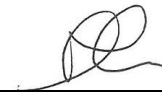


## NOTICE OF AN ORDINARY MEETING OF COUNCIL

Dear Council Member

The next Ordinary Meeting of the Shire of Bridgetown-Greenbushes will be held on **Thursday 25 August 2022** in Council Chambers, commencing at 5.30pm.

T Clynch, CEO



Date:

18 August 2022

### Council Agenda Index – 25 August 2022

Subject	Page No
<b>Opening of Meeting</b> .....	<b>3</b>
<b>Acknowledgment of Country</b> .....	<b>3</b>
<b>Attendance, Apologies &amp; Leave of Absence</b> .....	<b>3</b>
<b>Attendance of Gallery</b> .....	<b>3</b>
<b>Response to Previous Questions Taken on Notice</b> .....	<b>3</b>
<b>Public Question Time</b> .....	<b>3</b>
<b>Petitions/Deputations/Presentations</b> .....	<b>3</b>
<b>Comment on Agenda Items by Parties with an Interest</b> .....	<b>3</b>
<b>Applications for Leave of Absence</b> .....	<b>3</b>
<b>Confirmation of Minutes</b> .....	<b>4</b>
C.01/0822 Ordinary Meeting held 28 July 2022 .....	4
C.02/0822 Special Meeting held 8 August 2022 .....	4
<b>Announcements by the Presiding Member without Discussion</b> .....	<b>4</b>
<b>Notification of Disclosure of Interest</b> .....	<b>4</b>
<b>Questions on Agenda Items by Elected Members</b> .....	<b>4</b>
<b>Consideration of Motions of which Previous Notice Has Been Given</b> .....	<b>4</b>
<b>Reports of Officers</b> .....	<b>4</b>
<b>CEO's Office</b> .....	<b>5</b>
C.03/0822 Rating of Bridgetown Gardens Estate.....	5
C.04/0822 Adoption of the 2022/23 Firebreak and Fuel Hazard Reduction Notice.....	11
C.05/0822 Rolling Action Sheet .....	14
<b>Corporate Services</b> .....	<b>15</b>
C.06/0822 Adoption of 2022/23 Budget .....	15
<b>Development &amp; Infrastructure</b> .....	<b>34</b>
C.07/0822 Proposed Use Not Listed – Temporary Workers Accommodation Lot 7 (RSN 145) Greenbushes-Grimwade Road, North Greenbushes .....	34

C.08/0822	Warren Blackwood Alliance of Council’s Sub-Regional Climate Change Action Plan 2022-32 .....	41
<b>Community Services</b> .....		<b>44</b>
C.09/0822	Recommendations from the Access and Inclusion Advisory Committee .....	44
C.10/0822	Change the Operational Structure of the Roadwise Advisory Committee .....	49
C.11/0822	Advocate for Accessible Employment Service Providers to Bridgetown and Greenbushes .....	51
C.12/0822	Updated MOU between Shire of Bridgetown-Greenbushes and Greenbushes Community Resource Centre .....	54
<b>Receival of Minutes of Management Committees</b> .....		<b>57</b>
<b>Urgent Business Approved By Decision</b> .....		<b>57</b>
<b>Responses to Elected Member Questions Taken on Notice</b> .....		<b>57</b>
<b>Elected Members Questions With Notice</b> .....		<b>57</b>
<b>Notice of Motions for Consideration at the Next Meeting</b> .....		<b>57</b>
<b>Matters Behind Closed Doors</b> .....		<b>57</b>
<b>Closure</b> .....		<b>57</b>
<b>List of Attachments</b> .....		<b>57</b>

## **AGENDA**

For an Ordinary Meeting of Council to be held in Council Chambers on 25 August 2022, commencing at 5.30pm.

### **Opening of Meeting**

*Meeting to be opened by the Presiding Member.*

### **Acknowledgment of Country**

*We acknowledge the Noongar People, the Traditional Custodians of the land on which we are gathered, and pay our respects to their Elders past, present and emerging.*

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

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

### **Attendance of Gallery**

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

### **Public Question Time**

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

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

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

## **Confirmation of Minutes**

### **C.1/0822 Ordinary Meeting held 28 July 2022**

*A motion is required to confirm the Minutes of the Ordinary Meeting of Council held 28 July 2022 as a true and correct record.*

### **C.02/0722 Special Meeting held 8 August 2022**

Attachment 1 Minutes of the Special Council Meeting – 8 August 2022

*A motion is required to confirm the Minutes of the Special Meeting of Council held 8 August 2022 as a true and correct record.*

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

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

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

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

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

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

### **Reports of Officers**

Reports of Officers have been divided into Departments as follows:

- CEO's Office
- Corporate Services
- Development & Infrastructure
- Community Services

**CEO’s Office**

<b>ITEM NO.</b>	C.03/0822	<b>FILE REF.</b>	302.15
<b>SUBJECT</b>	Rating of Bridgetown Gardens Estate		
<b>PROPONENT</b>	Council of Owners, Bridgetown Gardens Estate		
<b>OFFICER</b>	Chief Executive Officer		
<b>DATE OF REPORT</b>	21 June 2022		

Note: Council at its ordinary meeting held on 30 June 2022 resolved to adjourn debate on Item C.03/0622 (Rating of Bridgetown Gardens Estate) so that specified information regarding the arrangements for road construction requirements by the Shire at the time of the subdivision of Bridgetown Gardens Estate could be presented for Council to consider. That information is provided below together with the agenda item from the June Council meeting.

Sub-Clause 12.2(2) of Council’s Standing Orders Local Law applies for recommencement of debate on adjourned items. This sub-clause states:

- (2) Where debate on a motion is interrupted by an adjournment under subclause (1) –
  - (a) the debate is to be resumed at the nominated time and date at the point where it was so interrupted; and
  - (b) in the case of a Council meeting:
    - (i) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes; and
    - (ii) the provisions of clause 9.5 apply when the debate is resumed.

At the June Council a meeting a motion (below) had been moved by Cr Pratico and seconded by Cr Quinby. Before debate on this motion commenced Cr Quinby moved and Cr Lansdell seconded a procedural motion (further below) adjourning debate until the August 2022 Ordinary Council Meeting with specified additional information to be provided to that meeting.

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

*That Council not support the request made by the Council of Owners, Bridgetown Gardens Estate for Council to withhold a portion of rate revenue from properties within the Estate for return to the Council of Owners to fund future renewal of private internal roads.*

**Procedural Motion**

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

*C.03/0622 That in accordance with Clause 11.1(b) of the Standing Orders debate on this matter be adjourned to the August 2022 Ordinary Council Meeting with specified additional information being provided regarding the arrangements made for road construction requirements by the Shire at the time of subdivision.*

*Carried 7/0*

In accordance with Clause 12.2(2)(a) of the Standing Orders Local Law the names of members who spoke on the matter were recorded in the minutes of the June ordinary meeting. It was noted that no members spoke to the substantive motion

prior to Cr Quinby moving the procedural motion. Therefore there are no special limitations when debate on Cr Pratico’s substantive motion is recommenced.

**Specified Additional Information**

In the procedural motion carried at the June meeting Council has requested information regarding the arrangements made for road construction requirements by the Shire at the time of subdivision.

A search of relevant files has occurred and the following relevant information noted:

No.	Description of Document	Comments
1.	<p>Strata Approval 8.3.99 (Initial Approval)</p> <p>Condition 17 reads: “Those lots not fronting an existing road being provided with frontage to a constructed subdivisional road(s) to the local road system and such subdivisional road(s) being constructed and drained to the subdivider’s cost. As an alternative, the Western Australian Planning Commission is prepared to accept the subdivider paying to the Local Government the cost of such works as estimated by the Local Government subject to the Local Government giving an assurance to the Commission that the works will be completed within a reasonable period acceptable to the Commission”.</p> <p>Advice Note (vii) reads: “The subdivider is advised that the Shire of Bridgetown-Greenbushes approval for the construction of the private roads is required. The standard of road construction will be determined with regard to standard engineering practice”.</p>	<p>Acknowledgment that the approval of the Shire was required for construction of the roads and that construction standard should be based on standard engineering practice at that time.</p> <p>It is also noted that the approval clearly used the term “private roads”.</p>
2.	<p>Correspondence (email and spreadsheet) from Richard Wittenoom (engineer appointed by the subdivider) dated 30.10.01 seeking payment of a bond to the Shire to cover incomplete works and to obtain clearance for Stage 1 subdivision prior to those works being completed. These works included “final seal coat of internal roads (where not already asphalt)”.</p> <p>Spreadsheet describes length, width, rate and cost of final seal to relevant roads and construction of road extension to Lots 34 and 36, being:</p> <p>Compact formation – Rate 9.5 Extend base course – Rate 9.5 2 coat seal – Rate 6 Final seal – Rate 5.3 and 5.1</p>	<p>Confirms that engineering specifications for private roads were determined.</p>
3.	<p>Management Statement and Management Plans Approved for the Strata Estate:</p> <p>Management Plan Part 1 – Management of Common Property:</p> <p>Section 1.2.2 – Confirmation that the internal roads are private roads owned, managed and maintained by the strata company and forming part of the common property. Further states that the strata company is responsible for all aspects of</p>	<p>Confirms internal roads are private roads and maintenance/renewal of these roads is sole responsibility of strata company.</p>

	<p>maintenance of these roads, including maintenance and future reconstruction, traffic management and public safety.</p> <p>Management Statement (Form 25) Section 18 – Management Plan, sub-clause 4 – The strata company shall each year prepare works programs and budget estimates for works required to implement the management plan and shall make provision for these works in the annual strata budget.</p>	
4.	<p>Correspondence (email) from Richard Wittenoom (engineer appointed by the subdivider) dated 16.2.05 seeking clarification on road works specifications for Stage 2 of the subdivision. Richard makes the comment in his email that “it should be borne in mind that these are internal, private roads where a restricted speed limit will apply”. In this email Richard sought approval to construct the roads to a width of 5 metres rather than 6 metres as that would be consistent with Stage 1 road works.</p>	<p>Confirms that internal roads are private roads and therefore can have different standards to public roads.</p>
5.	<p>Strata Approval 8.8.05 (Second approval)</p> <p>Condition 2 reads: “All strata lots being serviced by a suitably constructed and drained vehicular access road which can cater for two way access. The common access way road being connected to the established public road network”.</p>	<p>The wording of this condition is quite unique in that it simply refers to a road which can cater for two way access. It also clearly distinguishes the private internal roads from the public road network.</p>
6.	<p>Road construction drawings received by the Shire 29.8.05</p>	
7.	<p>Correspondence dated 19.5.06 from Shire to Seagate Holdings providing clarification on subdivision bonds held by the Shire for the Estate. This correspondence stated that the only defects maintenance bond was for Claret Ash Rise and that “such a bond wasn’t required for the balance of the subdivisional roads as they are private roads with maintenance the responsibility of the strata company”.</p>	<p>Confirms that internal roads are private roads and therefore can have different requirements to public roads.</p>
8.	<p>Correspondence (letter) from Richard Wittenoom (engineer appointed by the subdivider) dated 22.8.06 advising of outstanding drainage works for the Estate.</p>	<p>Confirms that drainage plans were prepared by the subdivider.</p>
9.	<p>Correspondence (letter) from Richard Wittenoom (engineer appointed by the subdivider) dated 15.6.07 advising that the outstanding drainage works for the Estate (refer Item 8) were now complete and therefore return of the bond held by the Shire was requested.</p>	<p>Confirms that drainage plans were prepared by the subdivider.</p>
10.	<p>Note that an engineering supervision fee was not charged for the internal (private) roads.</p>	<p>No attachment but confirms that internal roads are private roads and therefore can have different requirements to public roads.</p>
11.	<p>Extract from Strata Management Plan Part 1 – Management of Common Property Section 2: Keeping of Records Strata Company to maintain records, including engineering and drawings of buildings, roads, services and civil works.</p>	<p>Confirms that the roads are common property and under control of the Strata Company. Road construction drawings should be held by the Strata Company not the Shire.</p>
12.	<p>Extract from Strata Management Plan Part 6 – Estate Management Clause 6 – Rubbish Collection</p>	<p>Confirms roads are private roads as Shire will need permission from Strata Company to access roads to collect bins</p>

Unfortunately the road construction drawings for Claret Ash Drive and the private roads within the Bridgetown Gardens Estate were destroyed in the February 2022 fire when the depot office was lost. Arrangements are being made with the engineer (Richard Wittenoom & Associates) to obtain copies of these construction drawings and at this time an electronic copy can also be provided to the Council of Owners, Bridgetown Gardens Estate.

Richard Wittenoom prepared the road construction drawings for Bridgetown Gardens Estate and supervised the works that were performed by PA Doust & Co. Mr Wittenoom has confirmed that the road construction specifications were to the engineering standards of the day.

Debate on this item is to recommence with Cr Pratico to open debate on the substantive motion he moved at the June meeting prior to the procedural motion being carried:

**Moved** Cr Pratico, Seconded Cr Quinby

*That Council not support the request made by the Council of Owners, Bridgetown Gardens Estate for Council to withhold a portion of rate revenue from properties within the Estate for return to the Council of Owners to fund future renewal of private internal roads.*

Below is the item that was presented to the June council meeting.

<b>ITEM NO.</b>	C.03/0622	<b>FILE REF.</b>	
<b>SUBJECT</b>	<i>Rating of Bridgetown Gardens Estate</i>		
<b>PROPONENT</b>	<i>Council of Owners, Bridgetown Gardens Estate</i>		
<b>OFFICER</b>	<i>Chief Executive Officer</i>		
<b>DATE OF REPORT</b>	<i>21 June 2022</i>		

#### OFFICER RECOMMENDATION

*That Council not support the request made by the Council of Owners, Bridgetown Gardens Estate for Council to withhold a portion of rate revenue from properties within the Estate for return to the Council of Owners to fund future renewal of private internal roads*

#### Summary/Purpose

The Council of Owners, Bridgetown Gardens Estate has requested Council consider withholding a portion of rates raised from properties within the Estate for future distribution to the Council of Owners to fund renewal of the Estate's private road network. It is the view of the Council of Owners that the maintenance of these roads, which ordinarily would be the responsibility of the Shire, are an increasing financial burden on owners of property within the Estate.

#### Background

Bridgetown Gardens is a strata titled estate consisting of 132 rural-residential sized lots and significant areas of common property. Included in the common property is approximately 3km of private roads and these are maintained by the Council of Owners with funding raised by strata levies on each property within the estate. Note the entrance road to the Estate, Claret Ash Rise, is a public road.



A similar request was considered by Council in February 2009 where Council resolved:

*C.32/0209 That Council not consider any proposals for differential rates for strata titled lots such as Bridgetown Gardens Estate on the grounds that other than maintenance of internal roads and drainage all Council services are available for use by residents of such lots.*

#### Officer Comment

The officer comments provided in the report to Council in February 2009 are still considered relevant and are repeated below:

*Correspondence has been received (September 2008 and October 2008) from an owner of property in Bridgetown Gardens Estate querying why owners of property in that estate pay the same basis of rates as all other property owners in the Shire when the roads and other infrastructure in the Estate is managed by the Strata Company and not the Shire.*

*The suggestion of [the correspondent] was that Council could discount the rates for properties in Bridgetown Gardens and retain the discounted amount for future maintenance of infrastructure within Bridgetown Gardens Estate. A search of the Local Government and Regulations does not identify any constraints to establishing such a reserve fund.*

*Alternatively the Council could consider making an annual donation to the strata company for such a purpose however the decision on whether to make a donation and the amount of the donation would always be at the discretion of the Council each year or for 3 years via a Service Agreement.*

*Other than maintenance of a small length of roads the Council provides the same services to Bridgetown Gardens residents that it does to all other residents. The roads are private roads and it is the responsibility of the Strata Company to ensure sufficient funds from strata levies are held in reserve for future maintenance of these roads.*

*Whilst the roads are private roads currently there is little restriction on other vehicles using them. This is an option the Strata Company may wish to consider if it considers wear and tear from non-residents traffic is damaging the roads at an excessive rate.*

*Council uses rates income for more than road maintenance. Council is responsible for a myriad of services and functions, all of which are available for ratepayers and local residents to use. These include but are not limited to development and maintenance of parkland, provision of recreational and cultural services, cemetery management, footpath and walktrail construction/maintenance, tourism services, law and order (i.e. animal control), police licensing, community development (including assistance to community groups) and a number of regulatory services. Also with respect to Bridgetown Gardens Estate Council maintains all the public roads leading in to the estate, including Claret Ash Rise, Kangaroo Gully Road, May Street, Turner Road, etc.*

*The decision to make Bridgetown Gardens Estate a survey strata tenure was that of the estate's developer, not the Council. Council considered the proposal presented by the developer and granted the necessary approvals. It should be noted that under the subdivision criteria of the Western Australian Planning Commission the Bridgetown Gardens Estate would not have been approved as a freehold title subdivision as the residential lot sizes are far lower than normally permitted in a rural-residential environment. The reason why the residential lot sizes of approximately 3500-4000m<sup>2</sup> were*

approved is due to the tradeoffs with the common land. The alternative would have been to subdivide the whole estate into lot sizes of 1ha+ with no common land.

*It should also be noted that due to the age of the roads in Bridgetown Gardens, even if the roads were under Council's control there would only be minimal maintenance required at the moment. The Shire ensures that public roads constructed by private developers are constructed to a high standard in order to ensure that they do not become an immediate maintenance burden on the Council. Other than minor works such as pot hole patching these roads should not require high maintenance by the Shire.*

*Strata title developments are not uncommon – in fact in many parts of the Perth Metropolitan Area they are the predominant form of subdivision. All those developments pay normal rates to their local Council, the same as freehold title properties. The use of strata title as an alternative to freehold title is likely to become more common in the Shire of Bridgetown-Greenbushes, judging by the trends being experienced elsewhere in the South-West.*

The suggestion made to Council in 2009 was for Council to impose a differential rate on properties within the Bridgetown Gardens Estate and retain a portion of rates raised in a reserve fund to be returned to the Council of Owners at such time as the funds were needed for road renewal works. If Council was amenable to the concept of holding a portion of rates to fund future renewal works of the Estate's private road network it need not consider any proposals for differential rating. Instead it could simply create a new reserve fund for that purpose and simply transfer an amount each year (assumed to be a specific percentage of overall rates raised from properties in the Estate) to that reserve.

The officer recommendation to not support such a proposal is based on the same reasons provided in the report to Council in February 2009 (above). Notwithstanding that rates fund a wide range of services and infrastructure, far beyond road maintenance, it is noted that the approximate 3km length of private roads within Bridgetown Gardens Estate represents just 0.42% of the Shire's public road network. Also to be noted that there are a number of properties in the Shire that don't have access to a road, either due to the property being land-locked with no frontage to a road reserve, or the road reserve being unmade. These properties are rated no different to other properties.

### Statutory Environment

Section 6.11(1) of the Local Government Act 1995 states that where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.

### Integrated Planning

- Strategic Community Plan
  - Outcome 14 effective governance and financial management
  - Objective 14.2 improve real and perceived value for money from Council rates
- Corporate Business Plan - Nil
- Long Term Financial Plan
  - Any allocation of rate revenue to a reserve fund for the purpose of funding renewal of non-shire assets will in effect reduce the available funds for renewal/maintenance of Shire assets and would have to be reflected in the Long

Term Financial Plan. Council could consider imposing additional rate increases each year to offset the quarantining of funds into reserve.

- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications – Nil

Budget Implications

It is late in the 2021/22 budget process for Council to be considering significant expenditure proposals such as this but if Council was to decide to support the request it could accommodate the expenditure by either reducing other expenditure proposed in the draft budget or imposing a higher than planned rate increase.

Whole of Life Accounting - Nil

Risk Management

The risk to Council is on the basis of equity. Notwithstanding the views put forward by the Council of Owners, Bridgetown Gardens Estate, the view of other property owners within the Shire may be that providing funding to renew private roads isn't equitable and the responsibility for funding those works should solely rest with the owners within the Estate – similar to other strata properties (predominantly residential) having responsibility to fund garden maintenance, car park maintenance, etc.

The level of risk to the Shire of Bridgetown-Greenbushes is in the area of reputation and have been assessed as “moderate consequence” with a “likely likelihood” giving a risk rating outcome of “high” in accordance with Council Policy F.21 ‘Risk Management’

Voting Requirements – Simple Majority

<b>ITEM NO.</b>	C.04/0822	<b>FILE REF.</b>	752
<b>SUBJECT</b>	Adoption of the 2022/23 Firebreak and Fuel Hazard Reduction Notice		
<b>OFFICER</b>	Community Emergency Services Manager		
<b>DATE OF REPORT</b>	5 August 2022		

Attachment 2      Draft 2022/2023 Firebreak and Fuel Hazard Reduction Notice

OFFICER RECOMMENDATION

*That Council adopts the 2022/2023 Firebreak and Fuel Hazard Reduction Notice, noting the changes from the 2021/2022 Firebreak and Fuel Hazard Reduction Notice are:*

1. *Dates updated to reflect 2022/2023 year*
2. *Section 3.5 ‘Camp Fires and Barbecues’ corrected to comply with legislative requirements*
3. *Addition of Section 6.3 ‘Australian Fire Danger Rating System (AFDRS)’.*

### Summary/Purpose

The draft 2022/2023 Firebreak and Fuel Hazard Reduction Notice (Attachment 2) is presented for Council's consideration and adoption.

### Background

There are several small changes to the *Bushfires Act 1954* currently before State Parliament. These changes are being implemented to allow for some alterations to the Australian Fire Danger Rating System (AFDRS), with those alterations coming into effect across the State on 1 September 2022.

Section 25 of the *Act* allows for the use of camp and cooking fires WITHOUT a permit so long as the Fire Danger Rating is below "high". If the rating is "high", "extreme" or "catastrophic" then a permit is required. The wording in the current firebreak order does not comply with this legislation in either its current format or the new format currently before Parliament. In addition, Section 25 (1aa) of the *Act* reads that the fuel free area around a gas appliance BBQ should be a 5 metre radius which is inconsistent with the current Shire Firebreak order.

The current wording for the Section of the firebreak order requiring change is,

**3.5 CAMP FIRES AND BARBECUES** *Open wood camp fires, wood fuelled barbecues, solid fuel pizza ovens, and spit style rotisseries require a permit in the Restricted Burning Period and are not allowed in the Prohibited Burning Period. Use of a gas barbecue is permitted subject to a perimeter with a 3 metre radius around the barbecue being cleared of bush and flammable materials.*

The suggested change reads,

**3.5 CAMP FIRES AND BARBECUES** *Open wood camp fires, wood fuelled barbecues, solid fuel pizza ovens, and spit style rotisseries require a permit in the Restricted Burning Period if the Fire Danger Rating (AFDRS) is "High" or above and are not allowed in the Prohibited Burning Period. Use of a gas barbecue is permitted subject to a perimeter with a 5 metre radius around the barbecue being cleared of bush and flammable materials.*

The review of the notice identified the need to provide information on where residents & ratepayers can access information on daily fire ratings, which has been drafted as Section 6.3 'Australian Fire Danger Rating System',

**6.3 AUSTRALIAN FIRE DANGER RATING SYSTEM (AFDRS)** *The Fire Danger Rating for any day can be located at <https://www.emergency.wa.gov.au/#firedangerratings>*

### Statutory Environment

#### Bush Fires Act 1954

#### Section 25

(1) *Subject to subsection (1aa) and section 25A, during the restricted burning times or during the prohibited burning times a person shall not light or use a fire in the open air for a purpose not specifically mentioned or provided for in this Act, save and except in accordance with and subject to the following provisions —*

(a) *a fire for the purpose of camping or cooking shall not be lit within 3 m of a log or stump and unless and until a space of ground around the site of the fire having a radius of at least 3 m from the site as the centre, is cleared of all bush and other inflammable material, and when for any day, or any period of a day, the fire danger forecast by the Bureau of Meteorology in Perth in respect of the locality wherein it is desired to light or use a fire for such purpose is "catastrophic", "extreme",*

“severe” or “very high”, such fire shall not be lit on that day or during that period unless and until the approval in writing of the local government for that locality has been obtained so to do;

#### Section 25.1aa

(1aa) For the purposes of this section a gas appliance, comprising a fire the flame of which is encapsulated by the appliance and which does not consume solid fuel, shall not be taken to be a fire in the open air and may be used at any time for the purpose of camping or cooking if that gas appliance is used —

(a) at a person’s home; or

(b) in an area which —

(i) is set aside for that purpose by the State Authority or local government responsible for the care, control or management of the land; and

(ii) bears the State Authority’s or local government’s sign denoting that purpose, and all combustible material is cleared from within a 5 m radius of the appliance.

#### 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

Outcome 3 a safe community for people and animals

Objective 3.1 maintain high levels of community safety

Outcome 5 shared responsibility for climate action to strengthen resilience against climate-related hazards and natural disasters

Objective 5.1 develop community readiness to cope with natural disasters and emergencies

##### ➤ Corporate Business Plan – Nil

##### ➤ Long Term Financial Plan – Nil

##### ➤ Asset Management Plans - Nil

##### ➤ Other Integrated Planning - Nil

#### Policy Implications - Nil

#### Budget Implications

The cost of printing notices and advertising the Firebreak and Fuel Hazard Reduction Notice in the Government Gazette and newspaper circulating the district is included in the annual budget.

#### Whole of Life Accounting – Not Applicable

#### Risk Management

The review of the Firebreak and Fuel Hazard Reduction Notice is done annually to address new and emerging risks associated with bush fires. Adoption of the annual notice is a statutory requirement.

#### Voting Requirements - Simple Majority

<b>ITEM NO.</b>	C.05/0822	<b>FILE REF.</b>	209
<b>SUBJECT</b>	Rolling Action Sheet		
<b>OFFICER</b>	Executive Assistant		
<b>DATE OF REPORT</b>	15 August 2022		

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

Integrated Planning

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

Policy Implications – Not Applicable

Budget Implications – Not Applicable

Whole of Life Accounting – Not Applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority

**Corporate Services**

<b>ITEM NO.</b>	C.06/0822	<b>FILE REF.</b>	133
<b>SUBJECT</b>	Adoption of 2022/23 Budget		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Executive Manager Corporate Services		
<b>DATE OF REPORT</b>	18 August 2022		

Attachment 4          Draft 2022/23 Budget (separate attachment)

**OFFICER RECOMMENDATION**

1.     *That in the 2022/23 financial year, Council impose the following rates in the dollar and minimum payments in the district:*

<i>Category</i>	<i>Rate in \$</i>	<i>Minimum Payment</i>
<i>Gross Rental Value (GRV) Properties</i>	<i>9.6821 cents</i>	<i>\$1,048.00</i>
<i>Mining Gross Rental Value (GRV) Properties</i>	<i>18.8282 cents</i>	<i>\$1,048.00</i>
<i>Rural Unimproved Value (UV) Properties</i>	<i>0.5906 cents</i>	<i>\$1,299.00</i>
<i>Mining Unimproved Value (UV) Properties</i>	<i>7.0850 cents</i>	<i>\$387.00</i>

*[Absolute Majority Required]*

2.     *That in the 2022/23 financial year, Council imposes Rubbish Collection Charges as follows:*

- *\$84.00 per annum per 120 litre or 140 litre rubbish bin (noting a 240 litre rubbish bin represents two 120 litre services); and*
  - *\$74.00 per annum per 240 litre recycling bin*
- and that these charges be included in the 2022/23 Schedule of Fees & Charges.*

*[Absolute Majority Required]*

3.     *That in the 2022/23 financial year, Council, under Section 66 of the Waste Avoidance and Recovery Act 2007, imposes a Landfill Site Maintenance Rate (for the purpose of funding all its waste services other than kerbside rubbish and recycling collection services). Furthermore Council sets the following rates in the dollar for the Landfill Site Maintenance Rate however noting that under Section 6.35 of the Local Government Act and Regulation 52A of the Local Government (Financial Management) Regulations all rateable properties will be charged the minimum rate only:*

*GRV - \$0.00022804*  
*UV - \$0.00004601*  
*Minimum Rate - \$187.00*

*[Absolute Majority Required]*

4.     *That for the Landfill Site Maintenance Rate the following concessions will be applicable:*

*“Where more than one assessment is held in identical name or names, no more than one charge will apply, except in the following situations:*

- (i) *A habitable dwelling house or commercial rented premises is situated on the additional property; or*
- (ii) *The additional properties are separated by more than 10 kilometres as measured cadastrally on an appropriate map”.*

*[Absolute Majority Required]*

5. *That in the 2022/23 financial year, Council nominate due dates for the payment of rates and service charges as follows:*

<i>Payment in Full</i>	<i>Payment in Instalments</i>
<i>7 October 2022</i>	<i>7 October 2022</i>
	<i>7 December 2022</i>
	<i>7 February 2023</i>
	<i>11 April 2023</i>

6. *Pursuant to Section 6.51 of the Local Government Act 1995, Regulation 70 of the Local Government (Financial Management) Regulations 1996, and Clause 14 of the Local Government (COVID-19 Response) Order 2020, that in the 2022/23 financial year, Council adopt a penalty interest rate of 7% per annum, calculated daily, on rates and Emergency Services Levy remaining unpaid (excluding eligible pensioners opting to defer the payment of their rates), after the due dates identified in Part 6 above, subject to:*

- (a) *The interest rate cannot be applied to an excluded person, as defined in the Local Government (COVID-19 Response) Order 2020, that has been determined by the Shire of Bridgetown-Greenbushes as suffering financial hardship as a result of the COVID-19 pandemic.*

*[Absolute Majority Required]*

7. *Pursuant to Section 6.45 of the Local Government Act 1995, Regulation 67 of the Local Government (Financial Management) Regulations 1996, and Clause 13 of the Local Government (COVID-19 Response) Order 2020, that in the 2022/23 financial year, Council adopt a penalty interest rate of 3% where the owner has elected to pay rates and Emergency Services Levy through the statutory 4-instalment option, subject to:*

- (a) *The interest rate cannot be applied to an excluded person, as defined in the Local Government (COVID-19 Response) Order 2020, that has been determined by the Shire of Bridgetown-Greenbushes as suffering financial hardship as a result of the COVID-19 pandemic.*

*[Absolute Majority Required]*

8. *That Council note that pursuant to Section 6.16 of the Local Government Act 1995, it has already adopted at its 26 May 2022 and 30 June 2022 meetings the Fees and Charges included in the draft 2022/23 Budget document.*

9. *That Council amends the title and purpose of the following Reserve:*  
*Title From: Maranup Ford Road Maintenance Reserve*  
*Title To: Maintenance and Renewal of Mine Heavy Haulage Roads*  
*Purpose From: To be used to maintain the section of Maranup Ford Road between the old and new entrances to the Talison Mine.*  
*Purpose To: To be used for road maintenance and renewal costs of Council roads associated with mine site heavy haulage traffic.*

*[Absolute Majority Required]*



10. That Council amends the title and or purpose of the following Reserve:  
Title From: SBS Tower and Infrastructure Replacement Reserve  
Title To: SBS & Communications Tower Reserve  
Purpose From: To be used for replacement of the SBS tower and associated infrastructure.  
Purpose To: To be used for renewal works and replacement of the SBS and communications tower and associated infrastructure.  
[Absolute Majority Required]
11. That Council amends the purpose of the Assets and GRV Valuation Reserve:  
From: To be used to fund future property and infrastructure revaluations.  
To: To be used to fund future GRV rating revaluations, insurance valuations and asset fair value revaluations.  
[Absolute Majority Required]
12. That for the financial year ending 30 June 2023, Council transfer funds to and from the Reserve Funds, as is specified in the 2022/23 Draft Budget.
13. That for the financial year ending 30 June 2023, Council transfer funds to and from the Trust Account, as is specified in the 2022/23 Draft Budget.
14. That Council adopt the balanced 2022/23 Draft (Statutory) Annual Budget, including the Rate Setting Statement which indicates that \$5,310,523 in rates is to be raised, as presented.  
[Absolute Majority Required]
15. That Council for the financial year ending 30 June 2023 adopt a percentage of plus or minus 10% up to \$50,000 at sub-program level, and 5% over \$50,000 at sub-program level, to be used for reporting material variances of actual revenue and expenditure in the monthly reports of financial activity. The exception being that material variances of \$10,000 or less are non-reportable.
16. That Council approves the following incentive prizes for the early payment of rates paid in full by the due date of 7 October 2022:  
1<sup>st</sup> Prize - \$400 Community Cash Vouchers  
2<sup>nd</sup> Prize - \$200 Community Cash Vouchers  
3<sup>rd</sup> Prize – 2 tickets to Mahler’s Third Symphony Concert (Donated by West Australian Symphony Orchestra)  
[Absolute Majority Required]

#### Summary/Purpose

Local Governments must prepare annual budgets in the format as prescribed in the Local Government Act 1995 and the Local Government (*Financial Management*) Regulations 1996. This report is for Council to consider:

- Adopting the 2022/23 Annual Budget;
- Setting a level of reporting material variances so as to satisfy Council that the annual budget is being implemented satisfactorily;
- Setting fees for kerbside rubbish collection and kerbside recycling collection services;

- Setting the Landfill Site Maintenance Rate under the Waste Avoidance and Resource Recovery Act 2007;
- Setting due dates for payment of rates and service charges, either in full or by instalments;
- Setting interest rates for outstanding rates after the due date and for rates paid by instalments and the administrative fee for setting up an instalment plan;
- Changes in purpose of reserve accounts;
- Transfer of reserve account funds;
- Transfer of trust funds; and
- Determining the prize to be provided in the ‘early payment of rates’ competition.

### Background

The 2022/23 budget process commenced in January 2022 with the opening of the application process for new community grants in 2022/23 and service agreement applications for up to 3 years from 2022/23.

During 2021/22 Council conducted an annual review of its Corporate Business Plan with the amended plan being adopted by Council at its meeting on 30 June 2022.

Council’s Corporate Business Plan is the key informing document for the annual budget. The Corporate Business Plan is an internal business planning tool that translates Council priorities into operations within the resources available. The plan details the services, operations and projects a local government will deliver within a defined period. It also includes the processes for delivering these.

The Corporate Business Plan contains forecasts of funding, additional operating activities/expenditure (over and above current operating activities) and capital program expenditure. The forecasts for Year 1 of the Corporate Business Plan have been fed directly into the 2022/23 budget.

