



Department of
Planning

Western
Australian
Planning
Commission

R-Codes

State Planning Policy 3.1 Residential Design Codes

R-Codes proposed amendments 2016 for public comment

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website: www.planning.wa.gov.au
email: corporate@planning.wa.gov.au
tel: 08 6551 9000
fax: 08 6551 9001
National Relay Service: 13 36 77
tollfree: 1800 626 477
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**Amendment to State Planning Policy 3.1: Residential Design Code
R-Codes Amendments 2016**

No.	Details of proposed amendment	Administration comment
1.	Modify replacement dates on title page to 2 August 2013 and 23 October 2015	Administrative change.
2.	Modify Part 1 Preliminary (main contents) as follows: replace R30 with R40 under Appendix 1 Definitions text relating to Table 1 and Table 4	Administrative change to correct anomaly.
3.	Remove sub-contents pages for Parts 1 – 6, Tables and Figures	Administrative change. Main contents page sufficient.
4.	Modify clause 1.4 Application of the R-Codes as follows: Replace R30 with R40	Administrative change to correct anomaly.
5.	Modify clauses 2.2.1 and 2.2.2 relating to single house approval, 2.3 Planning approval for single houses on small lots, 3.1 Applications for planning approval and 4.1.2 relating to consultation requirements as follows: Replace planning with development	Align with LPS regulations.
6.	Amend clause 2.2.2 relating to single house approval as follows: - insert ‘*’ after ‘single house’ and corresponding note at the end of the clause as follows: Note: *includes the erection and/or extension to a single house, ancillary dwelling, outbuilding, external fixture, boundary wall or fence, patio, pergola, verandah, garage, carport or swimming pool – refer to Schedule 2, Clause 61 (c) and (d) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>. - Replace (or other application as determined by the decision maker) with under the scheme	Align with LPS regulations.
7.	Modify clause 3.1 Applications for planning approval as follows: Amend the text following point (c) as follows:	Align with LPS regulations.

	an application shall be made to the decision-maker on the appropriate application for development approval form (refer to Schedule 2, Clause 62 and 86 of the Planning and Development (Local Planning Schemes) Regulations 2015.	
8.	Modify clause 3.2.1 relating to information requirements as follows: replace determined by the decision maker with required under the scheme	Align with LPS regulations.
9.	Modify Part 3 Accompanying information - Application information matrix as follows: under application type for Outbuildings include /external fixtures/patios/pergolas/verandahs/garages/carports	Align with LPS regulations and improve clarity.
10.	Modify clause 4.1.2 regarding consultation requirements as follows: Delete , or other approval process as used by the decision maker,	Administrative change to correct anomaly. No alternate approval process available under the LSP regulations.
11.	Modify clause 5.1.1 Site area as follows: Delete P1.1, P1.2 and P1.3 under the design principles column and replace with: Note: Site area unable to be varied under design principles via the development application process. WAPC is able to vary through subdivision approval process (refer C1.4ii).	Existing design principles are often misinterpreted by stakeholders as providing an option for site/lot area to be varied under the development process . WAPC has sole power to vary site/lot area via subdivision process.
12.	Modify clause 5.1.2 Street setback as follows: - Amend last dot point under P2.2 to: Positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework. - Amend C2.4 to: A porch, balcony, verandah, chimney or the equivalent may (subject to the Building Code of Australia) project not more than 1m into the street setback area. Projections up to 1m are not subject to a compensating area, provided that the total of such projections does not exceed 20 per cent of the building facade as viewed from the street (refer Figure 2b). Projections greater than 1m and exceeding 20 per cent of the building facade at any level are subject to a compensating open area under clause 5.1.2 C2.1iii.	The additional text in P2.2 allows future development context outlined in the local planning framework to be considered in an assessment against the design principles. C2.4 commonly misinterpreted by stakeholders. The change provides application and interpretation clarity.

13.	Modify clause 5.1.3 Lot boundary setback as follows: - Amend P3.1 to: Buildings set back from lot boundaries or adjacent buildings so as to: Amend final dot point under P3.2 to: positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework. - Modify note after C3.3 to read: The term 'up to a lot boundary' means a wall, on or less than 600mm from any lot boundary (green title or strata lot), other than a street boundary.	The additional text in P3.1 rectifies an anomaly where setbacks between buildings on the same lot were not covered. The text in P3.2 allows future development context outlined in the local planning framework to be considered in an assessment against the design principles. The modification to the note relating to lot boundaries is to clarify it relates to both green title and strata boundaries.
14.	Insert the following clause after clause 5.2.6 as follows: 5.2.7 Streetscape appearance P7 Buildings mass and form that: - uses design features to affect the size and scale of the building; - uses appropriate minor projections that do not detract from the character of the streetscape; - uses major openings to facilitate street surveillance and activation and minimises building façade taken up by garages, blank walls and servicing infrastructure; and - positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework. C7 Buildings comply with the requirements of any streetscape local planning policy approved by the WAPC in accordance with clause 7.3.2 of the R-Codes.	The proposed streetscape appearance clause seeks to address unintended consequences of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> whereby R-Code compliant single houses bypass development approval (due to exemption under clause 61(1)(d)) and application of local planning policy. Local Planning Policy requirements will apply as if they are 'read into' the R-Codes provided WAPC approves.
15.	Modify clause 5.3.5 Vehicular access C5.3 second dot point as follows: - No closer than 6m to a street corner as required under AS2890.1 Parking Facilities: Off street Parking (as amended); and - Insert Figure 3.1 Prohibited Locations of Access Driveways from AS2890.1	The change provides application and interpretation clarity.
16.	Amend clause 5.3.5 Vehicular access as follows: C5.4 second dot point to read: the distance from an on-site car parking space to the street is 15m or more; or	The change provides application and interpretation clarity.

17.	Amend clause 5.3.6 Pedestrian access C6.1 as follows: • Insert '(as amended)' following 'AS1428.1	Administrative change.
18.	Amend clause 5.4.1 Visual privacy Note i. following C1.2 as follows: • Replace Codes with Code	Administrative change.
19.	Amend clause 5.4.2 Solar access for adjoining sites C2.1 as follows: • Insert 'for walls higher than 3.5m' following 'does not exceed the following limits'	Proposal seeks to clarify solar access standards apply to walls with a height greater than 3.5 metres (generally single storey high walls). Wall height 3.5 metres or less will not trigger application of the solar access clause.
20.	Modify clauses 5.4.4 External fixtures and 5.4.5 Utilities and facilities as follows: • Modify the heading of clause 5.4.4 to 'External fixtures, utilities and facilities'; • Relocate P5 from clause 5.4.5 to clause 5.4.4 following P4.1 and renumber to P4.2; • Relocate C5.1, C5.2 and C5.3 from clause 5.4.5 to clause 5.4.4 following C4.4 and renumber to C4.5, C4.6 and C4.7 respectively; • Modify renumbered C4.5 to read: 'An enclosed, lockable storage area, constructed in a design and material matching the dwelling where visible from the street, accessible from outside the dwelling, with a minimum dimension of 1.5m when provided external to a garage and 1m when provided within a garage and an internal area of at least 4m², for each grouped or multiple dwelling(s).' • Delete all remaining reference to clause 5.4.5;	Administrative change to merge both clauses as they contain similar content Change to renumbered C4.5 reflects commonly accepted practice that where a storage area is provided within a garage, a 1m dimension is appropriate.
21.	Modify clause 5.5.1 Ancillary dwellings as follows: • Insert the following after C1: 'Note: Where an ancillary dwelling provides for independent living (such as separate access, laundry and kitchen facilities), the ancillary dwelling may be considered as a separate dwelling for the purposes of the National Construction Code and additional or different construction requirements may apply. This may include an ancillary dwelling located under the same roof as the single house that provides independent living.'	Change to provide clarification and early warning that an ancillary dwelling may be considered as a separate dwelling under the National Construction Code and additional or different construction standards may apply.
22.	Amend clause 5.5.2 Aged or dependent persons' dwellings C2.1ii as follows:	Change seeks to remove barrier to facilitate provision of aged and dependant persons' dwellings by reducing the minimum

