 budget.*

Summary/Purpose

To consider and adopt the Schedule of Fees & Charges for 2019/20.

Background

Council adopts its Schedule of Fees & Charges separate to the budget adoption process. As the budget will not be adopted prior to 30 June, adoption of the 2019/20 Schedule of Fees & Charges this month will allow them to take effect from 1 July 2019.

Under Council's Long Term Financial Plan 2018/19 to 2032/33, discretionary fees and charges are proposed to increase annually by CPI plus an additional 2%. At its concept forum held 9 May 2019 Council considered the increase in fees and charges that would apply in 2019/20. Having regard for the Long Term Financial Plan Councillors indicated that an increase of 3.3% would be considered. This has been factored into the draft 2019/20 fees and charges, the attached draft includes an increase of 3.3% to fees and charges subject to appropriate rounding of some fees.

The attached Schedule of Fees and Charges shows the fees and charges for 2018/19 and the recommended charges for 2019/20.

There are a small number of non-regulatory fees proposed for an increase in excess of 3.3% in order to set a fee that better fits the cost of providing the service or for other reasons. These are explained below:

- Liquid Waste Disposal Casual Charge – as determined by Council in 2018 this fee has been increased to ensure cost recovery of the new liquid waste facility.
- Greenbushes Community Bus Service Fee Per Passenger – fee has increased and rounded to the nearest 50cents due to the need for the driver to have appropriate change. This fee was not increased in 2018/19.
- Hall Hire Bond – has increased to \$500 due to Council's insurance excess on property claims.
- Summer Outdoor Film Festival – all fees have increased and rounded to the nearest 50cents. This fee was not increased in 2018/19.

- Standpipe Water Charge – this fee has increased due to the reclassification of the Rose Street standpipe by the Water Corporation to a commercial rated standpipe. The fee calculated has factored in the increased rate per kilolitre to be charged by the Water Corporation plus costs associated with maintaining and administering the standpipe.

The following non-regulatory fees propose no increase or an increase less than 3.3% for reasons explained:

- Rate Instalment Fee – fee has been maintained to reflect the actual costs of administering the rate instalment program as required by the Local Government Act.
- Photocopying Fees – all fees remain as per the 2018/19 charges. An increase is not being recommended following an assessment of other providers' fees and actual costs to deliver this service.
- Copy of Council Meeting Audio Recordings – This fee remains as per the 2018/19 charge as the current fee is considered adequate given the cost of providing the recordings.
- Hire of Community Bus Booking Fee – fee has remained as per the 2018/19 charge as this fee was considered adequate given the administrative processing costs.
- Hall Hire Alcohol Surcharge – fee has remained as per the 2018/19 charge as this fee was considered adequate given the administrative processing costs.
- Replacement Leisure Centre Membership Card – this is a standard fee payable to a third party for the cost of replacing the lost or non-returned card.
- Direct Debit Cancellation Fee for Leisure Centre Memberships – fee has not increased due to this being a standard fee payable to a third party for the administrative costs associated with cancelling the direct debit.
- Jigsaw Gallery Admission Fees – these fees have not increased in recognition that the fees were only introduced during 2018/19.
- Unscheduled Pool Inspection Fee – fee has remained as per the 2018/19 charge as this fee was considered adequate given the associated administrative costs.
- Building Services Certifications – these fees have not increased as the existing rates were considered adequate given the cost to provide these services.
- Electric Vehicle Recharge Station – per kilowatt rate to remain the same to maintain consistency across the Electric Highway network.

It is proposed to introduce the following new non-regulatory fees and charges in 2019/20:

- Dangerous Dog/Restricted Breeds Inspection Fee
- Food Business Registration – charitable or community groups to be exempt

In addition it is recommended that the following Council fees be deleted:

- Bed & Breakfast Initial Food Notification Assessment Fee – this service is no longer provided for bed and breakfast establishments.
- Bridgetown Leisure Centre Group Fitness Room Hire – this charge has been deleted due to the impending lease of this room.

- Library Temporary Membership Fees – all fees in this category have been deleted due to the agreement as part of the shared library services system.

Many fees (e.g. development application fees, building fees, swimming pool inspection fees, dog/cat fees, FOI fees, etc) are regulatory and Council does not have the discretion to set fees higher than permitted by the applicable legislation. If these fees are changed during the year the revised fee automatically replaces the fee referenced in Council's Schedule of Fees & Charges without the need for Council to formally modify the schedule.

Historically Council sets its rubbish and recycling collection charges and waste rate at the time of budget adoption as these fees and the rate are imposed on a cost recovery basis.

In the event of Council adopting the fees & charges in May it is intended they will apply from 1 July 2019. A notice will be inserted in the Manjimup Bridgetown Times advising of the new fees and the commencement date as per Section 6.19 of the Local Government Act.

Statutory Environment

Section 6.16(1) and (2) of the Local Government Act states:

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

Section 6.17(1) of the Local Government Act states:

In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

- (a) *the cost to the local government of providing the service or goods;*
- (b) *the importance of the service or goods to the community; and*
- (c) *the price at which the service or goods could be provided by an alternative provider.*

Section 6.19 of the Local Government Act states:

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

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

Policy Implications – Nil

Integrated Planning

- Strategic Community Plan
 - Key Goal 5 Our leadership will be visionary, collaborative and accountable
 - Objective 5.2 We maintain high standards of governance, accountability and transparency
 - Strategy 5.2.6 Ensure the future financial sustainability of the organisation
- Corporate Business Plan
 - Action 5.2.6.3 Assess level of fees and charges to apply cost recovery principle where appropriate
- Long Term Financial Plan

Council's Long Term Financial Plan proposes an annual increase in fees and charges of CPI plus 2% from 2019/20 to 2032/33.
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Budget Implications

The draft 2019/20 budget will have a number of income streams that will be estimated using the draft Schedule of Fees & Charges.

Fiscal Equity

The fees are determined having regard to the cost of providing the service, the scope of the service and the anticipated preparedness of a person to pay the fee.

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement

Since 2017 officers have been assessing individual discretionary fees and charges to ensure cost recovery where appropriate.

Voting Requirements – Absolute Majority

Cr Pratico withdrew his Alternative Motion

Moved Cr Wilson, Seconded Cr Scallan

That Council:

1. Adopt the 2019/20 Schedule of Fees & Charges as per Attachment 4.
2. Determine the waste rate under Section 66 of the Waste Avoidance and Resource Recovery Act at the time of adoption of the 2019/20 budget.
3. Determine the kerbside rubbish and recycling collection charges at the time of adoption of the 2019/20 budget.

Amendment Moved Cr Scallan, Seconded Cr bookless

Under 'Recreation & Culture' – 'Miscellaneous Fees' - retain Bond at \$100, with the standard Hall Hire Agreement being modified to pass liability on to the hall hirer for payment of any damages up to the amount of the insurance excess.

Carried 7/0

Amendment Moved Cr Nicholas, Seconded Cr Wilson

Under 'Recreation & Culture' – 'Greenbushes Hall & Other Halls Hire' - the full day and half day hire of the Greenbushes Hall be equated to the same rate as the Bridgetown Main Hall hire fees.

Carried 6/1

Cr Pratico voted against the Motion

The Amended Motion becomes the Substantive Motion – The Motion was Put Council Decision Moved Cr Wilson, Seconded Cr Scallan

C.08/0519 That Council:

1. **Adopt the 2019/20 Schedule of Fees & Charges as per Attachment 4 with the following minor changes:**
 - a) **Under 'Recreation & Culture' – 'Miscellaneous Fees' - retain Bond at \$100, with the standard Hall Hire Agreement being modified to pass liability on to the hall hirer for payment of any damages up to the amount of the insurance excess.**
 - b) **Under 'Recreation & Culture' – 'Greenbushes Hall & Other Halls Hire' - the full day and half day hire of the Greenbushes Hall be equated to the same rate as the Bridgetown Main Hall hire fees.**
2. **Determine the waste rate under Section 66 of the Waste Avoidance and Resource Recovery Act at the time of adoption of the 2019/20 budget.**
3. **Determine the kerbside rubbish and recycling collection charges at the time of adoption of the 2019/20 budget.**

Absolute Majority 7/0

ITEM NO.	C.09/0519	FILE REF.	160
SUBJECT	Levying Rates in 2019/20 – Setting the Rates in the Dollar and Minimum Rates		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	24 May 2019		

Attachment 5 Objectives and Reasons for Proposed Differential Rates for the Year Ending 30 June 2020

OFFICER RECOMMENDATIONS That Council:

1. *After consideration of its strategic community plan and corporate business plan fund the estimated budget deficiency of \$4.72m by applying differential rates when drafting the 2019/20 Annual Budget.*
2. *In accordance with section 6.36 of the Local Government Act 1995 endorses the advertising for public submissions on the proposed differential rates as set out in the table below, and makes available to the public Attachment 5 to this report setting out the objects and reasons for the differential rates:*

Category	Rate in \$	Minimum Rate
<i>Gross Rental Value (GRV) Properties</i>	<i>8.8471 cents</i>	<i>\$942.00</i>
<i>Rural Unimproved Value (UV) Properties</i>	<i>0.6417 cents</i>	<i>\$1,168.00</i>
<i>Mining Unimproved Value (UV) Properties</i>	<i>8.1436 cents</i>	<i>\$554.00</i>

3. *Direct the CEO to:*
 - *report back to Council any public submissions in relation to the proposed differential rates;*
 - *seek the approval of the Minister to impose in 2019/20 a differential Mining UV rate which is more than twice the lowest general differential UV rate.*
4. *Incorporate into the 2019/20 Budget a concession of 10% of the rate raised for properties previously rated in the 'UV Urban Farmland' differential rating category. Further, this concession be reduced by 5% in subsequent budgets i.e. 5% concession to apply in 2020/21 and no concession to apply from 2021/22.*

Summary/Purpose

In accordance with s.6.36 of the Local Government Act 1995 (the Act) Council needs to establish the differential rates it will advertise prior to final consideration and adoption of the 2019/20 Budget. This matter is brought before Council to consider a proposal for the setting of differential rates for the 2019/20 Budget.