At Council Concept Forums between February 2022 and July 2022 councillors considered the following informing strategies of the draft budget:

- Annual review of its 10 Year Strategic Works Program, year 1 of the program is reflected in the draft 2022/23 budget.
- Review of the 5 Year Building Capital Works Plan, year 1 of the plan is reflected in the draft 2022/23 budget, noting that since Council’s review of the plan part of the funds identified for the Greenbushes Old Road Board building has been reallocated to the Visitor Centre building works.
- Annual review of the 10 Year Plant Replacement Plan, year 1 of the plan is reflected in the draft 2022/23 budget.

During these meetings budget updates were also provided to councillors including staff presenting various matters for informal discussion to inform the draft budget.

At its May 2022 meeting Council adopted its 2022/23 fees and charges incorporating a 4.85% increase to discretionary fees and charges. A subsequent amendment to

the adopted fees and charges for Visitor Centre Memberships was made at Council's 30 June meeting.

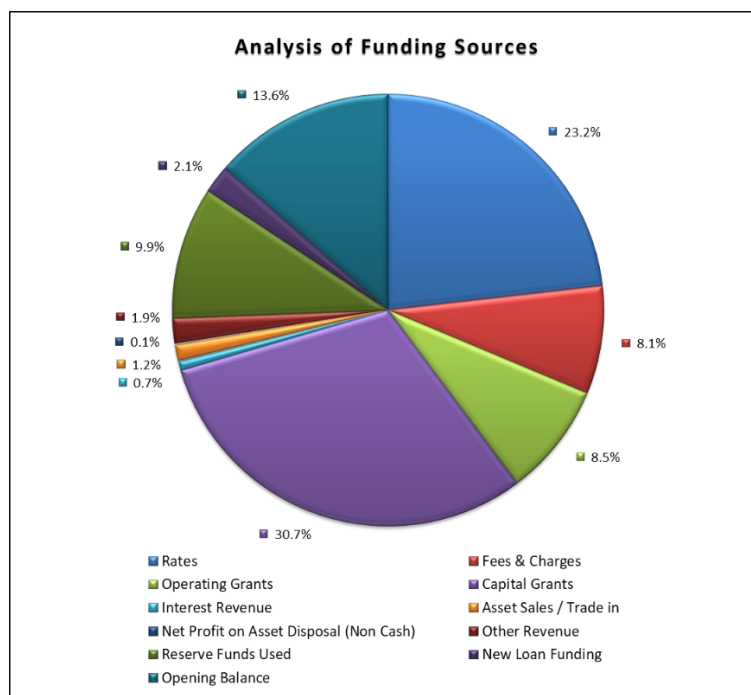
### Officer Comment

The draft budget is a balanced budget with a 6.95% rate increase noting that some natural growth in rates will occur from revaluations associated with creation of new properties (subdivision) and development of properties.

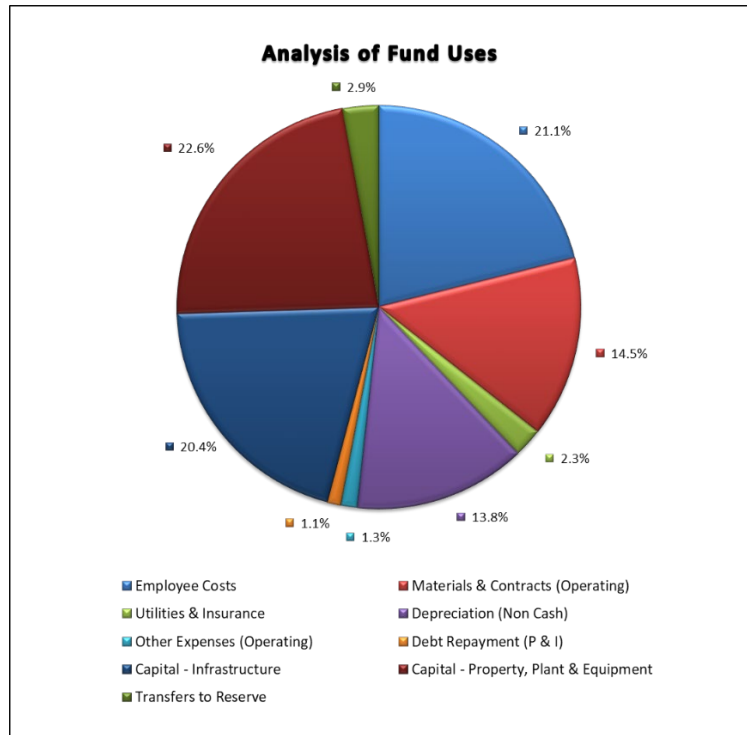
The graphs following provide an analysis of various funding sources and expenditure areas as contained in the draft 2022/23 budget.

Rates make up 23.2% of budgeted revenue with operating grants being 8.5%, capital grants 30.7%, transfers from reserve accounts 9.9% and revenue from fees and charges 8.1% also being significant funding sources.

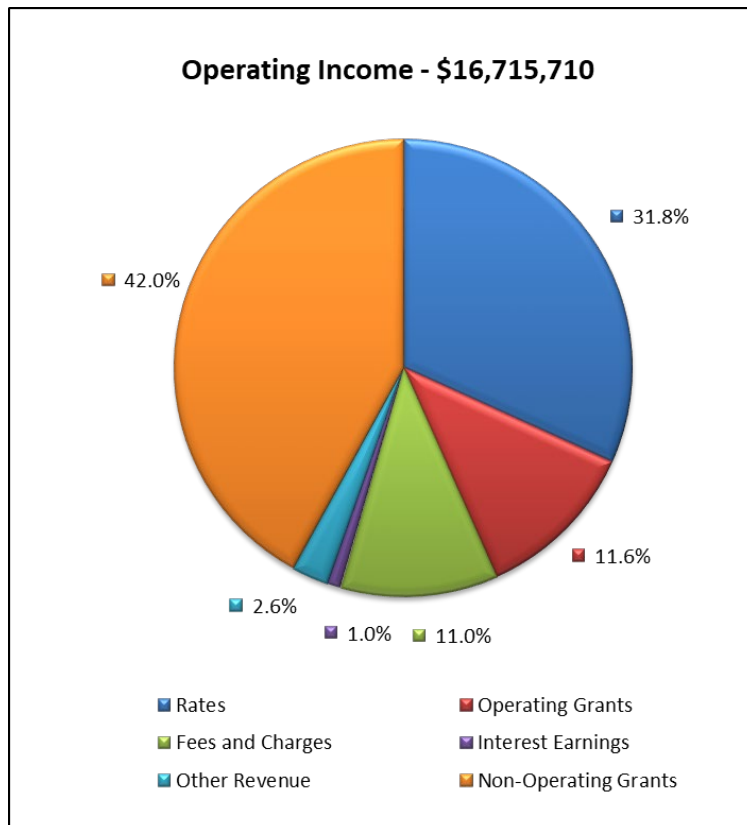
The opening balance, as at 1 July 2022, represents 13.6% of budgeted revenue, totalling an amount of ~\$3.1 million. This is made up of pre-payment of Commonwealth Financial Assistance Grants (~\$1.41m), Council funds for project carry-forwards (~\$1.16m) and carried forward surplus (~\$534k).



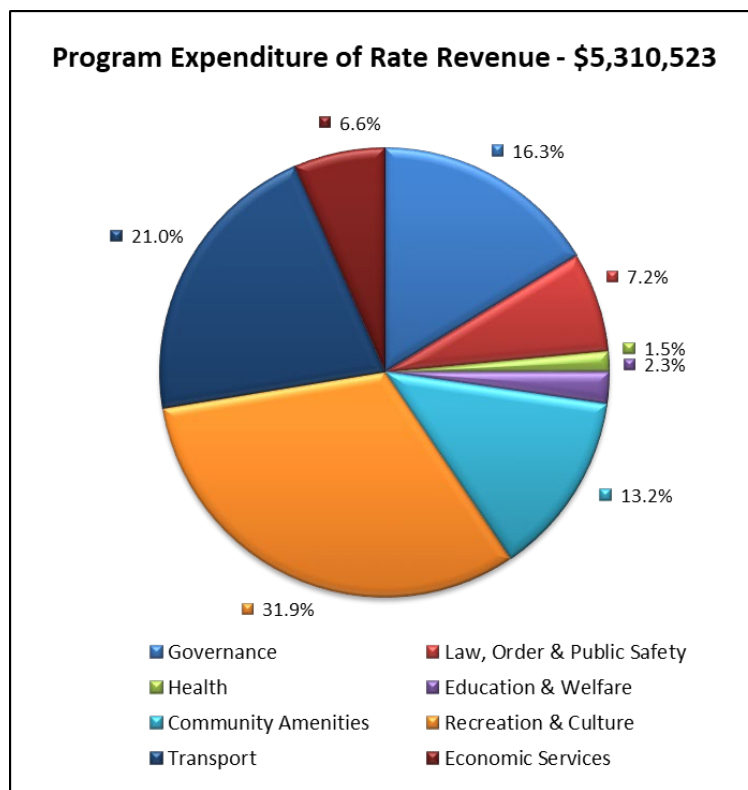
The largest expenditure areas by percentage are employee costs, depreciation (non-cash), materials & contracts and capital works.



Excluding transfers from reserve accounts, borrowings and asset sales the graph below shows the source of operating income contained in the draft 2022/23 budget.



The graph below shows where the budgeted rate revenue of \$5,310,523 is to be expended with the largest program areas of expenditure being recreation & culture and transport.



Set out below is a summary of funding for some of the key features of the draft budget and other related subjects.

1. 2022/23 Rates in the Dollar and Minimum Payments

In accordance with Section 6.36 of the Local Government Act 1995 (the Act) Council was required to establish the differential rates it will advertise prior to considering and adopting the budget.

At its meeting held 26 May 2022 Council adopted, for advertising purposes, its proposed differential rates and minimum payments for the 2022/23 rating year as detailed in the table below:

Category	Rate in \$	Minimum Payment
Gross Rental Value (GRV) Properties	9.5823 cents	\$1,037.00
Mining Gross Rental Value (GRV) Properties	18.7286 cents	\$1,037.00
Rural Unimproved Value (UV) Properties	0.5845 cents	\$1,286.00
Mining Unimproved Value (UV) Properties	7.0120 cents	\$383.00

In accordance with Section 6.36 of the Local Government Act the differential rating proposal was advertised for public comment for a period of 22 days. The public submission period ended 23 June 2022 with no submissions being received in relation to the proposed differential rates.

Subsequent to the advertising period Council at its meeting held 30 June 2022 considered a proposed change to the organisation structure and resolved in part:

“That Council:

*Note the estimated increased employee costs of \$199,746 per annum under the proposed restructure and that the CEO report back as part of the 2022/23 budget process the funding plan over 2 years for implementation of the organisation restructure.”*

A funding model in accordance with the above resolution was determined and considered by Council at a Special Meeting held 14 July 2022. The proposed funding model identified an amount of \$53,409 in rate revenue would be required in 2022/23 to part fund costs of the restructure, equating to an additional 1.1% rate increase than previously identified. Following consideration of the funding model Council resolved as follows:

*“SpC.01/0722 That Council note no public submissions were received in relation to the proposed 2022/23 Differential rates as previously advertised in June 2022.*

*SpC.01/0722a That following consideration of funding requirements for a revised organisation structure Council endorse the following 2022/23 rates in the dollar and minimum payments in lieu of those previously advertised:*

<b>Category</b>	<b>Rate in \$</b>	<b>Minimum Payment</b>
<i>Gross Rental Value (GRV) Properties</i>	<i>9.6821 cents</i>	<i>\$1,048.00</i>
<i>Mining Gross Rental Value (GRV) Properties</i>	<i>18.8282 cents</i>	<i>\$1,048.00</i>
<i>Rural Unimproved Value (UV) Properties</i>	<i>0.5906 cents</i>	<i>\$1,299.00</i>
<i>Mining Unimproved Value (UV) Properties</i>	<i>7.0850 cents</i>	<i>\$387.00</i>

*SpC.01/0722b That in accordance with Regulation 23(b) of the Local Government (Financial Management) Regulations notice of the reason for adopting different rates in the dollar and minimum payments than advertised is to be included in the 2022/23 budget papers and also communicated in the rating information document included with each rates notice.*

*SpC.01/0722c) That application be made to the Minister for Local Government, Sport and Cultural Industries for approval to impose in 2022/23 a differential Mining UV rate which is more than twice the lowest general differential UV rate.*

As required by Section 6.33(3) of the Act approval was sought from the Minister for the imposition of a differential Mining UV rate which is more than twice the lowest differential UV rate. The Shire’s application was approved by the Minister on 18 August 2022.

The increases in minimum payments from 2021/22 to 2022/23 are \$68.00 for GRV properties and \$84.00 for Rural UV properties. However for Mining UV properties a reduction of \$130.00 will occur from 2021/22 to 2022/23 to ensure compliance with the minimum rating provision of the Local Government Act 1995.

## 2. Major Projects

Arising from its Corporate Business Plan Council is planning to deliver a number of major projects in 2022/23, including:

- Bridgetown Railway Station – completion of the restoration work. An amount of \$585,905 has been provided in the 2022/23 budget and when added to the amount expended in 2021/22 brings the total value of the project to \$987,000. Australian and Western Australian grant funds are supporting this project.
- Bridgetown Civic Centre Restoration/Redevelopment - Upgrades to the Town Hall to make it more suitable for performing arts and cultural events and renovations to the kitchen, internal toilets and external toilets. Project cost is \$1,589,831 of which \$958,642 is to be funded by the WA Government and Lotterywest.
- Greenbushes Railway Station - relocation of the railway station to Greenbushes Discovery Centre to facilitate restoration of the building and future use as an additional module displaying the history and development of the Greenbushes District. Project cost is \$533,055 which is fully funded by the WA Government and Lotterywest.
- Greenbushes Town Centre Car Park - enhancements to existing parking area behind Greenbushes Roadhouse to a sealed car park including provision for caravan parking including landscaping and pedestrian linkages to Greenbushes commercial area. Project cost is \$610,796 of which \$541,042 is being funded by the Australian Government and \$64,240 by Talison Lithium Pty Ltd.
- Greenbushes Youth Precinct – development of a skate facility, pump track and supporting infrastructure. Project cost is \$475,000 of which \$425,000 is funded by the Australian Government and Lotterywest.
- Bridgetown Youth Precinct Stage 2 – development of a new ablution block and installation of parkour. Project cost is \$187,540.

The budget also contains funds to complete the planning and design processes on the next tranche of major projects to be delivered in future years. These projects and 2022/23 budget allocations are:

- Greenbushes Recreation Precinct – concept and design plans for upgrade of playing surfaces, provision of reticulation, improvements to camping area and development of Dumpling Gully dams for recreation and irrigation source - \$70,000
- Bridgetown Sportsground Oval Redevelopment – design plans for water catchment and reticulation - \$15,000

- Bridgetown CBD Water Restoration Project (Geegelup Brook) – concept plans, community engagement and detailed design plans for rehabilitation of Geegelup Brook, improved pedestrian linkages and upgrades to car parking behind shops - \$66,390
- Bridgetown Light Industrial Area – Undertake a feasibility study into developing a light industrial area in the area identified near the Bridgetown Sportsground - \$20,000.

### 3. Community Grants, Service Agreements and Donations

At its ordinary meeting held on 28 May 2022 Council resolved to allocate \$130,000 in the 2022/23 budget for community donations as follows:

At its ordinary meeting held on 28 May 2022 Council resolved to allocate \$130,000 in the 2022/23 budget for community donations as follows:

- \$20,900 New community group grants
- \$8,382 New service agreements
- \$18,330 Existing service agreements to continue
- \$25,580 Existing non-contestable annual community contributions
- \$1,805 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
- \$45,508 Landcare Officer
- \$500 South West Academy of Sport Sponsorship
- \$250 Agricultural Society School Art Prize Sponsorship
- \$1,000 Manjimup Airfield Contribution
- \$1,000 Greenbushes' Australia Day Breakfast Event
- \$365 School Awards
- \$2,000 Busselton Airport Contribution

The \$20,900 of new community grants is made up of:

- Blues Music Festival – venue hire/youth stage - \$15,900
- Bridgetown Girl Guides – kitchen improvements - \$3,000
- Bridgetown Repertory Club Inc. – carpet replacement - \$2,000

The \$8,382 of new service agreements is made up of:

- Blackwood River Arts Trail Inc. – seed funding - \$1,000
- Bridgetown Swimming Club – lane hire - \$432
- The Rabbit Hole – rent and electricity - \$6,313
- WA Bush Fire Museum & Heritage Group Inc. – public liability insurance - \$637

Continuing service agreements and non-contestable funding allocations totalling \$43,910 are made up of:

#### Non-Contestable Funding

- Bridgetown Family & Community Centre- contribution towards rates and insurance - \$8,000
- Bridgetown Lawn Tennis Club – contribution to Easter Tennis Tournament - \$2,000



- Greenbushes Playgroup – contribution to rent costs - \$580
- Henri Nouwen House – coordinator and bookkeeper costs - \$10,000
- Rotary Club of Bridgetown Inc – contribution to traffic management plan for Blackwood Marathon - \$5,000

#### Continuing Service Agreements

- Blackwood Country Gardens – keynote quest speaker at festival - \$2,500
- Bridgetown Child Health – rental costs - \$3,500
- Bridgetown Historical Society – promo material, internet/phone, insurance, electricity and rubbish removal costs - \$3,000
- Bridgetown Golf Club – pruning and tree management - \$1,250
- Catterick Progress Association – public liability insurance and pest control - \$700
- Grow Greenbushes – transport costs for event - \$2,000
- Grow Greenbushes – building insurance - \$340
- Rotary Club of Bridgetown Inc. – assistance with Rotary Tour of Blackwood event costs - \$5,040

#### 4. Roads

The draft budget provides for construction works totalling \$2,997,379 on the following roads:

- Brockman Highway (Regional Road Safety Program works)
- Cleopatra Crescent (reseal)
- Democrat Close (reseal)
- Grange Road (gravel resheeting)
- Greenfields Road (gravel resheeting)
- Hay Road (gravel resheeting)
- Henry Street (asphalt overlay)
- Hester Cascades Road (reconstruct failing section)
- Hester Street (asphalt overlay)
- Improvements at Steere Street Intersections (intersection improvements and additional parking bays at Stewart Street and intersection safety improvements with Hampton Street)
- Pioneer Street (reseal)
- Polina Road (gravel resheeting)
- Roe Street (asphalt overlay)
- Tweed Road (reconstruction and seal)
- West Blackwood Terrace (gravel resheeting)
- Winnejup Road (Road Regional Road Group progressive reconstruction works)

An amount of \$30,000 has been allocated for emergency works of a capital nature not previously identified.

Bridge works to the value of \$400,000 (fully externally funded) will occur on five bridges, being Brockman Highway, Greenbushes-Boyup Brook Road, Old Bridgetown Road, McKelvie Road and Slades Road.

#### 5. Footpaths

The budget includes \$112,150 for footpath works at the following footpath locations:

- Allnutt Street
- Nelson Street
- Renewal works on the footbridge on the Blackwood River Walk Trail

#### 6. Drainage

The budget provides \$106,994 for drainage works on the following roads:

- Connell Road
- Dairy Lane
- Four Seasons Estate
- Lockley Avenue (Memorial Park Drainage)
- Nelson Street
- Telluride Street

#### 7. Plant and Fleet

Included in the budget are the following plant and fleet replacements:

##### Plant Items

2000 JCB Robot skid steer loader (replacement)  
2006 Caterpillar track loader for Waste Site (replacement)  
2008 Caterpillar 120m grader (full rebuild)  
2013 Tenant S20 footpath sweeper (replacement)  
Excavator (new item)  
Mono roller (new item)

##### Light Fleet Change Overs

2008 Ford Ranger Crew Cab Ute (Bridgetown Bushfire Brigade support vehicle)  
2017 Mitsubishi Triton (Bridgetown Bushfire Brigade fast attack vehicle)  
2018 Ford Everest (Director Community, Infrastructure & Development)  
2018 Mitsubishi Triton (Parks & Gardens crew)  
2018 Mitsubishi Triton (Plant Mechanic)  
2018 Nissan Navara (Works Coordinator)  
2018 Nissan Xtrail (Manager Development Services)  
2018 Subaru Liberty (Director Corporate Services)

The following items surplus to requirements are to be disposed of:

2013 Isuzu 13tonne tip truck  
2018 Mitsubishi Outlander

#### 8. Recreation

- In partnership with the Bridgetown Cricket Club and State Government develop cricket nets at Bridgetown Sportsground
- Fund improvements to the quality of water used for watering of the Bridgetown Sportsground
- Funds have been included for selected turfing at River Park.
- Improvements to the terrace seating at the aquatic centre.

#### 9. Fire Prevention/Emergency Management

- ESL operating grant (DFES) for bush fire brigades increased from 2021/22 by 12.8% to \$267,897.
- ESL operating grant (DFES) for the Bridgetown SES Brigade of \$21,640.
- Expenditure of \$251,300 including ESL funding of \$242,600 for construction of a new fire station for the Greenbushes Bush Fire Brigade.
- Expenditure of \$278,600 including ESL funding of \$271,100 for construction of a new fire station for the Wandillup Bush Fire Brigade.
- 2022/23 is the 6<sup>th</sup> year of funding under the State Government's Mitigation Activity Fund (MAF) with an allocation of \$160,850 to be received and expended.
- Council also budgets an additional \$48,364 of own source funding for mitigation of Shire controlled land.
- The position of Bushfire Mitigation Coordinator is to continue in 2022/23. The position will work for 4 Local Governments (Shires of Bridgetown-Greenbushes, Boyup Brook, Donnybrook-Balingup and Nannup) in developing and implementing the local government Bushfire Risk Management Plans, including the identification and mitigation of bushfire risk within the local communities. A new 3 year agreement between the 4 local government and DFES is being established which will see DFES fund 50% of employee costs in 2022/23, reducing to 30% in each of the following 2 years.

Note the changeover of four tankers at the Hester Brook, Sunnyside, Wandillup and Winnejup Bush Fire Brigades (ESL funded) were scheduled to occur in 2019/20 but there has been considerable delays in the roll out of new appliances and it hasn't been assumed that these changeovers will occur in 2022/23. Accordingly these changeovers haven't been included in the 2022/23 budget but if they were to occur in 2022/23 a standalone item would be presented to Council seeking approval to a budget amendment to proceed with the changeovers.

#### 10. Community Services

- Funding for seniors and access/inclusion programming via various programs, events and initiatives.
- Funding for the continuation of the summer evening outdoor film festival.
- A Reconciliation Action Plan is to be prepared.

#### 11. Governance and Administration

- The 2022/23 Financial Assistance Grant (Commonwealth Government) is budgeted to be \$1,118,804 a reduction of approximately 2.73% on the level of funding received in 2021/22. The Commonwealth Government did provide an advance payment of \$805,271 in May 2022 therefore the budget only shows income for the remaining amount that is to be received over 4 quarterly payments. The payment received in May 2022 is contained in the carry-forward surplus from 2021/22.
- The 2022/23 Local Road Grant (Commonwealth Government) is budgeted to be \$779,215 an increase of approximately 7.2% on 2021/22 levels. An advance payment of \$607,210 was received in May 2022 and this amount is included in the carry-forward surplus from 2021/22.
- 2022/23 State Government direct grant for road funding of \$186,172 which is a 6.72% increase on last year's grant amount.
- Commonwealth Government Roads to Recovery funding of \$711,418 (includes unspent allocation of \$287,714 from 2021/22).

- An extraordinary Local Government Election was held in August the cost for the Western Australian Electoral Commissioner to manage the election is estimated at \$18,182.
- A review of the Workforce Plan is to occur.
- An amount of \$10,000 allocated for a climate change strategy has been carried forward from 2021/22. A Warren Blackwood Climate Change Strategy and Action Plan was completed in 2021/22 and the \$10,000 has been retained to allow for preparation of a local strategy if deemed necessary.
- Unexpended funds from 2021/22 for preparation of a Local Planning Strategy have been carried forward with this project to be completed in 2022/23. Funds have also been allowed for the preparation of a new Town Planning Scheme.
- Continuation as a member of the Warren Blackwood Alliance of Councils and funding of regional trails website and events website.
- A continuation of funding towards the operations of a sub-regional tourism marketing and promotion initiative. Formerly operated by the Southern Forests Blackwood Valley Tourism Association that association folded in 2021/22 and the Warren Blackwood Alliance of Councils established a replacement sub-regional tourism structure, funded by the member councils.
- The total budgeted wages for 2022/23 is \$4,993,774 which is 6.86% greater than that allocated in the 2021/22 budget. This amount includes two “shared” staff positions with other local governments where the Shire of Bridgetown-Greenbushes is the nominated employer. These positions are the Bushfire Mitigation Coordinator (BFMC) and Environmental Health Officer (EHO). For the BFMC position 87.5% of employee costs for that position are being externally funded by DFES and 3 other local governments and for the EHO position 40% of employee costs are being funded by the Shire of Nannup. A recent organizational restructure saw the removal of 3 existing positions, the creation of 5 new positions and significant changes of duties and responsibilities for a further 6 positions. The total budgeted wages for 2022/23 have been predicated on the outcomes of the organizational restructure. The \$4,993,774 of budgeted wages in 2022/23 equates to 94.86% of the total to be raised by rates in 2022/23, within the target of 100% set by Council’s current Workforce Plan.

## 12. Major Building Improvements

Separate from building capital works identified in the sections above expenditure for building maintenance and capital works proposed in the draft budget totals \$1,273,133 noting that this includes carry-forward expenditure from 2021/22 of \$365,698. An additional amount of \$757,076 to be funded by insurance is also included in 2022/23 for the rebuild of building assets lost in the February 2022 bush fire.

Significant works proposed in 2022/23 include:

- Year 1 of a 2 year schedule of works for upgrade of the Greenbushes Hall – \$220,000
- Upgrade of change rooms and various building renewal works at Greenbushes Golf Club - \$169,027
- Upgrade of the public toilets at the Old Road Board Building in Greenbushes.
- Renewal works at the visitor centre - \$365,000
- Shire Administration Office ongoing repairs and maintenance to exterior of building.

- Planned maintenance and reactive maintenance allocations for each building totalling \$282,435.

### 13. Waste Management

For many years Council has adopted the principle that waste management should be funded on a cost recovery basis. This means that all the expenses associated with waste management are funded by the kerbside rubbish collection charge, kerbside recycling collection charge, the Landfill Site Maintenance Rate plus other waste income such as recycling subsidies and tipping fees.

Council charges on all rateable properties a landfill rate under Section 66 of the Waste Avoidance and Resource Recovery Act 2007. This section of the Act allows a local government to impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.

The annual rate must not exceed —

- (a) 12 cents in the dollar on the gross rental value; or
- (b) where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple.

The following rates in the dollar have been set for this charge:

- GRV - \$0.00022804
- UV - \$0.00004601

Section 6.35 of the Local Government Act and Regulation 52A of the Local Government (*Financial Management*) Regulations allow Council to have more than 50% of rateable properties on the minimum payment if the minimum is less than \$200. On this basis all rateable properties will be charged a minimum rate of \$187.00 with concessions for multiple properties applicable as per previous years. This minimum rate is the same that applied in 2021/22.

Waste initiatives included in the budget include:

- Crushing of the inert waste stockpile at the waste site.
- Improvements to the liquid waste infrastructure at the Bridgetown Waste Site
- A development plan is to be prepared setting out the future development of the waste site.
- Preparation of landfill profile and post closure landfill plan as required by DWER licence conditions

The Kerbside rubbish and recycling collection service areas remain unchanged (last review was undertaken in 2015/16) and the relevant charges for households receiving these services are:

- Rubbish Collection Charge - \$84.00 (increase of \$4.00 from 2021/22)
- Recycling Collection Charge - \$74.00 (increase of \$2.00 from 2021/22)

The Shire of Bridgetown-Greenbushes is continuing to partner with the other 11 local governments of the south-west region in investigating potential regional waste initiatives. Contributions are being made by each local government based on a ratio linked to rates revenue and this contribution has been provided in the budget.

#### 14. Loans

Two new loans are proposed to be drawn in 2022/23 being:

\$175,000 for stage two of the Bridgetown Youth precinct development  
\$300,000 for Visitor Centre building renewal works

As at 1 July 2022 the Shire's loan liability was \$1,680,729 and under the 2022/23 budget this liability will increase to \$1,995,414 at 30 June 2023.

#### 15. Reserve and Trust Account Transfers

The budget proposes to transfer \$780,697 into reserve, including:

- \$324,000 – Plant Reserve
- \$101,000 – Light Fleet Vehicle Reserve
- \$75,000 – Maintenance and Renewal of Mine Heavy Haulage Roads
- \$66,000 – Sanitation Reserve
- \$24,000 – Assets & GRV Valuations Reserve
- \$20,000 – SBS & Communications Tower Reserve
- \$10,000 – Black Spot Works Reserve
- \$10,000 – Bush Fire Reserve
- \$10,000 – Drainage Reserve
- \$10,000 – Matched Grants Reserve
- \$10,000 – Recreation Centre Floor & Solar Reserve
- \$10,000 – Subdivision Reserve
- \$10,000 – Strategic Projects Reserve
- \$9,697 – Building Maintenance Reserve
- \$5,000 – Community Bus Replacement Reserve
- \$5,000 – Refuse Site Post Closure
- \$5,000 – Trails Reserve
- \$1,000 – Playground Equipment Reserve
- \$75,000 – Interest on investment of funds allocated to all reserves

In the budget an amount of \$2,254,627 is to be transferred from reserves, including:

- \$893,000 - Plant Reserve – Transfer as per Plant Replacement Program
- \$200,000 - Land & Building Reserve Additional costs of Civic Centre Revitalisation Project (air conditioning)
- \$120,000 - Land & Building Reserve – Part funding of Bridgetown Railway Stations Revitalisation Project
- \$30,000 - Sanitation Reserve – Study to determine the future capacity of the waste site and development requirements
- \$55,000 - Sanitation Reserve – Liquid waste facility concrete bunding and holding tank
- \$62,700 - Sanitation Reserve – Preparation of landfill profile and post closure landfill plan

- \$4,080 - Sanitation Reserve – Evaluate and develop sustainable, regional waste management solutions
- \$30,000 - Refuse Site Post-Closure Reserve – Inert Waste Site clean-up
- \$4,766 - Drainage Reserve – Dairy Lane drainage works
- \$4,536 - Swimming Pool Reserve – Develop and implementation of the long term aquatics complex infrastructure renewal plan
- \$60,000 - Building Maintenance Reserve – Part funding of Bridgetown Railway Stations Revitalisation Project
- \$15,000 - Strategic Projects Reserve – Design plans, costings and funding model for Bridgetown Sports Ground Oval Redevelopment Project
- \$60,000 - Strategic Projects Reserve – Part funding of Bridgetown Railway Stations Revitalisation Project
- \$2,540 - Strategic Projects Reserve – Completion of Stage 1 of the Bridgetown Youth Precinct
- \$11,700 - Assets & GRV Valuations Reserve – 60% funding of Buildings insurance valuation
- \$25,000 - Assets & GRV Valuations Reserve – Infrastructure assets fair values
- \$5,000 - Bridgetown Leisure Centre Reserve – Provide safety improvements to terrace seating at the aquatics complex
- \$25,000 - Trails Reserve – Geegilup Mountain Bike Trail network planning
- \$2,500 - Trails Reserve – Installation of Somme Creek fitness equipment
- \$240,805 - Light Fleet Vehicle Reserve – Transfer as per Light Fleet Replacement Program
- \$280,000 - Unspent Federal Bridge Grants – Fletcher's Road Bridge and Catterick Road Bridge preventative maintenance
- \$123,000 - Unspent Loan 118 - Bridgetown Civic Centre - Bridgetown Town Hall and Civic Centre revitalisation

Note all funds remaining in the Swimming Pool Reserve are being transferred out in the 2022/23 budget and it is proposed to close the reserve. This reserve is no longer required as Council has a Bridgetown Leisure Centre Reserve that can be used for the aquatic facility.

#### 16. Early Payment of Rates Incentive Prizes

Once again it is proposed to offer an incentive for the early payment of rates. Property owners that pay their rates in full by the due date are able to lodge an entry into a draw. The draw will be conducted by the Shire President after the closing date for early payment. The prizes to be offered this year are:

- 1st Prize - \$400 Community Cash Vouchers
- 2nd Prize - \$200 Community Cash Vouchers
- 3rd Prize – 2 tickets to Mahler's Third Symphony Concert (Donated by West Australian Symphony Orchestra)

#### Statutory Environment

Sections 6.2 Local Government Act 1995 - Local Government to Prepare Annual Budget

During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to

prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

\*Absolute Majority required

- (1) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of –
  - (a) the expenditure by the local government; and
  - (b) the revenue and income, independent of general rates, of the local government; and
  - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.

Other applicable sections of Local Government Act 1995 and Regulations:

- Section 5.63(1)(b) excludes the need for councillors or staff to declare a financial interest for the imposition of a rate, charge or fee.
- 6.47 Local Government Act - Concessions.
- Clauses 64 of the Local Government (*Financial Management*) Regulations 1996 – Set the due date(s) for the payment of rates.
- Section 6.45(3) of the Local Government Act 1995 and Clauses 67 and 68 of the Local Government (*Financial Management*) Regulations 1996 – Setting instalment plan administration charges and an interest rate for outstanding rates and charges.
- Section 6.51(1) of the Local Government Act 1995 and Clause 70 of the Local Government (*Financial Management*) Regulations 1996 – Setting an interest rate for the late payment of rates and charges.
- Section 6.11 of the Local Government Act 1995 – Create Reserve Funds.
- Sections 6.16 to 6.19 of the Local Government Act 1995 – Setting of fees and charges. Fees imposed as part of the budget adoption process do not require public notice to be given.
- Section 6.20 of the Local Government Act – Power to Borrow.
- Section 6.47 of the Local Government Act – Concessions (applicable to the Landfill Site Maintenance Rate concession).
- Regulation 34(5) of the Local Government (*Financial Management*) Regulations requires a local government, each financial year, to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards, to be used in statements of financial activity for reporting material variances.
- Local Government (*COVID 19 Response*) Order 2020

Section 66 of the Waste Avoidance and Resource Recovery Act 2007 allows a local government to impose on rateable land within its district, and cause to be collected,



an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.

Section 67 of the Waste Avoidance and Resource Recovery Act 2007 allows a local government to impose a receptacle charge such as for a kerbside rubbish collection service and/or a kerbside recycling collection service.