	Replace 'five' with 'two'	number required in a single development from five to two.
23.	Amend clause 6.4.2 Solar access for adjoining sites C2.1 as follows: Insert 'for walls higher than 3.5m' following 'does not exceed the following limits'	Proposal seeks to clarify solar access standards apply to walls with a height greater than 3.5 metres (single storey high walls). Wall height 3.5 metres or less will not trigger application of the solar access clause.
24.	Amend clauses 6.4.5 External fixtures and 6.4.6 Utilities and facilities as follows: - Amend title of 6.4.5 to External fixtures, utilities and facilities; - Relocate P6 from clause 6.4.6 to clause 6.4.5 following P5.2 and renumber to P5.3; - Relocate C6.1, C6.2 and C6.3 from clause 6.4.6 to clause 6.4.5, following C5.4 and renumber to C5.5, C5.6 and C5.7 respectively; - Modify renumbered C5.5: - An enclosed, lockable storage area, constructed in a design and material matching the building/dwelling where visible from the street, accessible from outside the dwelling, with a minimum dimension of 1.5m when provided external to a garage and 1m when provided within a garage and an internal area of at least 4m² shall be provided for each grouped dwelling; - Delete all remaining reference to clause 6.4.6 Utilities and facilities.	Administrative change to merge both clauses as they contain similar content. Change to renumbered C5.5 reflects commonly accepted practice that where a storage area is provided within a garage, a 1m dimension is appropriate.
25.	Modify the following definitions: 'Grouped dwelling A dwelling that is one of a group of two or more detached or attached dwellings on the same lot which are not located above or below another dwelling or another type of building other than a garage, and includes a dwelling on a survey strata with or without common property but does not include an ancillary dwelling.' 'Local planning strategy A document which supports the preparation and review of a scheme in accordance with Part 3 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.' 'Local structure plan A planning document prepared and approved under the provisions of the scheme which provides a framework for the planning and coordination of land use, development and subdivision.'	<u>Grouped and multiple dwelling definitions</u> Changes proposed or clarity and to align definitions with National Construction Code building classifications. <u>Local planning strategy</u> Administrative change to refer to the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>. <u>Local structure plan</u> Change to align with the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> by removing the word 'statutory'.

	'Multiple dwelling A dwelling: • in a building containing two or more dwellings; or • in a mixed use development. but does not include a grouped dwelling.'	
26.	Modify Table 2b: Boundary setbacks – Walls with major openings as follows: • Modify boundary setback for wall height of 3.5m or less to 1.2m	A 1.2m setback for a wall with a major opening for wall height of 3.5 metres or less (single storey) provides slightly greater design and lot use efficiency opportunities than a 1.5m setback.

Tables

Table 1: General site requirements for all single house(s) and grouped dwellings in areas coded less than R40

1 R-Code	2 Dwelling type	3 Minimum site area per dwelling (m ²)	4 Minimum lot area/rear battleaxe (m ²)	5 Minimum frontage (m)	6 Open space min total (% of site) min outdoor living (m ²)	7 Minimum setbacks (m) primary street secondary street other/rear street
R2	Single house or grouped dwelling	Min 5000	-	50	80	20 10 10
R2.5	Single house or grouped dwelling	Min 4000	-	40	80	15 7.5 7.5
R5	Single house or grouped dwelling	Min 2000	-	30	70	12 6 */6
R10	Single house or grouped dwelling	Min 875 Av 1000	925	20	60	7.5 3 */6
R12.5	Multiple dwelling	1000	-	-	60	7.5 3 */6
	Single house or grouped dwelling	Min 700 Av 800	762.5	17	55	7.5 2 */6
R15	Multiple dwelling	800	-	-	55	7.5 2 */6
	Single house or grouped dwelling	Min 580 Av 666	655	12	50	6 1.5 */6
R17.5	Multiple dwelling	666	-	-	50	6 1.5 *
	Single house or grouped dwelling	Min 500 Av 571	587.5	12	50	6 1.5 *
R20	Multiple dwelling	571	-	-	-	6 1.5 *
	Single house or grouped dwelling	Min 350 Av 450	450	10	50	6 1.5 *
R25	Multiple dwelling	450	-	-	50	6 1.5 *
	Single house or grouped dwelling	Min 300 Av 350	425	8	50	6 1.5 *
R30	Multiple dwelling	350	-	-	50	6 1.5 *
	Single house or grouped dwelling	Min 260 Av 300	410	-	45	4 1.5 *
R35	Multiple dwelling	300	-	-	45	4 1.5 *
	Single house or grouped dwelling	Min 220 Av 260	395	-	45	4 1.5 *
R40	Multiple dwelling	260	-	-	45	4 1.5 *
	Single house or grouped dwelling	Min 180 Av 220	380	-	45	4 1 *
R50	Single house or grouped dwelling	Min 160 Av 180	380	-	40	2 1 *
R60	Single house or grouped dwelling	Min 120 Av 150	380	-	40	2 1 *
R80	Single house or grouped dwelling	Min 100 Av 120	380	-	30	1 1 *

All standards for single house or grouped dwellings within R100, R160 and R-AC areas are as for the R80 Code

Legend

- ◆ subject to variations permitted under clause 5.1.1 C1.4
- ▼ only applies to single houses
- secondary street: includes communal street, private street, right-of-way as street
- indicated not applicable
- * see Tables 2a and 2b and clause 5.1.3
- Av. average site area

Tables

Table 2a: Boundary setbacks - Walls with no major openings

Wall height (m) 3.5 or less*	Wall length (m)															
	9 or less	10	11	12	13	14	15	16	17	18	19	20	25	Over 25		
1	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5		
4.0	1.1	1.5	1.5	1.5	1.5	1.5	1.5	1.6	1.6	1.6	1.6	1.7	1.7	1.8		
4.5	1.1	1.5	1.5	1.5	1.5	1.5	1.6	1.7	1.7	1.7	1.7	1.7	1.7	1.8		
5.0	1.1	1.5	1.5	1.5	1.5	1.6	1.7	1.8	1.8	1.8	1.8	1.9	1.9	2.0		
5.5	1.2	1.5	1.5	1.5	1.6	1.7	1.8	1.9	1.9	1.9	2.0	2.0	2.1	2.3		
6.0	1.2	1.5	1.5	1.5	1.6	1.8	1.9	2.0	2.0	2.1	2.1	2.2	2.2	2.4		
6.5	1.2	1.5	1.5	1.6	1.7	1.9	2.0	2.1	2.1	2.2	2.2	2.3	2.3	2.7		
7.0	1.2	1.5	1.5	1.6	1.8	2.0	2.1	2.2	2.2	2.3	2.4	2.5	2.6	3.0		
7.5	1.3	1.5	1.6	1.7	1.9	2.1	2.2	2.3	2.3	2.4	2.5	2.6	2.7	3.1		
8.0	1.3	1.5	1.6	1.7	1.9	2.1	2.2	2.4	2.4	2.5	2.6	2.7	2.8	3.3		
8.5	1.4	1.6	1.7	1.8	2.0	2.2	2.3	2.5	2.6	2.7	2.8	2.9	3.0	3.6		
9.0	1.4	1.7	1.7	1.8	2.0	2.3	2.4	2.6	2.7	2.8	2.9	3.0	3.1	3.8		
9.5	1.4	1.7	1.8	1.9	2.1	2.4	2.5	2.7	2.8	2.9	3.0	3.1	3.2	4.0		
10.0	1.5	1.8	1.9	2.0	2.2	2.4	2.6	2.8	2.9	3.0	3.1	3.2	3.3	4.1		

Take the nearest higher value for all intermediate height and length values.

* Possible nil setback in accordance with clause 5.1.3.