Background

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

No changes are proposed in the 2019/20 rating year to Council's existing differential rating categories.

Officer Comment

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

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

- Reviewing all revenue sources and expenditure
- Assessing the current corporate business plan taking into consideration the Shire's strategic community plan and long term financial plan
- Consideration and introduction of the following efficiency measures:
 - ongoing monitoring and review of the Bridgetown Leisure Centre operations and services
 - implementation of the recently endorsed Workforce Plan which identifies a number of efficiency measures
 - a commitment in the corporate business plan to progressively review service levels
 - implementation or administration of various operational procedures including some relating to procurement
 - financial ratios report with improvement action plan
 - adoption of a new project management framework requiring prioritisation of projects that are in accordance with Council's strategic plan
 - improved budgeting processes for costing of major capital works projects
 - commencement of a monthly cost efficiency review of recurrent operation expenditure items (includes reporting to Council)

Following Council's Concept Forum held on 9 May 2019 officers have determined the preliminary budget requirements for 2019/20 on the following basis:

- All corporate business plan actions for 2019/20 have been incorporated including year 1 allocations from all capital works plans as considered by Council
- All community grant, service agreements and other donations have been incorporated in accordance with Council's working group recommendations
- Increase in discretionary fees and charges as per Council's recommendations
- Employee costs – 2.65% increase which includes one off employee costs associated with discontinued positions arising from the recently reviewed workforce plan
- Council's own source contribution to the works program has been increased by 1.3% on 2018/19 levels

The estimated budget deficiency of \$4.72m will result in an increase to the total rate yield of 3.8% from the 2018/19 rate yield (adjusted for natural growth).

Council reviews its rating strategy every five years. As part of the 2016/17 budget process Council considered its existing differential rating categories in line with the key values contained within the Rating Policy Differential Rates (s.6.33) released by the Department of Local Government, Sport and Cultural Industries, being:

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

At that review, Council indicated its preference for maintaining its existing differential rating categories of rural, urban farmland and mining land in an attempt to ensure that the rates revenue from these classes is collected on an equitable basis, taking into consideration the cost of delivering services to each of the respective land classes in the district.

During the 2018/19 budget process Council further reviewed its rating strategy, specifically the 'UV Urban Farmland' category and the application of a 15% reduction in its rate in the dollar compared to the 'UV Rural' rate. It was considered that the Council's objects and reasons did not clearly identify the difference between 'UV Urban Farmland' and 'UV Rural' and as a result Council ceased the 'UV Urban Farmland' differential rating category and in lieu offered a concession to the properties noting the concession is to be phased out over three financial years.

Following receipt of the annual Unimproved Value (UV) and four yearly Gross Rental Value (GRV) revaluation rolls, rate modeling was undertaken and the results considered by Council at its workshop held 23 May 2019. Despite the significant variations in movement of values across the GRV roll Council indicated its preference to maintain the existing revenue split generated by each of the rating categories. The proposed rate in the dollar and minimum payments will maintain existing relativities (adjusted for natural growth) between all rating categories to those that applied in 2018/19. This will ensure a fair distribution of the required rates yield from one year to the next.

The percentage split of rate revenue proposed for 2019/20 in comparison to 2018/19 is as follows:

	2018/19	2019/20
GRV	67.0%	67.0%
UV	31.3%	31.2%
Mining UV	1.7%	1.8%

A comparison of the minimum rates being proposed compared to 2018/19 is detailed below:

	2018/19	2019/20
GRV	\$897	\$942
UV	\$1,112	\$1,168
Mining UV	\$534	\$554

The recommendations relate only to undertaking the prescribed advertising for public submissions for the proposed differential rates and minimum payments, and to seeking approval from the Minister to impose in 2019/20 a differential Mining UV rate which is more than twice the lowest general differential UV rate. Adopting the recommendations does not commit the Council to the general GRV rates, the differential general UV rates, or the minimum payments proposed. Council is

required to consider any public submissions received prior to making its final decision and adopting the 2019/20 rating information.

Statutory Environment

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

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

Section 6.35(4) of the Act – Minimum payment

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

Integrated Planning

- Strategic Community Plan

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 – Method of Valuation of Rateable Properties

Budget Implications

This item has no bearing on the rates revenue being collected in 2018/19. The levying of general GRV rates, differential general UV rates and minimum payments in 2019/20 is about deriving an equitable level of revenue from each of the categories of properties in the district.

Fiscal Equity

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

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

The advertising of Council's intention to raise differential rates is part of the statutory provisions required to ensure Council's rates are levied in accordance with legislation and are not at risk of being ruled improperly raised or imposed. There is a risk to Council not adopting its 2019/20 budget by the statutory deadline of 31 August 2019 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 Wilson, Seconded Cr Bookless

C.09/0519 That Council:

1. **After consideration of its strategic community plan and corporate business plan fund the estimated budget deficiency of \$4.72m by applying differential rates when drafting the 2019/20 Annual Budget.**
2. **In accordance with section 6.36 of the Local Government Act 1995 endorses the advertising for public submissions on the proposed differential rates as set out in the table below, and makes available to the public Attachment 5 to this report setting out the objects and reasons for the differential rates:**

Category	Rate in \$	Minimum Rate
Gross Rental Value (GRV) Properties	8.8471 cents	\$942.00
Rural Unimproved Value (UV) Properties	0.6417 cents	\$1,168.00
Mining Unimproved Value (UV) Properties	8.1436 cents	\$554.00

3. **Direct the CEO to:**
 - **report back to Council any public submissions in relation to the proposed differential rates;**
 - **seek the approval of the Minister to impose in 2019/20 a differential Mining UV rate which is more than twice the lowest general differential UV rate.**
4. **Incorporate into the 2019/20 Budget a concession of 10% of the rate raised for properties previously rated in the 'UV Urban Farmland' differential rating category. Further, this concession be reduced by 5% in subsequent budgets i.e. 5% concession to apply in 2020/21 and no concession to apply from 2021/22.**

Absolute Majority 7/0

ITEM NO.	C.10/0519	FILE REF.	131
SUBJECT	April 2019 Financial Activity Statements and List of Accounts Paid in April 2019		
OFFICER	Senior Finance Officer		
DATE OF REPORT	13 May 2019		

Attachment 6 April 2019 Financial Activity Statements
Attachment 7 List of Accounts Paid in April 2019

OFFICER RECOMMENDATIONS

- 1. That Council receives the April 2019 Financial Activity Statements as presented in Attachment 6.*
- 2. That Council receives the List of Accounts Paid in April 2019 as presented in Attachment 7.*

Summary/Purpose

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

Background

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

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

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

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

The information in a statement of financial activity may be shown:

- according to nature and type classification;

- (b) by program; or
- (c) by business unit.

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

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

Statutory Environment

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

Integrated Planning

- Strategic Community Plan
 - 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

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

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

Budget Implications

Expenditure incurred in April 2019 and presented in the list of accounts paid, was allocated in the 2018/19 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 Wilson, Seconded Cr Bookless

C.10/0519

- 1. That Council receives the April 2019 Financial Activity Statements as presented in Attachment 6.**
- 2. That Council receives the List of Accounts Paid in April 2019 as presented in Attachment 7.**

Carried 7/0

Planning & Environmental Services - Nil

ITEM NO.	C.11/0519	FILE REF.	A50532
SUBJECT	Proposed Single House and Additions/Alterations (Conversion of Barn to Dwelling)		
PROPONENT	James and Gillian Miller		
LOCATION	Lot 125 (22) Bovell Street, Bridgetown		
OFFICER	Manager Planning		
DATE OF REPORT	15 May 2019		

Refer to page 12

ITEM NO.	C.12/0519	FILE REF.	344
SUBJECT	Proposed Road Naming – Lipple Lane and Gumnut Lane, Bridgetown		
PROPONENT	Shire of Bridgetown-Greenbushes		
OFFICER	Manager Planning		
DATE OF REPORT	15 May 2019		

Attachment 11 Public Submission
Attachment 12 Proposed Road Naming Advertisement
Attachment 13 Road Naming Background

OFFICER RECOMMENDATION: That Council:

- 1. Notes the single submission received, as per Attachment 11, and pursuant to section 26 of the Land Administration Act 1997 supports the naming of both Lipple Lane and Gumnut Lane, Bridgetown, with additional support for the alternative names of Botany Lane and Eucalyptus Lane respectively, as per Attachment 12.**

2. *Directs the Chief Executive Officer to seek support from the Minister for Lands through Landgate’s Geographic Names Committee in relation to Point 1. above.*

Summary/Purpose

Following the formal dedication of two former laneways as public roads in 2018, public consultation has been carried out for proposed road naming of each new road. Noting one submission of objection received for the name ‘Lipple’, it is recommended that Council supports the proposed road naming as Lipple Lane and Gumnut Lane, with additional support for the respective alternative names of Botany Lane and Eucalyptus Lane.

Background

As background, the Shire of Bridgetown-Greenbushes commenced the process in late 2015 to close two Rights-of-Way (ROW) adjoining Barlee Street, Bridgetown, for dedication as public roads and partial amalgamation with adjoining land.

Following public consultation, Council at the Ordinary Meeting on 28 January 2016 resolved:

“C.06/0116 That Council, in relation to the proposed closure of the two Rights-of-Way adjoining Barlee Street, Bridgetown, as per Attachment 6:

1. *Notes the public submissions received, as per Attachment 8, and the Shire staff responses in the Schedule of Submissions, as per Attachment 9.*
2. *Supports the proposed closure of ROW West (being Lot 66 on Diagram 4315) for ceding to the Crown for action as follows:*
 - a) *Dedication of the 65 metre east-west portion of ROW West as a public road pursuant to s.52 and s.58 of the Land Administration Act 1997; and*
 - b) *Amalgamation of the 82 metre north-south portion of ROW West with adjoining properties where practical.*
3. *Supports the proposed closure of 150 metre length of ROW East (being Lot 67 on Diagram 5653) for ceding to the Crown for dedication as a public road pursuant to s.52 and s.58 of the Land Administration Act 1997.*
4. *Directs the Chief Executive Officer to forward relevant information to the Department of Planning and Department of Lands requesting approval in relation to Points 3. and 4. above.”*

Correspondence was forwarded to the (former) Department of Planning and (former) Department of Lands in February 2016. Following consultation with adjoining landowners, the renamed Department of Planning, Lands and Heritage approved the dedication of the two ROWs as public roads in late 2018. The approval however excluded the amalgamation of the 82 metre north-south portion of ROW West (adjoining the Bridgetown High School) which is to remain as a private ROW.