### Integrated Planning

- Strategic Community Plan  
Outcome 14 effective governance and financial management
- Corporate Business Plan  
The preparation of the annual budget is structured around the Corporate Business Plan which is reviewed annually. Where actions of the Corporate Business Plan identified for implementation in 2022/23 required specific funding this funding has been included in the draft budget.
- Long Term Financial Plan  
The contents of the Long Term Financial Plan were a determinant in developing the 2022/23 budget.
- Asset Management Plans  
The principles outlined in Council's various asset management plans have been referred to when developing the budget.
- Workforce Plan  
The Workforce Plan is a major informing document in the development of the annual budget. Any additional resourcing requirements identified in the Workforce Plan are allocated in the Long Term Financial Plan and in turn the annual budget.
- Other Integrated Planning  
The Strategic Works Program, Plant Replacement Program and Buildings Capital Plan are major informing documents in the development of the annual budget.

### Policy Implications

Council Policy F.24 – 'COVID-19 Financial Hardship' gives effect to Council's commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, recognising that these challenges can result in financial hardship for our ratepayers.

### Budget Implications

The annual budget identifies how funds will be sourced and allocated in the forthcoming year, and allows for the imposition of rates which is a primary income stream from which services and upcoming projects may be funded.

### Whole of Life Accounting

The budget proposes the allocation of funds towards a large number of activities, functions and projects of the Council. Where required for specific projects the

concept of whole of life accounting will be investigated and if necessary reported on to the Council.

Risk Management – Not Applicable

Voting Requirements

Simple Majority other when requirement for Absolute Majority is noted for specific parts of the officer recommendation.

**Development & Infrastructure**

<b>ITEM NO.</b>	C.07/0822	<b>FILE REF.</b>	P112/2022 / A32271
<b>SUBJECT</b>	Proposed Use Not Listed – Temporary Workers Accommodation - Lot 7 (RSN 145) Greenbushes-Grimwade Road, North Greenbushes		
<b>PROPONENT</b>	B & J Catalano Pty Ltd		
<b>OFFICER</b>	Manager Development Services and Chief Executive Officer		
<b>DATE OF REPORT</b>	17 August 2022		

Attachment 5          Applicant's Submission (*separate attachment*)

Attachment 6          Legal Advice Provided by Applicant

**OFFICER RECOMMENDATION**

*That Council:*

- 1. Pursuant to Clause 3.2.5 and Clause 4.3.3 of Town Planning Scheme No. 4, determines that the proposed 'Use Not Listed – Temporary Workers Accommodation' at Lot 7 (RSN 145) Greenbushes-Grimwade Road, North Greenbushes is consistent with the objectives and purposes of the 'Industrial zone and may be considered for development approval subject to public consultation and detailed assessment.*
- 2. Directs the Chief Executive Officer to undertake necessary public consultation in relation to Point 1 above, and subject to no objections being received grants delegated authority to the Chief Executive Officer to determine the development application subject to appropriate conditions.*

**Summary/Purpose**

To consider a development application for proposed temporary workers accommodation at Lot 7 (RSN 145) Greenbushes-Grimwade Road, North Greenbushes, to accommodate temporary workers employed by the proponent to construct a tailings storage facility at the nearby Talison Lithium Greenbushes mine.

It is recommended that Council determine that the 'Use Not Listed – Temporary Workers Accommodation' is consistent with the objectives and policies of the subject land's 'Industrial' zoning and the proposed development may be considered for approval, and subject to no objections being received from public consultation, granting delegated authority to the Chief Executive Officer to determine the development application subject to appropriate conditions. If submissions

(objections) were to be received the development application would be brought back to Council for determination.

### Background

A development application has been received seeking approval to establish temporary workers accommodation at Lot 7 (RSN 145) Greenbushes-Grimwade Road, North Greenbushes. The lot is zoned 'Industrial' under Town Planning Scheme No. 4 (TPS4) and the lot has an area of 10.447 hectares. The property is predominantly vacant and for the last few years has been for storage of timber for the Parkside Timber Mill. The site does contain stands of vegetation near its western (front) and northern (side) boundaries.

The proposed development does not reasonably fall within interpretation of any existing use classes listed in 'Table 1 – Zoning Table' under TPS4.

Council, in 2017 when considering a similar application for land on Old Mill Road made a determination that the use could best be defined as 'Transient Workforce Accommodation', which at the time was taken from the Shire of Ashburton Local Planning Scheme No. 7, meaning *"dwellings intended for the temporary accommodation of transient workers and may be designed to allow transition to another use or may be designed as a permanent facility for transient workers and includes a contractors camp and dongas."*

The same definition could be applied to this new application for Lot 7 (RSN 145) Greenbushes-Grimwade Road, North Greenbushes.

Details of the proposed accommodation camp are included in the applicant's submission (see Attachment 5), prepared by Allerding & Associates on behalf of the proponent.

B & J Catalano Pty Ltd has been contracted by Talison Lithium Pty Ltd to construct the Tailings Storage Facility No. 4 tailings dam, located at the southern end of the Talison Lithium mine site.

Approximately 76 staff are employed by the proponent to construct the tailings dam construction and require temporary workers accommodation to maintain a local workforce over the next two years. The proponent advises that whilst some accommodation has been secured locally, a temporary workers' camp is necessary to accommodate approximately 61 employees while operations are underway.

The proponent has previously had accommodation for employees on the mine site but that camp is closing in September due to the land being required for other purposes associated with the mine site.

The proposed camp at Lot 7 Greenbushes-Grimwade Road proposes to accommodate a 61 person mobile facility, complete with water, power and effluent management, and some self-contained facilities including dining and gymnasium.

The proposed development consists of:

- One (1) 14m x 3m single sewerage treatment trailer;

- One (1) 14m x 3m dual sewerage treatment trailer;
- Fifteen (15) 12.7m x 3.15m trailers, each containing four accommodation units which include ablution facilities;
- One (1) 12.4m x 3.15m trailer containing a First Aid station and two (2) further accommodation units;
- One (1) 12.4m x 3.15m trailer containing office and communications facilities;
- One (1) 12.4m x 3.15m trailer containing office facilities and a laundry room;
- One (1) 12.4m x 3.15m trailer containing a recreation room and gym;
- Two (2) 12.4m x 3.15m trailers containing dining facilities;
- One (1) 12.4m x 3.15m trailer containing kitchen cooking facilities;
- One (1) 12.4m x 3.15m trailer containing facilities for food preparation;
- One (1) 12.4m x 3.15m trailer containing food storage facilities;
- One (1) 14.00 x 3.00m water storage trailers;
- One (1) 14.00 x 3.00m utilities trailers;
- A 46 bay light vehicle car park located to the north of the trailer camp; and
- A loading area located to the west of the trailer camp.

The trailer units will be located in the cleared portion of the subject land in two rows. Access to the development will be from the existing crossover and parking will be limited to the proposed car park at the northern end of the units.

The proponent's application provides the following rationale in support of the application being considered for approval by Council:

- The proposal follows the intent of the local planning framework by providing works accommodation for industrial uses. It has been designed with regard to bushfire protection guidelines and legislation;
- The proposal is the necessary solution to the lack of available accommodation to accommodate the required number of employees. Providing local accommodation will remove occupational health and safety impacts to employees and provide economic and social benefits to the Town.
- The proposed operation will remove the need for long vehicular commuting trips and the associated fuel emissions into the environment;
- The Site is well suited to the proposed development given its size and proximity to Talison's operations; and
- The accommodation camp will be located in industrial zoned land and will not result in any undue or adverse effects on the visual amenity of the locality.

The proponent is seeking an approval period of three years to accommodate sufficient time for it to conduct its Tailings Dam Construction.

#### Officer Comment

Clause 3.2.5 of Town Planning Scheme No. 4 states:

*In relation to a 'Use Not Listed', Clause 3.2.5 of TPS4 states that "If the land use for a particular purpose is not specifically referred to in the Zoning Table and cannot*

reasonably be determined as falling within the interpretation of one of the use classes shown, Council may:

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

The key words in clause 3.2.5 are “consistent with the objective and purposes of the particular zone”. In the case of the “Industrial” Zone TPS 4 doesn’t specify any objectives for this zone. The question then is whether the use of a temporary workers camp is consistent with the purposes of an Industrial Zone. Once again these purposes aren’t specified but can be assumed to be along the lines of ensuring that land is available for industrial related development such as factories, workshops, etc. and may include some residential use where it is necessary for industry.

Upon receiving the development application Shire staff had discussions with the proponent and its consultants and these discussions led to a request that the proponent provide the Shire with legal advice on how the proposed development could be seen to be consistent with the objective and purposes of the Industrial Zone.

This legal advice was subsequently received (refer Attachment 6) and provides a number of points in favour of Council being able to make such a determination, including:

- *In the absence of any objectives for the industrial zone in the Scheme, regard must be had to the provisions in schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015 (WA (Planning Regulations) that are deemed to be included in the Scheme.*
- *The subclauses in clause 67 of the Deemed Provisions that are particularly relevant matters to have 'due regard' to in determining the Application are, in summary, as follows:*
  - (a) *the aims and provisions of the Scheme (clause 67(a));*
  - (b) *the requirements of orderly and proper planning (clause 67(b));*
  - (c) *any local planning policy (clause 67(g)); and*
  - (d) *the compatibility of the Proposed Development with its setting (clause 67(m)).*
- *The Scheme’s general objectives and policies (clause 4.1) are important and include ensuring that the Scheme "protects the District's present economic base" and promoting the “reasonable expansion of residential, industrial and associated uses based on the District's established settlement” where “satisfactory standards of amenity” can be achieved and maintained.*
- *None of the Scheme’s general objectives and policies exclude consideration of the Proposed Development and Application.*

- *Orderly and proper planning requires that 'due regard' must be had to the Shire's 'Local Planning Policy TP 16 - Demountable Buildings Policy', the Policy being a guide to the exercise of discretion as to whether to approve the Proposed Development.*
- *The Policy is supportive of demountable buildings (as defined and used in the Policy) being erected on land in the industrial zone, with these buildings not being dissimilar to the trailer mounted transportable buildings described in the Application.*
- *The need to give "proper, genuine and realistic" consideration to the Policy is closely aligned to the concept of "orderly and proper planning", which is often referred to the ultimate question for planning determination and which:*
  - (a) *involves both an objective assessment of the actual circumstances of the Property and consideration of whether there is a sound planning basis for departing from the provisions of the Policy in light of those circumstances; and*
  - (b) *is directed at identifying the 'proper' use of land; i.e. the suitable, appropriate, or apt or correct use of land requiring consideration of relevant planning legislation and instruments (although not exclusively) and other relevant and applicable legislation.*
- *The Application addresses:*
  - (a) *the Proposed Development's compliance with:*
    - (i) *the provisions of the Policy at section 5.4; and*
    - (ii) *the aims and provisions of the Scheme and compatibility with its setting at section 5.5 (in addition to other subclauses in clause 67 of the Deemed Provisions); and*
  - (b) *the actual circumstances of the Property in terms of its industrial zoning, location and context, from which it is clear that these circumstances are supportive of any form of industrial development, including the Proposed Development.*
- *In the absence of any objectives for the industrial zone in the Scheme, attaching significant weight to the provisions of the Policy is warranted.*
- *It is important to note that approval of the Proposed Development is sought for a temporary period of two to three years. Approval for this temporary period would not conflict with the principles of orderly and proper planning or prejudice the future industrial development potential of the Property.*

This application is solely being undertaken to provide accommodation for an industrial purpose and therefore to facilitate industrial development. It is aligned as workforce only accommodation for a specific industrial project as opposed to some other form of general or temporary accommodation. The application should be viewed in that prism, and if it was to proceed to planning consent the occupancy could be constrained for the specific industrial project only. To facilitate industrial development, the need to ensure adequacy of a workforce, and associated accommodation, has an inextricable link in order to fulfil that industrial purpose therefore the development of residential uses on industrial land can be considered

within the purpose of that zone as long as there is a clear nexus between the two uses.

It is the view of the officers named as the authors of this agenda report that an argument can be put forward that the use of a temporary workers camp is consistent with the objectives and purposes of the Industrial Zone and therefore can be considered for planning consent after completing the required community consultation requirements under TPS 4. Accordingly that it the officer recommendation for this report.

#### Statutory Environment

- Town Planning Scheme No. 4

*Clause 3.2.5 – refer “officer comment”.*

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

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

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

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

#### *Clause 5.2 Advertising of Applications*

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

Council has the discretion, by Absolute Majority, to determine that the proposed ‘Use Not Listed – Transient Workforce Accommodation’ is consistent with the objectives and purpose of the ‘Industrial’ zone and that development approval may be granted.

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

### *Clause 5.3 Determination of Application*

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

### *Planning and Development (Local Planning Schemes) Regulations 2015*

As referenced in “officer comment”.

### Policy Implications

- State Planning Policy 3.7 Planning in Bushfire Prone Areas

A Bushfire Management Plan (BMP) has been prepared by the proponent to address the requirements of State Planning Policy 3.7 Planning in Bushfire Prone Areas and the Guidelines for Planning in Bushfire Prone Areas. The BMP confirms the proposed development site will satisfy the acceptable solutions contained within SPP 3.7 including creating and maintaining a 50m asset protection zone around the proposed buildings, construction and maintenance of a vehicular access route to service the proposed development and the installation and maintenance of a dedicated emergency water supply for firefighting purposes.

Should Council support the proposed Use Not Listed, full assessment of the BMP will be undertaken during the public consultation period, with referral to Department of Fire and Emergency Services if required.

- Shire’s Demountable Buildings Policy TP.16

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

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

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

### Integrated Planning

#### ➤ Strategic Community Plan

- |                |                                                                                                                         |
|----------------|-------------------------------------------------------------------------------------------------------------------------|
| Outcome 7      | responsible and attractive growth and development                                                                       |
| Objective 7.1  | plan for a diverse range of land, housing and development opportunities to meet current and future needs                |
| Outcome 10     | a strong, diverse and resilient economy                                                                                 |
| Objective 10.1 | strengthen the Shire of Bridgetown-Greenbushes’ competitive advantage to attract new business and investors to the area |



- Objective 10.2 attract high growth industries, businesses and investors that are aligned with local values  
Objective 10.3 support local business to thrive

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

#### Budget Implications

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

Whole of Life Accounting - Nil

#### Risk Management

A development application has been lodged and Council is obliged to make a determination on the application in accordance with applicable legislation, including Town Planning Scheme No. 4. If Council is not prepared to endorse the officer recommendation to determine the proposed use of Temporary Workers Accommodation' is consistent with the objectives and purposes of the 'Industrial zone and may be considered for development approval, Council would have to provide definitive reasons why in its opinion the use isn't consistent with those objectives and purposes.

Voting Requirements – Absolute Majority

<b>ITEM NO.</b>	C.08/0822	<b>FILE REF.</b>	083
<b>SUBJECT</b>	Warren Blackwood Alliance of Council's Sub-Regional Climate Change Action Plan 2022-32		
<b>PROPONENT</b>	Warren Blackwood Alliance of Councils		
<b>OFFICER</b>	Waste & Environmental Officer		
<b>DATE OF REPORT</b>	15 August 2022		

- Attachment 7 WBAC Climate Change Action Plan 2022 – 2032  
Attachment 8 WBAC Climate Change Policy Statement.  
Attachment 9 WBAC Terms of Reference for the Climate Change Impact Reference Group.

#### OFFICER RECOMMENDATION

*That Council endorse the Warren Blackwood Alliance of Councils' Climate Change Action Plan, Policy Statement and Terms of Reference documents.*

#### Summary/Purpose

The Warren Blackwood Alliance of Council's Policy Statement & Action Plan documents provide a sub-regional approach to establish climate change actions that

improve the resilience of our operations, and our communities, to the impacts of climate change.

It is recommended Council endorse the document and that it be used to progress climate change initiatives at the local level.

#### Background

In early 2021 the Warren Blackwood Alliance of Council's (WBAC) established a Climate Change Impact Reference Group for the purpose of establishing a subregional climate change impact policy that includes recommendations for practical and achievable adaption and mitigation strategies applicable to WBAC and member Shires.

The Policy Statement & Action Plan have been endorsed by the Warren Blackwood Alliance of Councils and now each of five member Councils is considering separate endorsement and determining how the documents will be used. So far the documents have been endorsed by the Shire of Nannup and Shire of Boyup Brook.

The Council's Sustainability Advisory Committee (SAC) has reviewed the Policy Statement & Action Plan and recommends they be endorsed by Council to show our support and approval as the first step.

It is noted that the recommendations contained in the Policy and Action Plan aren't binding on the member local governments.

The updated Terms of Reference are important because the Climate Change Impact Reference Group is evolving from Action Policy creation to implementation. It will allow for local governments within the sub-region to discuss what is and is not working individually, track progress, provide support and could be a source of funding at a larger volume than applying singularly.

The Shire's representatives on the Climate Change Impact Reference Group were Cr Boyle and Cr Lansdell with the Shire Waste & Environmental Officer also attending. It is proposed that these representatives remain the same as the Climate Change Impact Reference Group continues to meet.

#### Officer Comment

The determinations associated with how the WBAC's Policy Statement & Action Plan will be actioned at the local level and will be a key responsibility of SAC, noting that these determinations will in all likelihood will require referral to Council for endorsement.

In addition to contributing to the Policy Statement & Action Plan, SAC previously prepared a Statement of Local Environmental Risks and their Mitigation in 2020, which details the current environmental issues the Shire is facing or predicted to face from Climate Change and provides recommendations on how to mitigate effects on the community, through taking action. Through showing our support of the WBAC documents at a Shire level, we would lead by example.

#### Statutory Environment - Nil

### Integrated Planning

➤ Strategic Community Plan

- Outcome 4      The Shire of Bridgetown – Greenbushes continues to be naturally beautiful.
- Objective 4.1    conserve and enhance the natural environment for current and future generations to enjoy.
- Outcome 5      shared responsibility for climate action to strengthen resilience against climate related hazards and natural disasters.
- Objective 5.1    develop Community readiness to cope with natural disasters and emergencies.
- Objective 5.2    encourage the adaptation of sustainable practices.
- Outcome 6      a sustainable low-waste circular economy
- Objective 6.2    encourage the adoption of sustainable waste behaviours through waste education and communications.
- Outcome 15     a well informed and engaged community
- Objective 15.1   engage the community in a meaningful and timely way using appropriate communication and consolation channels.

➤ Corporate Business Plan

- Objective 5.1    develop Community readiness to cope with natural disasters and emergencies
- Action 5.1.1    partner with South-West local governments to develop and implement a Sub-Regional Climate Change Strategy
- Objective 6.2    encourage the adoption of sustainable waste behaviours through waste education and communications.
- Action 6.2.1    provide a communications campaign to improve community awareness and adoption of sustainable waste behaviours (recycling, composting, removal of contaminants).

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

Policy Implications – Nil

Budget Implications - Nil

Whole of Life Accounting - Nil

Risk Management - Nil

Voting Requirements - Simple Majority

## Community Services

<b>ITEM NO.</b>	C.09/0822	<b>FILE REF.</b>	228
<b>SUBJECT</b>	Recommendations from the Access and Inclusion Advisory Committee		
<b>PROPONENT</b>	Access and Inclusion Advisory Committee		
<b>OFFICER</b>	Manager Community Development		
<b>DATE OF REPORT</b>	17 August 2022		

Attachment 10

Instrument of Appointment and Delegation

Attachment 11

Correspondence from Deputy Premier of WA, Minister for Health and Tourism

### OFFICER RECOMMENDATION

*That Council:*

- 1. Endorse the appointment of Marion Gall as a community representative on the Access and Inclusion Advisory Committee.*
- 2. Authorise the Shire President to advocate on behalf of the community via correspondence to local member Jane Kelsbie MLA and State Minister for Health and Mental Health the Hon. Amber-Jade Sanderson regarding the exclusion of Bridgetown-Greenbushes Shire community members in the Patient Assistance Travel Scheme (PATS) when travelling to Bunbury.*

### Summary/Purpose

Recommendation 1 seeks to broaden community representation on the Access and Inclusion Committee to include a Greenbushes representative. The inclusion of a new member fits within the membership parameters of the Instrument of Appointment and Delegation. (Attachment 10)

Recommendation 2 seeks to raise awareness at a state government level of the specific issues facing community members in accessing specialist medical care in Bunbury without eligibility to PATS.

### Background

The objectives and role of the Access and Inclusion Advisory Committee as outlined in the Instrument of Appointment and Delegation are:

1. To advise Council on the establishment of priorities and review of progress on the implementation of the strategies identified in the relevant Disability Access and Inclusion Plan and the Age Friendly Communities Plan.
2. To formally report to Council annually on the implementation of the Disability Access and Inclusion Plan and the Age Friendly Communities Plan.
3. To carry out consultation with the community as part of the annual review of the Disability Access and Inclusion Plan and Age Friendly Communities Plan.
4. To recommend to Council any changes to the priorities identified in the Disability Access and Inclusion Plan and Age Friendly Communities Plan

either as part of the annual review process, or if necessary at other times of the year.

The Instrument of Appointment and Delegation for the Access and Inclusion Advisory Committee consists of:

- 4.1 Council will appoint a minimum of one (1) elected member as Council's representative(s) on the Committee.
- 4.2 Council will appoint a maximum of eight (8) community and service agency representatives.
- 4.3 One CEO appointed Shire representative shall be an ex-officio member of the committee and will not be permitted to vote on matters considered by the Committee.

The current membership includes 2 Councillors, 6 community member representatives and 1 service agency representative;

- Cr Quinby *Councillor representative*
- Cr Rose *Councillor representative*
- Beth Pengelly *community representative*
- Joan Leader *community representative*
- Jana Mayhew *community representative*
- Roberta Waterman *community representative*
- Margaret Morton *community representative*
- Ursula Wade *community representative*
- Andrea Mettam *Support worker*

The addition of a new community member representative as a member of the Access and Inclusion Committee assists in fulfilling the identified membership criteria of the current Instrument of Appointment and Delegation. The term of office for the current Committee expires in 21 October 2023.

The Patient Assisted Travel Scheme (PATS) is coordinated by the State Government through the WA Country Health Service. The WA Country Health Service has a strong network of public hospitals, health services and nursing posts located across rural and remote Western Australia. The core business of the WA Country Health Service is the provision of quality, accessible health services to people from large regional centers and small remote communities.

Funded by Royalties for Regions, PATS provides a subsidy towards the cost of travel and accommodation for eligible permanent country residents, and their approved escorts, who are required to travel a long distance to access certain categories of specialist medical services.

This assistance may be provided subject to the following conditions:

- An applicant travelling by private vehicle may claim a fuel subsidy of 16 cents per kilometre. Only one claim per vehicle is to be made.

- When 2 or more applicants are travelling in a minibus, or similar group transport vehicle, owned by a community or organisation, the fuel subsidy is 25 cents per kilometre, per vehicle payable to the relevant organisation.
- People travelling by coach or rail are eligible for the relevant economy or discounted fare.
- Applicants accessing cancer or dialysis treatment who are required to travel between 70 and 100 kilometres are eligible for \$20 subsidy for the return trip.

The following groups of people are eligible for assistance via PATS:

- Permanent residents in a WA Country Health Service region needing to travel more than 100 km to the nearest eligible medical specialist services including a Telehealth service.
- Country patients needing to travel more than 70km (each way) to access specialist medical treatment for cancer or dialysis, where the health service is unable to provide a transport service.
- Escorts may be approved for people with certain medical conditions, including:
  - People undergoing cancer treatment.
  - The frail or the disabled.
  - People under 18 years of age.

Patients who are eligible to claim travel and accommodation under other schemes such as workers' compensation, employer funded or motor vehicle personal injury (MVPI) are not eligible to claim under PATS.

In May 2014 the Shire CEO wrote in response to a request for community feedback regarding PATS from the State Government, to the then Minister for Regional Development; Lands; Minister Assisting the Minister for State Development; Leader of the National Party of Australia (WA), Hon Terry Redman MLA, regarding the issues faced by people within this community in accessing medical appointments in Bunbury.

As a result of the submission a representative of the Access and Inclusion Committee was invited to give a statement at the Standing Committee on Public Administration review of PATS. The review was attended by the Chair of the Access and Inclusion Committee and the Youth and Seniors Officer in November 2014. After deliberation small changes were made to the PATS (Attachment xx) that did not reduce the issues faced by this community.

#### Officer Comment

The Access and Inclusion Advisory Committee considers issues facing people with disability and seniors within the Shire. This is achieved by advising Council on the implementation of the Disability Access and Inclusion Plan, the Age Friendly Community Plan and the implementation of relevant actions in the Corporate Business Plan.

The committee members report a number of issues associated with road travel to and from Bunbury for residents of the Shire of Bridgetown-Greenbushes in relation to accessing specialist medical treatment.

One of the major concerns is the requirement for patients to for the Bridgetown post office (as the measurable point of distance use for PATS) to be 100km from the nearest eligible medical specialist service, including a Telehealth service. For Bridgetown residents, due to the location of the Post Office there is a 3km shortfall in eligibility. The distance between the Bridgetown and Bunbury Post Offices is 97km. The result is that Bridgetown residents receive no assistance for travel to medical appointments in Bunbury, where most medical specialists practice. Community members have reported this issue to the members of the Access and Inclusion Committee.

The subsidies received from PATS, including travel and accommodation, are meant to be reviewed annually however the amounts have not changed in the 7 years since the review.

The transport challenges are exacerbated by the infrequent public transport to Bunbury, return from Bridgetown. The existing public transport (bus), from Bridgetown to Bunbury, when used for medical appointments, can prove difficult as the bus routes are not directly connected to hospitals and specialists. Once in Bunbury, seniors and people with disability (those affected by ineligibility to PATS) need to make their own way to appointments via taxi and inter-Bunbury bus service. The public transport service times are limited, it is difficult to co-ordinate with specialist appointments and the length of travel time and waiting is often difficult for patients to cope with, especially those who have undergone a procedure or those community members that are frail.

To compound the issue there have been reports that Community Home Care's transport service is having to increase charges to cover increasing fuel. The increase in fees which cannot be reduced through the use of a PATS subsidy.

The Fuel Card is available to some residents but cannot be used to access public transport or Silver Chain, therefore, unless a patient has a private car and driver the fuel card is of minimal assistance.

The Access and Inclusion Committee is seeking endorsement from Council for the Shire President to raise these issues at the Ministerial level to ensure state government is fully aware of the issues faced by the residents of the Shire of Bridgetown-Greenbushes so that those issues might be considered and rectified.

### Statutory Environment

*Local Government Act 1995 - Section 5.10*

For the appointment of a member to a Council Committee.

Disability Services Act 1993

Equal Opportunity Act (1984) WA

Disability Discrimination Act (1992) WA

### Integrated Planning

#### ➤ Strategic Community Plan

- |               |                                                              |
|---------------|--------------------------------------------------------------|
| Outcome 1     | A growing community that is diverse, welcoming and inclusive |
| Objective 1.2 | Understand and meet the needs of an aging population         |
| Outcome 2     | Good health and community wellbeing                          |

Objective 2.1 Advocate for quality health and community services

- Corporate Business Plan
  - Action 1.2.1 Provide a review of the Age Friendly Community Plan
  - Action 2.1.2 Advocate for hospitals, specialist, GP and allied health services to be retained and improved to meet community needs
  
- Long Term Financial Plan
- Asset Management Plans
- Workforce Plan
- Other Integrated Planning
  - Age Friendly Community Plan (2016 – 2020) under review
  - Disability Access and Inclusion Plan (2019 – 2024)

Policy Implications – Not Applicable

Budget Implications – Not Applicable

Whole of Life Accounting

The principles of Whole of Life Accounting are met by engaging community members with lived experience and knowledge to ensure issues around access and inclusion are considered as part of all aspects of service provision and infrastructure development within the Shire.

Risk Management

Risk is mitigated by increasing Council's understanding of community need through ensuring a diverse membership on Council's advisory committees and adhering to the Project Management Framework by undertaking a thorough investigation into all proposals to support an informed decision making processes.

Voting Requirements – Absolute Majority



<b>ITEM NO.</b>	C.10/0822	<b>FILE REF.</b>	225
<b>SUBJECT</b>	Change the Operational Structure of the Roadwise Advisory Committee		
<b>PROPONENT</b>	Roadwise Advisory Committee		
<b>OFFICER</b>	Manager Community Development		
<b>DATE OF REPORT</b>	15 August 2022		

### OFFICER RECOMMENDATION

*That Council:*

- 1. Dissolve the Road Wise Committee.*
- 2. Endorse the members of the dissolved committee to reform as the Roadwise Working Group which will be responsible for the organisation and coordination of 3 events per year – Blessing of the Roads, Mystery Tour of Life and the Cop-It Sweet campaign.*
- 3. Allow the budget allocation of \$1,500 for the Roadwise Advisory Committee events to remain unchanged to continue to support the working group with the organisation and coordination of the 3 events.*

### Summary/Purpose

The recommendations seeks to align the current and historic actions and outcomes of the Roadwise Committee with an operating structure that suits that Committee's function.

### Background

The objectives and role of the Roadwise Advisory Committee are:

- 3.1 Raise public awareness of road safety within the Shire.
- 3.2 Hosting of annual events such as 'Blessing of the Roads'; 'Mystery Tour of Life'; and 'Cop-it-Sweet Project'.

The Membership of the committee consists of:

- One (1) elected member
- One (1) representative in total from the local schools in Bridgetown or Greenbushes
- One (1) representative from each of the following organisations:
  - Country Women's Association, Bridgetown
  - Bridgetown Volunteer Fire & Rescue Service
  - Bridgetown Police
  - St John Ambulance
  - Community Representative

Ex-officio Members:

- Roadwise Western Australia
- Main Roads Western Australia

### Officer Comment

Working groups are specifically geared toward achieving outcomes, projects or events. Working groups are not established under Section 5.8, 5.9(2)(c) and 5.17(c)

of the Local Government Act 1995, and therefore do not require the same rigor as advisory committees including reducing the requirements of meeting procedure, dissemination of minutes, regulations regarding members, quorums etc.

Advisory committees provide advice to Council on specific subjects. They are delegated under the Local Government Act and work within similar standing orders as Council for example, new members are appointed by council, a quorum must be met before for a formal meeting to proceed, 3 missed meetings and a member is no longer part of the committee, minutes recording and dissemination, delegation can be made by Council to the committee, recommendations must be endorsed by Council.

The Roadwise committee essentially organise, coordinate and facilitate 3 events per year. The Roadwise Advisory committee have been responsible for provision of a major educational, experiential event each year for the past 10 years, the Mystery Tour of Life. This event includes representatives from all of the local and regional emergency services, the hospital, local actors and is an important part of the year 10 curriculum.

Roadwise have also organised and facilitated the Blessing of the Roads event leading into the Easter holidays each year. This event includes choirs from each of the local primary schools and presentations from each of the schools regarding a road safety to an audience of regional dignitaries, staff and community. The event ends with a morning tea provided by the Bridgetown CWA.

Finally the committee organise a poster creating competition for the schools with each school being provided a bicycle and helmet, donated by local businesses, that is presented at the end of year assembly to the winner of the poster competition for each school.

This is a very active and passionate group of professionals, community members and volunteers that are committed to providing the three events per year. Other road safety issues are considered during the meetings however these concerns can still be brought to the attention of the Executive Leadership Team to be handled on an operational level.

If council endorse the recommendation to dissolve the committee and form a working group Shire officers would continue to provide support for the working group however the restrictions on process will make it easier for the group to facilitate those events.

### Statutory Environment

Local Government Act 1998 Section 5.9

### Integrated Planning

- Strategic Community Plan
- Outcome 9 Safe, affordable and efficient movement of people and vehicles
- Objective 9.1 Improve Road Safety
- Corporate Business Plan – N/A
- Long Term Financial Plan – N/A
- Asset Management Plans – N/A

- Workforce Plan – N/A
- Other Integrated Planning – N/A

#### Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

#### Budget Implications

Endorsement of the recommendations would leave the budget allocation unchanged.

Whole of Life Accounting – Not Applicable

Risk Management – Not Applicable

Voting Requirements – Absolute Majority

<b>ITEM NO.</b>	C.11/0822	<b>FILE REF.</b>	860
<b>SUBJECT</b>	Advocate for Accessible Employment Service Providers to Bridgetown and Greenbushes		
<b>PROPONENT</b>	Youth Services Advisory Committee		
<b>OFFICER</b>	Manager Community Development		
<b>DATE OF REPORT</b>	15 August 2022		

#### OFFICER RECOMMENDATION

*That Council authorise the Shire President to advocate on behalf of Council to the State Government Ministers responsible for Employment Services Providers and Youth, to raise awareness of the issues facing young people residing in the Shire of Bridgetown-Greenbushes when trying to access appointments with the regional employment services provider if they do not have their own transport.*

#### Summary/Purpose

These recommendations seek to advocate to State Government Ministers to raise awareness of the accessibility issue and support the identification of a solution for young people and community members that are required to attend employment service provider appointments in Manjimup without a means of transport.

#### Background

The issue of young people hitch-hiking to Manjimup to attend employment service provider appointments was raised by BYA Inc representative Lisa Burgess at the last Youth Services Advisory Committee meeting held on 19 July 2022.

Job seekers are required to meet with an employment provider in order to receive job seeker payments. An initial meeting must be held in person prior to receiving job seeker benefits and reports suggest the meeting times are inflexible. There are follow-up meetings on an ongoing basis, however, these meeting times and methods

are slightly more flexible. If the job seeker misses an appointment their payments will be terminated until other arrangements have been made and fulfilled. For this reason young people have reported to Blackwood Youth Action staff that they are hitch-hiking to Manjimup to meet appointment requirements.

Employment service providers are funded by State Government to empower job seekers, supporting them to build better working lives. To do that, they work with people to identify their goals and aspirations, build skills and job-readiness and support them through interviews and into employment – as well as work with prospective employers to ensure their needs are met.

Contact was made with the sole employment service provider in the region, which is located in Manjimup, to suggest a relocation of the service for one day per month to the Shire of Bridgetown-Greenbushes to be split between Bridgetown and Greenbushes. The staff of the employment service provider were certain that one day per month would be enough time for all new job seeker applicants to attend their required meetings, and to see any other job seeker recipients as required. An offer to support the provision of office space in both Bridgetown and Greenbushes was also proposed to encourage the agreement to the arrangement.

Contact was also made with Bridgetown CRC to understand their perspective given they provide local Centrelink services in Bridgetown. The Bridgetown CRC staff confirmed that residents have been reporting issues around meeting requirements due to the location of the meetings and due to the increasing cost of living and fuel prices. These factors are impacting the most financially vulnerable within our community.

The request to relocate the employment service provider to Bridgetown and Greenbushes for one day per month was supported by the staff of the employment service provider and they discussed the proposal with their regional manager. The feedback from the regional manager suggested that nothing could be done as funding, along with defined outcomes are decided and provided by the State Government and those outcomes did not include offering services in Bridgetown or Greenbushes.