Table 2b: Boundary setbacks - Walls with major openings

Wall height (m) 3.5 or less*	Wall length (m)															
	9 or less	10	11	12	13	14	15	16	17	18	19	20	25	Over 25		
1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5		
1.8	2.0	2.2	2.4	2.6	2.8	3.0	3.1	3.2	3.3	3.4	3.5	3.6	3.7	3.8		
2.0	2.2	2.4	2.6	2.8	3.0	3.1	3.2	3.3	3.4	3.5	3.6	3.7	3.8	3.9		
2.3	2.5	2.6	2.8	3.0	3.2	3.3	3.4	3.5	3.6	3.7	3.8	3.9	4.0	4.1		
2.5	2.7	2.9	3.1	3.3	3.5	3.6	3.7	3.8	3.9	4.0	4.1	4.2	4.3	4.4		
2.8	3.0	3.1	3.3	3.5	3.8	3.9	4.0	4.1	4.2	4.3	4.4	4.5	4.6	4.7		
3.0	3.2	3.4	3.6	3.8	4.0	4.1	4.2	4.3	4.4	4.5	4.6	4.7	4.8	4.9		
3.3	3.5	3.7	3.8	4.1	4.3	4.4	4.5	4.6	4.7	4.8	4.9	5.0	5.1	5.2		
3.5	3.7	3.9	4.2	4.4	4.6	4.7	4.8	4.9	5.0	5.1	5.2	5.3	5.4	5.5		
3.8	4.0	4.2	4.4	4.6	4.8	5.0	5.1	5.2	5.3	5.4	5.5	5.6	5.7	5.8		
4.0	4.3	4.5	4.7	4.9	5.2	5.3	5.4	5.5	5.6	5.7	5.8	5.9	6.0	6.1		
4.3	4.5	4.7	5.0	5.2	5.4	5.6	5.7	5.8	5.9	6.0	6.1	6.2	6.3	6.4		
4.6	4.8	5.0	5.2	5.4	5.6	5.8	5.9	6.0	6.1	6.2	6.3	6.4	6.5	6.6		
4.8	5.0	5.2	5.4	5.6	5.8	6.0	6.1	6.2	6.3	6.4	6.5	6.6	6.7	6.8		

Take the nearest higher value for all intermediate height and length values.

Figure Series 3 -- Wall height for lot boundary setbacks

Intent

The purpose of Figure Series 3 is to illustrate the correct method for measuring the height of various walls and buildings for the purposes of clauses 5.1.3 C3.11 and 6.1.4 C4.1.

Figure 3a -- Cross section, flat site

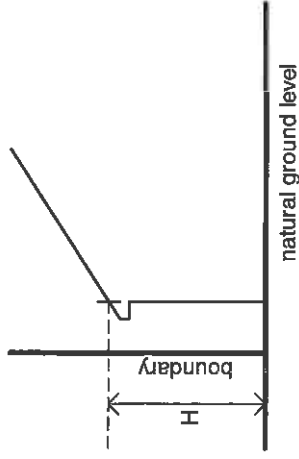


Figure 3b -- Cross section, sloping site

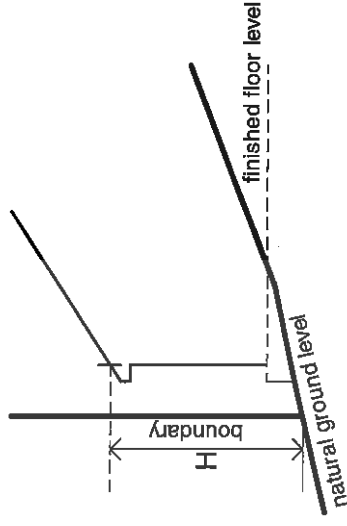


Figure 3c -- Cross section, flat site

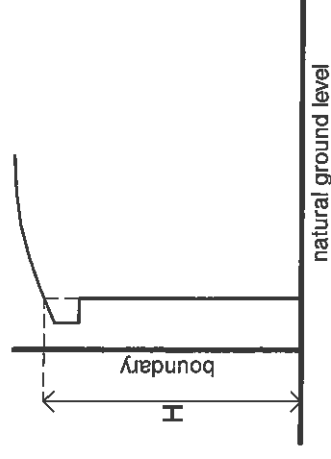


Figure Series 3 – Wall height for lot boundary setbacks

Figure 3d – Cross section, sloped site

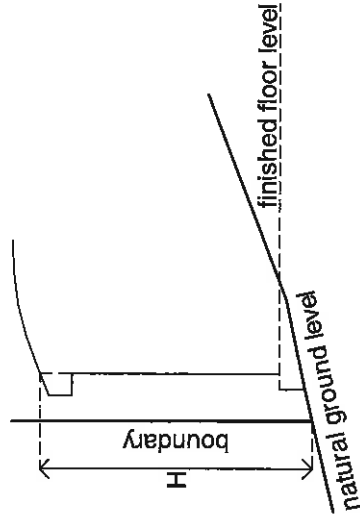


Figure 3e – Cross section, sloped site

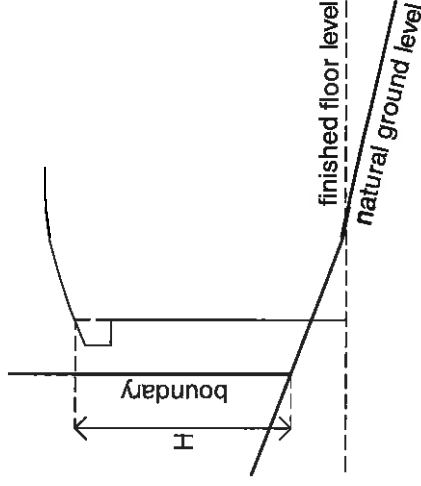


Figure 3f – Cross section, alternate levels with existing retaining

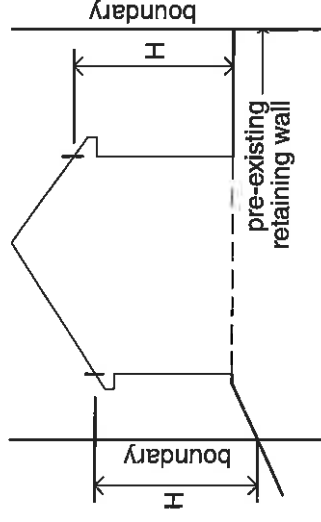


Figure 3g – Cross section, alternate levels with fill

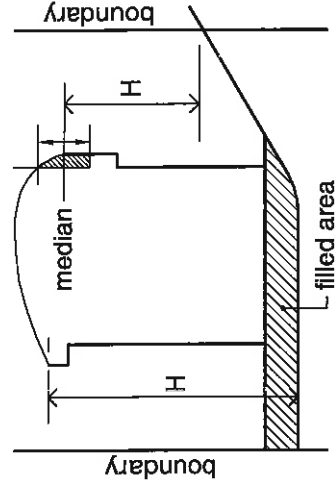


Figure 3h – Cross section, skillion roof

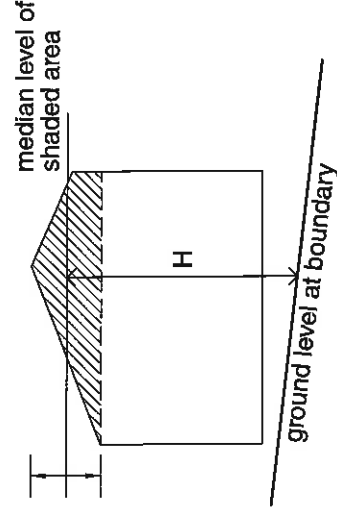


Figure Series 4 -- Wall length for lot boundary setbacks

Intent

The purpose of Figure Series 4 is to illustrate the method for measuring the appropriate **setback** for a length of **wall** adjacent to a **lot boundary** for the purposes of clauses 5.1.3 C3.1 and 6.1.4 C4.1.