Shire staff then initiated the process to formally name both newly dedicated roads. A preliminary check through Landgate’s website indicates preliminary approval of the proposed names, however Landgate’s policies now require at least one alternative name is proposed for each proposal. All four proposed names were selected having either local historical significance or botanical names relating directly to the

immediate area, with the background information as advertised provided in Attachment 13.

In summary, Lipple Lane is proposed to recognise the contribution of Mrs Joan Lipple to the conservation of the Dorothy Scott Bushland, with Botany Lane recognising the profession of Mrs Dorothy Scott, the namesake of the reserve.

Gumnut Lane is proposed to recognise both the small and large gumnuts of the local Jarrah and Marri Trees, with *Eucalyptus marginata* the scientific name of the Jarrah tree.

The 150 metre long road reserve east of Barlee Street, and terminating at the northern boundary of Dorothy Scott Bushland, is proposed to be named as 'Lipple Lane', with an alternative name of 'Botany Lane'. Twelve adjoining properties have (or potentially have) rear access to the new road reserve.

The 65 metre long road reserve west of Barlee Street, terminating at the western boundary of Bridgetown High School, is proposed to be named 'Gumnut Lane' with an alternative name of 'Eucalyptus Lane'. Of the four properties adjoining the dedicated portion, three have rear (or potential rear) access and one has primary side access. Another four properties have potential rear access from the north-south portion remaining as private ROW.

The proposal was advertised for public comment, with the 28 day submission period closing on 26 April 2019. Correspondence was forwarded to all landowners of properties adjoining the two roads, including the Bridgetown High School, plus properties adjoining the private ROW that has remained. An advertisement was published in the local newspaper and notices posted on the Shire's noticeboards and website.

Only one submission was received from an affected (adjoining) resident, objecting to the use of the name 'Lipple', for fear that it could be 'bastardised' into the word 'nipple', while recognising the historical connection

Noting the above, it is recommended that Council support the proposed naming of Lipple Lane and Gumnut Lane and respective alternative names of Botany Lane and Eucalyptus Lane, with support to be sought from the Minister for Lands through Landgate's Geographic Names Committee.

Statutory Environment

- Land Administration Act 1997

Under Part 2, Division 3 of the Land Administration Act 1997, section 26 states (in part):

“(2) *Subject to section 26A, the Minister may by order —*

- (c) *name, rename and cancel the name of any topographical feature, road or reserve.*

- (3) *An order made under subsection (2) may include such matters enabled to be effected under an order made under another provision of this Act as the Minister thinks fit.*

Furthermore, section 26A states (in part):

- “(5) *A person must not –*
- (a) *assign a name to the area or road unless the name is first approved by the Minister;*
 - (b) *alter or change a name that has been so assigned, whether initially or from time to time, to the area or road unless the Minister first approves of the alteration or change of that name.”*

Section 26 of the Land Administration Act therefore provides the local government power to initiate road naming through a public consultation process. Following consultation the local government can then resolve to name a road through a formal request to the Minister for Lands. The final decision therefore for any road naming rests with the Minister for Lands, upon advice from Landgate’s Geographic Names Committee.

Policy Implications

- Landgate’s Policies and Standards for Geographical Naming in Western Australia

The ‘Policies and Standards for Geographical Naming in Western Australia,’ version 01: 2015, released by Landgate’s Geographic Names Committee (GNC), requires all road naming proposals to have strong local community support, preferred name sources including features, pioneers, war casualties and historical events and names from Aboriginal languages identified with the general area.

Genitive apostrophes (ie. Butcher’s) and duplication of names or similar sounding names within the Shire or an adjoining Shire are not permitted and all naming proposal must be accompanied by an alternative name should the GNC not approve the primary request. Road naming changes should conform to the relevant policy and have the support of those residents affected by the name change. Local government support is required, however ultimately the Minister for Lands is the final authority.

Under Section 2.1.2 ‘Laneways and Short Roads’ of the GNC Policies and Standards, *“The increase in urban density in new developments and urban redevelopment has resulted in many narrow short lanes and rights-of-way requiring names. Laneways shall be named if a name is required for addressing purposes or has been created as a public road by survey.*

The naming of such roads is supported with a preference for use of the road type LANE and short names consisting of no more than six letters. The leg of a battle-axe lot shall not be considered a laneway.

Roads which are regarded as short, e.g. a small cul-de-sac or private road with five or less address sites, that are not proposed to be lengthened or will not have additional address sites needed in the future, may not need a separate name. Any address numbers required may be assigned to the road on which it connects.”

The proposed road naming is considered in accordance with Landgate's requirements, noting that Eucalyptus has ten letters instead of six.

Strategic Plan

- Strategic Community Plan 2017

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 3.3.1 A well maintained local and regional transport network
- Strategy 3.3.3 Provide and maintain a safe and efficient transport system

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 road naming was advertised for public comment and referred directly to the landowners of adjoining freehold properties, with one submission received objecting to one of the proposed road names.

- Corporate Business Plan 2018/22

Key Goal 3 – Our Built Environment is Maintained, Protected and Enhanced

- Strategy 3.1.2 Ensure town centres achieve a high standard of appearance and amenity
- Action 3.1.2.1 Implement streetscape upgrades in Bridgetown and Greenbushes
- Strategy 3.3.3 Provide and maintain a safe and efficient pedestrian transport system

Key Goal 4 - Our Leadership will be Visionary, Collaborative and Accountable

- Strategy 5.1.1 The community is involved in local decision making
- Strategy 5.2.8 Ensure all legislative responsibilities and requirements are met
- Action 5.2.8.2 Provide effective regulatory services

The proposed road naming was advertised for public comment and a decision of Council is required to then seek support from the Minister for Lands, in accordance with relevant legislation.

- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil

- Other Integrated Planning - Nil

Budget Implications

Should Council support the naming, costs of approximately \$200 per sign would be incurred for appropriate street signage for the two roads, with funds available in the current budget.

Fiscal Equity – Not applicable

Whole of Life Accounting

Social Equity – Not applicable

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management

Naming of the roads will improve the legibility of the local road network and therefore improve the Shire's risk profile.

Continuous Improvement

The submission received has assisted consideration of the proposed road naming.

Delegated Authority

Delegation only exists for the approval of subdivisional road names. Following public consultation, proposals to name a new road need to be referred to Council for a decision.

Voting Requirements - Simple Majority

Council Decision Moved Cr Boyle, Seconded Cr Wilson

C.12/0519 That Council:

- 1. Notes the single submission received, as per Attachment 11, and pursuant to section 26 of the Land Administration Act 1997 supports the naming of both Lipple Lane and Gumnut Lane, Bridgetown, with additional support for the alternative names of Botany Lane and Eucalyptus Lane respectively, as per Attachment 12.**
- 2. Directs the Chief Executive Officer to seek support from the Minister for Lands through Landgate's Geographic Names Committee in relation to Point 1. above.**

Carried 7/0

Works & Services - Nil

Community Services

Cr Wilson declared an Impartiality Interest in Item C.13/0519 as he is the Secretary of Marathon Committee. Cr Wilson stated as a consequence, there may be a perception that his impartiality on the matter may be affected and declared he would consider the matter on its merits and vote accordingly.

Cr Boyle declared an Impartiality Interest in Item C.13/0519 as she is a member of Blackwood Environment Society, Blackwood Bio-Security Group, Blackwood Youth Action Group and Bridgetown Agricultural Society. Cr Boyle stated as a consequence, there may be a perception that his impartiality on the matter may be affected and declared he would consider the matter on its merits and vote accordingly.

Cr Scallan declared an Impartiality Interest in Item C.13/0519 as he is a member of the Grow Greenbushes organisation who submitted a grant application being considered at the meeting. Cr Scallan stated as a consequence, there may be a perception that his impartiality on the matter may be affected and declared he would consider the matter on its merits and vote accordingly.

Cr Pratico declared an Impartiality Interest in Item C.13/019 as he is Patron of the Agricultural Society. Cr Pratico stated as a consequence, there may be a perception that his impartiality on the matter may be affected and declared he would consider the matter on its merits and vote accordingly.

ITEM NO.	C.13/0519	FILE REF.	281
SUBJECT	Community Grants, Service Agreements & Other Donations		
PROPONENT	Council		
OFFICER	Executive Manager Community Services		
DATE OF REPORT	17 May 2019		

Attachment 14 Community Group Grants, Service Agreements, CEO and other Donations Spreadsheet

Attachment 15 Service Agreement Application Blues @ Bridgetown

OFFICER RECOMMENDATION - that Council determines to allocate \$148,108 in the 2019-2020 budget for community donations as follows:

- \$10,851 *New service agreements*
- \$39,061 *Existing service agreements to be carried forward*
- \$20,500 *New community group grants*
- \$25,450 *New non-contestable annual community contributions*
- \$2,385 *Chief Executive Officer donations*
- \$3,500 *Chief Executive Officer hall hire donations*
- \$680 *Rubbish and recycling collection for community events*
- \$200 *Rubbish and recycling collection for Shire leased facilities*
- \$42,366 *Landcare Officer*
- \$500 *South West Academy of Sport Sponsorship*
- \$250 *Agricultural Society School Art Prize Sponsorship*
- \$1,000 *Manjimup Airfield Contribution*
- \$1000 *Greenbushes' Australia Day Breakfast Event*
- \$365 *School Awards*

OFFICER RECOMMENDATION – that Council advise the Blackwood Country Gardens Festival that the provision of \$5,000 grant funding is conditional upon procurement of additional event funding from Tourism WA and Lotterywest.