#### Officer Comment

The reports from Blackwood Youth Action staff of young people hitch-hiking to Manjimup are very alarming given the risks associated with such activities. The safety of our young people is paramount, especially those that may be at risk emotionally and financially. This issue does highlight broader difficulties faced by community members in relation to accessing essential services and meeting requirements that determine an individual or families financial stability. This is especially important to remedy given the lack of transport options combined with the cost of living pressures that are impacting those community members that can least afford it.

#### Statutory Environment

- *Local Government Act 1998* (section 5.9)
- *Equal Opportunity Act 1984*

### Integrated Planning

➤ Strategic Community Plan

- Outcome 1 A growing community that is diverse, welcoming and inclusive
- Objective 1.1 Improve family and youth services and facilities to attract and retain families
- Outcome 2 Good health and community wellbeing
- Objective 2.3 Become a hub of excellence in art, culture and community events
- Outcome 8 Local history, heritage and character is valued and preserved
- Objective 8.1 Identify, preserve and showcase significant local history and heritage

➤ Corporate Business Plan

- Objective 1.1 Improve family and youth services and facilities to attract and retain families
- Action 1.1.1 Provide a Youth Services Delivery Statement describing the shire's roles and responsibilities in relation to youth services, facilities and events
- Action 1.1.2 Provide the revitalisation and development of the Bridgetown Youth Precinct with pump track, Skate Park, parkour and free throw basketball court.
- Action 1.1.3 Advocate for the development of a Youth Centre with hang out space and access to activities and support services.
- Action 1.1.4 Partner with Blackwood Youth Action to improve access to support services, counselling and mentoring for young people in particular marginalized and at risk youth.

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

### Policy Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document. This recommendation aligns with Council's Instrument of Appointment for the Youth Services Advisory Committee.

### Budget Implications - Nil

### Whole of Life Accounting - Nil

### Risk Management - Nil

### Voting Requirements –Simple Majority

<b>ITEM NO.</b>	C.12/0822	<b>FILE REF.</b>	Legal D138
<b>SUBJECT</b>	Updated MOU between Shire of Bridgetown-Greenbushes and Greenbushes Community Resource Centre		
<b>PROPONENT</b>	Greenbushes Community Resource Centre		
<b>OFFICER</b>	Manager Community Development		
<b>DATE OF REPORT</b>	18 August 2022		

Attachment 12

Draft Memorandum of Understanding (MOU)

#### OFFICER RECOMMENDATION

*That Council:*

- 1. Endorse the updated Memorandum of Understanding (MOU) between the Shire of Bridgetown-Greenbushes and Greenbushes Community Resource Centre.*
- 2. Approve unbudgeted expenditure of \$2,600 in 2022/23 to pay Greenbushes CRC a fee-for-service for providing satellite Shire services to the Greenbushes community.*

#### Summary/Purpose

A Memorandum of Understanding (MOU) has been in place between the Shire and Greenbushes Community Resource Centre since November 2007 for the provision of satellite Shire services to the residents of Greenbushes and surrounds.

An updated draft MOU has been prepared in consultation with the CRC Coordinator and Committee with the result proposed to be a transfer of facility hire and inspection, rate, pet registration and sundry payments back to the Shire, the formalisation of the key registration process for facility hire and the payment of sum of \$50 per week to the Greenbushes CRC for the provision of satellite Shire services.

#### Background

In November 2007 a MOU was entered into by the Shire of Bridgetown-Greenbushes and Greenbushes Telecentre (now Community Resource Centre). The purpose of that MOU was to identify the responsibilities of the Shire and CRC regarding the provision by the CRC of services to accept rates payments, dog licence payments, and sundry payments and to manage the bookings of the Greenbushes Town Hall.

The MOU identified the responsibilities of the Shire and CRC regarding:

- Provision of rates payments;
- Dog Licenses;
- Sundry Debtors;
- Greenbushes Town Hall & Roads Board Office bookings;
- Library services;
- Noticeboard (provision of Shire information in Greenbushes); and
- Community Development

In January 2021 the MOU was reviewed with no change made to the responsibilities of either party.

In early 2022, due to staffing issues, the Greenbushes CRC requested that the Shire step in and take back all hall hire responsibilities. This was undertaken by the Shire after a hall hire procedure was completed to ensure all service areas that were required to be involved were included in the process and responsibilities were clearly outlined internally and between the Shire and the Greenbushes CRC.

In June 2022, Greenbushes CRC requested a permanent return of the responsibility of hall hire and inspection to the Shire due to their own staffing issues and the financial burden to the CRC of undertaking these responsibilities. This request triggered the need for a complete review of the MOU to ensure the needs of the Greenbushes community are met and the financial impacts of the Greenbushes CRC is considered.

#### Officer Comment

The reviewed MOU is a detailed document that clearly articulates the types of services able to be offered by the CRC on behalf of the Shire, and the management/administrative requirements that the CRC must follow in providing those services.

The shift in responsibilities as a result of the reviewed MOU will not result in a reduction in service provision for the Greenbushes community members. There will just be a change in the organisation providing the services and an increased level of partnership and communication required between the two organisations.

Keys for Shire facility hire will still be held at Greenbushes CRC to be provided to community members so they are not required to drive to Bridgetown to access Greenbushes facilities. A key register and procedure will be provided to the CRC including training by Shire officers. This will guarantee that keys are received and returned to the appropriate person and that the required processes are triggered within a timely manner upon the return of keys (post event inspections and bond refunds).

Payments that were able to be received by the CRC on behalf of the Shire were rates, pet registrations and sundry payments. Rates and sundry payments are now able to be made online or by phone and the CRC staff have agreed to assist any resident with these payments when required by using the CRC's computers or phones and staff support. Until recently the CRC were required to take cash or cheque payments and to physically bring those payments to the Shire. This process needed to happen on a very regular basis given the statutory requirements of revenue receipting and deadlines relating to rates payments. This was an increasingly costly and time consuming exercise for CRC staff. After discussions with the Executive Manager Corporate Service it became clear that the most efficient and cost effective way to ensure Greenbushes residents can pay Shire payments was to encourage online and phone payment and request that the CRC provide the technology and support community members need to make online/phone payment.

Pet registrations are currently being centralized as part of a state government initiative. Once the centralization is complete pet registrations would have returned to

the Shire due to this centralized system that will be provided by the State Government, similar to the platform provided by the Department of Transport for the registrations of cars and drivers licenses.

The satellite Shire services that are remaining with the Greenbushes CRC as part of the MOU include;

- Library services
- Noticeboard and printing
- Community Development/Engagement
- Facility Key Management

As payment for providing the satellite shire services The CRC have requested \$50 per week or \$2,600 per year and the Shire have requested a report to Council to be provided 6 monthly to outline the services that the CRC have provided. These actions are outlined in clauses 5.1 to 5.3 of the draft MOU.

The CRC has also agreed to provide the meeting room to Council without charge for the December Council meeting.

These changes have been made in close consultation and agreement with the Coordinator of the Greenbushes CRC and its board.

### Statutory Environment

#### Integrated Planning

- Strategic Community Plan
  - Outcome 1 A growing community that is diverse, welcoming and inclusive
  - Objective 1.1 Improve family and youth services and facilities to attract and retain families
  - Objective 1.2 Understand and meet the needs of an aging population
- Corporate Business Plan – Not Applicable
- Long Term Financial Plan – Not Applicable
- Asset Management Plans – Not Applicable
- Workforce Plan – Not Applicable
- Other Integrated Planning
  - Age Friendly Community Plan (2016 – 2020) under review
  - Disability Access and Inclusion Plan (2019 – 2024)

Policy Implications – Not Applicable

#### Budget Implications

The payment of a fee for service has not be allocated in the draft budget as the discussions around the recommendation of a fee commenced in the last week so therefore Council will have to approve this unbudgeted expenditure

Whole of Life Accounting - Nil



Risk Management

Risk is mitigated by ensuring Shire service provision is available and accessible to all Shire community members.

Voting Requirements – Absolute Majority

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

**Urgent Business Approved by Decision**

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

**Elected Members Questions With Notice**

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

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

**Closure**

*The Presiding Member to close the meeting.*

**List of Attachments**

Attachment	Item No.	Details
1	C.02/0822	Minutes of Special Council Meeting - 8 August 2022
2	C.04/0822	Draft 2022/2023 Firebreak & Fuel Hazard Reduction Notice
3	C.05/0822	Rolling Action Sheet
4	C.06/0822	Draft 2022/2023 Budget ( <i>separate attachment</i> )
5	C.07/0822	Applicant's Submission ( <i>separate attachment</i> )
6	C.07/0822	Legal Advice Provided by Applicant
7	C.08/0822	WBAC Sub-regional Climate Change Action Plan
8	C.08/0822	WBAC Council's Climate Change Policy Statement
9	C.08/0822	WBAC Climate Change reference Group Terms of Reference 2022
10	C.09/0822	Instrument of Appointment and Delegation

11	C.09/0822	Correspondence from Deputy Premier of WA, Minister for Health and Tourism
12	C.12/0822	Draft Memorandum of Understanding (MOU)

Agenda Papers checked and authorised by T Clynch, CEO		19 August 2022
-------------------------------------------------------	-----------------------------------------------------------------------------------	----------------



**Special Council Minutes Index – 8 August 2022**

Subject	Page No
Opening of Meeting.....	2
Acknowledgment of Country .....	2
Attendance, Apologies .....	2
Attendance of Gallery .....	2
Public Question Time.....	2
Petitions/Deputations/Presentations.....	2
Comments on Agenda Items by Parties with an Interest.....	2
Notification of Disclosures of Interest.....	3
<b>Business Items</b> .....	<b>3</b>
1 Swearing in of newly elected Councillors .....	3
<b>Appreciation</b> .....	<b>3</b>
<b>Closure</b> .....	<b>3</b>

## MINUTES

For the Special Meeting of Council held in the Council Chambers on **Monday, 8 August 2022** commencing at 5.30pm, called for the purpose of swearing in newly elected Councillors.

### **Opening of Meeting**

*The Presiding Member opened the meeting at 5.29pm and welcomed the Councillors-Elect and members of the gallery.*

### **Acknowledgment of Country**

*We acknowledge the Noongar People, the Traditional Custodians of the land on which we are gathered, and pay our respects to their Elders past, present and emerging.*

### **Attendance & Apologies**

President	- Cr J Mountford
Councillors	- J Boyle - T Lansdell - S Mahoney - A Pratico - P Quinby - A Rose
Officers	- T Clynch, Chief Executive Officer - M Larkworthy, Executive Manager Corporate Services - P St John, Executive Manager Development & Infrastructure - E Matthews, Executive Assistant
Councillor-Elect	- E Browne - M Christensen
In Attendance	- A F Elder, Justice of the Peace

### **Attendance of Gallery**

A. Pratt, C. Rose, F. Browne

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

### **Petitions/Deputations/Presentations** - Nil

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

**Notification of Disclosures of Interest**

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

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

Nil

**Business Items**

**1. Swearing-in of Newly Elected Councillors**

Newly elected Councillors Mike Christensen and Elke Browne were sworn in by Justice of the Peace, Adrian Elder.

Cr Christensen and Cr Browne then took their seats.


**Appreciation**

The President extend appreciation to Justice of the Peace, Mr Adrian Elder for officiating at the Special Meeting of Council.

**Closure**

*The Presiding Member closed the meeting at 5.34pm.*

**List of Attachments** - Nil

Minute papers checked and authorised by CEO, Mr T P Clynych		9 August 2022
-------------------------------------------------------------	-------------------------------------------------------------------------------------	---------------

NOTICE TO ALL OWNERS AND OCCUPIERS OF LAND  
IN THE SHIRE OF BRIDGETOWN-GREENBUSHES



~~2021/2022~~ 2022/2023 FIREBREAK AND  
FUEL HAZARD REDUCTION NOTICE

**FOR ALL FIRES PHONE 000**

**ABOUT THIS NOTICE AND YOUR RESPONSIBILITIES**

In accordance with Section 33 of the Bush Fires Act 1954, you are required to carry out fire prevention work on land owned or occupied by you as set out in this Notice by the dates specified. If the requirements of this Notice are not met by the due date, or are not completed to the satisfaction of an inspecting officer, an on the spot fine of \$250 will be issued. The maximum fine for failure to comply is \$5,000. Council can also enter upon the land and carry out required works at the owner/occupier's expense.

**DATES YOU MUST REMEMBER**

RESTRICTED BURNING PERIOD	PROHIBITED BURNING PERIOD	RESTRICTED BURNING PERIOD
1 November to 14 December	15 December to 14 March	15 March to 10 May

This Notice outlines the requirements and restrictions for different property types and activities.

PROPERTY TYPE	CATEGORY	YEARLY COMPLIANCE DATES
Land under 5,000m <sup>2</sup>	Category 1	15 November to 10 May
Land over 5,000m <sup>2</sup> and under 4 hectares	Category 2	15 November to 10 May
Land over 4 hectares	Category 3	15 November to 10 May
Plantations and Harvested Plantations	Category 4	1 November to 10 May
Timber Mills	Category 5	1 November to 10 May

**1. SPECIAL REQUIREMENTS AND ALTERNATIVES**

**1.1 SPECIAL REQUIREMENTS**

The requirements of this Notice are considered the minimum standard of fire protection required to protect not only the individual property but the community as a whole. Council can impose additional requirements to remove or abate hazards if considered necessary. Any property subject to a Bush Fire Management Plan, or conditions imposed as a result of development approval, must comply with the approved conditions in addition to the requirements of this Notice.

**1.2 ALTERNATIVES**

If you consider it impracticable or environmentally damaging to carry out the requirements set out in this Notice, you can apply to Council by **1 October** for permission to provide alternative firebreaks or other fire prevention measures.

In the absence of written approval for alternative measures, the owner/occupier must adhere to the requirements of this Notice.

**Enquiries relating to this Firebreak and Fuel Hazard Reduction Notice or fire prevention in general should be directed to the Shire Ranger Services on (08) 9761 0800 or 0457 885 156**

## 2. WORK REQUIRED TO BE UNDERTAKEN

### 2.1 CATEGORY 1 – LAND UNDER 5,000m<sup>2</sup> (1/2 HECTARE) By 15 November until 10 May

Remove all flammable material from the property except living trees and shrubbery and maintain throughout the required period. Grass height not to exceed 100mm.

### 2.2 CATEGORY 2 – LAND OVER 5,000m<sup>2</sup> AND UNDER 4 HECTARES (10 ACRES) By 15 November until 10 May

All buildings must have an access track not less than 3 metres in width and a minimum 4 metre vertical clearance to overhanging vegetation. Around all buildings, haystacks and fuel storage areas, slash and remove all flammable materials likely to create a fire hazard, except living trees and shrubbery for at least 20 metres around the building, haystack and fuel storage area. Grass height not to exceed 100mm.

**In addition to the above, the following requirements also apply to Category 2 properties:**

**(a) Land used for cropping or pasture:** Construct and maintain a 3 metre wide firebreak with a minimum 4 metre vertical clearance to overhanging vegetation as near as practical to the perimeter of the property.

**(b) Land not used for cropping/pasture:** Remove all flammable material from the property except living trees and shrubbery and maintain throughout the required period. Grass height not to exceed 100mm. If choosing to forego firebreaks and instead remove flammable material from the property, the property owner must complete active fuel reduction on the property before 15 November and maintain it throughout the period of this Notice by means such as slashing, baling, and/or grazing by an appropriate number of livestock. If choosing to carry out fuel reduction by grazing of stock, the property owner must ensure that sufficient stock is used to ensure that all grass is reduced to a maximum height of 100mm by **15 November and maintained at that height until 26 April.**

### 2.3 CATEGORY 3 – LAND OVER 4 HECTARES (10 ACRES) By 15 November until 10 May

All buildings must have an access track not less than 3 metres in width and a minimum 4 metre vertical clearance to overhanging vegetation. Around all buildings, haystacks and fuel storage areas, slash and remove all flammable materials likely to create a fire hazard, except living trees and shrubbery for at least 20 metres around the building, haystack and fuel storage area. Grass height not to exceed 100mm.

**In addition to the above, the following requirements also apply to Category 3 properties:**

**(a) Managed land used for agriculture, viticulture or horticulture:** Managed land is not required to have firebreaks, although land owners and occupiers are encouraged to install them in strategic places to protect their property in the event of a fire. There must be active fuel reduction done on the property throughout the period of this Notice, by means such as slashing, baling, and/or grazing by an appropriate number of livestock.

**(b) Unmanaged land:** As a minimum, one of the following two methods must be implemented:

**(i) Fuel reduction:** Remove all flammable materials from the entire property except living trees and shrubbery and maintain throughout the required period. Grass height not to exceed 100mm; or

**(ii) Firebreak:** Construct and maintain a 3 metre wide firebreak with a minimum 4 metre vertical clearance to overhanging vegetation as near as practical to the perimeter of the property.

### 2.4 CATEGORY 4 – PLANTATIONS AND HARVESTED PLANTATIONS By 1 November until 10 May

The first row of trees must be a minimum of 15 metres from all formed public roads. A 10 metre wide firebreak shall be constructed along the internal boundaries of the plantation, along the boundaries of separate ownership, and all formed public roads. A firebreak 6 metres wide shall be provided in such a position that no compartment of a plantation exceeds 30 hectares. Where power lines pass through the plantation the clearing of vegetation must be in accordance with power supplier specifications. Trees adjoining the firebreak must be progressively pruned to a minimum height of 4 metres to maintain an effective width of firebreak. **Firebreak requirements for harvested plantations are the same as for plantations.** Any harvest residue heaps (slash piles) are to be a maximum of 4 metres wide; maximum 2 metres high; maximum 50 metres length with minimum 5 metre separation between heaps/piles; minimum 50 metres from any boundary or native vegetation islands; minimum 20 metres from powerlines or any areas of remnant vegetation and the first row of trees of any plantation.

### 2.5 CATEGORY 5 – TIMBER MILLS By 1 November until 10 May

Construct and maintain a 3 metre firebreak with a minimum 4 metre vertical clearance inside and along the boundary of the property as well as a 10 metre firebreak around all piles of sawdust, woodchips, bark and waste material.

### 3. REGULATED ACTIVITIES

**3.1 HARVESTING OPERATIONS** In addition to the individual Category requirements, any crop or plantation harvesting must have a drivable fire unit (not a trailer fire unit) of at least 400 litres in operational condition (full of water and in good working order) per harvesting machine within the compartment being harvested.

**3.2 STUMP GRINDING** The use of a stump grinder during Restricted and Prohibited Burning Periods is only permitted if a drivable fire unit of at least 400 litres in operational condition (full of water and in good working order) be within 200 metres of the stump grinder in the same compartment.

**3.3 BURNING OF GARDEN REFUSE AND RUBBISH** Prior to the burning of garden refuse and rubbish a 3 metre radius perimeter around the waste heap is to be cleared of all flammable material. Burning of garden refuse and rubbish is not permitted during the Prohibited Burning Period and during the Restricted Burning Periods it will require a burning permit from a Fire Control Officer.

**3.4 SLASHING DURING THE RESTRICTED AND PROHIBITED BURNING PERIODS** This clause does not apply to the mowing of residential lawns. During the Restricted Burning Period, any person conducting slashing must have available a fire extinguisher of not less than 7.5 litre capacity either attached to the machine or within 200 metres of where the machine is operating. During the Prohibited Burning Period, any person conducting slashing must have available a fire fighting unit (full of water and in good working order) of not less than 400 litre capacity within 200 metres of where the machine is operating.

**3.5 CAMP FIRES AND BARBECUES** Open wood camp fires, wood fuelled barbecues, solid fuel pizza ovens, and spit style rotisseries require a permit in the Restricted Burning Period if the Fire Danger Rating (AFDRS) is "High" or above and are not allowed in the Prohibited Burning Period. Use of a gas barbecue is permitted subject to a perimeter with a 5 metre radius around the barbecue being cleared of bush and flammable materials.

Commented [EG1]: Wording updated to comply with legislation

### 4. DEFINITIONS OF TERMS

**Firebreak:** ground from which all flammable material has been removed and on which no flammable material is permitted to accumulate during the period specified in this Notice.

**Flammable material:** accumulated fuel such as leaf litter, twigs, bark, grass over 100mm in height, timber boxes, cartons, paper and any combustible material, capable of carrying a running fire but excludes living standing trees and shrubs.

**Flammable fuel storage:** includes all petroleum based liquids, Liquefied Petroleum Gas, Liquefied Natural Gas, and any other combustible liquid or gaseous fuel.

**Fuel hazard:** has the same definition as "flammable material".

**Harvested plantation:** a plantation that has been clear felled but evidence of former use of the plantation remains in the form of tree stumps, pruning, limbs, and/or other accumulated tree refuse or logging residue.

**Hay stack:** a collection of hay including fodder rolls placed or stacked together.

**Managed land:** land over 4 hectares that is being actively used for agriculture, viticulture, horticulture etc. and that such use is clearly evident (excluding plantations).

**Plantation:** any area planted in pine, eucalypt or other commercially valued trees (excluding orchards and vineyards) which have been planted for commercial gain. Requires approval under the Town Planning Scheme.

**Unmanaged land:** land over 4 hectares that is not being actively and evidently used for agriculture, viticulture, horticulture etc. (excluding plantations).

By Order of the Council  
TP CLYNCH  
CHIEF EXECUTIVE OFFICER  
25 August 2022 ~~29 July 2024~~

### 5. FIRE PERMITS AND UNDERTAKING FUEL HAZARD REDUCTION WORK

**5.1 CONTRACTORS** - A list of contractors available to assist with fire prevention work is available by calling the Shire on 9761 0800. Council does not recommend or endorse any particular contractor.

**5.2 PERMITS** to burn are required for the whole of the restricted periods and can only be obtained from the Fire Control Officers listed overleaf.

**5.3 CAREFULLY READ** and adhere to all of the conditions of the permit as any breach or negligence could make you liable for any damage to neighbouring properties and/or infringements/penalties.

**5.4 ANY SPECIAL CONDITIONS** imposed by the Fire Control Officer/s when issuing permits must be strictly adhered to. Rangers will check that permit conditions are being complied with during the Restricted Burning Period.

**5.5 INFRINGEMENTS/ON THE SPOT FINES** of \$250 and upwards apply to any breaches of the permit conditions/special conditions. Contact your FCO or local Rangers if in doubt.

**5.6 THE PERMIT HOLDER** shall give notice of their intention to burn to the following:

(a) The Shire Office, no later than on the day when burning is to take place. Weekend burning must be notified by 4.00pm of the preceding Friday.

(b) The owner or occupier of adjoining land.

(c) The nearest Department of Biodiversity, Conservation and Attractions, Parks and Wildlife Service office, if the land is situated within 3km of a State Forest (Kirup or Pemberton). Notification should be given even when burning is in the open burning period.

**5.7 PERIOD OF NOTICE** to neighbours prior to burning cannot be more than 28 days or less than 4 days, although lesser notice may be determined by mutual agreement of all neighbours.

**5.8 NO PERMITS** will be issued for burning on public holidays during the Restricted or Prohibited Burning Periods.

**5.9 INCINERATORS** used to burn rubbish must be properly constructed. An open drum with or without a lid is not an authorised incinerator.

**5.10 BURNING ON THOROUGHFARES** – Prior to burning on a thoroughfare, verge, or road reserve, a person must obtain a Permit to Light a Fire on a Thoroughfare. The onus lies on the person burning to not only comply with the provisions of the *Activities on Thoroughfares* and Trading in Trading in Thoroughfares and Public Places Local Law and the Bush Fires Act 1954, but also to ensure there is no possibility of the fire escaping.

**5.11 FIREFIGHTING EQUIPMENT** residents are strongly encouraged to have and maintain firefighting equipment for protection of their own property.



## 6. HARVEST AND VEHICLE MOVEMENT BANS AND TOTAL FIRE BANS

**6.1 TOTAL FIRE BANS (TFB)** are declared by the Department of Fire and Emergency Services (DFES) following consultation with Local Governments due to extreme weather conditions or widespread fires stretching firefighting resources. During a TFB the lighting of any fires in the open air and any other activities that may start a fire are prohibited, including:

- (a) All open air fires for the purpose of cooking/camping, i.e. wood fuel barbeques, candles, pizza ovens;
- (b) Incinerators, welding, grinding, soldering, gas cutting, angle grinders and lawnmowers.

**Penalty:** Up to \$25,000 fine and/or a 12 month jail term. Exemptions may be granted by DFES and must be requested in writing.

**6.2 HARVEST AND VEHICLE MOVEMENT BANS** are imposed by Local Government under the Bush Fires Regulations 1954 Section 38A and Section 24C, when prevailing and/or anticipated weather conditions and/or when availability or response capacity of the local firefighting resources are reduced. A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for 'heat of the day' periods and may be extended or revoked as weather conditions change. During a Harvest and Vehicle Movement Ban, the use of engines, vehicles, plant and machinery is prohibited in order to mitigate the associated risk of causing or contributing to the spread of a bushfire.

**6.3 AUSTRALIAN FIRE DANGER RATING SYSTEM (AFDRS)**  
The Fire Danger Rating for any day can be located at <https://www.emergency.wa.gov.au/#firedangerratings>

Commented [EG2]: Addition of information on where to find daily updates on Fire Danger Ratings

## 7. VOLUNTEERING IN A BUSH FIRE BRIGADE

**7.1 BRIGADE MEMBERSHIP** If you are interested in joining your local Volunteer Bush Fire Brigade, contact the Fire Control Officer for your area or the Shire's Community Emergency Services Manager on 0428 611 125.

**7.2 VOLUNTEERS ATTENDING A FIRE IN THEIR OWN VEHICLE** must immediately report to the Fire Control Officer for safety and insurance purposes.

## 8. IN THE EVENT OF AN UNCONTROLLED FIRE

**8.1 FIRE REPORTS** All landowners and occupiers who incur a bushfire have an obligation to assist the Fire Control Officer to compile a Fire Report form.

**8.2 LANDOWNERS AND OCCUPIERS** must take all reasonable measures to control fires on their land, at their expense, regardless of how the fire started. Whilst local volunteer fire fighters will come out and assist in the control of the fire, landowners and occupiers are reminded that they are ultimately responsible for fires on their property, including monitoring

the fire after fire crews have left. Penalties apply and recovery of costs can be made by Council for those who do not comply with these provisions.

**8.3 RADIO STATIONS DURING A FIRE EMERGENCY** During a fire emergency all landowners and occupiers are encouraged to listen to ABC Radio as they are the official emergency broadcast radio station. Local frequencies are 1044, 684 and 558.

## 9. BUSH FIRE CONTROL OFFICERS

<b>Chief Fire Control Officer</b> Greg Kennedy 0427 577 821	<b>Deputy Chief Fire Control Officer</b> Chris Doherty 0438 952 202	<b>Shire - Community Emergency Services Manager</b> Lyndon Pearce 0428 611 125
<b>Bridgetown Townsite (Permits)</b> Donna Baker 0457 885 156	<b>Catterick</b> Santo Pratico 0428 644 057	<b>Greenbushes</b> Tim Hingston 0427 189 007
<b>Hester Brook</b> Keith Clothier 0428 611 787	<b>Kangaroo Gully</b> Chris Doherty 0438 952 202 Terry Flambard 0417 093 213	<b>Maranup</b> Hal Reid 0475 268 621
<b>Sunnyside</b> Martin Winchcombe 0427 619 085	<b>Wandillup</b> Robert Moyes 9761 2482	<b>Winnejup</b> Hugh Wheatley 0428 617 054
<b>Yornup</b> Annette Curry 0487 771 565		



# ROLLING ACTION SHEET

## ROLLING ACTION SHEET

### August 2022 (encompassing Council Resolutions up to Ordinary Council Meeting held 28 July 2022)

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

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

Council Decision No.	Wording of Decision	Responsible Officer	Past Comments	Progress Since Last report	✓
C.02/1216 Acquisition of Dumpling Gully Precinct	That Council request the CEO to investigate the options of the Shire of Bridgetown-Greenbushes taking ownership of the Dumpling Gully Dams (and associated area) commonly called the Dumpling Gully Precinct to incorporate the area into a Shire Reserve which can be developed for both passive and active recreation activities for the community and to manage and protect the Wetlands and associated unique fauna and flora of the region.	T Clynch	<p>Correspondence forwarded to Water Corporation on 23 December 2016. Response received 28 February 2017 indicating in-principle support to the proposal (April 2017).</p> <p>A meeting was held with the Water Corporation and Talison Lithium on 19.6.17 to further discuss the processes for de-proclamation of the drinking water source and the need to engage with DPAW (July 2017).</p> <p>A meeting is scheduled for 3 September with Water Corporation to progress this matter (September 2018).</p> <p>Advice received from Water Corporation that is continuing to work with Department of Water and Environmental Regulation (DWER) about excising the dam from State Forest (requires Cabinet approval) and resolving the water allocation issues. A follow up meeting with DWER is being planned (October 2018).</p> <p><b>January 2019</b> Refer item in January agenda.</p> <p><b>February 2019</b> Submission lodged with Department of</p>	<p><b>August 2022</b> No progress since last report</p>	✓

			<p>Water and Environmental Regulation recommending that the Greenbushes Catchment Area should be abolished under the Country Areas Water Supply Act 1947.</p> <p><b>September 2019</b> DWER is currently conducting stakeholder consultation on the abolition of the Greenbushes Catchment Area under the Country Areas Water Supply Act 1947 on the basis that water quality issues with this source means that it is no longer used by the Water Corporation to supply public drinking water. The DWER recommendation is that the catchment should now be abolished to enable increased recreation, tourism and customary activities.</p> <p><b>October 2019</b> The process to transfer the land from State Forest is progressing.</p> <p><b>March 2020</b> The Shire President and CEO had a meeting with the Minister for Environment about growth strategy projects and took the opportunity to ask for an update on transfer of the former Water Corporation dams to the Shire. A response was subsequently received from the Minister advising that DBCA is supportive in-principle of the Shire's request to use the dams for recreation but a number of issues need to be addressed with both the Shire and Water Corporation. A meeting of all parties is to be requested to expedite the matter.</p> <p><b>May 2020</b> A meeting of relevant agencies is required but hasn't been able to be arranged due to COVID-19. With the current easing of</p>		
--	--	--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

			<p>restrictions a meeting is to be scheduled.</p> <p><b>July 2020</b> A meeting with DBCA is being arranged for August.</p> <p><b>August 2020</b> A meeting was held with DBCA to discuss a number of matters including the dumpling gully precinct. This led to an understanding that a meeting with all parties (Shire, DBCA and Water Corporation) needs to be held and this is currently being arranged.</p> <p><b>September 2020</b> A request has been submitted to DBCA for a meeting to be held between Shire, DBCA and Water Corporation to identify issues to enable this proposal to be progressed.</p> <p><b>June 2021</b> A meeting was held last week with an officer of the Water Corporation to discuss any issues precluding transfer of the land to the Shire. All matters have been addressed and the issue is currently with DBCA to progress. An update has been requested from DBCA.</p> <p><b>July 2021</b> Contact has been made with DBCA to arrange a meeting of stakeholders to accelerate the disposal to the Shire of the Dumpling Gully dams.</p> <p><b>July 2022</b> No progress since last report</p>		
C.08/0917 Preparation of Shire of Bridgetown-Greenbushes	That Council: 1. Notes that the draft Local Planning Strategy adopted by Council in November 2012 has not been endorsed by the Western Australian Planning Commission for the purpose of advertising and will	P St. John	<ol style="list-style-type: none"> <li>1. Noted.</li> <li>2. Noted. Preliminary investigations completed. Preliminary draft report</li> </ol>	<b>August 2022</b> Superseded by Resolution C.10/0722 as resolved last month.	√

<p>Local Planning Strategy and Local Planning Scheme No 6</p>	<p>not be further progressed.</p> <p>2. Notes the appointment of Lush Fire &amp; Planning to prepare a Bushfire Hazard Level Assessment to guide preparation of a new Local Planning Strategy and Local Planning Scheme for the Shire of Bridgetown-Greenbushes.</p> <p>3. Pursuant to regulation 11 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to prepare a new Local Planning Strategy for all land within the Shire of Bridgetown-Greenbushes municipality, as per the Scheme Map Area marked in Attachment 9.</p> <p>4. Pursuant to section 72 of the Planning and Development Act 2005 and regulation 19 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to prepare a new Local Planning Scheme No. 6, for all land within the Shire of Bridgetown-Greenbushes municipality, as per the Scheme Map Area in Attachment 9, and upon gazettal will revoke Town Planning Scheme No. 3 and Town Planning Scheme No. 4.</p> <p>5. Pursuant to section 72 of the Planning and Development Act 2005 and regulation 20 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to forward to the Western Australian Planning Commission:</p> <p>a) A copy of Council's resolution deciding to prepare a new Local Planning Strategy and Local Planning Scheme No. 6 for the Shire of Bridgetown-Greenbushes; and</p> <p>b) A map marked Scheme Map Area signed by</p>		<p>received February 2018 for staff review. Meeting scheduled with Department of Planning, Lands and Heritage for 8 March 2018 for preliminary advice. Follow up meeting with DPLH staff on 27 March 2018, working with consultant on modifications. Draft report to be presented to Council in July 2018 (April 2018). Contact has since been made with a planning consultant to assist in completion of the Local Planning Strategy (June 2018). Consultant has been engaged (July 2018). Meeting held with DPLH staff on 4 September 2018 (September 2018).</p> <p>3. Noted.</p> <p>4. Noted.</p> <p>5. Correspondence sent to WAPC on 26 October 2017. Response received.</p> <p>6. Noted. To be actioned.</p> <p><b>November 2018</b> Liaison with Shire's planning consultant and DPLH staff continuing.</p> <p><b>December 2018</b> Sections of draft LPS prepared by planning consultant currently being reviewed by Shire staff.</p> <p><b>January 2019</b> Final draft Bushfire Hazard Level Assessment received for Shire staff review. Further consultation with planning consultant undertaken in December 2018. Shire staff working through detailed zoning and lot analysis for all townsites and</p>	
---------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