Figure 4a -- Articulated walls with major openings (where wall height exceeds 3.5m)

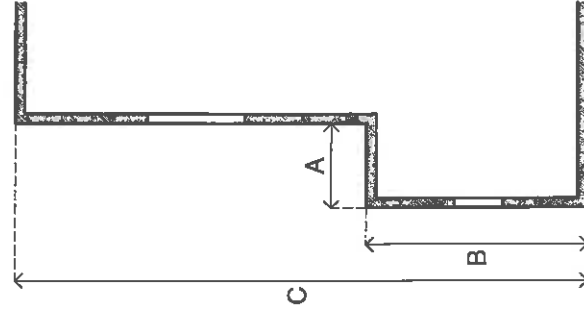


Figure 4b -- Portions of wall without major openings

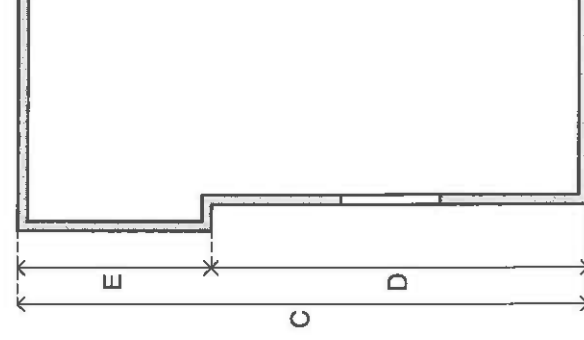
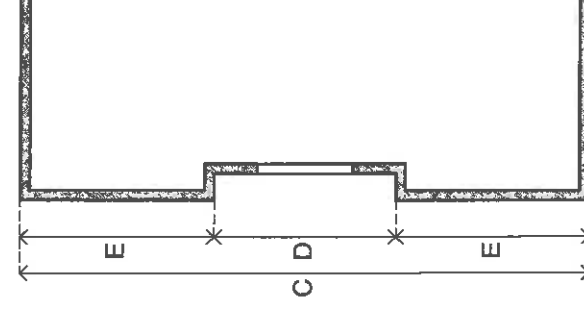


Figure 4c -- Walls with multiple articulations



Notes

For the purposes of calculating **setback**, the length of **wall** means the total horizontal dimension of the side of the **building** nearest the **lot boundary**. **Setbacks** shall be determined in accordance with the following and with reference to **Tables 2a** and **2b**, subject to the privacy requirements of clauses 5.4.1 and 6.4.1:

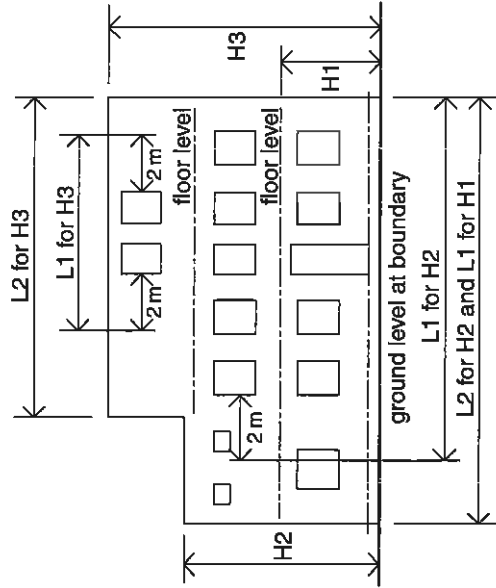
- 4a** Where A is more than 3m, B shall be treated as a separate **wall**, providing that the length C shall be the basis for determining the **setback** of the rest of the side of the **building**.
- 4b** Where the side of a **building** includes one portion of a wall without a **major opening** (such as E), the setback shall be determined independently providing the setback of the rest of that side of the **building** (D) is determined on the basis of the total length C.

- 4c** Where the side of the **building** includes two or more portions of a wall without a major opening (such as E) their setbacks shall be determined independently of each other provided they are separated from one another by a distance (D) of more than 4m (in the case of **wall heights** of 6m or less) and an additional 1m for every 3m increase in height.

The **setback** of D shall be determined on the basis of the total length (C).

Figure Series 4 – Wall length for lot boundary setbacks

Figure 4d – Measurement of length of upper floor walls for calculating setbacks



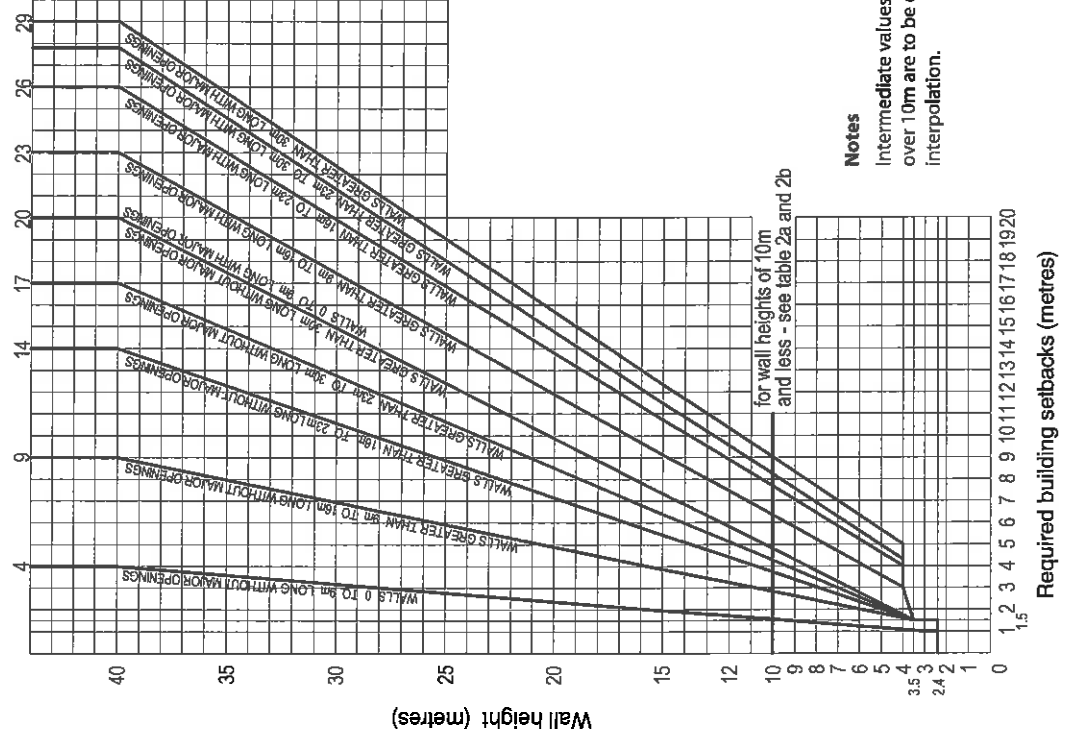
Notes

L1 Length of walls on the ground floor is determined as per Figures 4a-c.

Length of walls with major openings on upper floors is determined as the lesser of the actual length of wall or from a point 2m beyond each major opening.

Length for walls without major openings on upper floors is determined as per Figures 4a-c.