OFFICER RECOMMENDATION – that Council advise the Bridgetown Greenbushes and Business Tourism Association that the provision of \$5,000 is conditional upon procurement of additional event funding from Tourism WA, Lotterywest and Healthway.

OFFICER RECOMMENDATION – that Council advise the Bridgetown Historical Society that provision of \$1,500 funding for the electrical component of the proposed interpretive project is provided as seeding funding to assist in the development of additional grant funding applications to secure the balance of funds required for the project.

OFFICER RECOMMENDATION – that Council note the late service agreement application lodged by the Blues at Bridgetown and note the Working Group recommendation that, pending lodgment of outstanding service agreement and grant acquittals, Council consider this application at the June Council Meeting.

Summary/Purpose

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

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

Background

The members of the Community Grants and Service Agreements Working Party were Councillors Moore, Wilson, Boyle, Nicholas and Pratico. The meeting was held on 15 May 2019. The Executive Manager Corporate Services and the Executive Manager Community Services also attended the meeting.

At the commencement of the meeting participating councillors and staff were asked to declare any potential impartiality interests.

- Cr Boyle advised she was a member of the Blackwood Biosecurity Group, Blackwood Youth Action, Bridgetown Agricultural Society and the Blackwood Environment Society
- Cr Nicholas advised that he was a member of Blackwood Youth Action
- Cr Moore advised she was a member of the Bridgetown Golf Club and Festival of Country Gardens
- Cr Wilson advised he was a member of the Marathon Organizing Committee
- Cr Pratico advised he was Patron of the Agricultural Society and a sponsor of the Tennis Tournament
- Michelle Larkworthy advised she was an office bearer with the Bridgetown-Greenbushes Business & Tourism Association

While all Councillors determined to assess the individual applications on their merits, Cr Moore determined to vacate the room when discussion on the Festival of Country Gardens application commenced.

Officer Comment

The community grant and service agreement application process for 2019-2020 was highly competitive with \$80,421 new applications being received.

In addition, there is a total of \$39,061 in existing (to be carried forward) service agreements. When combined with the \$6,765 allocation for the Chief Executive Officer donations and other financial support provided by Council (\$45,481 as detailed below) the total funding requested was \$171,728.

The existing service agreements are funding arrangements of a predetermined annual figure, over a 3 year period. Therefore the existing service agreements totalling \$39,061 are already fixed and subsequently cannot be altered.

Council's Australia Day Events Policy (Policy O.14) states that the amount of financial support provided by Council to the Greenbushes Ratepayers & Residents Association (now known as Grow Greenbushes) will be determined at such time as Council considers its annual community grants/service agreements/other community donations and allocations. A sum of \$1000 is recommended as the sum to assist this event.

The Working Group, in alignment with Policy F.1 Shire Community Grants, Service Agreements, Donations and Contributions considered specific applications and projects which it determined should be grouped under the 'non contestable' category of the funding allocations. These are listed below and if endorsed by Council will be listed as separate line items within the annual budget, not requiring applications on an annual basis. The recipients of this funding will be required to complete an annual acquittal and Council will review the provision of ongoing funding on an annual basis, in alignment with the assessment of the competitive grant funding process.

The Working Group endorsed recommendation to Council of:

SERVICE AGREEMENTS:

Blackwood Valley Wine Industry Association	\$851	Venue Hire
Bridgetown Agricultural Society	\$5,000	Entertainment at Show
Bridgetown Child Health Inc	\$3,000	Contribution - Rent
Jubilee Singers of Bridgetown	\$2,000	Blackwood Rhapsody
Sub Total	\$10,851	

COMMUNITY GRANTS:

Blackwood Country Gardens	\$5,000	Country Garden Festival
Blackwood Poetry Prize Group	\$1,000	Event Assistance
Bridgetown Croquet Club	\$1,000	Purchase of equipment
Bridgetown-Greenbushes Business & Tourism Assn	\$5,000	Winter Festival Opening
Bridgetown Historical Society	\$1,500	Interpretive Project
Bridgetown Repertory Club Inc	\$4,000	Equipment upgrade

Grow Greenbushes	\$3,000	Sunup Banquet Event
Sub Total	\$20,500	

NON CONTESTABLE ALLOCATIONS:

Bridgetown Family & Community Centre	\$8,000	Rates & Insurance
Greenbushes Playgroup	\$450	Rent
Henri Nouwen House	\$10,000	Administration & Wages
Bridgetown Lawn Tennis Club	\$2,000	Easter Tournament
Rotary Club of Bridgetown Inc	\$5,000	Marathon Event
Sub Total	\$25,450	

OTHER CONTRIBUTIONS & ALLOCATIONS

CEO Donations	\$6,765
Landcare Officer	\$42,366
South West Academy of Sport	\$500
Agricultural Society School Art Prizes	\$250
Shire of Manjimup Airfield Contribution	\$1,000
Greenbushes' Australia Day Breakfast Event	\$1,000
School Awards	\$365
Sub Total	\$52,246

Total \$109,047

Council has already endorsed (in previous years) the existing service agreements totalling \$39,061 which when added to the total of \$98,094 reflects a financial commitment of \$148,108 for 2019-2020.

The officer notes that the total available expenditure for grants, service agreements, contributions and donations is \$160,000. The Working Group members were of the view that should the Blues at Bridgetown provide the additional requested financial information – outstanding funding acquittals, details regarding annual general meetings and audited accounts - Council would be in a position to consider the possibility of allocating the remaining funds (\$11,892) to assist the Blues. The officer has advised the Blues at Bridgetown Chairman of this possible consideration of the late application, and advised that the requested information would be required by mid-June to allow for a report to be prepared for the June Council Meeting Agenda.

Statutory Environment – Not Applicable

Integrated Planning

➤ Strategic Community Plan 2017

Key Goal 4 A community that is friendly and welcoming
Objective 4.1 A cohesive community with a sense of pride

➤ Corporate Business Plan 2015

Strategy 4.1.1 Deliver and support a wide range of community activities, events and associated infrastructure.

Action 4.1.1.2 Fund community grants, service agreements and donations to a maximum value of \$160,000 per annum Agreements up to \$160,000.

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

Policy/Strategic Implications

Council Policy F.1 Community Grants/Donations, Funding & Acquittals as it outlines the Guidelines and Conditions of grant funding and Council Policy O.14 outlines the arrangements for events on Australia Day in the Shire of Bridgetown-Greenbushes.

Budget Implications

The decision of Council regarding the allocation of funding to specific applicants and projects will be included in the annual budget for the 2019-2020 financial year.

Fiscal Equity

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

Whole of Life Accounting

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

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

Social Equity

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

Ecological Equity

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

Cultural Equity

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

Risk Management

The recommendations seek to achieve risk management by early identification and approval of community groups to be supported financially by Council during the 2019-2020 year.

Continuous Improvement

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

Voting Requirements - Simple Majority

Council Decision Moved Cr Pratico, Seconded Cr Nicholas

C.13/0519 That Council:

- 1. Determines to allocate \$148,108 in the 2019-2020 budget for community donations as follows:**
 - **\$10,851 New service agreements**
 - **\$39,061 Existing service agreements to be carried forward**
 - **\$20,500 New community group grants**
 - **\$25,450 New non-contestable annual community contributions**
 - **\$2,385 Chief Executive Officer donations**
 - **\$3,500 Chief Executive Officer hall hire donations**
 - **\$680 Rubbish and recycling collection for community events**
 - **\$200 Rubbish and recycling collection for Shire leased facilities**
 - **\$42,366 Landcare Officer**
 - **\$500 South West Academy of Sport Sponsorship**
 - **\$250 Agricultural Society School Art Prize Sponsorship**
 - **\$1,000 Manjimup Airfield Contribution**
 - **\$1000 Greenbushes' Australia Day Breakfast Event**
 - **\$365 School Awards**
- 2. Advises the Blackwood Country Gardens Festival that the provision of \$5,000 grant funding is conditional upon procurement of additional event funding from Tourism WA and Lotterywest.**
- 3. Advises the Bridgetown Greenbushes and Business Tourism Association that the provision of \$5,000 is conditional upon procurement of additional event funding from Tourism WA, Lotterywest and Healthway.**

4. ***Advises the Bridgetown Historical Society that provision of \$1,500 funding for the electrical component of the proposed interpretive project is provided as seeding funding to assist in the development of additional grant funding applications to secure the balance of funds required for the project.***

Carried 7/0

Council Decision Moved Cr Pratico, Seconded Cr Nicholas

C.13/0519a That Council note the late service agreement application lodged by the Blues at Bridgetown and note the Working Group recommendation that, pending lodgment of outstanding service agreement and grant acquittals including financial statements completed in line with the Associations and Incorporations Act 2015, Council consider this application at the June Council Meeting.

Carried 7/0

ITEM NO.	C.14/0519	FILE REF.	500
SUBJECT	Bridgetown Youth Precinct Community Consultation Report		
PROPONENT	Youth Leadership Team		
OFFICER	Grants and Services Manager		
DATE OF REPORT	May 2019		

Attachment 16 Bridgetown Youth Precinct Community Consultation Report
Attachment 17 Bridgetown Youth Precinct – Request for Quote – Community
 Consultation and Concept Design

OFFICER RECOMMENDATION that Council

- 1. Endorse the Bridgetown Youth Precinct Community Consultation report.***
- 2. Progress the Bridgetown Youth Precinct project to the concept design and preliminary cost estimate stage.***
- 3. Increase expenditure in the Youth Precinct Hang Out Space account (PJ06) by \$5,000 by transferring \$5,000 from account PJ07 (Youth Event) to account PJ06 (Youth Precinct Hang Out) to complete the concept design and preliminary cost estimates for the Youth Precinct Project.***

Summary/Purpose

These recommendations seek to progress the development of the Bridgetown Youth Precinct at Somme Creek Parkland in alignment with identified Corporate Business Plan Action Items.