	<p>the Chief Executive Officer, on which is delineated the area of land proposed to be included in the Local Planning Strategy and Local Planning Scheme No. 6 for the Shire of Bridgetown-Greenbushes.</p> <p>6. Subject to receiving notification from the Western Australian Planning Commission pursuant to regulation 20 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to:</p> <p>a) publish a notice within a newspaper circulating in the Shire district of the passing of the resolution deciding to prepare a Local Planning Strategy and Local Planning Scheme No. 6 for the Shire of Bridgetown-Greenbushes.</p> <p>b) forward a copy of the notice to and seeking a memorandum in writing setting out any recommendations in respect of the resolution to:</p> <p>(i) the local government of each district that adjoins the local government district;</p> <p>(ii) each licensee under the Water Services Act 2012 likely to be affected by the scheme;</p> <p>(iii) the Chief Executive Officer of the Department of Biodiversity, Conservation and Attractions assisting in the administration of the Conservation and Land Management Act 1984; and</p> <p>(iv) each public authority likely to be affected by the scheme, including the Department of Water and Environment Regulation pursuant to section 81 of the Planning and Development Act</p>		<p>investigation areas.</p> <p><b>February 2019</b> Zoning and Precinct Analysis completed and forwarded to planning consultant for consideration. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p><b>March 2019</b> Meeting scheduled with DPLH staff, SWDC staff and planning consultant. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p><b>April 2019</b> Meeting held with DPLH and SWDC staff in March 2019. Planning Consultant working on Planning Precinct Analysis. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p><b>May 2019</b> Liaison with DPLH staff, planning consultant and bushfire consultant continuing.</p> <p><b>June 2019</b> Further liaison with planning consultant continuing.</p> <p><b>July 2019</b> Further liaison with planning consultant and DLPH continuing.</p> <p><b>August 2019</b> Further liaison with planning consultant required.</p> <p><b>September 2019</b> Preliminary draft Local Planning Strategy referred to DPLH for feedback.</p> <p><b>October 2019</b> Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p><b>November 2019</b> Pending DPLH feedback on draft Local</p>		
--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

	2005.		<p>Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p><b>December 2019</b> Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p><b>January 2020</b> Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p><b>February 2020</b> Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p><b>March 2020</b> Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p><b>April 2020</b> Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p><b>May 2020</b> Contact made with DPLH for pending feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.. Meeting to be held as soon as possible. Feedback</p> <p><b>June 2020</b> Preliminary feedback from DPLH received on draft Local Planning Strategy. Meeting with DPLH scheduled for 26 June 2020 to discuss draft Bushfire Hazard Level Assessment and draft Local Planning Strategy.</p> <p><b>July 2020</b> Meeting with DPLH held on 26 June 2020 to discuss draft Bushfire Hazard Level Assessment and draft Local Planning Strategy. Follow up meeting with DPLH</p>		
--	-------	--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--



		<p>scheduled for 27 July 2020 to discuss draft Local Planning Strategy, with further work continuing.</p> <p><b>August 2020</b> Councillor Briefing held 23 July 2020 on findings of the BHL and bushfire framework review update. Final BHL to be presented to Council in August 2020 for adoption. Work on draft Local Planning Strategy continuing.</p> <p><b>September 2020</b> Bushfire Hazard Level Assessment adopted by Council 27 August 2020. Local Planning Strategy progressing.</p> <p><b>January 2021</b> Geoff Lush from Lush Fire and Planning Consultants have been appointed to assess (and provide an estimate for same) for what work is required to progress and complete the Local Planning Strategy. Once an estimate is received it will be determined if the Shire appoints Lush Fire and Planning in line with budget constraints.</p> <p><b>February 2021</b> No progress since last update</p> <p><b>March 2021</b> A consultant has been engaged to assist with completion of the Local Planning Strategy.</p> <p><b>May 2021</b> The consultant engaged to assist with preparation of the draft LPS is continuing to work on this project.</p> <p><b>June 2021</b> A meeting was held last week with the Department of Planning to discuss various matters being addressed in the Local Planning Strategy. Note there has been a restructure of the South West Office of the</p>	
--	--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

			<p>Department of Planning and the main purpose of the meeting was to update the new Manager. The Shire's consultant is continuing to work on the document.</p> <p><b>July 2021</b> The consultant engaged to assist with preparation of the draft LPS is continuing to work on this project.</p> <p><b>August 2021</b> Ongoing discussions and direction being given to consultant. Discussion with Department of Planning also occurring on regular basis.</p> <p><b>September 2021</b> A meeting was held with the planning consultant and staff of DPLH to discuss pressing issues being addressed in the LPS. Good direction was received at that meeting.</p> <p><b>October 2021</b> Staff continue to work with consultant on addressing relevant issues for inclusion in Local Planning Strategy.</p> <p><b>November 2021</b> Local Planning Strategy still being prepared.</p> <p><b>December 2021</b> No progress since last update</p> <p><b>January 2022</b> No progress since last update</p> <p><b>February 2022</b> Nothing further to report since last update</p> <p><b>March 2022</b> No progress since last report</p> <p><b>April 2022</b> No progress since last report</p> <p><b>May 2022</b> Further meetings held with DPLH – jointly developing a revised plan to progress the review</p>		
--	--	--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

			<p><b>May 2022</b> A briefing/update will be provided to councillors in next 2 months.</p> <p><b>July 2022</b> A briefing on the review of our existing Local Planning Schemes 3 and 4 and preparation of a Local Planning Strategy was provided to the July Concept Forum and which informs a report to Council included in the July agenda.</p>	
C.09/0321 Greenbushes CBD Parking & Safety Enhancement Project	<p>That Council:</p> <ol style="list-style-type: none"> <li>Endorses the final concept (layout) plan for the Greenbushes CBD Parking &amp; Safety Enhancement Project as per Attachment 6.</li> <li>Notes and acknowledges the contribution by Talison Lithium Pty Ltd to fund the land acquisition component of the Greenbushes CBD Parking &amp; Safety Enhancement Project</li> <li>Amends the 2020/21 budget to reflect the financial contribution by Talison Lithium Pty Ltd, being unbudgeted revenue and matching unbudgeted expenditure of \$80,000 noting that in the event of expenditure being less than this amount a reduced financial contribution will be received.</li> <li>Authorise the CEO to lodge an application for subdivision to excise the land required for the Greenbushes CBD Parking &amp; Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes.</li> <li>Authorise the CEO to complete the land acquisition processes for excising the land required for the Greenbushes CBD Parking &amp; Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes.</li> </ol>	T Clynych	<p><b>April 2021</b> Work has been done in reformatting the final concept (layout) plan into a plan suitable for lodging with an application for subdivision to excise the land for the car park from existing lots. The subdivision application form is being prepared and is awaiting signing by the land owners prior to submittal to the Western Australian Planning Commission.</p> <p><b>May 2021</b> Awaiting endorsement of the subdivision application by land owners.</p> <p><b>August 2021</b> Surveyor appointed to lodge subdivision application</p> <p><b>September 2021</b> Preliminary assessment of the subdivision application has been received from DPLH, necessitating some minor changes to the plan of subdivision. Consultation is occurring with the owner on these changes before the application is resubmitted.</p> <p><b>October 2021</b> Subdivision application has been lodged and awaiting determination by Western Australian Planning Commission.</p> <p><b>November 2021</b> Still awaiting approval of the subdivision</p>	<p><b>August 2022</b> Land transfer process nearing completion. Awaiting final endorsement of LRCIP funding application which will allocate funding to enable this project to be completed in 2021/22.</p>

			<p>application by Western Australian Planning Commission</p> <p><b>December 2021</b> Subdivision application is currently being referred by Western Australian Planning Commission to referral agencies. Request for Tender documentation to be prepared shortly which will include an external review of construction specifications and cost estimates.</p> <p><b>January 2022</b> This project was discussed at the January Concept Forum and a report has been included in the January Council agenda.</p> <p><b>February 2022</b> Approval for the subdivision to excise the land off the existing lots has been granted by the Western Australian Planning Commission. It is now intended to proceed with surveying and preparation of relevant documents for completion of the land transfer, including payments to the existing land owners.</p> <p><b>March 2022</b> Survey documents have been completed and lodged at Landgate.</p> <p><b>May 2022</b> Clearance of subdivision conditions now occurring.</p> <p><b>June 2022</b> A briefing/update will be provided to councillors in next 2 months.</p> <p><b>July 2022</b> Awaiting finalisation of grant agreement with Australian Government for allocation of LRCIP Phase 3 funding to this project. Excision of land for purchase is currently at settlement stage.</p>		
--	--	--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

<p>C.09/0521 Access and Inclusion Advisory Committee Membership &amp; Visitor Centre Access</p>	<p>1. That Council direct the CEO to investigate options to increase the accessibility of the current Visitor Centre building.</p> <p>2. That Council endorse the appointment of community member Roberta Waterman to the Access and Inclusion Advisory Committee.</p>	<p>T Clynch</p>	<p><b>June 2021</b> This action is linked to Resolution C.08/0421 Visitor Information Services &amp; Brierley Jigsaw Gallery Outsourcing Business Case with the consultations associated with that resolution informing this issue.</p> <p><b>September 2021</b> Accessibility is a consideration in the current planning being undertaken for the CRC to move to the Visitor Centre.</p> <p><b>October 2021</b> The draft plans for fit out of the visitor centre include retrofitting an automatic sliding door at the entrance.</p> <p><b>November 2021</b> The investigation into improving accessibility to the Visitor Centre building are linked to the development of plans for the CRC to relocate to that building.</p> <p><b>December 2021</b> No progress since last report</p> <p><b>January 2022</b> On hold pending further developments in possible redesign of visitor centre building</p> <p><b>February 2022</b> On hold pending further developments in possible redesign of visitor centre building.</p> <p><b>May 2022</b> The fit out plans prepared by the Bridgetown CRC do propose to improve accessibility into the building however those plans have yet to be endorsed by Council. It can be assumed that no matter what changes to the plans may occur the accessibility issues will be addressed however until such time as the plans are endorsed this item will remain on the Rolling Action Sheet.</p> <p><b>June 2022</b></p>	<p><b>August 2022</b> No update since last report.</p>
-------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------

			<p>Improving accessibility of the visitor centre will be considered in the proposed building renewal works proposed to occur in 2022/23.</p> <p><b>July 2022</b> No update since last month's report</p>	
<p>C.11/0621 Civic Centre Car Park, Steere Street and Stewart Street Precinct</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>Note the submissions received in 2019 as per Attachment 15 and 2020/21 as per Attachment 16.</li> <li>Request the Chief Executive Officer to implement the design of Civic Centre Car Park, Steere Street and Stewart Street Precinct as per Attachment 13.</li> <li>Authorise the Chief Executive Officer to execute any minor modifications as may be necessary to safely and efficiently implement the project.</li> </ol>	P St John	<p><b>August 2021</b> Funds included in 2021/22 budget with work to be scheduled into 2021/22 works program.</p> <p><b>October 2021</b> Some preliminary works for car parking on Stewart Street have recently commenced.</p> <p><b>November 2021</b> The works will occur as part of the 2021/22 road construction program.</p> <p><b>December 2021</b> No progress since last report</p> <p><b>January 2022</b> No progress since last report</p> <p><b>April 2022</b> The works are scheduled to occur as part of the 2021/22 road construction program, weather permitting.</p> <p><b>May 2022</b> Awaiting availability of contractor to undertake new line marking in the Civic Centre car park. The works on Stewart Street and Steere Street will be carried forward to 2022/23 due to limitations in finding contractors and the need to complete grant funded components of the road construction program as a priority.</p> <p><b>June 2022</b> The funding for this project is proposed to be carried forward to 2022/23 due to limitations in finding contractors and the need to complete grant funded components of the road construction</p>	<p><b>August 2022</b> This work will be scheduled into the Shire's 2022/23 road construction program.</p>

			<p>program as a priority.  <b>July 2022</b>  No update since last month's report</p>		
<p>C.15/0621b  Proposed Land Exchange - Lot 1 (141) Hampton Street, Bridgetown and Closed Portions of Henry Street</p>	<p>That Council fund the \$2,500 difference of \$2,500 ex-GST to be paid to the State of Western Australia, necessary for finalization of the proposed land exchange of Part Lot 1 Hampton Street and the closed portions of Henry Street road reserve, adjacent to Lot 1 Hampton Street, Bridgetown</p>	<p>T Clynch</p>	<p><b>July 2021</b>  Contact made with DPLH to determine process to reactivate the land exchange  <b>August 2021</b>  New subdivision application being prepared.  <b>October 2021</b>  Awaiting endorsement of the subdivision application form by the affected land owner.  <b>December 2021</b>  No progress since last report  <b>January 2022</b>  Agreement of the land owner yet to be obtained.  <b>May 2022</b>  A meeting has been held with the land owner and a written agreement is being prepared for consideration.  <b>June 2022</b>  A settlement agent has been engaged to complete the transaction.  <b>July 2022</b>  No update since last month's report</p>	<p><b>August 2022</b>  Settlement process occurring.</p>	
<p>C.02/0721 Review of Local Laws</p>	<p>1. That in accordance with section 3.16(3) of the Local Government Act 1995, Council note and consider the three submissions received in response to its statutory review of Local Laws.</p> <p>2. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to repeal the Pest Plants Local Law.</p> <p>3. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to amend the following Local Laws with reports to be presented to future Council meetings presenting</p>	<p>T Clynch</p>	<p><b>September 2021</b>  This resolution is being actioned in parts (each Local Law being actioned independently). An item on the repeal of the Pest Plants Local Law is contained in the September Council agenda  <b>October 2021</b>  Report on Pest Plants Repeal Local Law presented to September Council meeting.  <b>December 2021</b>  Pest Plants Repeal Local Law currently being advertised  <b>February 2022</b></p>	<p><b>August 2022</b>  No update since last report.</p>	

	<p>details of the proposed amendments for consideration:</p> <ul style="list-style-type: none"> <li>(i) Activities on Thoroughfares and Trading in Thoroughfares &amp; Public Places Local Law</li> <li>(ii) Cats Local Law</li> <li>(iii) Fencing Local Law</li> <li>(iv) Health Local Law</li> <li>(v) Standing Orders Local Law</li> </ul> <p>4. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to retain without amendment the following Local Laws:</p> <ul style="list-style-type: none"> <li>(i) Bush Fire Brigades Local Law</li> <li>(ii) Cemeteries Local Law</li> <li>(iii) Dogs Local Law</li> <li>(iv) Parking &amp; Parking Facilities Local Law</li> </ul> <p>5. That in accordance with section 3.12 of the Local Government Act 1995 Council resolves to make a Waste Local Law with a report to be presented to a future Council meeting presenting a draft Local Law for consideration.</p> <p>6. In accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to amend the Local Government Property Local Law by reviewing clause 5.3 of the Local Law with a report on this proposed amendment to be presented to future Council meetings.</p>		<p>Report on Pest Plants Repeal Local Law will be presented to March Council meeting. Other proposed amendments to local laws as per the resolution will be addressed in turn.</p> <p><b>March 2022</b> Report on Pest Plants Repeal Local Law and Fencing Local Law are included in March Council agenda. Other proposed amendments to local laws as per the resolution will be addressed in turn.</p> <p><b>April 2022</b> Reports on the Pest Plants Repeal Local Law and Fencing Local Law were presented to Council's March meeting.</p> <p><b>May 2022</b> The proposed amendment to the Fencing Local Law will be submitted to the June Council meeting. An enquiry has been submitted to WALGA seeking information to inform the potential change to clause 5.3 of the Property Local Law.</p> <p><b>June 2022</b> The proposed amendment to the Fencing Local Law will be submitted to the July Council meeting.</p> <p>A response has been received from WALGA about gender signage on public toilets and further research into this issue is required.</p> <p><b>July 2022</b> The Pest Plants Repeal Local Law 2021 was gazetted on 5 July and is operational from 19 July 2022.</p>		
C.06/0721 Rating Status of Lot 600 (185) Hampton Street, Bridgetown	1. Acknowledge that clarity is required for definitions contained within Section 6.26(2) of the Local Government Act regarding the rateability of land and this has potential to raise	M Larkworthy	<p><b>December 2021</b> No progress of this has occurred</p> <p><b>January 2022</b> Preparation of a draft policy for</p>	<p><b>August 2022</b> Due to budget preparation workload this item was not presented in August, it will now be presented to the September</p>	



(Bridgetown Repertory Club)	<p>implications for other ratepayer groups.</p> <ol style="list-style-type: none"> <li>2. In order to correctly apply Section 6.26 of the Local Government Act and according to best practice note that additional research is to be undertaken to clarify key definitions contained in Section 6.26(2) of the Local Government Act to inform the development of a policy to aid in future decision making.</li> <li>3. Maintain the status quo for the 2021/22 rating year in relation to the rateable status of Lot 600 (185) Hampton Street, Bridgetown.</li> <li>4. Directs the CEO to investigate and present to Council a draft policy on the application of Section 6.26(2) of the Local Government Act and the granting of rate concessions for rateable properties owned by community/sporting groups.</li> </ol>		<p>presentation to a future meeting of Council is occurring  <b>February 2022</b>  No progress since last update  <b>March 2022</b>  Seeking advice on definition of 'public purpose' in order to inform development of policy.  <b>April 2022</b>  Legal advice is being sought in order to inform a report to Council.  <b>May 2022</b>  Legal advice still pending.  <b>June 2022</b>  Preliminary legal advice has been received with follow up advice pending after which a report will be presented to Council  <b>July 2022</b>  Following further consideration of advice received it is proposed this item be presented to Council's August Concept Forum.</p>	<p>Concept Forum.</p>	
<p>C.10/0821a  Proposed Land Purchase – Lot 501 on Deposited Plan 54482</p>	<p>That Council resolves to purchase Lot 501 on Deposited Plan 54482 for the sum of \$500 GST inclusive and funds the acquisition and land transfer costs by transferring a sum up to \$2,000 from the Land and Buildings Reserve.</p>	<p>T Clynch</p>	<p><b>September 2021</b>  Offer and Acceptance being prepared  <b>November 2021</b>  No progress since last update  <b>January 2022</b>  Agreements have been received from land owners and appointment of settlement agent is pending  <b>March 2022</b>  A new settlement agent is to be appointed. Agreement to be reached with land owners seeking consent to use same settlement agent.  <b>April 2022</b>  A settlement agent has been selected.  <b>May 2022</b>  Due to workload the selected settlement agent was unable to progress the transfer</p>	<p><b>August 2022</b>  Settlement process occurring.</p>	

			<p>process so a new settlement agent is being appointed.</p> <p><b>June 2022</b> A new settlement agent has been appointed.</p> <p><b>July 2022</b> No update since last month's report</p>	
C.07/0921 Proposed New Local Planning Policy – Exemptions from Development Approval	<p>That Council pursuant to Schedule 2 Part 2 Clause 4 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015 adopts Draft Local Planning Policy – ‘Exemptions from Development Approval’ for the purpose of public advertisement in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015, subject to the policy being modified to;</p> <ol style="list-style-type: none"> <li>1. Remove paragraph 3.3 clause (b);</li> <li>2. From clause (c), remove the words “In the case where a building envelope does not apply” and renumber this clause (b).</li> </ol>	L Guthridge	<p><b>October 2021</b> Advertising in Manjimup Bridgetown Times 13.10.21. Closing date for submissions is 3.11.21.</p> <p><b>November 2021</b> Submission period has been extended to 29.11.21</p> <p><b>December 2021</b> Report will be presented to January 2022 Council meeting</p> <p><b>January 2022</b> With the commencement of the new Senior Planner this item will be progressed for inclusion in the February Council agenda.</p> <p><b>February 2022</b> Due to other priorities the report will be presented to the March Council meeting.</p> <p><b>March 2022</b> Due to other priorities the report will be presented to a future meeting of Council.</p> <p><b>April 2022</b> No progress since last update</p> <p><b>May 2022</b> Report to be presented to Council to adopt the Policy</p> <p><b>June 2022</b> A report was presented to the May Council meeting where Council resolved that consideration of that item be deferred to the June 2022 Council Meeting. A councillor briefing was provided at the June Concept Forum and the item will be re-presented to the June Council meeting.</p>	<p><b>August 2022</b> The procedural motion specified reporting back to Council's September meeting.</p>

			<p><b>July 2022</b> Council at its June meeting resolved that in accordance with Clause 11.1(b) of the Standing Orders debate on this matter be adjourned by the September 2022 Ordinary Council Meeting with the following specified additional information being provided:</p> <ol style="list-style-type: none"> <li>1. Overview on how state legislation and the draft policy interact.</li> <li>2. Response addressing the points raised in Bruce Bebbington's submission.</li> </ol>	
C.19/1021 Waiver of Stallholder Fees for Proposed Farmers Markets	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Grant stall holders at the (yet to commence) fortnightly Farmer Markets an exemption from the Stallholders/Traders fee (Thoroughfares &amp; Public Places Local Law) with the exception of stall holders requiring access to electricity.</li> <li>2. Endorse a new fee and charge of \$15 per stall per day for stall holders at the (yet to commence) fortnightly Farmer's Market who require access to electricity. Noting this will be approximately 2 – 3 primarily food stall/traders who will also require a food business registration. Furthermore public notice of the establishment of this fee be given in accordance with Section 6.19 of the Local Government Act.</li> <li>3. Note the existing exemption of stall holder fees for stalls at the Blackwood River Markets (noting food stalls/traders require a food business registration and direct the CEO to undertake an audit of the insurance requirements and provisions of the Blackwood River Markets.</li> </ol>	M Richards	<p><b>November 2021</b> Advertising of new fee occurred 17 November 2021.</p> <p><b>December 2021</b> The audit of the insurance requirements and provisions of the Blackwood River Markets has yet to commence.</p> <p><b>January 2022</b> No progress from last month</p> <p><b>February 2022</b> No progress since last update</p> <p><b>March 2022</b> LGIS (Shire's insurers) has commenced a risk assessment of the river markets and will provide a report within next 2 weeks.</p> <p><b>April 2022</b> Awaiting report from LGIS.</p> <p><b>June 2022</b> Report received from LGIS on 20 July 2022. The report will now be reviewed by relevant officers and the Executive.</p> <p><b>July 2022</b> No update since last month's report</p>	<p><b>August 2022</b> No update since last month's report.</p>
C.11/1221 Review of Plantation	That Council adopt the draft revised Plantation Applications Town Planning Scheme Policy TP.1, as per Attachment 7, and direct the Chief Executive	T Clynych	<p><b>January 2022</b> Actioning of this resolution has been deferred to late January due to the</p>	<p><b>August 2022</b> No update since last report.</p>

Applications Town Planning Scheme Policy	Officer to proceed to public consultation in accordance with Clause 7.6.2 of Town Planning Scheme No.4, with a report and feedback to be presented to a future meeting of Council.		<p>commencement of the new Senior Planner in mid-January</p> <p><b>February 2022</b> Advertising to commence next week with closing date for submissions being 23 March 2022.</p> <p><b>March 2022</b> Submission period ends 23.3.22 after which a report will be prepared for either the April or May Council meeting.</p> <p><b>April 2022</b> Submissions being assessed.</p> <p><b>June 2022</b> No update from last report</p> <p><b>July 2022</b> Due to workload associated with development applications the relevant officer hasn't been able to progress the assessment of the submission received on the draft policy. The matter will be presented to Council in next 2 months.</p>		
C.10/0222 Greenbushes Youth Precinct Community Consultation Report	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Notes and receives the Greenbushes Youth Precinct Community Consultation report, including the revised budget as per Attachment 10.</li> <li>2. Determine to progress the Greenbushes Youth Precinct project to concept plan and cost estimates based on the outcomes outlined in the Greenbushes Youth Precinct Community Consultation Report using the capital program budget allocation for the Greenbushes Youth Precinct of \$15,000.</li> <li>3. Amends its 2021/22 budget to transfer the sum of \$15,000 from Account 1349140-22IN to Account 1340260-PJ109.</li> </ol>	M Richards	<p><b>March 2021</b> Skate Sculpture has been engaged to prepare the concept design</p> <p><b>April 2022</b> Concept design underway.</p> <p><b>May 2022</b> Concept planning still occurring</p> <p><b>June 2022</b> Concept planning still occurring.</p> <p><b>July 2022</b> Awaiting finalisation of grant agreement with Australian Government for allocation of LRCIP Phase 3 funding to this project. Feature survey and geotechnical assessment in progress as part of concept planning.</p>	<p><b>August 2022</b> The feature survey and geotechnical assessment have been completed, the information will be passed onto the design consultants to be included in the concept design.</p>	

<p>C.04/0322 Consideration of Recommendation from Annual General Meeting of Electors – Bridgetown CBD Parking</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Conducts a review of the parking situation in the Bridgetown CBD, incorporating street parking and off-road parking, including loading bays.</li> <li>2. Request the CEO to assess the capacity of Ranger Services to conduct parking patrols on a regular but infrequent basis, with emphasis on illegal parking and report back via the review of the Workforce Plan due to be completed by June 2022.</li> <li>3. Request the CEO to investigate the area in front of Westpac Bank for provision of a disabled parking bay.</li> </ol>	<p>T Clynch</p>	<p><b>April 2022</b> Not commenced <b>June 2022</b> Preliminary assessment of the footpath in front of the Westpac Bank has occurred and concept plans are being prepared. <b>July 2022</b> No update since last month's report</p>	<p><b>August 2022</b> The parking review hasn't commenced however investigations into establishing an ACROD bay on the footpath in front of the Westpac Bank have occurred and a draft plan and cost estimate was presented to the August Concept forum. Funding of third project is provided for in the draft 2022/23 budget.</p>	
<p>C.06/0322a Consideration of Recommendation from Annual General Meeting of Electors – Access to Rail Corridor</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Direct the CEO to engage with the Public Transport Authority requesting consideration towards introducing measures to increase fire access for fire crews along the railway corridor within the Shire of Bridgetown-Greenbushes</li> <li>2. Request the Public Transport Authority conduct a higher degree of fire mitigation works on railway reserves within the Shire of Bridgetown-Greenbushes.</li> </ol>	<p>T Clynch</p>	<p><b>April 2022</b> Not commenced <b>May 2022</b> Photographic evidence of need for fire mitigation works and mapping is being prepared in order to support the requests to the PTA. <b>June 2022</b> A meeting has been held with a consultant acting for Arc Infrastructure about possible enhanced mitigation works on the railway reserve. <b>July 2022</b> No update since last month's report</p>	<p><b>August 2022</b> No update since last report.</p>	
<p>C.10/0322a Fencing Local Law</p>	<p>That Council amends its Fencing Local Law to introduce a requirement for electrification of fencing along road reserves being inside of the fence line.</p>	<p>T Clynch</p>	<p><b>April 2022</b> Not commenced <b>May 2022</b> Amendment Local Law will be presented to June Council Meeting. <b>June 2022</b> Due to other urgent matters the item will now be presented to the July Council meeting. <b>July 2022</b> No update since last month's report</p>	<p><b>August 2022</b> No update since last report.</p>	

<p>C.12/0322 Project Scope - Art Exhibition, Event and Artist in Residence Space at Bridgetown Railway Station</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorse the project scope for the business case for the Bridgetown Railway Station to be operated as an art exhibition, event, and artist in residence space.</li> <li>2. Amend Account 1370060 – Job No. PJ100 'Bridgetown Arts Centre Business Plan' by increasing the budget allocation by the sum of \$2,000, from \$20,000 to \$22,000.</li> </ol>	<p>M Richards</p>	<p><b>April 2022</b> Not commenced <b>May 2022</b> Preliminary discussions have been held with consultant <b>June 2022</b> A start-up meeting has been held with the consultant. Currently identifying key stakeholders for the consultant to engage with. <b>July 2022</b> Consultant has commenced work on the business plan.</p>	<p><b>August 2022</b> Stakeholder meeting and site visit 28 July, where the consensus was the Artist In Residence concept would duplicate currently available services. A change in end use was proposed to link the Gallery with a commercial enterprise (small bar/micro brewery). A report to Council will be provided. EOI for business owners/developers are being developed for distribution to community.</p>	
<p>C.20/0322 Recommendations from the Cultural Awareness Advisory Committee</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorse the change of name of this committee from the Cultural Awareness Committee to the Cultural Inclusion Committee.</li> <li>2. Endorse the appointment of Jaye Herring as a representative on the Cultural Awareness Advisory Committee to fill the position of a person that identifies as an Aboriginal and/or Torres Strait Islander.</li> <li>3. Endorse an annual budget allocation of \$10,000 to be used by the committee as seed funding for grants, projects, programs and events including Harmony Week and NAIDOC Week.</li> <li>4. Direct the CEO to investigate the process and cost associated with dual naming of the Blackwood River (Goorbilyup) and report the findings back to Council by the May Council Meeting.</li> <li>5. That the Shire provide a standard Acknowledgement of Country to be offered for use within the Shire by community groups, private and business functions in consultation with Local Aboriginal Elder Sandra Hill and report back to Council.</li> </ol>	<p>M Richards</p>	<p><b>April 2022</b> Parts 4 and 5 of the resolution are being progressed. <b>May 2022</b> Part 3 – An allocation for \$10,000 has been included as part of the annual review of the Corporate Business Plan. <b>June 2022</b> The Committee is working on Parts 4 and 5 for reporting back to Council. <b>July 2022</b> No update since last month's report</p>	<p><b>August 2022</b> Part 4 - Waiting to receive support letters from the Local Elders from each shire/language group included in the re-naming project. Letters to each CEO from the shires' included in the project are being drafted and will be sent once support letters are received. Landgate has been contacted and is supportive of the project. Part 5 – A Purchase Order has been sent to Sandra Hill to complete the Standard Acknowledgement of Country.</p>	
<p>C.05/0422 Stanifer Street 40km/h Speed Zone</p>	<p>That a request be submitted to Main Roads Western Australia seeking a reduction in the speed limit to 40km/h on Stanifer Street from just east of its intersection with George Street to just west of its intersection with Diorite</p>	<p>S Alexander</p>	<p><b>May 2022</b> Traffic counter has been setup on Stanifer St and will record data for 2 weeks. <b>June 2022</b></p>	<p><b>August 2022</b> No update since last month's report</p>	

	Street with this reduced speed limit being in place until such time as the proposed heavy haulage access road between South Western Highway and the Talison Lithium Mine site is constructed and operational.		Traffic counter data being processed for submittal to MRWA. <b>July 2022</b> Request submitted to MRWA		
C.17/0422 Nairnup Road Land Acquisition	<ol style="list-style-type: none"> <li>1. Direct the CEO to commence formal negotiations with the owners of Lot 7919 Tweed Road, Glenlynn, for the purchase of a 486 sq. m portion of this lot, for the purpose of creating a new alignment for a portion of Nairnup Road.</li> <li>2. Note a further report be presented to Council on the conclusion of this negotiation.</li> </ol>	S Alexander	<b>May 2022</b> Letter posted to land owners <b>June 2022</b> Awaiting response from land owners. <b>July 2022</b> Letter response period has expired with no response received. <b>August 2022</b> No update since last month's report	<b>August 2022</b> No update since last report.	
C.12/0522 Blackwood Ridge Nature Park - Application for a Nature Based Caravan Park	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Grant in principle support for the use and development of RSN 52 (Lot 8480) P.253881 Walter Willis Road, Hester Brook for the purpose of Nature Based Camping Ground subject to the Applicant providing an updated: <ul style="list-style-type: none"> <li>• Operational Management Plan in accordance with the Nature Based Parks Licencing Guidelines for Developers and Local Government;</li> <li>• Bushfire Management Plan; and</li> <li>• Bushfire Emergency Evacuation Plan to incorporate all the modifications that have been identified through the assessment process and summary of submissions supporting this development application.</li> </ul> </li> <li>2. Delegate Authority to the CEO to issue a development approval and determine conditions upon finalisation of the management plans referred to in part 1 of this resolution.</li> </ol>	L Guthridge	<b>May 2022</b> Awaiting receipt of the management plans before development approval can be considered. <b>June 2022</b> Updated Management Plans received <b>July 2022</b> Conditional development approval issued on the 30 June 2022 under delegation of the CEO	<b>August 2022</b> Completed	√
C.13/0522 Geegelup Mountain Bike Trail Network and	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorse the recommendation from its Trails Development Advisory Committee to proceed with the planning of the Geegelup Mountain</li> </ol>	M Richards	<b>May 2022</b> Consultant has been appointed. <b>July 2022</b> Awaiting commencement of work by	<b>August 2022</b> A RFQ including project scope has been sent to three trail designers. Awaiting responses.	