Figure 4e – Boundary setbacks for walls greater than Table 2a and 2b

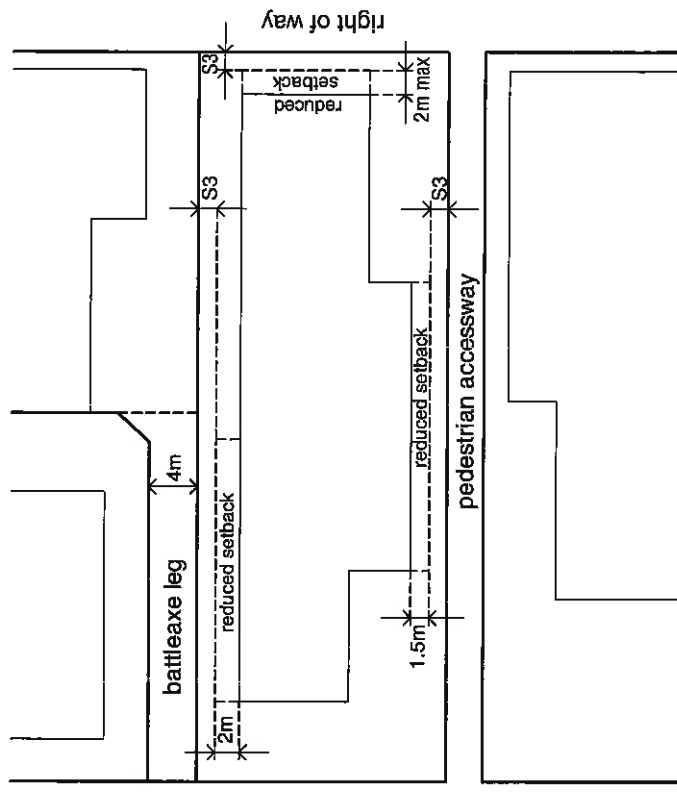


Notes

Intermediate values for wall heights over 10m are to be determined by interpolation.

Figure Series 4 – Wall length for lot boundary setbacks

Figure 4f – Reduced boundary setbacks (clause 5.1.3 C3.1)



Notes

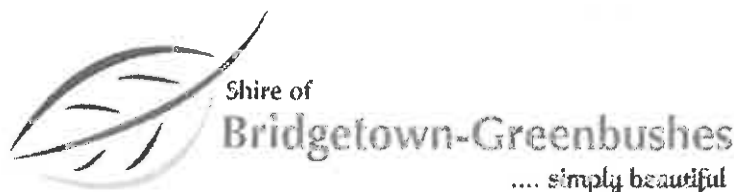
- S3 Side boundary setback (Table 2a and 2b).
- Setbacks can be reduced by half the width of adjoining battlement lot legs, pedestrian access ways or rights-of-way to a maximum of 2m.

ACCESS AND INCLUSION COMMITTEE Wednesday 6 July 2016					
Agenda No.	Item	Discussion/Outcome	Action By	Expected Completion	
1	Present	Jana Mayhew (Community Member), Harold Thomas (Community Member), Ursula Wade (Community Member), Clare Quinn (Community Member), Joan Leader (Community Member), Maureen Thurston, (Board Member Geegeelup Village) Bronwyn Mitchell (Community Member) Councillor Doreen Mackman, Councillor Alan Wilson and Megan Richards (Grants and Services Manager)			
	Visitors				
	Open Meeting	Meeting opened at 10.20 Library meeting room			
	Apologies	Helen Gales (Red Cross), Tiffany Wakeham (Silver Chain), Peter Seaward (Strive Warren Blackwood Inc.) and Steve Green (GACC)			
Business					
2.1		<i>Due to the unexpected resignation of Peter Seaward, from the Access and Inclusion Committee the Deputy Chair Clare Quinn was elected to the position of Chairperson. The role of Chairperson is predominantly to ensure meetings proceed in accordance with the Instrument of Appointment and the Meeting Agenda.</i> <i>H Thomas/J Mayhew</i> <i>That Clare Quinn is nominated to the position of Chairperson.</i> <i>A Deputy Chair will be elected next meeting.</i> <i>Carried 9/0</i> <i>J Leader/H Thomas</i> <i>That the minutes from the previous meeting be accepted as a true and accurate record.</i> <i>Carried 9/0</i>			
2.2	Acceptance of Minutes				

3	Business Arising	The Age Friendly Communities Plan 16-20 was adopted by Council on 29 June 2016. A review of the action items will be undertaken by the committee to prioritize the focus of the committee moving forward. Several of the action items mentioned in the plan are straight forward and were considered by AIC. These actions were discussed and the committee agreed the following items would be addressed; Actions 1) An inter-agency networking function organized for service providers within the shire of Bridgetown-Greenbushes concerned with people with disability and people over 60 years including Bridgetown and Greenbushes CRC, GACC, Meals on Wheels, Pharmacy, Silver Chain, BATS, Medical Centre, Geegeelup Village and Geegeelup Independent Living, Bridgetown Hospital, Red Cross, SWDC, CWA Rooms, Enable, Library, Leisure Centre, Men in Sheds. If anyone can add to this list please do so. 2) The bus connections between Bunbury bus station and the Bunbury hospital be investigated and information shared with community. 3) Clarify the Local laws and state law around ACROD parking and infirm parking 4) Vulnerable Persons Register- a subcommittee has been formed comprising Ursula, Bronwyn, Joan, Jana and Clare to a) assess the need for a vulnerable persons register in the community. If a community need is identified b) Investigate possible models for a community driven and managed vulnerable persons register to bring back to the AIC and c) develop a working structure for a community driven vulnerable persons register. and the following recommendations would be made to Council; Recommendations 1) That Council re-name the infirm parking bays to Permit Parking bays, re-sign and re-paint to ensure they stand out. 2) That Council review the location of the Infirm Parking Bay in front of the Bakery	Megan Megan Megan Subcommittee members	Sept July July Ongoing
3.1	Age Friendly Community Plan – Action Items			
3.2	Actions			
3.3	Recommendations			

		due to the large curb creates issues for people with mobility as they are often unable to mount the curb once out of the car. There were a number of suggestion made by committee members regarding the potential relocation of the bakery car park including; the other end of that parking bay section in front of Wespac, in front of the Commonwealth Bank or directly opposite its current location in front of IGA near the driveway to the lower parking bays behind the retail strip. The committee also discussed the possibility of changing the silver chain parking bay to an ACROD parking bay. This bay was donated by Howard Evans and is owned by him. There was an agreement between Howard Evans and Silverchain, however Silver Chain no longer undertake driving clients so it may be a prudent time for the committee to approach Mr Evans and request that the parking area be used as an ACROD or "Infirm" bay for the main street and shopping strip.		
3.4	Me 2! (Participate Mate)	Harold gave the committee an overview of the Me 2! Program's first term, meeting notes from the Me 2! Steering group have been attached for committee review.		
4	Other Business			
4.1	Trip Hazard	Main roads are addressing the trip hazard on the main street where the trucks have pushed up the bitumen.		
4.2	Peter Seaward	The committee would like to send a thankyou card to Peter Seaward for his contribution to the AIC, the Me 2! Steering group and to people with disability within the shire.	Megan	July
4.3	Disable Toilet Door	Jesse would like to mention the disable toilet door on Hampton street near IGA is very heavy and difficult to open. Councillor Wilson agreed to action this with a customer request to the Shire.	Councillor Wilson	July
4.4	Recommendation – New Member	Jesse Donovan has requested membership of the Access and Inclusion Committee. Megan will put a recommendation to Council regarding his membership.	Megan	July
	Closure	The meeting closed at 1.1.27pm		

	Next Meeting	DATE: Wednesday 3 August, 2016 TIME: 10.15am PLACE: Library Meeting Room		
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Shire of Bridgetown-Greenbushes

Permit Parking

Any person, who by false statement or misrepresentation, obtains or attempts to obtain a Shire of Bridgetown-Greenbushes Parking Permit is liable to have their parking permit cancelled.

Important Note to Applicants

The Shire of Bridgetown-Greenbushes Parking Permit aims to improve the accessibility for those people with mobility impairment whether temporary or permanent. This permit is designed to protect the rights of people issued with a permit.

How to Apply

Applications are to be submitted to the Shire of Bridgetown-Greenbushes using the attached form. The Shire of Bridgetown-Greenbushes will consider applications based on the eligibility assessment conducted as part of the application by a medical practitioner or occupational therapist.

Part A of the form is to be completed by the applicant or their representative. Part B is to be completed by their medical practitioner/health professional.

Eligibility Criteria

To be eligible you must:

- Have severe mobility impairment; ie. Walking 50m causes physical condition to deteriorate;
- Or require the use of crutches, a walking frame, calipers, wheelchair or other mobility aid.