Background

The Youth Leadership Team was formed to assist Council to connect and engage with young people throughout the Shire. The Youth Leadership Team continues to work together to implement Council's Youth Plan by identifying, prioritising and progressing strategies from the Youth Plan. One of the priorities is the development of the Youth Precinct between the Library and the Bridgetown Leisure Centre.

To begin the process in alignment with Council's Project Management Framework, Skate Sculpture (Perth based company) were commissioned to complete community consultation to determine the types of features young people, and the broader community, identified as important to include in the proposed Youth Precinct (the area between the Library and the Pool that currently includes the skate park).

The consultation was undertaken in September 2018 with the support of Council's Youth Leadership Team. The consultation included group workshops at Bridgetown High School, Bridgetown Primary School and Kearnan College and a community consultation session at the skate park.

Each session began with a presentation of international trends in youth facility design. The participants were then offered the opportunity to brainstorm ideas and a catalogue of 75 popular youth elements and obstacles were provided for young people to design their ultimate precinct.

Sixty four surveys were received resulting in the determination of the most popular youth, skate and place-making items that the young people of Bridgetown would like to see in their potential youth precinct.

A site inspection of the Bridgetown Skate Park was also undertaken to assess the surface condition and general safety of the current skate park. Several important maintenance and safety measures were identified and prioritized to extend the life of the park and maximize functionality.

The Bridgetown Youth Precinct Consultation Report was presented to Council at the Concept Forum on 14 February 2019, outlining the findings and recommendations of the community consultation. At the forum Council determined that the budget for the project would not exceed \$500,000 and the design would include the following elements:

- Repair to original skate park
- A half bowl to finish of the original skate park
- Painting of current basketball court-refurb
- Seating
- Shade
- WiFi
- Pump track

Council would consider the following elements depending on design and cost

- Bowl or street elements along a path to connect to another facility (library, BLC, pump track)
- Trampolines
- Some elements of parkour

The design will not include;

- Toilet
- Water fountain
- Art wall
- Rock climbing wall

- Flying fox

This information was passed on to Skate Sculpture to complete the consultation report in alignment with the direction provided by Council (attachment 17).

Officer Comment

If Council supports the recommendations, a concept design based on the results of the community consultation and Council feedback, including associated cost estimates, will be developed and presented to Council in alignment with the Project Management Framework. The concept design would include a second round of engagement with young people and the broader community to refine the concept design prior to being presented to Council for endorsement.

Discussions with Lotterywest representatives has indicated that, under their new “outcome based” framework, they are unlikely to cover costs associated with the concept or detailed design of a project, however, they will include planning costs as part of the organisation’s overall contribution to the project when considering the funding application for construction.

Over the 2018-2019 financial year the Youth Leadership Team have hosted a number of youth events including a Skate/BMX Competition, Youth Awards Night, Indoor Movie Night and Hang Out @the Rec. It is unlikely that another event will be held before the end of this financial year. There is a sum of \$5,000 remaining in the Youth Event account (PJ07), which could be transferred to the Youth Precinct account (PJ06) enabling the concept planning stage of this project to begin prior to the conclusion of the current financial year.

Statutory Environment - Not Applicable

Integrated Planning

- Strategic Community Plan
Key Goal 3 – Our built environment is maintained, protected and enhanced
Objective 3.2 – Outdoor spaces, places and buildings are fit for purpose
Strategy 3.2.1 – Community spaces and buildings accommodate a wide range of interests and activities
- Corporate Business Plan
Action 3.2.1.1 – Plan for a youth precinct and hang out space in Bridgetown by completing and enhancing the skate park, creating linkages with the leisure centre, library and improving amenities such as shade, seating, landscaping and Wi-Fi.
- Long Term Financial Plan
The Long Term Financial Plan incorporates the expenditure identified under the Corporate Business Plan. Development of concept and detailed project plans and costings assists to inform the accuracy of these plans.
- Asset Management Plans
As the infrastructure involved in the Youth Precinct Project will be constructed on Shire managed land this infrastructure will be included in Councils Asset Management and Building Maintenance Plans on completion of the construction stage of the project.

- Workforce Plan – Not Applicable
- Other Integrated Planning
Youth Plan 2017-2021
Focus area – Spaces and Places To Be
Goal – Outdoor spaces and physical places used by young people are fit-for-purpose and resources based on demonstrated demand
Strategy S1 – Community spaces and buildings can be adapted to accommodate a wide range of interests and activities
Action S1.1 – Plan for a youth precinct and hang out space in Bridgetown by completing and enhancing the skate park, creating linkages with the leisure centre, library and improving amenities such as shade, seating, landscaping and Wi-Fi.

Budget Implications

Should Council endorse the recommendations it is proposed that expenditure will increase in the Youth Precinct Hang Out Space, account, GL PJ06, by \$5,000 to be transferred from the Youth Event account, GL PJ07, to cover the costs associated with the completion of the concept design for the Youth Precinct.

Fiscal Equity

The recommendation support the principles of fiscal equity by ensuring that Councils financial contribution intended to support young people within the community will be directed toward a project identified by youth as a priority.

Whole of Life Accounting

During the planning and detailed design stage of this project, an assessment of the maintenance requirements of the final outcome of the Youth Precinct Project will be undertaken to identify the ongoing whole of life cycle costings associated with infrastructure maintenance and the required workforce implications to inform Council decision making processes.

Social Equity

The aim of the recommendations is to provide a safe youth precinct including infrastructure that will cater for a wide range of interests and activities to support the inclusion of young people as a vital part of the community.

Ecological Equity – Not Applicable

Cultural Equity

Council will fulfil the principles of cultural equity by engaging young people and community in each stage of the development of the Youth Precinct to ensure the outcome is reflective of the needs and interests of the community.

Risk Management

The recommendations mitigate Council's exposure to risk through the comprehensive planning process being undertaken as part of the Project Management Framework. Development of risk management plans is required for all Shire projects and funding applications. Risk is also mitigated by adhering to the recommendations in the Bridgetown Youth Precinct Community Consultation Report pertaining to the maintenance and repair requirements to the current skate park, that will be included as part of the project.

Continuous Improvement

The recommendations achieve continuous improvement principles by ensuring a comprehensive planning process that includes community consultation, feedback and input to allow the project to be delivered in alignment with community needs and expectations and by implementing the key objectives identified within Council's Strategic Community Plan and Youth Plan 2017-2021.

Voting Requirements - Simple Majority

Council Decision Moved Cr Scallan, Seconded Cr Nicholas

C.14/0519 That Council

- 1. Endorse the Bridgetown Youth Precinct Community Consultation report.**
- 2. Progress the Bridgetown Youth Precinct project to the concept design and preliminary cost estimate stage.**
- 3. Increase expenditure in the Youth Precinct Hang Out Space account (PJ06) by \$5,000 by transferring \$5,000 from account PJ07 (Youth Event) to account PJ06 (Youth Precinct Hang Out) to complete the concept design and preliminary cost estimates for the Youth Precinct Project.**

Carried 7/0

ITEM NO.	C.15/0519	FILE REF.	223.1
SUBJECT	Warren Blackwood 2050 Cycling Strategy		
PROPONENT	Trails Development Advisory Committee		
OFFICER	Grants and Services Manager		
DATE OF REPORT	May 2019		

Attachment 18 Warren Blackwood 2050 Cycling Strategy

OFFICER RECOMMENDATION that Council:

- 1. Endorses the Warren-Blackwood 2050 Cycling Strategy prepared by the Western Australia Bike Network for Department of Transport.*
- 2. Consider in the next review of the 10 Year Strategic Works Program the inclusion of the priority actions/projects listed for the Shire of Bridgetown-Greenbushes.*
- 3. Include in the next review of the Corporate Business Plan an action proposing the implementation of the Warren Blackwood 2050 Cycling Strategy with timelines and expenditure associated with the implementation to be determined during the review process.*

Summary/Purpose

The recommendations seek to determine Council's view with regard to the Warren Blackwood 2050 Cycling Strategy and determine Council's commitment to the short term action items identified within the strategy.

Background

The Western Australia Bike Network (WABN) Plan 2014-2031 identifies key actions to improve planning for cycling in the regions. Specifically, to identify any gaps in existing networks, plan for future growth corridors and produce strategic and operational plans for key regional centers and surrounding areas. Reflecting this priority, the Department of Transport (DoT) started working with local governments across regional WA in 2017 to develop aspirational, long-term cycling strategies.

During 2017 and 2018 DoT has collaborated with the South West Development Commission and the Shires of Bridgetown-Greenbushes, Boyup Brook, Manjimup and Nannup to develop the Warren-Blackwood 2050 Cycling Strategy. The document sets out a blueprint for connecting, enhancing and extending the region's cycle network through the development of an interconnected network of 'off-road' shared paths and trails, protected 'on-road' bike lanes and low-stress residential streets. Opportunities to improve safety for road cyclists are also detailed in this strategy. As is the case for all cycling strategies in WA going forward a route hierarchy comprising five typologies has been used to define the future cycling network.

In developing this long-term, aspirational strategy, extensive consultation has been undertaken with key stakeholders and the local community. The consultation has helped to refine the overarching aims and objectives of the strategy, as well as clarify the community's expectations in terms of where key routes are most needed and the requirements of different user groups.

The consultants undertaking the strategy on behalf of DoT, completed the following local consultation process:

- Meeting with the Senior Technical Engineering Officer and Grants and Services Manager on 30 October 2017
- Community consultation drop in session on 30 November 2017 (phase 1)
- Council briefing 6 September 2018
- Community comment period 24 October 2018 – 14 November 2018 (Phase 2)
- Summary of the outcomes of these sessions detailed in section (pages 81-83) of the strategy.

Officer Comment

Research and consultation has shown that there is significant potential to create world-class cycling facilities in the Warren-Blackwood sub-region. Opportunities identified during the consultation include repurposing the extensive network of inactive rail lines that pass through the 4 shires, enhancing local river trails to increase accessibility within the town sites and improving the bike friendliness of main streets to make cycling a more compelling transport choice particularly for short urban trips. The growing popularity, practicality and affordability of electric-bikes is a key consideration for this sub-region, with the potential to revolutionize how people get around towns with hilly terrain and challenging topography such as Bridgetown, Nannup and Pemberton.