Bridgetown Tourism App	<p>Bike Trail Network.</p> <ol style="list-style-type: none"> <li>2. Note the estimated cost of the planning of the Geegelup Mountain Bike Trail Network is \$50,000 (ex-GST).</li> <li>3. Accept the \$25,000 (ex GST) external funding from the Department of Local Government Sport and Cultural Industries to cover one-half the cost of planning the Geegelup Mountain Bike Trail Network to the point of detailed design.</li> <li>4. Fund its contribution to the planning of the Geegelup Mountain Bike Trail Network project by transferring the sum of \$25,000 from the Trails Reserve.</li> <li>5. In light of Parts 1-4 above, approve a 2021/22 budget amendment by increasing the 'materials and components' allocation for Account 31RA (Local Community Trails &amp; Paths Projects) from \$23,243 to \$73,243.</li> <li>6. Note the results of the investigation into the development of a Shire specific Tourist App and determine not to proceed with this project at this time.</li> <li>7. Include the \$50,000 expenditure for the planning of the Geegelup Mountain Bike Trail Network in the financial summary pages of the new Corporate Business Plan 2022-26.</li> </ol>		consultant.		
C.05/0622 (Parts 1, 6 & 7) Corporate Business Plan Annual Review – 2022	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorses the proposed changes to actions for Outcomes 1 to 16 of the current Corporate Business Plan as presented in Attachments 3 and 4 subject to the addition of a new Action – Number 1.1.6 – to read “Provide the refurbishment of the Hampton Street Toilets including provision of a Parents Room facility with that action to be delivered Years 3 and 4 (2024/25 and 2025/26) with a tick to be in the appropriate column for these years.</li> <li>6. Launch the Corporate Business Plan 2022-2026 at a Community Sundowner at a date to be determined in August 2022.</li> </ol>	T Clynch	<p><b>July 2022</b> Information being compiled and sent to consultant for final design and printing</p>	<p><b>August 2022</b> Final proof has been sent to printer.</p>	



	7. That the printing of the new Corporate Business Plan be contracted to an Australian printing company that has acquired the ISO 14001 environmental accreditation and is printed on paper that is certified as FSC® (forest stewardship council®). The inner front cover of the Plan is to include the printing company details and FSC® trademark.				
C.09/0622 (Parts 3-5) Review of Finance Policies	That with respect to Section 3 (Finance) of the Policy Manual Council: 3. Note that a separate review of Policy F.1 (Community Grants, Service Agreements, Donations and Contributions) and Policy F.9 (Service Agreements for community Service Providers) is to occur with both policies being incorporated into a new single policy.  4. Note that a separate review of Policy F.6 (Purchasing Policy) and Policy F.14 (Buy Local Policy) is to occur with both policies being incorporated into a new single policy.  5. Note that separate reviews of the following policies is to occur: •Policy F.7 (Reporting Forecast Budget Variations Policy) •Policy F.15 (Asset Management) •Policy F.18 (Self-Supporting Loans to Shire Community/Sporting Groups) •Policy F.19 (Assets Financing and Borrowings) •Policy F.21 (Risk Management)	T Clynych	<b>July 2022</b> Preliminary work has been undertaken on a proposed new Budget Management policy to replace the existing policy F.7 (Reporting Forecast Budget Variations). The proposed policy parameters will be considered by the Audit Committee at its next meeting.	<b>August 2022</b> No update since last month's report.	
C.11/0622 Verge Information Sheet	That the decision to prepare a Verge Information Sheet made by Council on 26 May 2022 be revised as follows; 1. The current Council Policies on Street trees, Crossovers and Verge development be reviewed as a matter of priority. 2. On completion of the reviews referred to above, a series of Verge Information Sheets be prepared relating to the various aspects of verge management (including but not limited to the matters referred to in the decision of 26 May 2022) for the purpose of	P St John	<b>July 2022</b> Internal review of current policies has commenced.	<b>August 2022</b> No update since last report.	

	providing clear information to residents.				
SpC.01/0722b Consideration of 2022/23 Differential Rates and Minimum Payments	That in accordance with Regulation 23(b) of the Local Government (Financial Management) Regulations notice of the reason for adopting different rates in the dollar and minimum payments than advertised is to be included in the 2022/23 budget papers and also communicated in the rating information document included with each rates notice. The reasons to be given are as provided in this agenda report.	M Larkworthy	<b>July 2022</b> This action will be progressed following receipt of the Minister's decision on Council's differential rating application.	<b>August 2022</b> Minister's decision still pending at time of Agenda preparation. Outcome expected prior to the August Council meeting. Draft budget papers and rating information document have been prepared in line with the recommendation.	
C.09/0722 1 & 2 Amendment 71 to Town Planning Scheme No 4 – Proposed Additional Use – Motor Vehicle Repairs – Lot 48 (37) Jephson Street Greenbushes	1. Resolves to initiate and advertise Amendment No. 71 to the Shire of Bridgetown-Greenbushes Town Planning Scheme No. 4 to include "Additional Use A7" into 'Schedule 4 Additional Uses' to make Motor Vehicle Repair Station a discretionary use on Lot 48 Jephson Street, Greenbushes and amend the Scheme Map accordingly.  2. Instruct the CEO to prepare amendment documents for Amendment No. 71 to the Shire of Bridgetown-Greenbushes Town Planning Scheme No. 4.	L Guthridge		<b>August 2022</b> Correspondence has been sent to the Proponents advising them of the resolution of Council.	√
C.10/0722 4 Review of Local Planning Schemes 3 and 4	That Council: 1. Approve the Report of Review of Local Planning Schemes 3 and 4 as shown in Attachment 9 in accordance with Regulation 66(3) of the Planning and Development (Local Planning Schemes) Regulations 2015. 2. Restate its position of September 2017 that Local Planning Scheme No 3 and No 4 be replaced by a single, consolidated new Local Planning Scheme No 6 encompassing all of the land within the Shire of Bridgetown-Greenbushes municipal boundary. 3. Decide that the preparation of Local Planning Scheme 6 will be a 3 stage process involving the following; Stage 1 – Preparation, adoption and completion of a new Local Planning Scheme No 6 text and maps as a simplification and administrative update of the current Schemes, with a focus on combining the	P St John		<b>August 2022</b> Nothing to report since last month.	

	<p>two operational Schemes in a manner consistent with the Model Scheme Text and the Deemed Provisions. At this first stage, the scope of the new Scheme will be limited to include consideration of only such changes as are required by law or WA Planning Commission policy, and are necessary to enable the Schemes to be combined and updated, as listed below:</p> <ul style="list-style-type: none"> <li>(a) Remove provisions inconsistent with the Model Provisions and the Deemed Provisions as prescribed in the Planning and Development (Local Planning Schemes) Regulations 2015.</li> <li>(b) Restructure the scheme to follow the format of the Model Scheme Text.</li> <li>(c) Zone land according to the model land use zones and reserves and their corresponding objectives, as set out in the Model Scheme Text, as much on a like for like basis as is possible. In particular, this includes: <ul style="list-style-type: none"> <li>i. change of existing Special Residential (generally 2,000-4,000m<sup>2</sup>) zones to Residential (R2.5 to 5) to reflect the minimum lot sizes set out in Schemes 3 and 4, also zone in a manner consistent with the Regulations, and in the WAPC position statement of May 2021 in regard to the Special Residential zone; and</li> <li>ii. existing Special Rural (generally 1 to 4ha) estates, to be rezoned Rural Residential (1 to 4 ha), to reflect the minimum lot sizes set out in Schemes 3 and 4.</li> </ul> </li> <li>(d) Rural zoned land in the Bridgetown townsite, subdivided to 1 to 4 ha, with a rural residential character and land use, to be rezoned to Rural Residential with a minimum lot size to match the prevailing lot size.</li> <li>(e) In the zoning table of the scheme and in Part</li> </ul>				
--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--	--	--

	<p>6 (clause 37) apply model land use definitions set out in the Model Scheme Text, which will generally be a like for like conversion.</p> <p>(f) Existing development control provisions will be carried over to the new scheme.</p> <p>(g) Existing site specific development control provisions will be carried over in the new scheme text excepting where:</p> <ul style="list-style-type: none"> <li>i. they set out provisions for the subdivision of the land and the subdivision has been completed;</li> <li>ii. the issues they deal with can be incorporated into generic scheme provisions; or</li> <li>iii. they have been overtaken by matters covered under other legislation, that has been introduced after Schemes 3 and 4 were gazetted in the 1980's.</li> </ul> <p>(h) Inclusion of provisions for development that does not requiring planning approval, in addition to those exemptions already required by the deemed provisions.</p> <p>Stage 2 – Progression and finalisation of the Local Planning Strategy in accordance with Part 3 of the Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>Stage 3 – Preparation of a series of logically grouped planning amendments to Local Planning Scheme 6 to enable the implementation of the Local Planning Strategy.</p> <p>4. Recommend to the WA Planning Commission that the new scheme text and maps can be finalised prior to the completion of the Local Planning Strategy, with the 3 stages of this process, to some extent, overlapping with each other.</p> <p>5. Note that although the intent of the Stage 1 is an</p>				
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--	--	--

	<p>administrative update and simplification of the existing Local Planning Schemes, it is likely that some new provisions will result in changes to the level of regulatory control and possible planning outcomes. In order that the implications of these can be properly considered, the officer report on the draft Local Planning Scheme No 6 (Stage 1) shall specifically identify where the new and consolidated provisions may change the level of regulatory control and possible planning outcomes, in order to enable their specific consideration as part of the overall consideration of the draft Scheme.</p>				
<p>C.12/0722 Greenbushes Community Bus Pilot Program</p>	<p>That Council endorses the return of the Council funded fortnightly Greenbushes Bus Service to Bridgetown for a trial period of 3 months.</p>	<p>M Richards</p>		<p><b>August 2022</b> Planning for recommencement of the bus service is occurring.</p>	

Level 27, Exchange Tower  
2 The Esplanade  
Perth WA 6000 Australia

PO Box Z5025, St Georges Terrace  
Perth WA 6831

T +61 8 9404 9100  
F +61 8 9300 1338

Our ref JS:ICR: New file - Lot 7 Greenbushes-  
Grimwade Road, North Greenbushes  
Your ref

17 August 2022

By email

[btnshire@bridgetown.wa.gov.au](mailto:btnshire@bridgetown.wa.gov.au)

[TClynch@bridgetown.wa.gov.au](mailto:TClynch@bridgetown.wa.gov.au)

Mr Tim Clynch  
Chief Executive Officer  
Shire of Bridgetown-Greenbushes  
1 Steere Street  
BRIDGETOWN WA 6255

Dear Mr Clynch

**Application for development approval (August 2022) ('Application') – temporary workers accommodation ('Proposed Development') – Lot 7 Greenbushes-Grimwade Road, North Greenbushes ('Property')**

We act of behalf of B&J Catalano Pty Ltd (**Our Client**), the applicant in respect of the Application and Proposed Development.

We understand that the Shire considers that it does not have discretion to approve the Application and the Proposed Development given the Property's industrial zoning under the Shire's *Local Planning Scheme No. 4 (Scheme)*.

We offer the following comments in response.

- 1 The Proposed Development is comprehensively described in the Application (see sections 2 and 4) prepared by Our Client's planning consultants, Allerding & Associates.
- 2 As set out in the Application, the Proposed Development, in terms of land use, "*is not specifically referred to in the Zoning Tables and cannot reasonably be determined as falling within the interpretation of one of the use classes shown*" for the purposes of clause 3.2.5 of the Scheme (accepting that the uses in the zoning table are not an exhaustive list of uses that can be approved under the Scheme) and is, therefore, an 'innominate' or 'unlisted' use for the purposes of, and capable of approval under, the Scheme.
- 3 Paragraphs (a) and (b) of clause 3.2.5 of the Scheme outline the process of determination of an application for an unlisted use having regard to whether or not the unlisted use is "*consistent with the objectives and purposes of the particular Zone*".
- 4 The Scheme does not provide any objectives for the industrial zone.

- 5 In the absence of any objectives for the industrial zone in the Scheme, regard must be had to the provisions in schedule 2 (**Deemed Provisions**) of the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA ( Planning Regulations*) that are deemed to be included in the Scheme.
- 6 The subclauses in clause 67 of the Deemed Provisions that are particularly relevant matters to have 'due regard' to in determining the Application are, in summary, as follows:
- (a) the aims and provisions of the Scheme (clause 67(a));
  - (b) the requirements of orderly and proper planning (clause 67(b));
  - (c) any local planning policy (clause 67(g)); and
  - (d) the compatibility of the Proposed Development with its setting (clause 67(m)).
- 7 The Scheme's general objectives and policies (clause 4.1) are important and include ensuring that the Scheme "*protects the District's present economic base*" (emphasis added) and promoting (emphasis added) the "*reasonable expansion of residential, industrial and associated uses based on the District's established settlement*" where "satisfactory standards of amenity" can be achieved and maintained.
- 8 None of the Scheme's general objectives and policies exclude consideration of the Proposed Development and Application.
- 9 The exercise of the discretion to approve the Proposed Development and the Application rests on an assessment of whether the Proposed Development is consistent with orderly and proper planning principles as discussed in detail in **Marshall v Metropolitan Redevelopment Authority [2015] WASC 226** at [179] - [182] as follows:
- ... to be orderly and proper, the exercise of a discretion within the planning context should be conducted in an orderly way that is, in a way which is disciplined, methodical, logical and systematic, and which is not haphazard or capricious.*
- ... the exercise of discretion would clearly need to have regard to any applicable legislation, subsidiary legislation and planning schemes (such as region schemes, town planning schemes, local planning schemes) and policy instruments. The State Administrative Tribunal has observed that 'at the heart of orderly and proper planning' is a public planning process which permits the assessment of individual development applications against existing planning policies 'so that the legitimate aspirations found in the planning framework may be translated into reality'. (Atlas Point Pty Ltd and Western Australian Planning Commission [2013] WASAT 33 [87]).*
- However, there is no reason in principle why planning legislation and instruments will be the only matters warranting consideration in determining what is a 'proper' planning decision. ...*
- While the exercise of discretion will involve a judgment about what is suitable, appropriate, or apt or correct in a particular case, that judgment must (if it is to be 'orderly') be an objective one. If the exercise of discretion is to be an orderly one, the planning principles identified as relevant to an application should not be lightly departed from without the demonstration of a sound basis for doing so, which basis is itself grounded in planning law or principle. A broad range of considerations may be relevant in that context.*
- 10 Orderly and proper planning requires that 'due regard' must be had to the Shire's '*Local Planning Policy TP 16 - Demountable Buildings Policy*' (**Policy**), the Policy being a guide to the exercise of discretion as to whether to approve the Proposed Development.

- 11 'Due regard' of the Policy requires that the Shire give the Policy "*proper, genuine and realistic consideration*", with the weight to then be given to it depending on all of the actual circumstances of the Application (see ***City of South Perth v ALH Group Property Holdings Pty Ltd [2016] WASC 141***).
- 12 The Policy provides relevantly (emphasis) that:
- The Shire shall consider permitting demountable buildings in the Rural 1, 2, 3 and 4 zones, Commercial zone and Industrial zones if the proposed building is not visually intrusive on surrounding properties. In considering whether a proposed building would be appropriate the Shire shall consider:*
- *whether adequate screening (vegetation etc.) exists to screen the proposed dwelling from adjacent properties.*
  - *whether the appearance of the proposed dwelling is adequate.*
- 13 The Policy is supportive of demountable buildings (as defined and used in the Policy) being erected on land in the industrial zone, with these buildings not being dissimilar to the trailer mounted transportable buildings described in the Application (see section 4.1 and annexure 4).
- 14 The need to give "*proper, genuine and realistic*" consideration to the Policy is closely aligned to the concept of "*orderly and proper planning*", which is often referred to the ultimate question for planning determination and which (see ***Marshall***):
- (a) involves both an objective assessment of the actual circumstances of the Property and consideration of whether there is a sound planning basis for departing from the provisions of the Policy in light of those circumstances; and
  - (b) is directed at identifying the 'proper' use of land; i.e. the suitable, appropriate, or apt or correct use of land requiring consideration of relevant planning legislation and instruments (although not exclusively) and other relevant and applicable legislation.
- 15 The Application addresses:
- (a) the Proposed Development's compliance with:
    - (i) the provisions of the Policy at section 5.4; and
    - (ii) the aims and provisions of the Scheme and compatibility with its setting at section 5.5 (in addition to other subclauses in clause 67 of the Deemed Provisions); and
  - (b) the actual circumstances of the Property in terms of its industrial zoning, location and context (see sections 2, 3.2, 5.3 and 5.5), from which it is clear that these circumstances are supportive of any form of industrial development, including the Proposed Development.
- 16 In the absence of any objectives for the industrial zone in the Scheme, attaching significant weight to the provisions of the Policy is warranted.
- 17 It is important to note that approval of the Proposed Development is sought for a temporary period of two to three years. Approval for this temporary period would not conflict with the principles of orderly and proper planning or prejudice the future industrial development potential of the Property. To ensure this outcome, the following condition could be imposed on an approval:

*Pursuant to clause 72 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (WA), this is a temporary planning approval and the workers accommodation use the subject of this temporary approval must cease three (3) years*



*from the date of commencement of the workers accommodation use unless otherwise approved by the Shire of Bridgetown-Greenbushes.*

- 18 We also note that Talison Lithium Pty Ltd obtained unanimous approval from the Shire on 14 September 2017 for use not listed 'transient workforce accommodation' with respect to its transient workers accommodation camp site at Lot 3 (75) Old Mill Road, North Greenbushes.
- 19 The land the subject of that transient workers accommodation camp site was zoned 'Rural 2 – General Agriculture' under the Scheme, with the objective of that zone being that land in the zone is *"suited to the development of a wide range of uses appropriate to the growth of the District's economy and activity generally, will be to retain as far as possible, an agricultural base whilst assisting desirable changes in land use and activity through Planning Policies and Controls"*.
- 20 The provisions of the Policy were also considered.
- 21 Having regard to the published agendas and minutes, the protection of the Shire's "economic base" was a clear factor in the assessment of the unlisted use, and its consistency with the objective in paragraph 19, with the Council noting specifically that:

*The proposed workers camp will facilitate the Talison Lithium expansion project, providing employment opportunities for local construction workers and support services and industries, then ongoing employment opportunities needed for the large mine workforce and supporting industries. The proposed camp is not expected to have any detrimental impacts upon the local environment or rural amenity.*

- 22 Similarly, the protection of the Shire's "economic base" is at the core of the Application and will be achieved by the Proposed Development where the following is noted (relevantly at section 5.3 and 7 respectively):

*.... the Worker's Accommodation use can be considered to be consistent with the objectives and purposes of the Industrial zone because it involves the incidental use (accommodation) to processing of minerals (lithium) by Talison. Further, it involves the use of land for the amenity of persons engaged in an industrial process, this being the manufacture of lithium.*

and

- *The proposal follows the intent of the local planning framework by providing works accommodation for industrial uses. ....*
- *The proposal is the necessary solution to the lack of available accommodation to accommodate the required number of employees. Providing local accommodation will remove occupational health and safety impacts to Talison's employees and provide economic and social benefits to the Town. ....*
- *The accommodation camp will be located in industrial zoned land and will not result in any undue or adverse effects on the visual amenity of the locality.*

- 23 We note further that on 25 July 2022 the City of Kalgoorlie-Boulder approved a 302 person 'workforce accommodation' village as a use not listed at Lots 1461-1468 (No. 203-209) Vivian Street, South Boulder zoned 'service light industry' under the City's *Local Planning Scheme No. 1*, on the basis that that use was consistent with these objectives of the industrial zones under the scheme:

- (a) *To nurture existing and encourage new industries compatible with the amenity of the City.*
- (b) *To facilitate diversification of industry to provide greater local economic stability and a range of employment opportunities.*

- 24 Consistent with the approach adopted in the Application with respect to the Proposed Development, in this application the proposed 'workforce accommodation' village use was also considered to be consistent with the 'workforce accommodation' definition contained in the model scheme provisions in schedule 1 of the Planning Regulations.
- 25 Again, the economic importance of the proposed village was a significant factor in the assessment of the use and its approval, with the City's Council noting, as part of the reporting and deliberations, that:

*The proposal is considered to support the objectives of the area by providing a range of employment opportunities which in turn creates economic stability. The proposed development is located in an area of the town that has very little development and very few adjoining landowners but remains in close proximity to the town to support nearby services and businesses.*

- 26 The underlying economic sentiments in paragraph 25 are equally apposite to the Proposed Development for the reasons contained in the Application (and as referred to).
- 27 The Western Australian Planning Commission's 'Position Statement: Workforce accommodation (January 2018)' notes that:

*"Where practicable, workforce accommodation should be provided in established towns, in locations suitable to its context, to facilitate their ongoing sustainability"*

and

*"... the local planning strategy may provide direction on the circumstances in which it is appropriate for workforce accommodation to be located in existing towns, and provide the background and rationale for this approach"*

and

*"The zoning table should recognise the case-by-case nature of workforce accommodation proposals, and incorporate flexibility within zoning table"*

and

*"For example, where the zoning table lists workforce accommodation as a 'discretionary' use in a particular zone, a local planning policy can outline the circumstances where that use could be approved, with similar guidance as detailed in the local planning strategy and schemes sections".*

- 28 The Proposed Development is broadly consistent with these guiding principles as:
- (a) it is proposed within Bridgetown-Greenbushes (noting the existence of the camp site in paragraph 18);
  - (b) the Policy contemplates the use of demountable buildings for industrial purposes in the industrial zone where adequate screening exists and those buildings are adequate, which is evident from the locality described and the plans at annexure 4 in the Application;
  - (c) approval for the temporary period sought will incorporate flexibility of land use necessary to protect the Shire's economic base.

### **Conclusion**

- 29 It follows from the above that we:
- (a) support and endorse the conclusion contained in section 7 of the Application; and

- (b) consider that the Shire has discretion to approve the Proposed Development and Application and that approval is warranted.

If you have any queries regarding the above, or require any further information or clarification, please contact us.

Yours sincerely



**Ian Rogers**  
Special Counsel  
T +61 8 9404 9104  
M +61 421 879 518  
E irogers@tglaw.com.au



**Julius Skinner**  
Partner  
T +61 8 9404 9127  
M +61 402 836 551  
E jskinner@tglaw.com.au

# Warren Blackwood Alliance of Councils

## Draft Subregional Climate Change Action Plan 2022-32



## Acknowledgements

*The Warren Blackwood Alliance of Councils (WBAC) acknowledges the Traditional Custodians of the land and seas of the region, and its pays respects to Elders past, present and emerging.*

*The WBAC acknowledges and appreciates the contribution of the Shire of Bridgetown-Greenbushes Sustainability Advisory Committee to the WBAC in advancing the climate action agenda in the region.*

## About this document

This draft Subregional Climate Change Action Plan has been developed to assist the Warren Blackwood Alliance of Councils (WBAC) to establish climate change actions that improve the resilience of their operations, and their communities, to the impacts of climate change, at the subregional scale.

Developed by the WBAC Climate Change Impact Reference Group (CCIRG), this draft Subregional Climate Change Action Plan is underpinned by a draft WBAC Climate Change Policy.

It is important to acknowledge that this WBAC Subregional Climate Change Policy and Action Plan are non-binding on member Councils. The actions outlined in the Subregional Climate Change Action Plan should align with the commitments that have been endorsed by the Councils as part of the WBAC Climate Change Policy. The identified actions should also be reflected in individual member Councils strategic documents and operating procedures, where applicable (e.g. Strategic Community Plan, Corporate Business Plan, Risk Management and Business Continuity Plans). Such reflections are the sole prerogative of the individual member Councils. A number of actions identified also directly relate to actions identified in the Warren Blackwood Sub-regional Growth Plan 2019<sup>i</sup>.

The Subregional Climate Change Action Plan focuses on identifying actions that the WBAC can pragmatically take to mitigate risks and impacts, reduce costs and adapt to the impacts of climate change on their operations, primarily at the subregional level. Many actions are also applicable, and have been identified as such, for potential implementation at the individual Shire level.

In providing this draft Subregional Climate Change Action Plan to the WBAC, the CCIRG is acutely aware that the individual Shires have varying levels of resource capacity and commitment, and that for many actions to be progressed, additional resources will be required, through direct funding, grant funding and collaborative partnerships with State and/or Commonwealth government agencies. Such resources will need to be deployed by the WBAC at the subregional level, and by individual member Councils, for local climate actions as determined by those individual member Councils.

## Executive Summary

The impacts of climate change are already being felt by communities around the world, including increasing temperatures, longer droughts, more frequent and intensive natural disasters such as heatwaves and bushfires, and sea level rise, and associated increases in coastal erosion and inundation. With these impacts projected to further increase over the coming years and decades, the Warren Blackwood Alliance of Councils needs to take action now to safeguard the future.

The risks associated with climate change are becoming more important to Local Governments, and the need for Local Governments to respond to, and manage the impacts of climate change has never been greater. With Local Governments on the front line of addressing climate change, the WBAC has an important role to play. To establish our support for pragmatic climate change action, the WBAC has committed to a Subregional Climate Change Policy and Action Plan.

The WBAC recognises that climate change will continue to have a significant effect on the Western Australian environment, community and economy. Accordingly, we have committed to continue addressing climate change at the subregional level and within our member Local Government areas to minimise these impacts.

The WBAC acknowledges the importance of taking action, and as such is committed to continue finding practical and affordable ways to address climate change risks and impacts within the Warren Blackwood subregion. Underpinned and informed by the work of our CCIRG, we have developed this draft Subregional Climate Change Action Plan, which brings together 11 adaptation, 9 mitigation, 14 leadership and advocacy, and 7 communication actions that we need to undertake in order to help tackle climate change, build resilience and minimise the vulnerability of our communities to climate change.

Our overall objective is to act to mitigate, and adapt to, climate change and therefore sustain the social, environmental and economic qualities which are intrinsic to the character of our region.

Acting on and responding to climate change is an ongoing process, and this Subregional Climate Change Action Plan will be need to be reviewed and updated every three years to reflect changing political, legislative and resourcing circumstances, and emerging scientific information.

## Table of Contents

<b>Acknowledgements .....</b>	<b>2</b>
<b>About this document .....</b>	<b>2</b>
<b>Executive Summary .....</b>	<b>3</b>
<b>Context .....</b>	<b>5</b>
<b>Climate science</b>	<b>5</b>
<b>Climate scenarios</b>	<b>5</b>
<b>Projected climatic changes</b>	<b>6</b>
<b>Role of Government</b>	<b>7</b>
<b>Adaptation and Mitigation.....</b>	<b>9</b>
<b>Advocacy and Leadership.....</b>	<b>10</b>
<b>Communication.....</b>	<b>10</b>
<b>Stakeholder Engagement .....</b>	<b>11</b>
<b>Approach to Climate Change .....</b>	<b>12</b>
<b>Climate Risk Assessment Process .....</b>	<b>14</b>
<b>Risks and Opportunities</b>	<b>14</b>
<b>Evaluation and Prioritisation of Actions .....</b>	<b>15</b>
<b>Monitoring and Review .....</b>	<b>16</b>
<b>Reporting</b>	<b>17</b>
<b>Actions.....</b>	<b>17</b>
<b>Glossary .....</b>	<b>24</b>

# Context

## Climate science

International scientific consensus is that climate change is occurring, and it is driven by anthropogenic (human) causes, with human activities having a profound impact on the concentration of greenhouse gas emissions since the start of the industrial revolution. Ultimately, these activities, such as the burning of fossil fuels, land clearing and agriculture, have increased greenhouse gas concentrations in the atmosphere, leading to changes in the climate system over a relatively short period of time.

The Intergovernmental Panel on Climate Change (IPCC) is an international body responsible for assessing the science related to climate change. IPCC assessments provide a scientific basis for governments at all levels to develop climate related policies, and they are fundamental inputs to negotiations at the United Nations Climate Conferences and the negotiation of international climate agreements. The IPCC's Fifth Assessment Report, found that:

*“Warming of the climate system is unequivocal, and since the 1950s, many of the observed changes are unprecedented over decades to millennia. The atmosphere and ocean have warmed, the amounts of snow and ice have diminished, sea level has risen, and the concentrations of greenhouse gases have increased”<sup>iii</sup>.*

*Most aspects of climate change will persist for many centuries even if emissions of CO<sub>2</sub> are stopped.”<sup>iii</sup>*

The IPCC has also found:

*“It is extremely likely [95–100%] that human influence has been the dominant cause of the observed warming since the mid-20th century.”<sup>iv</sup>*

## Climate scenarios

In order to make projections of future climate change, the scientific community has developed climate models, using advanced computer simulations, for a range of different greenhouse gas emissions scenarios (i.e. projections of what the global greenhouse emissions may be in future years). These scenarios are used to inform policy and decision makers to plan for the future.

In the Fifth IPCC Assessment, a set of four possible scenarios, also known as Representative Concentration Pathways (RCPs), were proposed. These RCPs represent possible pathways based on global atmospheric greenhouse gas emissions concentrations and predict how concentrations of greenhouse gases in the atmosphere will impact the climate.

- **Very low emissions scenario** – based on the IPCC's RCP2.6. Under this scenario, significant collaborative effort will be made to drive decarbonisation and lower emissions, which will result in a temperature



increase of 1°C, a 0.4m sea level rise and a minor increase in extreme weather events (by 2081-2100, relative to 1986-2005).

- **Low emissions scenario** – based on the IPCC’s RCP4.5. Under this scenario, collaborative efforts will be made to drive decarbonisation and lower emissions, which will result in a temperature increase of 1.8°C, a 0.47m sea level rise and a moderate increase in extreme weather events (by 2081-2100, relative to 1986-2005).
- **High emissions scenario** – based on the IPCC’s RCP6.0. Under this scenario, minimal efforts will be made to drive decarbonisation and lower emissions, which will result in a temperature increase of 2.2°C, a 0.48m sea level rise and a moderate increase in extreme weather events (by 2081-2100, relative to 1986-2005).
- **Very high emissions scenario** – based on the IPCC’s RCP8.5. Under this scenario, very low efforts will be made to drive decarbonisation and lower emissions, which will result in a temperature increase of 3.7°C, a 0.63m sea level rise and a large increase in extreme weather events (by 2081-2100, relative to 1986-2005).

## Projected climatic changes

In the 20<sup>th</sup> century the impacts of climate change have become increasingly visible, with observed impacts including increases in global average air and ocean temperatures, rising global sea level, long-term sustained widespread reduction of snow and ice cover, and changes in atmospheric and ocean circulation and regional weather patterns, which influence seasonal rainfall conditions.

These changes threaten both human and natural systems, both directly and also through increased extreme weather events, such as heat waves, cyclones and other natural disasters, coastal inundation due to sea level rise, and disruptions to rainfall patterns.

In Australia, the 2018 Bureau of Meteorology State of the Climate Report (CSIRO and Australian Government Bureau of Meteorology 2018)<sup>v</sup> noted that Australia has experienced increases to sea and air temperatures, sea level rises and ocean acidification, along with observed declines in rainfall amounts in the southwest and southeast of Australia.

Australia is the driest inhabited continent on earth, and even in the absence on climate change is characterised by variability and extremes. With the impacts of climate change projected to place additional stress on our natural and human systems, there is an urgent need to address climate change.

For the South West of Western Australia, projected changes to our climate in the future include:

- Further increase in temperatures, with more extremely hot days and fewer extremely cool days;
- More heat waves that will be longer and hotter;

- More frequent, extensive, intensive and longer-lasting marine heatwaves;
- Ongoing sea level rise;
- Further warming and acidification of the oceans;
- A decrease in cool-season rainfall across southern Australia, including the southwest of WA;
- More frequent, longer and more intense droughts across southern Australia, including the southwest of WA;
- More intense heavy rainfall throughout Australia, particularly for short-duration extreme rainfall events (storms);
- An increase in the number of high fire weather danger days and a longer fire season for south western Australia; and
- Through a combination of many of these impacts, changes to biodiversity including increased probability of species extinction.

These changes will have impacts on the region's environment, infrastructure and assets, and communities' health and well-being.

## Role of Government

As a signatory to the Paris Agreement under the United Nations Framework Convention on Climate Change and the United Nations Sustainable Development Goals (SDGs), Australia has committed to taking action on climate change and to ensuring that mitigation and adaptation action is equitable and consistent with the aims of the SDGs. The Paris Agreement expressly recognises the importance of engagement at all levels of government. As such, the management of climate-change risks is spread across the three tiers of government: Commonwealth, State and Territory and Local.

In 2012, the Councils of Australian Governments (COAG) formally agreed on the roles and responsibilities for climate-change adaptation in Australia.

The Commonwealth Government is responsible for:

- Managing climate change science and national adaptation research to allow Australia to effectively adapt to the impacts of climate change;
- Providing leadership on national adaptation reform, and collaborating with States and Territories in setting and implementing national priorities and regional priorities;
- Managing climate change risks and impacts across the Commonwealth's portfolio of assets and programs; and
- Maintaining a strong, flexible economy and social safety net that will help Australia adapt to climate change impacts by ensuring resources are available to respond to climate change and can be deployed efficiently.

The State Government is responsible for:

- Providing local and regional science and information;
- Managing climate change risks and impacts across State assets and programs;

- Working with the Commonwealth to implement the national adaptation reform; and
- Encouraging climate resilience and adaptive capacity.

In 2020, the Western Australian State Government released its Climate Policy<sup>vi</sup>, which has several actions directly related to Local Government, viz:

- Western Australian Regional Climate Alliance - Support regional local governments to drive action on climate change, energy and sustainability through regional partnerships.
- Climate Resilience Action Plan 2022–25 - Develop a coordinated, collaborative plan to support Western Australian industries, cities and regions to identify and manage climate impacts and enhance climate resilience.
- Coastward - Implement a coastal adaptation program to deliver a strategic response to the recommendations of the Assessment of Coastal Erosion Hotspots report, including grants to support local governments to undertake coastal management for the public benefit.

Coastal Adaptation and Protection Fund - Invest in adaptation and interim protection works for high-priority coastal erosion hotspots. There are numerous other State Government actions from its Climate Policy that will have a direct and substantial impact on the WBAC Sub-regional Growth Plan 2019, and this Subregional Climate Change Action Plan. It is imperative that a review of the WBAC Sub-regional Growth Plan is undertaken, in collaboration with key stakeholders, in order to give full consideration to the State Government proposed activities as outlined in its Climate Policy on said Sub-regional Growth Plan.

Local Governments are on the frontline in addressing climate change impacts and have a critical role to play in ensuring that mitigation and adaptation responses are suitably tailored to the specific risks in our area, and that local communities and stakeholders are consulted and involved in these efforts.

As small regional local governments with commensurately small rate bases, there is a significant resource deficit reality that will need to be addressed. The WBAC subregional approach is a pragmatic reflection of the economies of scale and collaborative opportunities that can be realised through a collective approach by low resourced Shires.

Local Governments are responsible for:

- Administering relevant state and territory and/or Commonwealth legislation to promote adaptation as required including the application of relevant codes;
- Managing risks and impacts to public assets owned and managed by Local Governments;
- Managing risks and impacts to Local Government service delivery;
- Collaborating across Local Governments and with State and Territory Governments to manage risks of regional climate change impacts;
- Ensuring policies and regulations under their jurisdiction, including local planning and development regulations, incorporate climate change

considerations and are consistent with State and Commonwealth Government adaptation approaches;

- Facilitating building resilience and adaptive capacity in the local community, including through providing information about relevant climate change risks;
- Working in partnership with the community, locally based and relevant NGOs, business and other key stakeholders to manage the risks and impacts associated with climate change; and
- Contributing appropriate resources to prepare, prevent, respond and recover from detrimental climatic impacts.

## Adaptation and Mitigation

The impacts of climate change will impact the WBAC sub-region in a variety of ways. These impacts are predicted to increase in severity and frequency in the future, which will pose increasing risks to our community, environment, assets and infrastructure. In order to respond to these impacts there are two main categories of climate change response: adaptation and mitigation, both of which are essential, and equally as important in addressing climate change.

- 1. Climate change mitigation** involves actions that are intended to reduce our greenhouse gas emissions to minimise the severity of climate change or enhance the sinks for these emissions. For example, mitigation actions may include switching to renewable forms of energy such as wind and solar, and implementing energy efficiency initiatives, and supporting emission sinks such as investing in revegetation and or modified landscape management (e.g. fire management) to improve carbon capture.
- 2. Climate change adaptation** consists of actions undertaken to reduce the consequences of the physical impacts of climate change, as well as to harness any opportunities as a result of these actions. Through adaptation actions we will become more prepared and able to adapt to the impacts of climate change, reducing our vulnerability. For example, adaptation actions may include building seawalls to protect infrastructure from erosion, raising the height of houses in flood prone areas, or behaviour change initiatives, such as monitoring vulnerable segments of the community during heatwaves.

Mitigation involves avoiding and reducing the causes of climate changes (greenhouse gas emissions), whereas adaptation addresses the impacts of climate change and associated risks and how we respond to them. For effective global mitigation it is important for everyone in the community, all businesses, and all levels of government to contribute to reducing emissions. Therefore, an effective climate change response requires both adaptation and mitigation actions to build the resilience of our subregion to the impacts of climate change and help avoid worst case climate change scenarios.