Entitlements

A holder of a Shire of Bridgetown-Greenbushes Parking Permit is entitled to use the green painted permit parking bays (4) in Hampton Street and the parking bay in the Shire car park on Steere Street, for a maximum validation period of two (2) years.

(Note: Time limits apply as signed)

Renewal Permits

Permit Holders are required to contact the Shire of Bridgetown-Greenbushes to request a new application form to renew their permit prior to their current expiry date.

On completion of this application

Please compare your application against the eligibility criteria. Once the form is received, your application will be further assessed by the Shire of Bridgetown-Greenbushes. The assessment procedure will take approximately two weeks to process.

An appeal process to the Shire CEO is available for declined applications.

General Information for Permit Holders

Disabled Permit Parking Bays

The Permit Parking bays are limited to the green painted permit parking bays on Hampton Street, Steers Street and the shire car park on Steere Street in Bridgetown.

To support this it is critical that the bays are only used with a permit. The issuing of permits is undertaken after a careful assessment process, and designated bays for people with a permit are policed.

Please ensure your permit is clearly displayed inside the windscreen of the vehicle. Vehicles parked in the Permit Parking bays without visible display of the required Parking Permit will be subject to infringement under Clause 2.4(1)(b) of the Shire of Bridgetown-Greenbushes Parking and Parking Facilities Local Law (parking contrary to sign in parking station).

Eligibility Criteria

To be eligible you must:

- Have severe mobility impairment; ie. Walking 50m causes physical condition to deteriorate;
- Or require the use of crutches, a walking frame, calipers, wheelchair or other mobility aid.

The assessment procedure will take approximately two (2) weeks (unless additional information is required from the applicant or medical practitioner) and you will be notified by mail of the outcome.

Temporary permits are issued with an estimated term of the restrictions for a:

- minimum of 3 month permit; or
- Maximum of 23 month permit.

Episodic Conditions

People who have episodic conditions are encouraged to contact the Shire of Bridgetown-Greenbushes and/or have their medical practitioner contact Shire of Bridgetown-Greenbushes to discuss their eligibility.

Privacy Statement

In accordance with National Privacy Principle (NPP04) information contained in the application form will not be disclosed to any other organization. However, the Shire of Bridgetown-Greenbushes may use the general statistics gathered to provide feedback for future planning. General statistical information does not identify any person. You may access your own information by written request.

The Shire of Bridgetown-Greenbushes will take all reasonable steps to protect the information it collects that may identify an individual, from misuse, unauthorized access or disclosure.

PLEASE DETACH AND KEEP FOR YOUR RECORDS

Shire of Bridgetown-Greenbushes

Parking Permit

PART A – DETAILS OF APPLICANT (please print)

Date of Birth _____ / _____ / _____ Tel: _____

Mobile: _____ Email: _____

Title (Circle one) : Mr Mrs Ms Mister Miss

Given Names: ☐

Surname: ☐

Address: _____

Q: DO YOU NEED PARKING CLOSE TO ENTRANCES?

☐

YES

Please explain why you need parking close to entrances.

☐

NO

PLEASE GIVE AN EXAMPLE OF HOW FAR YOU CAN WALK _____ meters

Signature _____ Date: _____
(or signature of applicant's agent/advocate if applicant unable to sign)

PART B – TO BE COMPLETED BY A MEDICAL PRACTITIONER

Doctors guide to eligibility criteria

Parking Permits are issued to people who cannot use regular parking because of their physical restrictions, temporary or permanent, when they meet at least one of the criteria at all times. Parking bays for people with a disability are located close to entrances and the eligibility criteria reflect these characteristics:

- The person needs parking close to the entrance because their walking is severely restricted. A distance of 50 meters is used as a guide.
- The person requires the use of crutches, a walking frame, calipers, wheelchair or other mobility aid.

Note: Blindness alone is not a criterion to automatically qualify for a permit.
However consideration may be given if there are also mobility restrictions.

I certify that the information below is correct. I understand the conditions governing eligibility by a Shire of Bridgetown-Greenbushes Parking Permit and acknowledge that incorrect or misleading information is detrimental to the permit parking intent.

I certify that:

- Walking 50m causes the applicant's physical condition to deteriorate;
- The applicant is unable to walk, or requires the use of crutches, a walking frame, calipers, scooter, wheelchair or other mobility aid.

This condition is : Permanent ☐ Temporary ☐ Episodic ☐

If temporary, give period of mobility restriction: _____ months (from 3 months up to 23 months)

The condition is related to:

Neurological disorder ☐ Orthopedic defect ☐ Respiratory ☐
Cardio Vascular disease ☐ Cerebro-vascular disease ☐

Comments _____

RECOMMENDATION

Please recommend a Parking Permit if the physical restrictions are:

Constantly Present; and
Severely restrict walking to 50 meters or less.

☐ Issue a Parking Permit ☐ Does not meet the criteria

I can be contacted by the Shire of Bridgetown-Greenbushes, if more information is required : ☐ Yes ☐ No

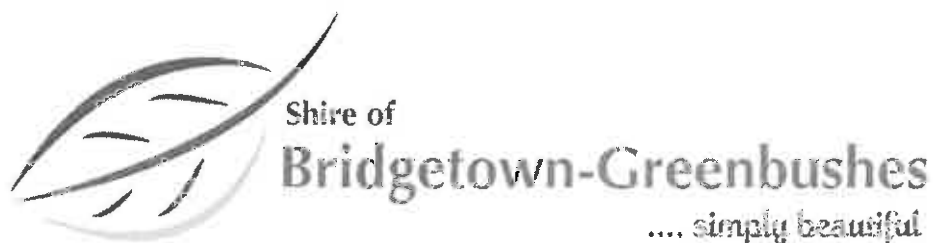
DOCTOR'S IDENTIFICATION Please print or stamp these details

Name: _____

Address: _____

Telephone: _____ Fax: _____

Doctor's signature _____ Date: ____/____/____



**BRIDGETOWN-GREENBUSHES ACCESS AND INCLUSION ADVISORY COMMITTEE
(2015-2017)**

**INSTRUMENT OF APPOINTMENT & DELEGATION
[Amended 25 September 2014]**

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 11 community/service agency representatives.

Appointed Members are:

- One (1) representative from Enable South West inc.
- One (1) representative from Geegeelup Village Inc.
- One (1) representative from Red Cross
- One (1) representative from Silver Chain
- Seven (7) Community representatives, being:
 - Bronwyn Mitchell
 - Jana Mayhew
 - Ursula Wade
 - Joan Leader
 - Harold Thomas
 - Clare Quinn

- 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

Quorum for a meeting shall be at least 50% of the number of 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 2013); 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.



ROLLING ACTION SHEET

ROLLING ACTION SHEET
September 2016 (encompassing Council Resolutions up to Council Meeting held 28 July 2016)

Comments in bold represent updated information from the last edition of the Rolling Action Sheet

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

Council Decision No.	Wording of Decision	Responsible Officer	Comments	✓
C.28/1108 Public Access to Rear of Shops on Western Side of Hampton Street	That Council: 1. Endorse in-principle the proposal to obtain an easement in gross over private land at the rear of shops west of Hampton Street between Henry Street and the existing public accessway opposite the public car park in Hampton Street. 2. That the CEO obtain the necessary legal advice to enable correspondence to be sent to affected property owners seeking their in-principle consent for the creation of an easement in gross for public access to the rear of their premises. 3. That upon receipt of responses from affected property owners the matter be brought back to Council for final determination, including consideration of how the proposed public accessway could be designed to take into account risk management of flooding.	T Clynych	Work on developing a draft easement document has been delayed. A request was to be prepared to a local solicitor requesting preparation of a draft/template easement document. This will be funded from general legal expenses account. Since then the CEO has made the decision to defer the preparation of the document pending completion of the Geegulup Brook Flood Study in case there are implications regarding land acquisition/tenure/use arising from that Study. The Flood Study was endorsed by Council at its November 2014 meeting so the easement proposal will be re-actioned (February 2015). Discussions held with solicitor on best process to progress this matter. Property ownership details currently being compiled for forwarding to solicitor (September 2015) This matter was discussed at quarterly briefing session held on 4 February 2016 where it was agreed that the proposal should be extended to include the car parking areas within the proposed easement. This can happen under the current resolution C.28/1108. A plan of the proposed easement will be prepared and correspondence forwarded to affected property owners	✓