There are also several opportunities to establish long-distance and inter-regional cycling routes, both within the Warren-Blackwood sub-region and connecting to the Bunbury-Wellington and Leeuwin-Naturaliste sub-regions where long term cycling

strategies have also been developed. Together, these documents will help enable the south west region to position itself as a world-class cycle tourism destination.

In developing this long-term, aspirational strategy community consultation has helped to refine the overarching aims and objectives of the strategy, as well as clarify the community's expectations in terms of identifying where key routes are most needed and the requirements of different user groups.

The Warren-Blackwood 2050 Cycling Strategy outlines the way forward through the identification of key themes and opportunities for cycling in the sub-region. These can be summarised as follows:

- Harnessing the potential of rail corridors;
- Capitalising on watercourses;
- Making cycling an attractive choice for short urban trips; and
- Maximizing the Warren-Blackwood's cycle tourism potential.

The Warren-Blackwood 2050 Cycling Strategy is accompanied by a short-term action plan that reflects the priorities identified in the strategy. The plan will help to inform future investment through the Regional Bike Network (RBN) Grants Program, local government capital works programs and other potential funding sources.

The priority projects identified over the next 5 years in the Shire of Bridgetown-Greenbushes are summarised below, with a list of all actions across the subregion provided in Attachment 1 of the Warren-Blackwood 2050 Cycling Strategy (Attachment 18).

Shire of Bridgetown-Greenbushes Priority Projects 2020-2025

Developing the Primary Network		
Action	Lead agency (or agencies)	Timeframe
Investigate developing a shared path along the dormant rail corridor through Bridgetown between Williams Street and the Blackwood River. The proposed path would form the primary north-south walking and cycling route through the Bridgetown town site.	Shire of Bridgetown-Greenbushes	Within 3 years
Developing the Secondary Network		
Action	Lead agency (or agencies)	Timeframe
Develop a secondary route along Blechynden/Rowley Street (from Spencer Street to Giblett Road).	Shire of Bridgetown-Greenbushes	Within 3 years
Develop a secondary route along Bridgetown-Boyup Brook Road (from Forrest Street to Les Woodhead Avenue) creating a walking and cycling link to the Bridgetown Sports Ground.	Shire of Bridgetown-Greenbushes	Within 5 years
Developing the Local Network		
Action	Lead agency (or agencies)	Timeframe
Extend the Spencer Street shared path south to Layman Street, providing an additional connection to the	Shire of Bridgetown-	Within 5 years

Blackwood River trail circuit.	Greenbushes	
Develop a local route along Mica Street/Spring Gully Road, linking the town centre to Greenbushes Pool.	Shire of Bridgetown-Greenbushes	Within 5 years
Developing the Tourist Trails		
Action	Lead agency (or agencies)	Timeframe
Assess the feasibility of establishing a sign posted “Blackwood Valley Cycle Touring Route” using back roads, firebreaks and forestry tracks linking Boyup Brook, Bridgetown and Nannup.	Shires of Boyup Brook, Bridgetown-Greenbushes and Nannup	Within 3 years
Undertake preliminary discussions with rail custodians to determine the feasibility of using the rail corridor as a long-distance tourist trail.	Shires of Dardanup, Donnybrook-Balingup, Bridgetown-Greenbushes and Manjimup, SWDC, DoT	Within 2 years
Developing the Road Cycling Routes		
Action	Lead agency (or agencies)	Timeframe
Formalise a road cycling route along Brockman Highway, Nannup-Balingup Road, Jayes Road, Grimwade-Greenbushes Road and Maranup Ford Road. Already popular with local and visiting road cyclists, this 105km long route also forms one of the stages of the <i>Tour of Margaret River</i> cycling race.	Shire Bridgetown Greenbushes, Shire of Nannup, Shire of Donnybrook-Balingup, Main Roads WA, Road Safety Commission, DoT	Within 3 years
Additional road cycling routes to be considered following implementation of the above trial. Routes to be identified both within the Warren-Blackwood subregion and linking to adjoining subregions.	All LGAs, SWDC, Main Roads WA, Road Safety Commission, DoT	Within 5 years

DoT has requested that, if Council endorse the Warren Blackwood 2050 Cycling Strategy, the Shire would report on the progress of the priority actions on an annual basis to enable monitoring. How this would happen is unclear.

The strategic priorities identified in the action plan will be reviewed by DoT, in consultation the key stakeholders and community every 5 years to ensure current conditions are reflected and relevant projects are prioritized. The 2050 Warren-Blackwood cycling network should remain consistent over the medium term.

A review of the entire strategy every 8-10 years will allow any new opportunities to be identified and incorporated into a revised document.

Statutory Environment - Nil

Integrated Planning

- Strategic Community 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
- Corporate Business Plan
If supported by Council, it is anticipated that relevant actions will be incorporated into the annual review of the Corporate Business Plan commencing with the 2020-2021 review of the Plan.
- Long Term Financial Plan
The Long Term Financial Plan incorporates the expenditure identified under the Corporate Business Plan.
- Asset Management Plans
Infrastructure developments will be included in Council's relevant asset management plans.
- Workforce Plan
During the planning and design stage of the identified projects, an assessment of the maintenance requirements of the final outcomes will be undertaken to identify the required workforce implications.
- Other Integrated Planning
Local Trail Plan 2017-2021
Sport and Recreation Plan
10 Year Strategic Works Plan

Budget Implications

There are no budgetary implications associated with these recommendations during the current financial year.

Fiscal Equity

The potential procurement of external grant funding for the development and delivery of the short term action items identified in the Warren-Blackwood 2050 Cycling Strategy would enable Council to achieve fiscal equity by minimizing expenditure from general revenue to implement the short term actions identified in the strategy.

Whole of Life Accounting

Council continues to invest in the development of trails through the Trails Advisory Committee and the ongoing annual trails budget allocation. These resources have been utilised to develop trails locally and regionally. Whole of life accounting principles are achieved by aligning trails development within the local and regional areas to be aligned with state strategies and actions.

Social Equity

Providing opportunities for interest groups within the broader community to provide input into local and regional plans directly affecting the development of infrastructure supporting that interest fulfils the principles of social equity.

Ecological Equity - Not Applicable

Cultural Equity – Not Applicable

Risk Management

The recommendation mitigates Council's exposure to risk through a comprehensive consultation and planning process for infrastructure developments. Development of risk management plans is required for all Shire projects and funding applications.

Continuous Improvement

The principles of continuous improvement are achieved by supporting state and regional strategic documents that aim to formalise planning, development, centralise data collection, maintenance support and trail promotion to provide ongoing support and guidance to trail development.

Voting Requirements – Simple Majority

Council Decision Moved Cr Mackman, Seconded Cr Scallan

C.15/0519 That Council:

- 1. Endorses the Warren-Blackwood 2050 Cycling Strategy prepared by the Western Australia Bike Network for Department of Transport.**
- 2. Consider in the next review of the 10 Year Strategic Works Program the inclusion of the priority actions/projects listed for the Shire of Bridgetown-Greenbushes.**
- 3. Include in the next review of the Corporate Business Plan an action proposing the implementation of the Warren Blackwood 2050 Cycling Strategy with timelines and expenditure associated with the implementation to be determined during the review process.**

Carried 7/0

ITEM NO.	C.16/0519	FILE REF.	453.1.1
SUBJECT	Blackwood River Foreshore Development		
PROPONENT	Council		
OFFICER	Grants and Services Manager		
DATE OF REPORT	May 2019		

Attachment 19 Concept Plans for Blackwood River Foreshore Development
Attachment 20 Schedule of Comments

OFFICER RECOMMENDATION that Council

- 1. Note the Schedule of Submissions received as a result of the final period of community consultation period on the revised concept plans for the Blackwood River Foreshore Development Project.*
- 2. Adopt the revised draft Blackwood River Foreshore Development Concept Plan as per attachment 19 and amend to include the change identified in Attachment 20 as follows:*

The location of the proposed interpretive signage currently indicated to be placed in front of Riverwood House will be reviewed in consultation the residents of Riverwood House to ensure the location of the signage is beneficial to trail users without negatively impacting on residents.

- 3. Determine to progress Blackwood River Foreshore Development Project to detailed design and costings for the Old Rectory Walk and Boardwalk elements of the project.*

Summary/Purpose

The recommendations seek to progress the Blackwood River Foreshore Development to detailed design and costings for the Boardwalk and Old Rectory Walk elements of the project.

Background

The Blackwood River Foreshore Development Project fulfills a high priority objective in the Warren Blackwood Regional Trails Master Plan - to upgrade the Old Rectory Walk. This proposal also works towards fulfilling objectives in the Strategic Community Plan, the Corporate Business Plan, the Sport and Recreation Plan and the Public Art Strategy concerning the ongoing development of trails (canoe, walk and art) and aligns with the Strategic Community Plan regarding greater access to the Blackwood River for recreational and commercial use.

The consultants were provided with a broad scope for this project requesting a concept design that was innovative and interesting, enabling improved access to the river. The design was to consider ecological and sustainable principles and celebrate the unique qualities of the local landscape. The elements to be included in the concept proposal were:

- Public art
- Canoe ramp
- River access
- Seating and shelter infrastructure and

- Old Rectory Walk upgrade
- Redesign of the boardwalk

At the August 2018 Concept Forum Mel Holland, Landscape Architect from Emerge Associates - Environmental Consultants and Landscape Architects presented the concept plans for the Blackwood River Foreshore development project to Councillors.

In August 2018 (C.12/0818) Council noted and formally received the concept plans provided by Emerge Associates for the Blackwood River Foreshore Development from the existing pedestrian bridge through to the western end of the Old Rectory Walk (13 hectares). Council also determined to seek community comment on the concept plans for a period for 5 weeks from Monday 3 September to Friday 5 October 2018, prior to the plans being presented back to Council for formal endorsement.