For the WBAC, this also requires a commitment to communication and political leadership and advocacy to ensure the required collaboration and resources can be acquired to ensure the timely delivery of robust, pragmatic adaptation and mitigation action.

This plan outlines the Warren Blackwood Alliance of Councils Climate Change Policy commitments, and the relevant adaptation, mitigation, leadership and advocacy, and communication advocacy actions that we have committed to at both the subregional and organisational levels.

## Advocacy and Leadership

This Climate Change Action Plan captures and highlights the opportunities and actions across the region that will help the Shires of the region respond to the impacts of climate change. However, not all adaptation and/or mitigation actions can be organised or implemented at a WBAC subregional level. Some responsibilities, authority and resourcing capacities sit at the State or Commonwealth levels.

In these circumstances, political advocacy by Shire Presidents and elected members will be critical to influence and lead action.

Engagement with local politicians, relevant State Ministers and Directors General to socialise the subregional climate change action agenda will be essential in the acquisition of the required human and financial resources for a significant number of the identified actions in the Climate Change Action Plan.

Existing avenues for advocacy already exist through elected member and senior officer participation in relevant state agencies engagement processes (e.g. representation on the South West Development Commission), and the existing WALGA governance structures (South West Country Zone of WALGA). These constructs should be maximised. Aside from direct Commonwealth Ministerial engagement, the opportunity to engage via the Australian Local Government Association - though submitting motions to the annual ALGA National General Assembly - also should not be discounted when advocacy to the Commonwealth Government is required.

## Communication

Communication is an important component of climate change action planning, to ensure that both the WBAC and its Shires are able to reach their desired respective audiences to obtain support for climate change adaptation or mitigation action, and to share its successes and challenges.

Local Governments may integrate communications relating to their climate actions within existing communication programs, or determine that significantly new communication efforts are required.

Local Governments should consider both internal (i.e. within their operations) and external (i.e. outside of their operations) communication methods. Local Governments should ensure that communications do not discriminate and are accessible for the whole community.

It is important for the WBAC to communicate what we are doing in relation to climate change to our communities and stakeholders, to obtain support for our actions, and to share our successes and challenges.

WBAC Shires have already integrated a number of aspects relating to climate change within their Strategic Community Plans, Corporate Business Plans and operational plans. It is important that key stakeholder engagement and messaging is conducted in a consistent manner across the region.

The WBAC acknowledges that member Shires are best placed for local community engagement.

The WBAC climate action communication plan comprises both internal and external aspects.

The WBAC will:

- Share resources on our adaptation and mitigation actions
- Provide updates at member Councils' meetings
- Include communications within internal newsletters
- Communicate what we are doing through our websites
- Share good news stories in our local media outlets
- Establish an external working group of key stakeholders and community leaders

## Stakeholder Engagement

Stakeholder engagement ensures that the needs of all stakeholders, both internal and external, are considered in organisational goal setting and strategy development. As such, the WBAC believes that effective consultation is critical to the success of climate adaptation and mitigation. Therefore, in order to evaluate the effectiveness and understand the viability of the WBAC response to climate change, the WBAC engages with both member Shires and external stakeholders.

Obtaining stakeholder input and understanding stakeholder views on our climate change response will also help us to more effectively design and embed actions within the WBAC Subregional Climate Change Action Plan. We will also use stakeholder engagement as part of our monitoring process to assess the effectiveness of our actions. We will conduct the following stakeholder engagement activities:

- As part of updating a Shire Strategic Community Plan, conduct a survey of communities to gain insights on the perceptions of our climate change challenges, and our climate change mitigation and adaptation actions.

- Consult with elected members of our member Shires. Obtain individual Shire Council sign off on our draft Subregional Climate Change Policy, and Action Plan.
- Establish a climate change stakeholder working group with key stakeholders and the community, to assist the CCIRG in its deliberations.
- Engage with other Local Governments within the South West region to share learnings and progress regional actions.
- Engage with WALGA and other organisations to remain informed, and to contribute to, discussions on climate change management at the Local Government level.

## Approach to Climate Change

In 2021 the WBAC committed to a Subregional Climate Change Policy and Action Plan. As part of this, we have committed to:

- Develop and implement a Subregional Climate Change Action Plan (this Plan).
- Encourage and empower the local community and local businesses to reduce their greenhouse gas emissions and to adapt to the impacts of climate change.
- Support WALGA to work with State and Federal Government to ensure achievement of greenhouse gas emissions reduction targets as set out in key National and International agreements.
- Support WALGA to work with State and Federal Government to implement key actions and activities for climate change management at a local level.
- Work with key stakeholders within region, where relevant, to ensure achievement of the actions set out in our Climate Change Action Plan.
- Assess the locally specific risks associated with climate change and implications for our services, and identify areas where appropriate mitigation and/or adaptation strategies should be further developed and implemented.
- Ensure that, at appropriate review intervals, our Subregional Climate Change Policy and Action Plan, as well as individual Shire Corporate Business Plan and Strategic Community Plans/policies/strategies are reviewed and amended to incorporate the latest climate science, and to reflect the subregional climate change management priorities.
- Monitor the progress of the WBAC Climate Change Action Plan adaptation and mitigation actions and communicate our achievements to the both the member Councils and their Communities.

In order to respond to the impacts of climate change, the WBAC and its members have already taken action including, but not exclusive to:-

- Retrofitting of local government buildings with energy efficient technologies. (Shire of Boyup Brook, Shire of Bridgetown-Greenbushes, Shire of Donnybrook-Balingup, Shire of Manjimup, Shire of Nannup)

- Bulk procurement of 100% renewable energy for contestable Shire sites (Shire of Boyup Brook, Shire of Bridgetown-Greenbushes, Shire of Donnybrook-Balingup, Shire of Manjimup)
- Solar PV Implementation Plan (Shire of Bridgetown-Greenbushes, Shire of Manjimup)
- Developing a Climate Change Action Plan (Shire of Bridgetown-Greenbushes)
- Retrofitting streetlights with energy efficient streetlighting (Shire of Donnybrook-Balingup, Shire of Manjimup)
- Joined the Cities Power Partnership (Shire of Donnybrook-Balingup)
- Retrofitting parks and gardens with water efficient plants and/or irrigation systems (Shire of Boyup Brook, Shire of Bridgetown-Greenbushes, Shire of Donnybrook-Balingup, Shire of Manjimup, Shire of Nannup)
- Being a Water Corporation certified Waterwise Council (Shire of Bridgetown-Greenbushes)

The WBAC are committed to taking further action at both the subregional and local level to mitigate against, and adapt to, climate change, and hence have developed this Subregional Climate Change Action Plan.

We use the following principles to assist our subregional climate change action planning:

- Pragmatic – Our goals and actions work towards a pragmatic vision.
- Inclusive – We involve multiple Shires, stakeholders and communities in planning and implementation.
- Fair – We seek solutions that equitably address the risks of climate change and share the costs and benefits of action across the WBAC Shires.
- Comprehensive and integrated – We aim to coherently undertake actions across a range of sectors within the WBAC, as well as supporting broader regional and initiatives, and the realisation of priorities of higher levels of government, when possible and appropriate.
- Relevant – Our actions seek to deliver local benefits and support local social, economic and environmental priorities.
- Actionable – We propose cost-effective actions that can realistically be implemented.
- Evidence-based – Our action planning reflects both scientific knowledge and local understanding.



# Climate Risk Assessment Process

As part of our action planning process, we conducted a qualitative Shire level climate change risk assessment, which allowed us to identify the aspects of our operations most at risk to the physical and transitional impacts of climate change. This enabled us to prioritise management of these at risk areas through the development of our current and future Shire actions.

It is recommended that a more detailed risk assessment process be conducted in line with the ISO 31000:2018 Risk Management.

The key steps in the risk assessment process should be:

- Preparing for the risk assessment by gaining agreement on the purpose of the assessment, collating the data and information that we required, identifying the resources needed, and forming the project team and developing a schedule.
- Defining the scope, and developing an understanding of the external and internal context of the risk assessment. This included identifying our objectives and responsibilities, and reflecting on the demographic, socio-economic and environmental context in which we operate.
- Identifying the risks that we will be exposed to as a result of climatic changes, and the shift to a low carbon world.
- Evaluating the consequence and likelihood of each risk, and identifying the controls that we currently have in place to manage these risks.
- Following this process, a combination of the consequence and likelihood ratings can generate inherent risk scores, and then be assessed how well existing controls are managing these risks, to determine the residual risk.
- This should include a workshop with key Shire internal stakeholders to validate our risks, agree on consequence and likelihood ratings, identify existing controls for each risk and their effectiveness, and determine residual risk ratings.
- Using the residual risk scores, Shires will be able to prioritise risks and use this information to inform the setting of future actions.

## Risks and Opportunities

We recognise that climate change presents various significant challenges, risks and opportunities to the WBAC Shires.

Changes to our climate will present risks across many aspects of our subregion including

- Damage to, or loss of, properties building and infrastructure
- Reduced community liveability

- Damage to, or loss of, biodiversity and natural habitat
- Increased heat, pest and water stress on vegetation
- Increased demand for water and electricity services
- Increased risks to public health or loss of life (e.g. through disease outbreaks exacerbated by higher temperatures)
- Reduced public safety and/or wellbeing
- Increased number of higher bushfire risk days, and severe bushfires
- Damage to, or loss of biodiversity and natural habitat, as a result of coastal inundation and/or salt intrusion
- Damage to, or loss of coastal and low-lying buildings, infrastructure and land, as a result of coastal inundation
- Potential public displacement resulting from residents being forced to flee certain areas as a result of climatic changes
- Increased insurance premiums
- Increased maintenance of road and drainage networks
- Decreased environmental water quality
- Decreased water security
- Increased demand on emergency response and management services
- Impacts on food resources and food production industries due to reduced agricultural outputs from reduced rainfall and damage to agricultural lands

While the risks of climate change have the potential to have severe impact on our subregion, managing these risks also creates opportunities for the WBAC to improve the resilience of both its communities and respective Shire operations.

Broadly, effective adaptation and mitigation actions will assist to minimise disruptions and costs of climate change physical impacts. Subject to business cases, this may represent a good investment for the Local Government. Taking action to address climate change can also have positive social, environmental and economic impacts. For example, improving liveability, social inclusion, health and wellbeing, and our emergency preparedness, and supporting economic growth of both the sub-regional and local economies.

## Evaluation and Prioritisation of Actions

To select climate change actions that will bring about the greatest improvements in the resilience of WBAC activities, while being pragmatic and achievable for our subregion, we undertook a first-pass assessment of a long list of adaptation and mitigation actions against a number of criteria, which enabled us to prioritise those that can realistically be achieved over the life of the Action Plan (2022-2032).

The following criteria were used as part of the assessment process:

- Ability to manage climate risks

- Scale of investment needed
- Scale of potential emission reductions
- Ability to facilitate/leverage State and Commonwealth investment
- Equity implications (benefits and costs to various stakeholders)
- Complexity
- Human resources available to implement action
- Level of funding required to implement action
- Timeframe for implementation

Each action was assessed against the criteria and assigned a draft score of either Low, Medium or High. Where it was identified that one or multiple Shires have the resources available to execute a particular action, and that the action will result in our desired outcomes, these were selected for inclusion in the WBAC Sub-region Climate Change Action Plan.

## Monitoring and Review

Having a formal, periodic process in place for monitoring and evaluating our Subregional Climate Change Action Plan is fundamental to understanding our progress in addressing climate change, and the effectiveness of our actions, and will assist us in guiding future decisions. Monitoring and evaluation of our Subregional Climate Change Action Plan will also generate learning and idea creation opportunities in relation to climate change which will help to improve the design and delivery of future climate change related policies, plans and activities. It is our aim that, through this ongoing monitoring and evaluation process, we will embed climate change adaptation considerations into our business-as-usual processes.

We will use indicators to understand how we are tracking in relation to implementing our adaptation actions. For each action we have identified indicators that we can measure to track performance and understand whether the desired outcomes are being achieved.

This Subregional Climate Change Action Plan will be monitored on an annual basis, in order to report to member Shires, and make recommendations to respective annual budgets, as required.

The outcomes of the annual review will be used to identify key challenges and focus areas for the following years based on actions that are not on track for completion within their timeframe, and actions that have not resulted in the achievement of the intended outcomes.

Following the annual monitoring process, we will evaluate our Subregional Climate Change Action Plan and identify whether any areas require updates, or additional funding/focus in order for the outcomes to be achieved. Any substantive changes made will be communicated through the respective Shires and to our community where relevant.

## Reporting

The outputs of the annual review process will be documented in a WBAC report to the Shire Councils, showing progress against each action. Where changes are required to the Subregional Climate Change Action Plan as a result of the annual report, these will be submitted to individual WBAC Shire Councils for approval.

Major updates and achievements will be publicly communicated to our residents, businesses, and the wider community such as through online media communications, and within our annual reporting requirements.

## Actions

On the following table, the WBAC has initially identified these climate change related actions as current priorities:-

Category	Adaptation Action	Opportunity for Stakeholder Engagement	Priority	Targeted completion date
A1	Develop and implement a subregional waste strategy, including an assessment for localised industry hubs for priority recycled materials and green waste (GO/FOGO) and the development of a business case for value adding waste streams.	WBAC / Shires	H	2032
A2	Support the development of alternate, economically sustainable energy opportunities to improve local resilience and decrease reliance on the South West Interconnected Grid. *	WBAC / Shires / Western Power	M	2025
A3	Evaluate and facilitate mini grids/embedded networks/grid connected solar panels/hybrid grids embedded in the community to reduce emissions from electricity consumption.	WBAC / Shires / Western Power	M	2025
A4	Advocate to the State Government to provide the Shires with the necessary tools and knowledge to enable a Public Health Plan, or similar, to be developed to respond to the challenges that climate change will have on public health and wellbeing. Assess the implications of the findings of the Climate Health Inquiry.	WBAC / Shires / DoH	M	2027
A5	Advocate to relevant agencies for more specific flood modelling and water balancing, and collaborate with DWER and DBCA on developing Streamflow Management Plans for stressed waterways in the region.	WBAC / Shires / DBCA / DWER / BoM	M	2025
A6	Develop a business case for a subregional bulk streetlight replacement program with Western Power.	WBAC	M	2023
A7	Attain and ensure subregional climate data informs Shire Strategic Community, Corporate Business, Risk Management and Business Continuity Plans.	Shires	M	2032
A8	Develop and implement a Stakeholder engagement process to obtain input from the wider community on climate change adaptation planning.	Shires	M	2023-25

Category	Adaptation Action (Con't)	Opportunity for Stakeholder Engagement	Priority	Targeted completion date
A9	Revise Regional Tourism Strategy, or similar, which considers how climate change will impacts tourism, and identifies tourism areas that are likely to be resilient in the long term ( <i>The Future of Tourism: Southern Forests and Valleys Region</i> , Warren Blackwood Alliance of Councils, 2017; <i>State Government Strategy for Tourism in Western Australia 2020</i> , Tourism Western Australia, 2010).	WBAC	M	2025
A10	Work with Water Corporation and DWER to evaluate technology options for potable water security for Windy Harbour, Northcliffe and other 'at risk' communities.	Shire/s / Water Corporation / DWER	M	2025
A11	Shires to review eligibility criteria for community grants to include community climate change measures.	Shires	M	2022

Category	Mitigation Action	Opportunity for Stakeholder Engagement	Priority	Targeted completion date
M1	Continue to provide support to the Chief Fire Control Officer and Volunteer Bush Fire Brigades. *	Shires	H	Ongoing
M2	Continue to partner with DFES, DBCA and FPC on Bushfire mitigation. *	Shires	H	Ongoing
M3	Ensure Shire bushfire management planning and actions considers future regional climate change impacts.	WBAC / DFES / DBCA / FPC	H	2024
M4	Procure a WBAC wide energy audit of local government facilities, to enable targeting of high emission/high cost operations.	WBAC / Shires	M	2023
M5	Undertake a regional kerbside waste minimisation strategy, including community education. Consider using the WALGA Bin-tagging program.	Shires / WALGA	M	2022-23
M6	Ensure all Community events are Wastewise events – apply for grant funding from the Waste Authority.	Shires / Waste Authority	M	2022
M7	Investigate a subregional wide urban forest / street tree strategy to reduce heat island effects in regional towns.	WBAC / Shires	M	2022+
M8	Undertake a subregional wide assessment of urban stormwater harvesting/WSUD/ hydrozoning and other water efficiency opportunities to reduce potable use and improve overall water security. Join the Water Corporation Waterwise Councils Program	Shires	M	2023
M9	Offset Shire vehicle emissions through participating in Greenfleet, or similar accredited offset program.	Shires	M	2023

Category	Leadership and Advocacy	Opportunity for Stakeholder Engagement	Priority	Targeted completion date
L1	Support knowledge partnerships to assist Local Government through recovery processes after large emergency events. *	Shires	H	Ongoing
L2	Review the WBAC Subregional Growth Plan 2019 in light of the release of the State Climate Policy (2020) and amend actions accordingly.	WBAC	H	2023
L3	Resource a dedicated WBAC officer to advance action items in the final Subregional Climate Change Action Plan.	WBAC	H	2023
L4	Brief key stakeholder groups and relevant State Government agencies on the draft Subregional Climate Change Action Plan.	WBAC	H	2024
L5	Advocate to the Minister for Environment, Minister for Primary Industries and Regional Development and the Minister for Planning and Heritage for the continuation of the State Government Climate Policy Regional Climate Alliance, CoastWA, and the Coastal Adaptation and Protection Fund, and for the inclusion of State Climate Policy actions in all Development Commission Investment Plans. Inform the Minister for Local Government.	WBAC / SWCZ / WALGA	H	2022/2023
L6	Advocate to the State Government and relevant agencies to continue to improve emergency warning systems.	WBAC / Shires / SWCZ / WALGA / DFES	H	Ongoing
L7	Support programs, activities and initiatives which encourage strategic alliances, cooperative approaches and shared resources to optimise outcomes. *	WBAC / Shires	H	Ongoing
L8	Advocate for a review of regional strategic planning documents are reviewed to ensure they reflect subregional and State Government climate initiatives (South West Strategic Plan 2021-2023, South West Development Commission, 2021; South West Regional Blueprint, Regional Development Australia South West and South West Development Commission, December 2014).	WBAC / SWDC / RDASW	H	2022



L9	Advocate for a state planning policy, with the inclusion of measures to reduce carbon emissions of new buildings and infrastructure.	WBAC	M	2023-25
L10	Advocate to the State Government and other relevant agencies for stronger planning and infrastructure guidelines that account for climate change impacts.	WBAC / SWCZ / WALGA / DPLH	M	2025
L11	Ensure Shire policies and regulations, including local planning and development regulations, incorporate climate change considerations and are consistent with State and Commonwealth Government adaptation and mitigation approaches.	Shires	H	Ongoing
L12	Advocate to relevant State and Commonwealth Government agencies for residential/industry rebates and incentives to assist energy and water efficiency and in the transition to renewable energy.	WBAC / DWER	L	2025
L13	Support WALGA's advocacy efforts to improve adoption of energy efficient lighting in streetlights.	WBAC / Shires	L	2022+
L14	Establish a climate change stakeholder working group with key stakeholders and the community, to assist the WBAC in its deliberations.	WBAC	M	2023

Category	Communication	Opportunity for Stakeholder Engagement	Priority	Targeted completion date
C1	Develop a subregional Climate Change Communication and Engagement Plan. Consider using the International Association for Public Participation (IAP2) methodologies.	WBAC / Shires	H	2023
C2	Undertake stakeholder engagement to inform the wider community on climate change adaptation and mitigation action.	WBAC / Shires	M	2022+
C3	Support and promote environmental education and awareness in the subregion. *	Shires	M	2022+
C4	Consider joining the Climate Council Cities Power Partnership to enable access to contemporary Local Government climate change resources, projects and information.	Shires	M	2022
C5	Consider signing the WALGA Climate Change Declaration, already signed by 40 Local Governments representing 65% of the State population.	Shires	M	2022
C6	Engage with other Local Governments within the South West region to share learnings and progress regional actions.	Shires	H	2022+
C7	Engage with WALGA and other organisations to remain informed, and to contribute to, discussions on climate change management at the Local Government level.	Shires	M	2022+

Note: \* Denotes action from the *WBAC Subregional Growth Plan 2019*

# Glossary

## **Climate**

The composite of surface weather conditions such as temperature, rainfall, atmospheric pressure, humidity, sunshine and winds, averaged over a period of time ranging from months to thousands of years.

## **Climate change**

Any change in climate over time, whether due to natural variability or as a result of human activity.

## **Climate change mitigation**

Climate change mitigation consists of actions to limit the magnitude or rate of long-term climate change. Climate change mitigation generally involves reductions in human emissions of greenhouse gases.

## **Climate change adaptation**

Climate change adaptation is a response to global warming and climate change, that seeks to reduce the vulnerability of social and biological systems to relatively sudden change and thus offset the effects of global warming.

## **Adaptive capacity**

The capacity of an organisation or system to moderate the risks of climate change, or to realise benefits, through changes in its characteristics or behaviour.

## **Climate projection**

A projection of the response of the climate system to scenarios of greenhouse gas emissions or atmospheric concentrations of greenhouse gases. Climate projections are often based upon simulations of the climate system by computer based mathematical models. Climate projections depend on assumptions about emission rates and concentrations and response of the climate system to changes in these variables and can therefore be distinguished from climate predictions.

## **Climate scenario**

A coherent, plausible but often simplified description of a possible future state of the climate. A climate scenario should not be viewed as a prediction of the future climate. Rather, it provides a means of understanding the potential impacts of

climate change, and identifying the potential risks and opportunities created by an uncertain future climate.

### **Climate variability**

Variations or deviations from the mean state of the climate. The climate system has natural, internal variability but variability could be affected by external factors driving climate change such as changes in the atmospheric concentration of greenhouse gases.

### **Enhanced greenhouse effect**

Increases in the atmospheric concentration of greenhouse gases such as carbon dioxide, methane and nitrous oxide due to human activities, leading to an increase in the amount of thermal radiation near the Earth's surface.

### **Extreme event**

Weather conditions that are rare for a particular place and/or time such as an intense storm or heat wave.

### **Global warming**

An increase in the global average surface temperature due to natural or human caused factors.

### **Greenhouse gases**

A greenhouse gas (GHG) is a gas in an atmosphere that absorbs and emits radiation within the thermal infrared range. This process is the fundamental cause of the greenhouse effect.

### **Greenhouse effect**

The process where gases in the lower atmosphere such as carbon dioxide and water vapour trap radiation released by the Earth's surface after it has been warmed by solar energy. These gases then radiate heat back towards the ground, adding to the heat the ground receives from the Sun.

### **Net zero emissions**

Carbon neutrality, or having a net zero carbon footprint, refers to achieving net zero carbon emissions by balancing a measured amount of carbon released with an equivalent amount sequestered or offset, or buying enough carbon credits to make up the difference.

## Offsets

A carbon offset (or carbon credit) is generated from an activity that prevents, reduces or removes greenhouse gas emissions from being released into the atmosphere to compensate for emissions occurring elsewhere.

## Renewable energy

Renewable energy is energy that is collected from renewable resources that are naturally replenished on a human timescale, such as sunlight, wind, rain, tides, waves, and geothermal heat.

## Resilience

The capacity of individuals, institutions, businesses and systems to adapt to chronic stresses and acute shocks.

## Sensitivity

The degree to which a system is affected, either adversely or beneficially, by climate related variables including means, extremes and variability.

## Urban heat island effect

Refers to when an urban area is significantly warmer than its surrounding rural areas due to human activities. The main cause of the urban heat island effect is from the modification of land surfaces.

## Vulnerability

The extent to which a system or organisation can cope with the negative impacts of climate change, variability and extremes. It is a function of risk and adaptive capacity.

---

<sup>i</sup> Warren Blackwood Sub-regional Growth Plan 2019; Warren Blackwood Alliance of Councils 2019 [warren-blackwood-sub-regional-growth-plan-2019 \(boyupbrook.wa.gov.au\)](http://warren-blackwood-sub-regional-growth-plan-2019(boyupbrook.wa.gov.au))

<sup>ii</sup> IPCC (2013). "Summary for Policymakers" in *Climate Change 2013: The Physical Science Basis. Contribution of Working Group I to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change*. Cambridge University Press, Cambridge, United Kingdom and New York, NY, USA at 4. Available at:

<https://www.ipcc.ch/report/ar5/wg1/>.

<sup>iii</sup> As above, at p27.

<sup>iv</sup> As above, at p28.

<sup>v</sup> For example, BOM and CSIRO's Climate Change in Australia:

<https://www.climatechangeinaustralia.gov.au/>

<sup>vi</sup> *Western Australian Climate Policy 2020*; Government of Western Australia [Western Australian Climate Policy.pdf \(www.wa.gov.au\)](http://Western_Australian_Climate_Policy.pdf(www.wa.gov.au)), at

p34

# Warren Blackwood Alliance of Councils

## Climate Change Policy Statement

June 2022



## 1.0 Policy Statement

**The Warren Blackwood Alliance of Councils acknowledges:**

- I. The science is clear: climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.
- II. Climate change threatens human societies and the Earth's ecosystems.
- III. Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.
- IV. A failure to adequately address this climate change emergency places an unacceptable burden on future generations.

**The Warren Blackwood Alliance of Councils is committed** to addressing climate change.

**The Warren Blackwood Alliance of Councils is calling for:**

- I. Strong climate change action, leadership and coordination at all levels of government.
- II. Effective and adequately funded Commonwealth and State Government climate change policies and programs for Local Government.

## 2.0 Rationale

### 2.1 Purpose and intent of this document

Climate change is a key issue for the Warren Blackwood Alliance of Councils (WBAC) that impacts almost all aspects of our responsibilities and goals.

This Policy Statement has been prepared by the Warren Blackwood Alliance of Councils Climate Change Impact Reference Group for endorsement by each of the member Councils.

All member Councils will strive to promote this Policy Statement and to act consistently with its contents.

### 2.2 The science is clear

**International scientific consensus is that climate change is occurring, and human activities are the dominant cause.**

The *Fifth Assessment Report*, of the scientific consensus-based Intergovernmental Panel on Climate Change (IPCC), found:

*Warming of the climate system is unequivocal, and since the 1950s, many of the observed changes are unprecedented over decades to millennia. The atmosphere and ocean have warmed, the amounts of snow and ice have diminished, sea level has risen, and the concentrations of greenhouse gases have increased<sup>1</sup>.*

*Most aspects of climate change will persist for many centuries even if emissions of CO<sub>2</sub> are stopped<sup>2</sup>.*

*Surface temperatures will remain approximately constant at elevated levels for many centuries after a complete cessation of net anthropogenic CO<sub>2</sub> emissions. Due to the long time scales of heat transfer from the ocean surface to depth, ocean warming will continue for centuries. Depending on the scenario, about 15 to 40% of emitted CO<sub>2</sub> will remain in the atmosphere longer than 1,000 years. It is virtually certain that global mean sea level rise will continue beyond 2100, with sea level rise due to thermal expansion to continue for many centuries<sup>3</sup>.*

Further, the IPCC has also found:

*It is extremely likely [95–100%] that human influence has been the dominant cause of the observed warming since the mid-20th century.<sup>4</sup>*

### 2.3 Climate change is a global threat, and Australia has committed to being part of the solution

As a signatory to the Paris Agreement under the United Nations Framework Convention on Climate Change (UNFCCC) and the United Nations Sustainable Development Goals (SDGs), Australia has committed to taking action on climate change and to ensuring that mitigation and adaptation action is equitable and consistent with the aims of the SDGs.

The Paris Agreement expressly recognises the importance of engagement at all levels of government<sup>5</sup>. The WBAC is committed to contributing to state, national and international



emissions reduction targets that are required to achieve the Paris Agreement goal of limiting global temperature rise to well below 2° Celsius and to pursue efforts to limit the temperature increase even further to 1.5° Celsius.

The WBAC acknowledges that current worldwide commitments under the Paris Agreement are insufficient to achieve even the 2° Celsius goal<sup>6</sup>. Australia is a developed country with among the highest per capita greenhouse gas (GHG) emissions in the world<sup>7</sup>. Recognising this, the WBAC calls on the Commonwealth Government show international leadership, by committing to a more ambitious Paris Agreement target.

The WBAC recognises that both the impacts of climate change and the policy responses required to contribute to the avoidance of dangerous climate change have significant equity implications<sup>8</sup>. These equity considerations have domestic and international dimensions, for both present and future generations and for the survival of other species. Climate change disproportionately affects disadvantaged and marginalised groups<sup>9</sup> including the poor and rural and regional communities.

**The WBAC supports an equitable transition to a carbon constrained world:**

- **globally**, the right of developing countries to increase their share of global wealth in ways that remain within the ecological capacities of the planet;
- **domestically**, the need to equitably share the cost of climate change adaptation and mitigation and ensure disadvantaged and marginalised groups receive adequate support. This includes provision of support and incentives for communities impacted by the transition (eg, by fostering innovation, and supporting workforce adjustment packages and new employment opportunities).

The WBAC supports the United Nations Sustainable Development Goals, and supports climate change action as part of a broader sustainable development agenda.

## **2.4 Local Governments are already acting on climate change, but all levels of Government must act**

**For Australia to meet its international obligations, all levels of government must act. The Western Australian and Commonwealth Governments have an obligation to address climate change in partnership with Local Government, and in consultation with the community.**

**The WBAC calls on the Western Australian and Commonwealth Governments to** develop a formalised coordinated approach, such as in the form of a Commonwealth/State/Local Government partnership agreement or Intergovernmental Agreement, establishing consistent and coordinated principles, objectives and actions across Australia that provides for long-term planning to address climate change.

**The strategic, long-term planning that the WBAC seeks from the Western Australian and Commonwealth Governments includes:**

- adequate ongoing funding for essential research, science and innovation to underpin climate change policy initiatives and program design<sup>10</sup>
- taking direct responsibility for the delivery of mitigation actions, adaptation and resilience planning in areas that lend themselves to centralised coordination at

Western Australian or Commonwealth Government level (e.g. through ensuring State Planning Policies are consistent with climate change mitigation priorities);

- embedding climate change mitigation and adaptation considerations in Government projects and policies (government procurement, land management, development, and financial investment strategies that move away from fossil fuels etc.);
- partnering with and resourcing Local Governments to deliver community emissions reduction programs that are most effectively implemented at the Local Government level;
- removing existing legislative and regulatory barriers to climate mitigation and adaptation actions by Local Governments;
- and ensuring all decisions are guided by the Precautionary Principle.

**The WBAC calls on the Commonwealth Government to** develop and implement a national plan for action to:

- meet Australia's international obligations;
- ensure Australia is prepared to adapt to the impacts of climate change; and
- navigate the pathway to a low carbon economy, fostering innovation, new employment opportunities and economic growth.

## **2.5 The WBAC urges effective mitigation action**

**The WBAC recognises that there is a global climate emergency which requires urgent action.**

**The WBAC is committed** to continuing to reduce operational GHG emissions and to continue supporting the reduction of GHG emissions in the community.

**The WBAC recognises** that Australia has the capacity to contribute to global climate change mitigation, by reducing emissions now, in a way that creates positive opportunities for communities, business and the economy.

**The WBAC acknowledges** a successful response to the challenge of climate change requires cross-sectoral action by government, business and the community.

However, there are insufficient long-term Western Australian and Commonwealth Government plans or resources directed to climate change action. Australia and the world is seeing a shift away from fossil fuels towards energy efficient and renewable technologies that includes widespread uptake of rooftop solar<sup>11</sup>, battery storage<sup>12</sup>, energy trading<sup>13</sup>, virtual power plants<sup>14</sup>, electric vehicles<sup>15</sup>, energy efficiency and energy productivity<sup>16</sup>. The market, business, insurers, many Local Governments and their communities are moving in this direction. **The WBAC is calling on the Western Australian and Commonwealth Governments** to support Local Governments to transition to a low carbon, energy efficient economy.

**The WBAC considers** a wide range of policy measures - from regulatory intervention and market-based mechanisms (such as an emissions trading scheme) through to voluntary schemes, education and behaviour change programs - are required to successfully achieve emissions reduction targets.

As part of the required national plan for action, **The WBAC calls on the Commonwealth Government to** put in place efficient, effective and equitable measures to drive national

emissions reductions.

Local Governments are in a unique position to drive and implement mitigation programs, foster innovation and support sustainability at the community level, and has had successful collaborations and partnerships to implement such programs in the past<sup>17</sup>.

**The WBAC calls on the Commonwealth Government to partner with Local Governments in its efforts to further reduce GHG emissions, including through:**

- renewable energy projects (small scale and large scale);
- energy efficiency projects (eg, mass LED public lighting retrofits);
- waste management;
- enabling take-up of new renewable and sustainable technologies; and

**The WBAC calls on the Western Australian Government to:**

- follow the lead of the other States and Territories and introduce a State-level renewable energy and/or emissions reduction target;
- ensure that statutory planning policies are consistent with climate change mitigation priorities (eg, maintaining and increasing urban forest to reduce heat island effect, best practice building energy efficiency etc.); and
- drive mass LED public lighting retrofits, by addressing the regulatory hurdles and unaligned incentives that act as a disincentive to the uptake of low cost, energy efficient public lighting.
- Deliver amendments to the Local Government Act (Financial Management) Regulations, including an amendment to Regulation 54 to include 'renewable energy' as a prescribed charge.
- Accelerating the take up of low or zero emissions vehicles
- Accelerating the installation of electric vehicle charging stations.

## **2.6 The WBAC urges effective adaptation and resilience planning**

**The WBAC is committed** to the common goal of ensuring that Western Australia's human communities and natural ecosystems have the resources and assistance to enable them to build maximum resilience and adapt to climate change impacts that are now understood to be unavoidable.

**The WBAC asserts** that it is the responsibility of all spheres of Australian Government to ensure that their decisions, policies and programs take into consideration the likely impact of climate change on current and future human settlements, natural resources and ecosystems and facilitate adaptation to these. These include but are not limited to disaster relief, national security, environment, energy, infrastructure and land use planning, water, housing, health and transport.

**The WBAC notes** there are some policies, programs and limited funding for coastal adaptation in Western Australia, and a body of work completed in relation to bushfire planning and management. While this action is welcome, it is insufficient, and there is currently only *minimal* capacity and resourcing available to adapt to other effects of climate change, such as changes in temperature and rainfall, extreme weather events such as

heatwaves and floods, flow-on effects such as the health and social impacts of climate change.