C.14/0209 Termination of Lease – Former Rubbish Disposal Site, Spring Gully Road, Greenbushes	That Council commence proceedings for termination of its lease of State Forest formerly used as the Greenbushes Rubbish Tip and assist Talison Minerals Pty Ltd in any rehabilitation requirements imposed by the Department of Environment and Conservation.	T Clynych	(March 2016). A meeting was held with DEC in February 2010 at which some minor rehabilitation requirements were identified – these are being undertaken by Talison. Email from DEC 15/3/2013 (I-EML201229622)- Further weed removal, rubbish removal and reinstatement of active planting required before lease can be terminated. Ongoing discussions being held with the Department of Parks and Wildlife regarding this (November 2013). A further meeting was held in January 2016 and some additional works identified (March 2016).
C.16/0809a Development of Car Parking and Proposed Town Square in Railway Reserve	That Council formally request the Public Transport Authority to initiate the process to gazette the land known as Railway Parade to a public road.	T Clynych S Gannaway	A written request has been forwarded to PTA and Heritage Council of WA, with favourable support received. Formal gazettal process by State Land Services commenced. Final plan agreed to by PTA and Brookfield Rail, pending finalisation of survey plans and land transfer. This process is still ongoing. Pending 'in-principle' support from Landgate as Railway Parade not formally named and initial response unfavourable. Response pending. At its February 2014 meeting Council resolved to rename the road as an extension of Stewart Street and correspondence seeking approval for this has been forwarded to the Geographic Names Committee. Renaming as Stewart Street approved by Landgate in March 2014. Deposited Plan lodged with Landgate (March 2016).
C.13/0909 Interim Report - Municipal Inventory Review	That Council: 1. Notes that advertising of the Municipal Inventory Review commenced on Wednesday 9 September 2009 for a six week period with submissions invited by Thursday 22 October 2009. 2. Notes the content of the 'Municipal Inventory Review – Information Sheet' as per Attachment 19.	S Donaldson	1. Noted. Advertising period closed on 22 October 2009. Additional nominations and comments still being received. Research ongoing. 2. Noted.

C.14/0310 Preliminary Report – Plantation Exclusion Zones	3. Request the Chief Executive Officer provide a report back to Council by no later than February 2010 on the Municipal Inventory Review, including feedback following public consultation as per Point 1. above, along with the merits of developing a Heritage Conservation Incentives Scheme, reviewing the current Bridgetown Special Heritage Design Policy and preparing a broader Heritage Conservation Policy for the Shire.		3. Heritage Policy and Development Guidelines adopted by Council in December 2010. Numerous site inspections undertaken in October and November 2010 with Regional Heritage Advisor to consider new and additional nominations. Work continuing on inventory review and to be presented to Council by mid 2012 depending upon workload. Advisor unable to progress matter, with current RHA service to end on 30 June 2013. Internal or external appointment to be made to progress matter, pending budget considerations. Liaison with Office of Heritage continuing with a view to trialling a new online database. Investigation into Heritage Conservation Incentives Scheme not yet commenced. Council resolved in November 2011 not to adopt the Bridgetown Residential Character Area Policy in its current form. Review recommenced with preliminary report expected to be presented to Council late 2015. Update report and draft policy adopted by Council in April 2016. Draft policy being advertised with the submission period to end on 30 June 2016. Final report to be presented to Council in August 2016. Assessment of Cultural Heritage Significance Policy adopted by Council on 25 August 2016.
	That Council: 1. Agrees that any consideration of plantation exclusion zones should also address the Greenbushes, North Greenbushes and Hester townships, the Yornup township and existing or proposed local development areas throughout the Shire municipality. 2. Directs the Chief Executive Officer to prepare preliminary documentation and present a report to a future meeting of Council to initiate a scheme amendment to Town Planning Scheme No. 3 seeking to modify Table 1 to prohibit 'Afforestation' within the Rural zone of the scheme area.	S Donaldson	1. Noted. 2. Presented to Council in August 2011 for initial adoption. Advertising period closed on 8 December 2011. Amendment adopted by Council on 25 January 2012 and forwarded to WAPC for final approval. Amendment gazetted 8 June 2012.

	3. Directs the Chief Executive Officer to present all planning applications for 'Afforestation' for land within Town Planning Scheme No. 3 to Council for determination, until such time as the scheme amendment required by Point 2 above has been finalised. 4. Directs the Chief Executive Officer to engage a suitably qualified consultant to undertake a Bush Fire Hazard Assessment of the Shire municipality, in consultation with FESA, and in accordance with the Planning for Bush Fire Protection document. 5. Directs the Chief Executive Officer to commence a comprehensive review of the Shire's Plantation Applications Policy to address the following issues: a) Definition of woodlots and shelter belts and list of acceptable locally native tree species. b) Location of surrounding development and adequate bush fire risk assessment and management, with reference to FESA Guidelines for Plantation Fire Protection. c) Other natural resource management issues identified in the Shire's Managing the Natural Environment Policy and Natural Environment Strategy. 6. Following completion of Points 4 and 5 above, the Chief Executive Officer is to present a report to a future meeting of Council for further consideration.		3. Noted. 4. Funding application was successful – Council accepted funds at March 2011 meeting. Bushfire Hazard Strategy Consultant Brief finalised and tenders called for by 14 September 2011. Final report received and adopted by Council in August 2012 for purpose of future public consultation. 5. Commenced but little progress to date, pending adoption of Bushfire Hazard Strategy. No further action progressed. 6. Noted. Draft Bush Fire Hazard Strategy adopted by Council in August 2012 for the purpose of future public consultation along with scheme amendments. See Item C.19/0812 below. No further action to be taken with strategy as per C.18/0216. No further action on policy review (May 2016).
C.02/0611 Planning for Possible Road Link Between Forest	That a report be submitted to Council investigating the pros and cons of planning and creation of a link road between Forest Park Road and Maranup Ford Road, the creation of which would provide for an approximate 10km saving in travel distance for	T Clynch	Correspondence sent to the Department of Environment and Conservation on 25 August 2011 as any road link will have to be through State Forest. Response received from DEC on 3 October 2011

Park Road and Maranup Ford Road	emergency services.		suggesting alternative route. Further investigation has commenced and preliminary view is that the DEC proposal is more difficult to achieve. This road proposal was raised at a fire brigades debrief and it was agreed by those in attendance that a road would greatly assist in fire response to the Maranup locality. No action has occurred on this item for a considerable time so the matter will be reactivated with DPAW (February 2015).	
C.16/0812 Pedestrian Crossing on Hampton Street	That the Shire seek the views of Main Roads for the creation of a 40km p/h speed limit on Hampton Street between Stewart Street and Lockley Avenue.	L Crooks	Letter sent to Main Roads Western Australia. MRWA contacted again 18/4/2013 and 23/4/2013 – they are still looking at options. Verbal advice received recently from MRWA is that this is an issue being raised throughout the Region and they are considering the matter at a regional level and not at an individual town level (June 2014). No further progress as yet. Reminder correspondence forwarded to MRWA (June 2016).	
C.09/1112 Draft Shire of Bridgetown-Greenbushes Local Planning Strategy and Technical Appendix	That Council: - Adopts the draft Shire of Bridgetown-Greenbushes Local Planning Strategy and Technical Appendix, as per Attachments 5 and 7, pursuant to regulation 12A(1)(a) of the Town Planning Regulations 1967. - Directs the Chief Executive Officer to forward the draft Shire of Bridgetown-Greenbushes Local Planning Strategy and Technical Appendix to the Western Australian Planning Commission for consent to commence formal public advertising, pursuant to regulation 12A(1)(b) of the Town Planning Regulations 1967.	S Donaldson	- Noted. - Final Strategy and Technical Appendix forwarded to the Department of Planning, feedback pending.	