At the conclusion of this period, feedback was received from a number of community residents and Council's Sustainability Advisory Committee that they were unaware of the project or consultation period. While the concept plans had been displayed in the Shire foyer and at the Bridgetown CRC and hard copies had been available for interested parties to review and comment on, the concept plans had not been uploaded to the Shire website or promoted on Facebook. These promotional elements were identified as important for the consultation processes.

Subsequently, in October 2018 (C.07/1018) Council extended the opportunity for community consultation on the Blackwood River Foreshore Development Project concept plans for a further 3 weeks commencing on Monday 29 October 2018 and concluding on Friday 16 November 2018.

After the second consultation period the plans and summary of the submissions were taken to the Concept Forum in February 2019 for Councillors to review and provide direction. There were 12 submissions received in response to the proposed concept plans.

A summary of the subjects covered in the submissions was collated as follows:

- Native vegetation
 - Replanting of locally native vegetation
 - Species of turf
 - Water management through planting and flora maintenance
- Flood damage to infrastructure
 - Most comments were concerned with the flood events destroying the proposed infrastructure
- Ongoing issues with the maintenance of existing and newly planted vegetation (under-pruning and removal of vegetation)
- Effectiveness of swale rock pitching
- Stagnant ponds breeding ground for frogs and other species
- No Old Rectory Walk path improvements
- No boat ramp or new car park

Council determined to make changes to the concept plans based on the results of the community consultation. The revised concept plans were reviewed by Councilors at the March Concept Forum. A few minor changes were made prior to going back to community for further consideration and comment. The third community comment period ran for 4 weeks from 13 February 2019 to 14 April 2019. Four submissions were received during this period. A summary of the results of this consultation are outlined in the Schedule of Submissions, Attachment 20. A summary of the focus points of the consultation follows:

- Generalized positive feedback on changes
- Disappointment at asphaltting the Old Rectory Walk
- Concern over the placement of the proposed Sculpture Garden
- Requesting a different location for the interpretive sign near Riverwood House
- Include a cement slipway near the traffic bridge where many canoeists and boats enter the river

Officer's comments to each submission are included in the Schedule of Submissions (Attachment 20).

Officer Comment

The final consultation period has resulted in generally positive feedback, with one recommended change to the concept plans arising from the feedback. Should the officer recommendations be endorsed, the amended concept plans will inform the development of the detailed plans and costings. These will be presented to Council for endorsement in due course and will then inform external grant applications for the construction stage.

Statutory Environment

Aboriginal Heritage Act 1972 – the Shire has received approval from the Department of Aboriginal Affairs for this project under section 18 of the Act.

Integrated Planning

➤ Strategic Community 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.

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.

➤ Corporate Business Plan

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

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
The Long Term Financial Plan incorporates the expenditure identified under the Corporate Business Plan.
- Asset Management Plans
As the infrastructure involved in the Foreshore Development project will be constructed on Shire managed land this infrastructure will be included in Councils Asset Management and Building Maintenance Plans on completion of the construction stage of the project.
- Workforce Plan
During the detailed planning and design stage of this project, an assessment of the maintenance requirements will be undertaken to identify the ongoing whole of life cycle costings associated with infrastructure maintenance and the required workforce implications.
- Other Integrated Planning
 - Local Trails Plan
 - Sport and Recreation Plan

Budget Implications

There are no new budget implications associated with the detailed design stage of the project. Both the concept and detailed design stages of the project are being funded by a Lotterywest grant (\$42,187) and the insurance payment received by LGIS to cover the flood damage sustained to the boardwalk in 2017. This income and expenditure is reflected in the current annual budget.

Fiscal Equity

The procurement of an external funding grant for the planning stage of the Blackwood River Foreshore Development enabled Council to achieve fiscal equity by minimizing expenditure from general revenue in implementing Council's Strategic Community Plan.

Whole of Life Accounting

During the planning and design stage of this project, an assessment of the maintenance requirements of the final outcomes will be undertaken to identify the ongoing whole of life cycle costings associated with infrastructure maintenance and the required workforce implications.

Social Equity

Ensuring universal accessibility to trails, bushland and nature by providing accessible pathways on trails and public spaces supports the principles of social equity.

Ecological Equity

The principles of ecological equity are addressed by providing well planned, managed and maintained trails and public spaces that mitigate the impact of community members and visitors on natural environments by delineating areas and pathways for use.

Cultural Equity – Not Applicable

Risk Management

The recommendations mitigate Council's exposure to risk through a comprehensive planning process for infrastructure developments. Development of risk management plans is required for all Shire projects and funding applications.

Continuous Improvement

The recommendations achieve continuous improvement principles by ensuring a comprehensive planning process that includes opportunity for community consultation, feedback and input to allow for the project to be delivered in alignment with community needs and expectations.

Voting Requirements – Simple Majority

Council Decision Moved Cr Bookless, Seconded Cr Wilson C.16/0519 That Council

- 1. Note the Schedule of Submissions received as a result of the final period of community consultation period on the revised concept plans for the Blackwood River Foreshore Development Project.**
- 2. Adopt the revised draft Blackwood River Foreshore Development Concept Plan as per attachment 19 and amend to include the change identified in Attachment 20 as follows:**

The location of the proposed interpretive signage currently indicated to be placed in front of Riverwood House will be reviewed in consultation with the residents of Riverwood House to ensure the location of the signage is beneficial to trail users without negatively impacting on residents.

- 3. Determine to progress Blackwood River Foreshore Development Project to detailed design and costings for the Old Rectory Walk and Boardwalk elements of the project.**

Carried 7/0

ITEM NO.	C.17/0519	FILE REF.	281
SUBJECT	Water Corporation Art Project		
PROPONENT	Council		
OFFICER	Grants and Services Manager		
DATE OF REPORT	May 2019		

Attachment 21 Site Map

OFFICER RECOMMENDATION that Council accepts \$15,000 (ex GST) unbudgeted income from the Water Corporation in the 2018-2019 financial year and associated expenditure on a community art project in the 2019-20 financial year.

OFFICER RECOMMENDATION that the artists and Bridgetown Landcare provide details, including design work, to Council for formal endorsement prior to the development being commissioned.

Summary/Purpose

This recommendation seeks formal receipt of unbudgeted income from the Water Corporation and endorsement of related expenditure on a community art project located at the sewerage pump station and surrounding area behind the Mini Mart (corner of Hampton Street and Loftie Street - map attached).

The financial contribution to cover the total cost of the art project is offered to Council by the Water Corporation as a way of thanking the Bridgetown community for their patience during the extended period of disruption during the installation of the State Government's infill sewerage program on Steere Street.

Background

During 2018 the Water Corporation completed construction of the Infill Sewerage Area Bridgetown 1F as part of the State Government's Infill Sewerage Program. This connected an additional 266 lots in the eastern portion of Bridgetown to infill sewerage systems. The project allowed for the transfer of wastewater from these residential properties via a network of buried pipes for the safe treatment and disposal at the water treatment facility north of the Bridgetown Golf Course. The original time frame for this project was 3 months. Due to a range of issues regarding provision of service by Water Corporation and their contractors, the project took 18 months with some remedial works still to be completed.

The Water Corporation recognised that the works were very disruptive to the community. In post-project discussions with Shire officers the opportunity for the Water Corporation to contribute towards a suitable community project was raised, leading to the identification of the proposed art project on or around the Water Corporation Pump Station on Loftie Street.

Bridgetown Landcare has agreed to complete landscaping onsite and two local artists have been approached to participate to create one mural and one sculpture for the site. The final outcome will be included in the second edition of the Art Trail booklet along with any other public art installations not already included in Bridgetown and Greenbushes.

Officer Comment

Council's Corporate Business Plan identifies that Council will support projects that improve promotion of the Shire as a tourism destination, support external funded public art and support events that promote local business and encourage community participation.

Council's Public Art Strategy states that Council *"understands that the impact of public art on a community is priceless and immeasurable. Public art has the power to energize public spaces, arouse thinking and transform the places where residents live, work and play into a more welcoming, beautiful and enriching environments. Public art enhances the quality of life by encouraging a heightened sense of place, by sharing the stories of the community (past and present) and by introducing people to works of art that can positively impact on them, and generations to come. Public art expresses the community's positive sense of identity and values.*

In addition to community enrichment, public art increases the community's assets and has the potential to encourage visitors to the area, whose casual spend will provide ongoing economic benefit to the community. A co-ordinated and planned

approach to public art will ensure that the Bridgetown and Greenbushes communities will continue to receive the myriad of benefits that result from a public art program.

Council is committed to the implementation of public art programs that are sympathetic to the natural environment and reflect the environmental, cultural, historic and social nuances of the area”.

The Public Art Strategy identifies key areas which reflect Council's preference for the installation of artwork in Bridgetown. While the location of the proposed artwork is not one of the identified areas in the Strategy, the site has been identified in consultation with Water Corporation representatives. The site is considered to be highly visible and will complement existing art in the area - being the mural on the wall of the Mini Mart. The exact location of the sculpture has not been determined in relation to the Sewerage Pump Station which will feature the mural. When the artistic designs and landscaping design are presented to Council for formal endorsement, the exact location of the sculpture will be determined and identified. This is relevant in so far as the sculpture may be located on a reserve vested in the Shire, land owned by the Mini-Mart owners or Water Corporation which will impact on the asset management portfolio of the relevant landowner. This will also impact on the responsible entity for the insurance of the sculpture, noting that the existing public art sculptures are insured by the Shire. Best practice will require a clear identification of ownership and responsibility for the sculpture as the project progresses.

Renowned local artists Jean Barrett and Wayne Schilders have indicated their interest in undertaking the art works, namely, a mural on the sewerage pump station and the installation of a sculpture to be located in the proposed landscaped area surrounding the pump station. Neither artist has been involved in the Bridgetown Art Trail to this point. This project provides the opportunity to display the talents of 2 more local artists as part of the ongoing development of the Bridgetown Art Trail project. Both artists and Bridgetown Landcare will supply concept designs of for Council's consideration prior to the commencement of works.