In many cases, Local Governments (and particularly Shires) do not have the financial resources to shoulder the cost of implementing adaptation measures alone. This must be a shared responsibility.

**Effective adaptation and resilience planning by Western Australian and Commonwealth Governments includes:**

- a strategic approach to progressing and funding action for climate change adaptation and building resilience;
- adequate assistance, including funding, for Local Governments and Commonwealth and State agencies engaged in adaptation action;
- recognising and planning for the impacts of climate change on biodiversity and agricultural productivity, particularly in relation to biosecurity;
- sustainable management of water resources;
- providing greater certainty for Local Governments managing their risk and liability flowing from adaptation planning decisions;
- a State-Wide Coastal Hazard Map;
- coastal management legislation in Western Australia to define and establish principles, objects, actions, roles and responsibilities for integrated coastal zone management, with specific reference to planned and managed retreat;
- ensuring the Western Australian planning system adequately incorporates consideration of climate change effects and adaptation issues; and
- hazard identification and planning beyond coastal planning, into current and expected effects of changes on extreme weather events, bushfires, biodiversity, invasive flora and fauna, health, social impacts etc.

**The WBAC is also calling for national and state emergency management and disaster relief policies that adequately incorporate climate change in their planning and implementation.** The Disaster Funding Recovery Arrangements Western Australia (DFRAWA) financial measures need to provide funding to reinstate a damaged or destroyed asset to a more disaster resilient standard, where this is an appropriate and cost effective response based on likely recurrence of the disaster event.

---

<sup>1</sup> IPCC (2013). “Summary for Policymakers” in *Climate Change 2013: The Physical Science Basis. Contribution of Working Group I to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change*. Cambridge University Press, Cambridge, United Kingdom and New York, NY, USA at 4. Available at: <https://www.ipcc.ch/report/ar5/wg1/>.

<sup>2</sup> As above, at 27.

<sup>3</sup> As above, at 28.

<sup>4</sup> As above, at 17. The term “extremely likely” is defined by the IPCC as having an assessed likelihood of 95-100%: See “Chapter 1: Introduction” in *Climate Change 2013: The Physical Science Basis. Contribution of Working Group I to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change*. Cambridge University Press, Cambridge, United Kingdom and New York, NY, USA at 121 (footnote 2).

<sup>5</sup> United Nations Framework Convention on Climate Change (2015) *Adoption of the Paris Agreement*, 21<sup>st</sup> Conference of the Parties, Paris: United Nations at 2. Available at: [http://unfccc.int/files/home/application/pdf/paris\\_agreement.pdf](http://unfccc.int/files/home/application/pdf/paris_agreement.pdf).

<sup>6</sup> The Climate Action Tracker (Climate Analytics, Ecofys & NewClimate Institute) calculates the gap in current policies, Paris Commitments and the emissions reductions required to keep the world at a

1.5°C and a 2.0 °C increase. Available here: <https://climateactiontracker.org/global/cat-emissions-gaps/>.

<sup>7</sup> Australia has the highest per capita emissions of the OECD countries, and the seventh highest per capita in the world after Kuwait, Brunei, Qatar, Belize, Oman and Bahrain: CAIT Climate Data Explorer (World Resources Institute) (2018). *GHG Emissions Totals Excluding Land Use Change and Forestry Per Capita 2014*. Available at: <http://cait.wri.org/historical>.

<sup>8</sup> Althor, G. et al. Global mismatch between greenhouse gas emissions and the burden of climate change. *Sci. Rep.* 6, 20281; doi: 10.1038/srep20281 (2016). Available at: <https://www.nature.com/articles/srep20281>.

<sup>9</sup> “People who are socially, economically, culturally, politically, institutionally or otherwise marginalised are especially vulnerable to climate change” IPCC (2014). Summary for Policymakers” in *Climate Change 2014: Impacts, Adaptation, and Vulnerability. Part A: Global and Sectoral Aspects. Contribution of Working Group II to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change*. Cambridge University Press, Cambridge, United Kingdom and New York, NY, USA, at 6. Available at: <http://www.ipcc.ch/report/ar5/wg2/>. See also CSIRO (2015). *Climate Change Adaptation for Health and Social Services*, edited by Rae Walker and Wendy Mason. CSIRO Publishing, and L Rickards et al. (2016). *On the Frontline: Climate Change & Rural Communities*. Climate Commission. Available at <https://www.climatecouncil.org.au/ruralreport>.

<sup>10</sup> For example, BOM and CSIRO’s Climate Change in Australia: <https://www.climatechangeinaustralia.gov.au/>, Western Australian Marine Science Institution: <https://www.wamsi.org.au/>, National Climate Change Adaptation Research Facility: <https://www.nccarf.edu.au/> and CoastAdapt: <https://coastadapt.com.au/>.

<sup>11</sup> See for example: A Bruce & I MacGill. “FactCheck Q&A: is Australia the world leader in household solar power?” *The Conversation*. 28 March 2016. Available at: <https://theconversation.com/factcheck-ganda-is-australia-the-world-leader-in-household-solar-power-56670>.

<sup>12</sup> See for example: N Harmsen. “Elon Musk’s giant lithium ion battery completed by Tesla in SA’s Mid North”. *ABC News*. 24 November 2017. Available at: <http://www.abc.net.au/news/2017-11-23/worlds-most-powerful-lithium-ion-battery-finished-in-sa/9183868>; Climate Council. *Fully Charged: Renewables and Storage Powering Australia*. 2018. Available at: <https://www.climatecouncil.org.au/resources/battery-storage-2018/>.

<sup>13</sup> See for example: K Diss, “Blockchain technology fuels peer-to-peer solar energy trading in Perth start-up”. *ABC News*. 11 October 2017. Available at: <http://www.abc.net.au/news/2017-10-11/blockchain-technology-fuels-peer-to-peer-energy-trading-start-up/9035616>.

<sup>14</sup> See for example: C Chang. “South Australian government strikes deal with Tesla to install free batteries to 50,000 homes”. *News.com.au*. 5 February 2018. Available at: <http://www.news.com.au/technology/innovation/south-australian-government-strikes-deal-with-tesla-to-install-free-batteries-to-50000-homes/news-story/fd04731350da176c374383f3fb25e947/>.

<sup>15</sup> A Gray. “Countries are announcing plans to phase out petrol and diesel cars. Is yours on the list?” *World Economic Forum*. 26 September 2017. Available at: <https://www.weforum.org/agenda/2017/09/countries-are-announcing-plans-to-phase-out-petrol-and-diesel-cars-is-yours-on-the-list/>.

<sup>16</sup> Energy productivity is an indicator of the amount of economic output that is derived from each unit of energy consumed. See, for example, the Australian Alliance for Energy Productivity project to double productivity by 2030: <https://www.2xep.org.au/>.

<sup>17</sup> For example as delivery agents of the Commonwealth Government’s Community Energy Efficiency Program (CEEP) and Local Government Energy Efficiency Program (LGEEP) and the Cities for Climate Protection.

## Appendix A

### Acronyms

BOM	Bureau of Meteorology
CAIT	Climate Access Indicators Tool
CEEP	Community Energy Efficiency Program
CO <sub>2</sub>	Carbon dioxide
CPP	Cities for Climate Protection
CSIRO	Commonwealth Scientific and Industrial Research Organisation
GHG	Greenhouse Gas
ICLEI	International Council for Local Environmental Initiatives – Local Governments for Sustainability
IPCC	Intergovernmental Panel on Climate Change
LED	Light Emitting Diode
LGEEP	Local Government Energy Efficiency Program
NCCARF	National Climate Change Adaptation Research Facility
SDGs	Sustainable Development Goals
UNFCCC	United National Framework Convention on Climate Change
WBAC	Warren Blackwood Alliance of Councils
WALGA	Western Australian Local Government Association
WAMSI	Western Australian Marine Science Institution
DRFAWA	Disaster Recovery Funding Arrangements Western Australia
WRI	World Resources Institute

## Appendix B

### Background Information

#### Climate change in Australia<sup>1</sup>:

- Australia's climate has warmed in both surface air temperature and surrounding sea surface temperature by around 1°C since 1910.
- By late this century, Australia's average temperature is projected to increase by 3–5°C compared to a 1986–2005 baseline under the current global trajectory of greenhouse gas emissions, 1.5–2.5 °C for a medium emissions scenario or 0.5–1.5 °C for a low emissions scenario.
- There has been, and will continue to be, an increase in the number of days with weather conducive to fire in southern and eastern Australia. The number of days is projected to double by the end of the century under a high emissions scenario.
- May–July rainfall has reduced by around 19 per cent since 1970 in the southwest.
- Winter rainfall is projected to decrease across southern Australia, by a median of 17 per cent with a range of 2–32 per cent under a high emissions scenario by the end of the century, relative to 1986–2005, with more time spent in drought.
- Past and ongoing emissions commit us to further sea-level rise around Australia of around 6–19 cm by 2030, relative to the 1986–2005 baseline. By 2100, sea level rise could exceed two metres<sup>2</sup>.
- The rise in mean sea level will amplify the effects of high tides and storm surges.

**Intergovernmental Panel on Climate Change (IPCC):** This is the international body for assessing the science related to climate change. IPCC assessments provide a scientific basis for governments at all levels to develop climate related policies, and they underlie negotiations at the UN Climate Conferences. IPCC reports undergo multiple rounds of drafting and review to ensure they are comprehensive and objective and produced in an open and transparent way. Thousands of other experts contribute to the reports by acting as reviewers, ensuring the reports reflect the full range of views in the scientific community.

**Paris Agreement:** The first-ever universal, legally binding global climate deal, adopted by 195 countries at the UNFCCC Conference of Parties in Paris, December 2015. It aims to respond to the global climate change threat by keeping a global temperature rise this century well below 2°C above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5°C. It aims for global greenhouse gases to peak as soon as possible, and seeks to foster resilience and climate adaptation. Full text of the Paris Agreement is available [here](#). As of November 2017, all 195 countries have signed on to the Paris Agreement. The United States of America has indicated an intention to withdraw (it is unable to withdraw until November 2020). Further information tracking country ratifications and targets is available [here](#).

**Sustainable Development Goals (SDGs):** In September 2015, 193 countries (including Australia) agreed to the United Nations 17 Sustainable Development Goals (SDGs) and 169 targets. The SDGs are a successor to the Millennium Development Goals, but unlike the Millennium Development Goals, relate to all developed and emerging countries, as well as developing countries. They aim to end poverty, hunger and inequality, take action on climate change and the environment, improve access to health and education, build strong institutions and partnerships, and more. Aims include climate action (Goal 13), affordable and clean energy (Goal 7), responsible consumption and production (Goal 12) and sustainable cities and communities (Goal 11). For further information on how the SDGs are relevant to Local Governments, see the Global Network of Cities, Local and Regional

Government (UCLG) publication “The Sustainable Development Goals: What Local governments need to know”, available [here](#).

**United Nations Framework Convention on Climate Change (UNFCCC):** an international environmental treaty adopted on 9 May 1992. The UNFCCC objective is to "stabilise greenhouse gas concentrations in the atmosphere at a level that would prevent dangerous anthropogenic interference with the climate system".

**Disaster Recovery Funding Arrangements Western Australia (DRFAWA):** provides a range of financial relief measures to assist communities to recover from an eligible natural disaster event, jointly funded by the Western Australian and Australian Governments, which reimburses Local Governments for the restoration and replacement of essential public assets owned by a local government to the extent necessary to restore the asset to the equivalent of its pre-disaster standard.

**Western Australian Local Government action on climate change:** WA Local Governments have, for a number of years, been actively engaged in a range of climate change mitigation and adaptation activity, together with education and encouraging awareness and behaviour change amongst residents. Many Local Governments have made voluntary commitments or pledges in relation to climate change, including the following:

Pledge	Description	Number of Local Government Participants
<b>Local Government Climate Change Declaration</b>	Developed by WALGA. A voluntary opportunity for Local Governments to demonstrate their political commitment to locally appropriate climate change adaptation and mitigation action. <sup>3</sup>	40 (representing 65% of the WA population)
<b>Divesting from fossil fuels</b>	Commitment to shift money out of banks that fund fossil fuels. <sup>4</sup>	12 (representing 30% of the WA population)
<b>Compact of Mayors</b>	A coalition of city leaders around the world committed to addressing climate change. <sup>5</sup>	4
<b>Cities Power Partnership</b>	Launched July 2017 by the Climate Council, aims to celebrate and accelerate emission reductions and clean energy in Australian towns and cities. <sup>6</sup>	17

In the past, Western Australian Local Governments have been key delivery agents of Commonwealth Government climate change mitigation programs, such as the Community Energy Efficiency Program (CEEP), the Local Government Energy Efficiency Program (LGEEP) and the Cities for Climate Protection (CCP) Program that was delivered by ICLEI with Commonwealth Government support. The LGEEP and CEEP grants assisted Local Governments in undertaking a wide range of building energy efficiency, LED public lighting and geothermal projects.



Program	Program dates	WA Local Government participants
Cities for Climate Protection	1999-2006	30
Local Government Energy Efficiency Program (LGEEP)	2011-2014	50 (includes 1 WALGA grant)
Community Energy Efficiency Program (CEEP)	2011-2016	15 (includes 1 WALGA grant)
Emissions Reduction Fund (ERF)	2014-present	2 (both transitioned from the Carbon Farming Initiative)

Adaptation is a current issue for Local Government, particularly as the effects of climate change are now unequivocally being felt, and Local Governments are in a position where they need to be planning for further effects of climate change in the future.

The Western Australian State Government provides around \$7 million funding per year under the overarching CoastWA banner (comprising CoastWest, the Coastal Management Plan Assistance Program and the Coastal Adaptation and Protection programs). In contrast, the New South Wales State Government (with a coastline one sixth the length of Western Australia), is providing \$63 million over five years. The Queensland State Government (with a coastline a little over half the length of Western Australia) provides \$12 million dollars over three years.

The Western Australian state planning system has encompassed coastal adaptation planning, but this has not yet been expanded to deal with other current and expected issues such as changes in temperature, rainfall and extreme weather events (including floods), heatwaves and bushfires.

---

<sup>1</sup> CSIRO 2016 *State of the Climate*. <https://www.csiro.au/en/Showcase/state-of-the-climate>.

<sup>2</sup> B Dennis and C Mooney. 2016. 'Scientists nearly double sea level rise projections for 2100, because of Antarctica'. *The Washington Post*. 30 March 2016. Available at: [https://www.washingtonpost.com/news/energy-environment/wp/2016/03/30/antarctic-loss-could-double-expected-sea-level-rise-by-2100-scientists-say/?noredirect=on&utm\\_term=.574c448f582f](https://www.washingtonpost.com/news/energy-environment/wp/2016/03/30/antarctic-loss-could-double-expected-sea-level-rise-by-2100-scientists-say/?noredirect=on&utm_term=.574c448f582f).

<sup>3</sup> For further information see here: <http://walga.asn.au/Policy-Advice-and-Advocacy/Environment/Climate-Change.aspx>.

<sup>4</sup> For a list of Australian Local Governments that have committed to divest see here: <http://gofossilfree.org.au/fossil-free-councils/>. Not listed are City of Bayswater, City of Subiaco and the Shire of Mundaring, which have also recently committed to divest.

<sup>5</sup> Cities of Joondalup, Perth, Melville and Mandurah. Further information about the Compact of Mayors available here: <https://www.compactofmayors.org/>.

<sup>6</sup> Local Governments participating in the Cities Power Partnership are shown on the map here: <http://citiespowerpartnership.org.au/power-partners/>.



**WARREN BLACKWOOD ALLIANCE OF COUNCILS**  
**CLIMATE CHANGE ACTION PLAN IMPLEMENTATION**  
**REFERENCE GROUP**

**TERMS OF REFERENCE**

**Status:** Warren Blackwood Alliance of Councils – Sub-Regional Working Group

**Purpose:** To oversee the implementation of the Warren Blackwood Alliance of Councils (WBAC) sub-regional Climate Change Policy and Action Plan.

**Members:**

**Voting Representatives (10)**

- Shire of Boyup Brook (2 Councillors)
- Shire of Bridgetown-Greenbushes (2 Councillors)
- Shire of Donnybrook-Balingup (2 Councillors)
- Shire of Manjimup (2 Councillors)
- Shire of Nannup (2 Councillors)

**Non-voting representatives (5)**

- One officer from each Local Government.

**Observers**

- Any member of WBAC (including the Executive Officer) may attend any meeting as an observer.

**Guests**

- As determined by the Working Group.

**Proxies:** Nil for voting members.  
 Non-voting employee representatives may have proxies to provide flexibility when dealing with specific matters.

**Quorum:** At least 4 voting working group members.

**Chair:** To be elected from WBAC members on the CCIRG.

**Term of Appointment:** From 1 August 2022 until advised

**Meetings:** Every second month (additional meetings may be called when required).



**WARREN BLACKWOOD ALLIANCE OF COUNCILS**

**CLIMATE CHANGE ACTION PLAN IMPLEMENTATION  
REFERENCE GROUP**

**TERMS OF REFERENCE**

- Reporting:** Direct to the WBAC via the Executive Officer.
- Delegated Powers:** Nil.
- Administration:** To be apportioned amongst non-voting members.

**FUNCTIONS OF THE REFERENCE GROUP**

1. Under the direction of the WBAC, implement the sub-regional Climate Change Policy and Action Plan of the WBAC;
2. To provide progress reports to the WBAC and its member Shires on the progress of implementation of the sub-regional Climate Change Action Plan;
3. To work with the WBAC and member Shires on relevant Climate Change Action Plan recommendations for incorporation into the strategic and operational planning processes of the member Shires;
4. To work with key stakeholders, as required, to assist in the delivery of the WBAC and member Shire climate change ambitions.
5. Any other function as endorsed by the WBAC.

***Terms of Reference adopted by the WBAC: 02.08.2022***



**BRIDGETOWN-GREENBUSHES ACCESS AND INCLUSION ADVISORY COMMITTEE  
(2021-2023)**

**INSTRUMENT OF APPOINTMENT & DELEGATION**

**1. Introduction**

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8, 5.9(2)(c) and 5.17(c) of the Local Government Act 1995, such committee to be known as the Bridgetown-Greenbushes Access and Inclusion Advisory Committee (hereinafter called the "Committee").

The Council appoints to the Committee those persons whose names appear in section 4.0 below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

The Committee shall act for and on behalf of Council in accordance with provisions of the Local Government Act 1995, local laws and policy of the Shire of Bridgetown-Greenbushes and this Instrument.

**2. Name**

The name of the Committee shall be the *Bridgetown-Greenbushes Access and Inclusion Advisory Committee*.

**3. Objectives**

The objectives and role of the Committee are:

- 3.1 To advise Council on the establishment of priorities and review of progress on the implementation of the strategies identified in the relevant Disability Access and Inclusion Plan and the Age Friendly Communities Plan.
- 3.2 To formally report to Council annually on the implementation of the Disability Access and Inclusion Plan and the Age Friendly Communities Plan.
- 3.3 To carry out consultation with the community as part of the annual review of the Disability Access and Inclusion Plan and Age Friendly Communities Plan.
- 3.4 To recommend to Council any changes to the priorities identified in the Disability Access and Inclusion Plan and Age Friendly Communities Plan either as part of the annual review process, or if necessary at other times of the year.

**4. Membership**

- 4.1 Council will appoint a minimum of one (1) elected member as Council's representative(s) on the Committee.

- 4.2 Council will appoint a maximum of eight (8) community and service agency representatives, consisting of:
- Claire Quinn
  - Joan Leader
  - Jana Mayhew
  - Roberta Waterman
  - Warren Boggs
  - Ursula Wade
  - A representative from Silverchain
  - A representative from Community Home Care

- 4.3 One CEO appointed shire representative shall be an ex-officio member of the committee and will not be permitted to vote on matters considered by the Committee.

#### 5. Presiding Member

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders.

#### 6. Meetings

The Committee shall meet on at least four occasions per year.

- 6.1 Notice of meetings shall be given to members at least 3 days prior to each meeting.
- 6.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, who will appoint a replacement for the balance of the Committee's term of appointment.
- 6.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 10 days after each meeting, provide Council with a copy of such minutes.
- 6.4 All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding may cast a second vote.

#### 7. Quorum

The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.

#### 8. Delegated Powers

The Committee is established as an Advisory Committee only and does not have delegated authority to make decisions on behalf of the Council.

#### 9. Termination of Committee

Termination of the Committee shall be:

- a) In accordance with the Local Government Act 1995 (ie; 19 October 2023); or
- b) At the direction of Council

#### 10. Amendment to the Instrument of Appointment and Delegation

This document may be altered at any time by the Council on the recommendation of the Committee, or after giving 14 days notice to the Committee.

#### 11. Committee Decisions

Committee decisions shall not be binding on Council if such decisions are in conflict with the delegated powers of the Council.



**Deputy Premier of Western Australia  
Minister for Health; Tourism**

Our Ref: 25-46997

Mr Grant Hitchcock  
Acting Usher of the Black Rod  
Legislative Council  
Parliament House  
WEST PERTH WA 6005

Dear Mr Hitchcock

Thank you for your e-mail of 16 June 2015 providing a copy of the Standing Committee on Public Administration's – Report 25 – Report on the Patient Assisted Travel Scheme in Western Australia (WA).

As the Minister for Health, I am the responsible Minister for the Patient Assisted Travel Scheme (PATS) in WA and I welcome the Standing Committee on Public Administration's report. My response to the Report's 21 recommendations is attached.

Firstly, I would like to acknowledge and commend the Standing Committee on Public Administration for their extensive community consultation and comprehensive review of the PATS program. The findings and recommendations will provide a vital and valuable reference in considering future reforms and enhancements to the scheme to ensure it meets the needs of country residents in WA.

As noted in the Report, PATS is a valued government policy by country residents that provides much needed travel and accommodation assistance to ensure that the general standards of health services in the regions and access to services is comparable to that available in the metropolitan area. It is acknowledged that further reforms can be made to the scheme that will make the scheme more accessible and reduce the financial cost for patients in accessing specialist medical services that are not available locally.

The Report's recommendations raise a number of complex and challenging issues that will need to be worked through in some detail to clearly identify the policy changes necessary to achieve the best outcomes. The financial implications of these changes will also need to be determined.

A number of the recommendations will require the development of detailed business cases for future budget consideration. Therefore, at this point I have provided general responses to each of the recommendations.

Once again I thank the Standing Committee on Public Administration for their work in preparing this comprehensive report and for providing a solid foundation for future reforms to the PATS program.

Yours sincerely

A handwritten signature in black ink, appearing to be 'KH', with a long horizontal flourish extending to the right.

Dr Kim Hames MLA  
**DEPUTY PREMIER**  
**MINISTER FOR HEALTH**

17 AUG 2015  
Att

**Standing Committee on Public Administration – Report 25 on Patient Assisted Travel Scheme (PATS) -  
Recommendations.**

Recommendation	Response
<b>Subsidies</b>	
<p><b>Recommendation 1:</b> The Committee recommends that the current fuel subsidy provided by the Patient Assisted Travel Scheme be increased to reflect a more realistic proportion of fuel costs incurred by patients.</p>	<p>Noted. The Committee should be aware that the current petrol subsidy of 16 cents per kilometre is greater than the cost of fuel for the majority of vehicles.</p>
<p><b>Recommendation 2:</b> The Committee recommends that the fuel subsidy provided by the Patient Assisted Travel Scheme be reviewed annually.</p>	<p>Supported</p>
<p><b>Recommendation 3:</b> The Committee recommends that the accommodation subsidies provided by the Patient Assisted Travel Scheme be increased to ensure they reflect a realistic proportion of accommodation costs incurred by patients.</p>	<p>It is recognised that additional funding would enhance the Scheme, but any additional funding needs to be considered in the context of all other competing demands for Government funding.</p>
<p><b>Recommendation 4:</b> The Committee recommends that the accommodation subsidies provided by the Patient Assisted Travel Scheme be reviewed annually.</p>	<p>Supported</p>



<p><b>Recommendation 5:</b> The Committee recommends that the Patient Assisted Travel Scheme be amended to include an annual escalation adjustment to subsidy rates to reflect changes to fuel and accommodation costs.</p>	<p>Escalation adjustments will be considered as part of the annual reviews (refer recommendations 2 and 4)</p>
<p><b>Recommendation 6:</b> The Committee recommends that the current Patient Assisted Travel Scheme arrangements applicable to patients with treatment modalities greater than six months in duration be reviewed.</p>	<p>Supported</p>
<p><b>Recommendation 7:</b> The Committee recommends that the Patient Assisted Travel Scheme be amended to include additional subsidies for return to home visits during long-term treatment.</p>	<p>It is recognised that additional funding would enhance the Scheme, but any additional funding needs to be considered in the context of all other competing demands for Government funding.</p>
<p><b>Service Eligibility (Allied Health and Dental)</b></p>	
<p><b>Recommendation 8:</b> The Committee recommends that the Patient Assisted Travel Scheme be amended to make allied health services eligible for Patient Assisted Travel Scheme funding where they are provided as an essential component of an integrated health care plan.</p>	<p>Noted – Recommendation raises a number of complex service delivery and service impact challenges. The recommendation has been referred to WA Country Health Services to consult with the Chief Health Professions Officer to identify and analyse the allied health service models that may be supported by PATS and will achieve the best health outcomes.</p>

<p><b>Recommendation 9:</b> The Committee recommends that the Patient Assisted Travel Scheme eligibility criteria be reviewed every two years to ensure that advances in medical technologies are taken into account for the purposes of Patient Assisted Travel Scheme eligibility.</p>	<p>Supported</p>
<p><b>Recommendation 10:</b> The Committee recommends that the Patient Assisted Travel Scheme be amended to expand the scope of dental services eligible for funding.</p>	<p>Noted – Recommendation raises a number of complex service delivery and service impact challenges. The recommendation has been referred to the Chief Dental Officer for further industry consultation and analysis of dental and oral health service models that may be supported by PATS and will achieve the best health outcomes</p>
<p><b>Maternity and Child Birth</b></p>	
<p><b>Recommendation 11:</b> The Committee recommends that <i>Schedule 6: Special Rulings</i> of the Patient Assisted Travel Scheme be amended in relation to child birth to provide accommodation assistance for three weeks prior to their due date for applicants who live in remote areas where no birthing facilities exist.</p>	<p>It is recognised that additional funding would enhance the Scheme, but any additional funding needs to be considered in the context of all other competing demands for Government funding.</p>

<p><b>Recommendation 12:</b> The Committee recommends that the Patient Assisted Travel Scheme eligibility criteria be amended to provide funding assistance for a patient escort for all pregnant women travelling to their nearest birthing centre for delivery.</p>	<p>It is recognised that additional funding would enhance the Scheme, but any additional funding needs to be considered in the context of all other competing demands for Government funding.</p>
<p><b>Distance Thresholds</b></p>	
<p><b>Recommendation 13:</b> The Committee recommends that a means other than the distance threshold be identified to determine eligibility for the Patient Assisted Travel Scheme.</p>	<p>Not supported – PATS currently covers all WA Country Health Service regions and the Peel region. Distance is considered to be the most consistent and equitable means for determining eligibility and will be retained until a more equitable definition is identified.</p> <p>However, WA Health will investigate a provision to be included for residents in country area to be eligible to claim PATS, where they have accumulative travel of more than 200 kms for two or more trips per week to access an eligible medical specialist service.</p>
<p><b>Recommendation 14:</b> The Committee recommends that the Patient Assisted Travel Scheme be amended giving consideration to adhering to the provisions of the <i>National Healthcare Agreement 2012</i> with regard to the definition of regional Western Australia.</p>	<p>Not supported – as per Recommendation 13.</p>

<p><b>Recommendation 15:</b> The Committee recommends that the Patient Assisted Travel Scheme be amended to replace the requirement for 16 hours surface travel for eligibility for automatic air travel to bring it in line with current Western Australian Country Health Service policy.</p>	<p>It is recognised that additional funding would enhance the Scheme, but any additional funding needs to be considered in the context of all other competing demands for Government funding.</p>
<p><b>Public - Private Referral</b></p>	
<p><b>Recommendation 16:</b> The Committee recommends that the first option for the Patient Assisted Travel Scheme should be to give patients access to the public health system even if that access is further away than the closest private specialist.</p>	<p>Not supported – It is important to retain a primary focus on the delivery of services as close as possible to where people live. Therefore the closest available medical specialist service shall be retained as an underlying principle for PATS eligibility.</p>
<p><b>Administration and Forms</b></p>	
<p><b>Recommendation 17:</b> The Committee recommends that the Patient Assisted Travel Scheme Application Form be amended to provide clear notification of the required time frame for lodgement.</p>	<p>Supported.</p>

<p><b>Recommendation 18:</b> The Committee recommends the implementation of an electronic Patient Assisted Travel Scheme application and claims form system to support the Share online data system.</p>	<p>It is recognised that additional funding would enhance the Scheme, but any additional funding needs to be considered in the context of all other competing demands for Government funding.</p>
<p><b>Recommendation 19:</b> The Committee recommends that the appeals process be clearly defined on the Patient Assisted Travel Scheme Application Form.</p>	<p>Supported.</p>
<p><b>Recommendation 20:</b> The Committee recommends that information regarding claiming for exceptional circumstances be clearly set out on the Patient Assisted Travel Scheme Application Form.</p>	<p>Supported.</p>
<p><b>Suitable Accommodation</b></p>	
<p><b>Recommendation 21:</b> The Committee recommends that there needs to be further suitable accommodation facilities provided for Patient Assisted Travel Scheme patients.</p>	<p>Supported. Note that WACHS is already working to increase affordable accommodation available for PATS patients both in the urban and regional environment.</p>

Memorandum of Understanding  
Shire of Bridgetown-Greenbushes  
Service Provision  
At The  
Greenbushes Community Resource Centre

This document represents an agreement between

---

The Shire of Bridgetown-Greenbushes

and

The Greenbushes Community Resource Centre

---

**1. Description of collaborating organisations**

The *Shire of Bridgetown-Greenbushes* is the Local Government Authority that is responsible for the provision of services for the residents of the Shire.

The *Greenbushes Community Resource Centre* is a not-for-profit organisation that is independently owned and operated by their local communities. The Greenbushes CRC (along with all CRC's) are contracted by the Department of Primary Industries and Regional Development (DPIRD) to provide access to government and community services and information, and undertake community, business and economic development activities.

**2. Objective and Scope**

The primary objective of this Memorandum of Understanding is to express the willingness of the parties to collaborate with the provision of Shire based services within the Greenbushes community through the Greenbushes CRC.

**3. Purpose**

The purpose of the Memorandum of Understanding is to identify the agreed responsibilities of the Shire and the Greenbushes CRC regarding the delivery of the following services at the Greenbushes CRC:

- Library Services

- Notice Board
- Community Development
- Facility Access Management

#### **4. Services**

##### **4.1 Library Services**

###### **The Shire will provide;**

- 4.1.1 A scanner for the sole purpose of issuing and returning library resources provided to the CRC by the Bridgetown Regional Library.
- 4.1.2 The library software and software updates for the scanner and computer.
- 4.1.3 Ongoing training for the use of the software system – when required
- 4.1.4 Maintenance of the software system
- 4.1.5 Library resources will be supplied by the Bridgetown Regional Library
- 4.1.6 Library resources will be changed over every 6 months by Bridgetown Regional Library staff including shelving and labelling.
- 4.1.7 Library resources returned to the CRC that should be located at the Bridgetown Regional Library will be collected by the Shire unless otherwise agreed with the CRC
- 4.1.8 Library resources returned to the Bridgetown Regional Library that should be located at the CRC will be returned to the CRC unless otherwise agreed with the CRC.
- 4.1.9 Resource requests made at the Bridgetown Library for collection/pickup will be dropped off weekly by Shire representative or, if organised, by CRC representative.
- 4.1.10 Resource requests made at the Bridgetown Library, held at the CRC, will be sent via email to the CRC, collated for collection by CRC staff and picked up by shire representative.
- 4.1.11 Library shelving is to be supplied by the CRC
- 4.1.12 Library brochures are to be supplied to the CRC by the Library
- 4.1.13 Library cards are to be supplied to the CRC by the shire

##### **4.2 Notice Boards**

- 4.2.1 The CRC will provide the shire with noticeboard space free of charge
- 4.2.2 Shire notices will be sent to the CRC via email or other agreed means.
- 4.2.3 Shire notices will be displayed on the external noticeboard at the CRC for the period requested.

##### **4.3 Community development**

- 4.3.1 The CRC shall be included in all networking correspondence sent out by the Shire's Community Services Team
- 4.3.2 The Shire shall endeavour to engage the CRC, where appropriate, when developing projects in Greenbushes.

- 4.3.3 The CRC shall endeavour to engage with the Shire when developing programs and project in Greenbushes including providing additional services and facilitating local and regional programs
- 4.3.4 The CRC shall be the first point of contact for dissemination of information in emergency situations and shall be advertised by the CRC and Shire to ensure community awareness of the fact.

#### **4.4 Payment support for Rates and Sundry Debtors**

- 4.4.1 The CRC will support community members when required to pay shire payments online or over the phone by offering equipment (computers) and staff assistance.

#### **4.5 Shire Facility Access**

- 4.5.1 The CRC will hold and manage the keys to access the shire facilities in Greenbushes including;
- The Greenbushes Town Hall
  - The Greenbushes Offices
  - The Old Court House
  - Sports Ground toilets and kiosk
- 4.5.2 The CRC will maintain a key register to manage the receipt and return of all keys.
- 4.5.3 The Shire will advise the CRC when an authorised key recipient is to receive the key.
- 4.5.4 In the case of an event the CRC will inform the Shire when the key is returned to trigger the post event process including facility inspection and return of bond.
- 4.5.5 The Shire will provide the key register template and training to CRC staff.

### **5. Shire Satellite Services - General**

- 5.1 The shire will pay Greenbushes CRC a sum of \$50 per week or \$2600 per year to manage the satellite services outlined in the Memorandum of Understanding including:
- Library Services
  - Notice boards and printing
  - Community Development
  - Payment support for Rates, Dog and Cat Licences and Sundry Debtors
  - Shire Facility Access – Key management



- 5.2 The CRC will work closely with Shire staff to ensure the services provided by the CRC on behalf of the shire meet the needs of the Greenbushes community and the requirements of the Shire.
- 5.3 The CRC will provide a report to Council on a bi-annual basis to communicate the number and type of satellite services provided to the Greenbushes community on behalf of the Shire.
- 5.4 The CRC will provide the meeting room free of charge to Council for the December Council meeting.

**Signed by the Greenbushes CRC Co-ordinator:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Signed by Shire of Bridgetown-Greenbushes Chief Executive Officer:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_