Water Corporation has provided a contact in TAFE where students may be interested in providing the seating without charge, otherwise Men in Sheds will be approached to construct the seating for the area and will be paid from the funds provided by Water Corporation.

Once the artwork and landscaping is complete, the beautification of this unused area surrounding the pump station will provide locals and visitors to Bridgetown an attractive natural environ to enjoy the public art pieces.

Statutory Environment – Not applicable

Integrated Planning

➤ Strategic Community Plan

Objective 1.1.1 - A diverse economy that provides a range of business and employment opportunities.

Strategy 1.1.2. - Develop and implement strategic plans and actions that attract economic development

Strategy 1.1.10 - Deliver or support a range of events where a demonstrable community benefit can be shown.

Objective 4.1 A cohesive community with a strength of pride

Strategy 4.1.1 - Deliver and support a wide range of community activities, events and associated infrastructure

Strategy 4.1.2 - Deliver programs that encourage community interaction and participation.

➤ Corporate Business Plan

Action 1.1.2.3 – Improve promotion of the Shire as a tourism destination

Action 1.1.10.1 – Support festivals and events that promote local businesses and encourage community participation.

Action 4.1.1.1 – Support the development of externally funded public art

Action 4.1.2.1 – Support a community based approach to the provision of art and culture development

➤ Long Term Financial Plan – not applicable

➤ Asset Management Plans –not applicable

➤ Workforce Plan – not applicable

➤ Other Integrated Planning

Shire of Bridgetown Greenbushes Public Art Strategy

Budget Implications

Should Council endorse the officer recommendations it is proposed that the 2018-2019 budget will reflect the income of \$15,000 provided by Water Corporation (GL 1370070.67) and related expenditure (PJ29) with the expenditure to be carried forward into the 2019-2020 financial year when the project will (predominantly) occur.

Fiscal Equity

The provision of external funds enables Council to achieve fiscal equity by minimizing expenditure from general revenue in implementing Council's Strategic Community Plan and informing strategies.

Whole of Life Accounting

The principles of Whole of Life Accounting are met by engaging in discussions with the artists and Landcare regarding the ongoing maintenance of the art installations and surrounds to ensure they are aware that Council funds will not be required in the future to 'touch up' or maintain the works or surrounding landscaping. Along with the rest of the Bridgetown Art Trail the intent is for the art works to fade with the passage time. Costs of insuring the sculpture may be required and this will be explored further with the artist with clear ownership of the piece being established to determine the responsible party for the sculpture.

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

The principles of risk management are met by ensuring that the proposed project aligns with Council's Strategic Community Plan and Corporate Business Plan.

Continuous Improvement

The principles of continuous improvement are met by ensuring the artist designs are considered and approved by Council prior to the art work being commissioned and by adding value to the existing Art Trail as community and tourism benefits and attractors.

Voting Requirements – Absolute Majority

**Council Decision Moved Cr Wilson, Seconded Cr Nicholas
C.17/0519**

- ***That Council accepts \$15,000 (ex GST) unbudgeted income from the Water Corporation in the 2018-2019 financial year and associated expenditure on a community art project in the 2019-20 financial year.***
- ***That the artists and Bridgetown Landcare provide details, including design work, to Council for formal endorsement prior to the development being commissioned.***

Carried 7/0

Receival of Minutes from Management Committees – Nil

Urgent Business Approved by Decision

Responses to Elected Member Questions Taken on Notice - Nil

Elected Members Questions With Notice

Cr Nicholas

The Local Government Amendment Bill 2019 is due to be debated in Parliament on 7th May and appears likely to be passed, in light of the fact that these amendments are endorsed by WALGA.

The amendments to the Act which cover gifts, universal training, standards of behaviour, CEO recruitment and performance review, public notice and access to information, and administrative efficiencies.

While I accept that the Bill has not yet law, but is planned to be through the Parliament by 30th June, are there issues in any of these areas that the Council now needs to act upon so that it is not having to make hasty changes without due

consideration. I am particularly interested in what changes are being mooted in respect of CEO Review process and whether the current CEO Review Committee needs to be aware of these changes as such a review will be due in July 2019. Similarly, with an election in October, what ramifications do amendments to gifts, universal training, standards of behaviour mean to prospective nominees?

Response

The current review of the Local Government Act has been a two-phase process. The first phase has been dealing with issues such as simplifying the gift provisions, providing Local Governments with the ability to advertise electronically rather than placing advertisements in newspapers, reviewing codes of conduct and providing for standards and policies around the CEO recruitment and performance review process. The second phase of the Act review process is a complete review of the Act that will provide for a Green Bill to be considered and ultimately a New Local Government Act.

The phase 1 changes have been included in the Local Government Amendment Bill 2019 which was introduced in the Legislative Assembly by the Minister for Local Government on 14 March 2019 and was subsequently endorsed by the Assembly on 11 April 2019. The Bill will now be debated in the Legislative Council from 7 May 2019.

This Bill includes amendments to the Local Government Act dealing with the matters summarized in your question. The Bill will need to pass through the Parliament by 30 June 2019 to allow for the provisions around Universal Training to apply for the 2019 elections.

The proposal around universal training for all candidates at Local Government elections requires each candidate to attend an information session as part of their nomination requirement. This will be an on-line information session that the Department of Local Government, Sport and Cultural Industries will run and will not include any assessment.

In addition, all new and re-elected elected members will need to carry out training on five (5) core units in 12 months following being elected. These core units are:

- Understanding Local Government
- Conflicts of Interest
- Serving on Council
- Understanding Financial Reports and Budgets
- Meeting Procedures and Debating

If the Bill passes through Parliament, new and re-elected Elected Members at 2019 Local Government Elections will be required to complete the five (5) core units above within 12 months of their election. Sitting Elected Members whose term of office does not conclude until the 2021 Local Government Elections, will only be required to complete the training in the 12-months following their re-election in October 2021. They can however choose to do the core units at the same time as the newly elected or re-elected members, thus potentially saving costs to the local government over a 3 year period.

On behalf of the local government sector WALGA has taken the position that as this requirement for training is the State Government's proposal it should fund the costs. However WALGA is advising that in the absence of a State Government funding commitment Councils may wish to include funds in their 2019/20 budgets for universal training.

WALGA is developing a blended program of training, ranging from in-person training courses to e-learning modules. The cost is estimated to range from \$5,000 for e-learning modules for all elected members over a 12 month period, to \$2,390 per elected member for a blend of e-learning and in-person training courses, and over \$3,000 per elected member for a blend of regional in-person training courses (3) and e-learning modules (2).

It is intended that unless a funding commitment is provided by the State government in the imminent future that provision of \$5,000 will be made in Council's draft 2019/20 budget for funding of the 5 e-learning modules for all councillors.

With respect to the issue concerning CEO performance reviews it is noted that the next performance review of the CEO is scheduled to commence in July 2019. The Local Government Amendment Bill 2019 does propose the preparation of regulations providing for a set of model standards, including for CEO performance review. If at the time of undertaking the next CEO performance review these model standards have been released there would be a requirement to comply with those standards. At this stage it isn't expected that the standards would significantly change the processes currently used by this council for the CEO performance review process as the issues and concerns surrounding this issue in the relevant discussion paper are not necessarily applicable in our case.

Proposed changes to gifts rules are also not expected to have any great impact on current procedures at the Shire of Bridgetown-Greenbushes.

The Local Government Amendment Bill 2019 is proposing a model code of conduct will be developed and Councils will have to amend their existing code of conduct within 3 months of it being released. Assuming changes to Council's existing code of conduct occurs all elected members and staff will have to commit to complying with the contents of the amended code of conduct. This is a reasonably straight forward administrative process.

Any changes made under the "administrative efficiencies" component could trigger amendments to Council policies. These would be dealt with progressively or at the annual review of policies, depending upon the timing of the legislative process.

In summary, the main and immediate issue for Council to consider is the provision of funds in its 2019/20 budget to cover the costs of universal training in the event that these costs have to be met by each local government. As stated earlier a sum of \$5,000 is proposed to be included in the draft 2019/20 budget to cover the costs of e-learning modules for the 5 core units.

Notice of Motions for Consideration at the Next Meeting - Nil

Matters Behind Closed Doors (Confidential Items) - Nil

Closure

The Presiding Member closed the Meeting at 7.07pm

List of Attachments

Attachment	Item No.	Details
1	C.02/0519	2019 Determination of the Salaries and Allowances Tribunal for Local Government Chief Executive Officers and Elected Members
2	C.06/0519	Draft 2019/20 Firebreak and Fuel Hazard Reduction Notice
3	C.07/0519	Rolling Action Sheet
4	C.08/0519	Draft 2019/20 Schedule of Fees & Charges
5	C.09/0519	Objectives and Reasons for Proposed Differential Rates for the Year ending 30 June 2020
6	C.10/0519	April 2019 Financial Activity Statements
7	C.10/0519	List of Accounts Paid in April 2019
8	C.11/0519	Location Plan
9	C.11/0519	Proposed Plan
10	C.11/0519	Applicant's Submission/Photographs
11	C.12/0519	Public Submission
12	C.12/0519	Proposed Road Naming Advertisement
13	C.12/0519	Road Naming Background
14	C.13/0519	Community Group Grants, Service Agreements, CEO and other Donations Spreadsheet
15	C.13/0519	Service Agreement Application Blues @ Bridgetown
16	C.14/0519	Bridgetown Youth Precinct Community Consultation Report
17	C.14/0519	Bridgetown Youth Precinct – Request for Quote – Community Consultation and Concept Design
18	C.15/0519	Warren Blackwood 2050 Cycling Strategy
19	C.16/0519	Concept Plans for Blackwood River Foreshore Development
20	C.16/0519	Schedule of Comments
21	C.17/0519	Site Map

Minutes checked and authorised by T Clynch, CEO		23.5.19
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As Presiding Member, I certify that the Minutes of the Council Meeting held 30 May 2019 were confirmed as a true and correct record of the proceedings of that meeting at the Ordinary Meeting of Council held on 27 June 2019

..... 27 June 2019