C.16/0513 Greenbushes Overnight Stay Facility	3. Directs the Chief Executive Officer to forward the draft Shire of Bridgetown-Greenbushes Local Planning Strategy and Technical Appendix to the Environmental Protection Authority for comment prior to commencement of formal public advertising. 4. Notes that should the Western Australian Planning Commission and/or Environmental Protection Authority require modification(s) to the draft Shire of Bridgetown-Greenbushes Local Planning Strategy and Technical Appendix, such modification(s) be presented to Council for consideration prior to commencement of formal public advertising, unless considered minor in the opinion of the Chief Executive Officer.	R Weston	3. Final Strategy and Technical Appendix forwarded to the Environmental Protection Authority for comment. Response received authorising consultation subject to further information to be provided during preparation of the Local Planning Scheme with regard to priority agriculture and rural living areas. Preliminary feedback received from Department of Planning on 29 February 2013 requiring significant and minor modifications to Strategy and Plans. Modified LPS to be presented to Council in April or May 2013 for consideration of required modifications. DoP staff prepared replacement strategy plans. Meeting held with Department staff on Friday 7 June 2013 to work through required modifications to strategy and plans. Modified Strategy Plans now finalised, work progressing on strategy text document for consideration by WAPC by March 2014. WAPC has provided feedback and requested some modifications be done. Review of Bridgetown Town Centre Strategy component of the LPS to be discussed at councillor workshop in light of potential rezoning of P & Co Packing Shed site. Workshop held on 19 March 2015 with further work and liaison with Department of Planning continuing. Updated draft to be presented to Council for consideration by July or August (April 2015). Meeting with DoP staff held in Bridgetown on 30 April 2015 for further discussion. Further discussion with DoP staff on 24 June 2015, work progressing (July 2015). An application has been submitted to the Department of Local Government (October 2013). Approval for the use of the land as a transient caravan park has been granted (subject to conditions) by the Department of Lands. The approval of the Minister for Local Government is now required and an application is
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	3. Seek the approval of the Minister for Local Government for approval of the transit park and bunkhouse 4. Consider allocation of a sum of \$6,000 in the 2013/14 budget for development of the transit park and hikers bunkhouse.		being submitted (September 2014). Concerns have been raised by Water Corporation due to proximity to Greenbushes water supply and it appears that until such time as the water supply dam is discontinued (as proposed under new integrated water supply project) the transit caravan park will be deferred (May 2015).	
C.1C/0114 Proposed Land Purchase – Western Portion of Lot 1 (97) Hampton Street, Bridgetown	That Council: 1. Resolves to purchase the western portion of Lot 1 (97) Hampton Street, Bridgetown (currently on Diagram 2897 Volume/Folio 1550/175 for the sum of \$9,600 plus subdivision and legal costs. 2. That the unbudgeted expenditure of \$9,600 purchase price and estimated \$7000 subdivision and legal (transfer of land) costs be funded by withdrawal of an amount of up to \$16,600 from the Land & Buildings Reserve. 3. That the CEO be authorised to submit an application for subdivision/amalgamation with the Western Australian Planning Commission for the subdivision of the land to be purchased from the balance of Lot 1 (97) Hampton Street, Bridgetown for amalgamation with adjacent land when acquirable by the Shire of Bridgetown-Greenbushes.	T Clynych S Donaldson	1. Noted. 2. Noted. 3. Pending investigation/negotiation for purchase of adjoining land (March 2014). To be progressed given Council resolution C.21/0614a made on 26 June 2014. Subdivision application form pending landowner signatures. Subdivision approval granted by WAPC on 24 December 2014. Deposited Plan being finalised by consultant land surveyor, prior to clearance of conditions (February 2015). Deposited Plan sent to Department of Planning on 27 March 2015 for endorsement. Deposited Plan endorsed and solicitor engaged to progress purchase (August 2015). Pending negotiations for land purchase under C.21.0614 (May 2016). Shire Solicitor preparing land transfer (July 2016).	✓
C.21/0614 Proposed Land Purchase – Western	That Council: 1. Resolves to purchase the western portion of Lot 30 (99) Hampton Street, Bridgetown (on Diagram 69746 Volume/Folio	S Donaldson	1. Noted.	✓

Portion of Lot 30 (99) Hampton Street, Bridgetown	1859/336) for the sum of \$13,700 plus subdivision and legal costs. 2. That the CEO be authorised to submit an application for subdivision/amalgamation with the Western Australian Planning Commission for the subdivision of the land to be purchased from the balance of Lot 30 (99) Hampton Street, Bridgetown for amalgamation with adjacent land when acquirable by the Shire of Bridgetown-Greenbushes. 3. That expenditure of \$13,700 purchase price and estimated \$7,100 subdivision and legal (transfer of land) costs be allocated in the 2014/15 Budget, funded by withdrawal of an amount of up to \$20,800 from the Land & Buildings Reserve.		2. Plan being drafted by Shire's surveyor. Subdivision application form pending landowner signatures (September 2014). Subdivision application lodged with Department of Planning on 27 October 2014. Subdivision approval granted by WAPC on 24 December 2014. Deposited Plan being finalised by consultant land surveyor, prior to clearance of conditions. Deposited Plan sent to Department of Planning on 27 March 2015 for endorsement (April 2015). Deposited Plan endorsed and solicitor engaged to progress purchase (August 2015). Pending authorisation from mortgagor (May 2016). Shire Solicitor preparing land transfer (July 2016). 3. Expenditure and Reserve transfer has been included in the 2014/2015 Budget.	
C.22/0614 Proposed Partial Road Closure of Henry Street and Land Exchange – Lot 1 (141) Hampton Street, Bridgetown	That Council: 1. Affirms its support for the partial road closure of Henry Street and gives additional support for the proposed land exchange with Lot 1 (141) Hampton Street, Bridgetown (on Deposited Plan 2648, Vol/Folio 1670/636), as per Attachment 17, pursuant to s.41, s.58 and s.87 of the Land Administration Act 1997, subject to the following: • The Shire making a one-off payment of \$8,000 to the landowner; • The Shire waiving cash-in-lieu for car parking bays for future development up to 160m² gross floor area, with the Shire and landowner to enter into a written agreement; • The Shire meeting all legal costs for preparation and finalisation of the written agreement of approximately \$4,000; and • The Shire meeting all subdivision, surveying and transfer costs of approximately \$7,100.	S Donaldson	1. Noted. Correspondence sent to landowner on 2 July 2014. 2. Correspondence sent to Department of Lands on 2 July 2014. Response pending. Response received indicating support and best process. Correspondence	✓

	2. Directs the Chief Executive Officer to seek support from the Department of Lands and progress negotiation with the landowner with respect to Point 2. above. 3. That expenditure of the \$8,000 payment, \$4,000 legal costs and \$7,100 subdivision and transfer costs be allocated in the 2014/15 Budget, funded by withdrawal of an amount of up to \$19,100 from the Land & Buildings Reserve.		sent to proponent and licensed surveyor engaged to prepare subdivision/amalgamation plan (July 2015). Subdivision application lodged with Department of Planning and Shire's referral response provided (November 2015). Subdivision approval granted on 26 November 2015. Appointment of solicitor being investigated for preparation of legal agreement (February 2016). Negotiations continuing with landowner and Department of Lands (May 2016). Final Deposited Plan lodged with Department of Planning for endorsement (July 2016). Shire Solicitor preparing land transfer (August 2016). 3. Expenditure and Reserve transfer has been included in the 2014/2015 Budget.	
C.10/0315 Investigating the provision of an Organic Waste Collection Service	That Council investigate the possibility of introducing "Organic Waste" kerb side collection for the Shire.	L Crooks	A meeting has been held with the relevant officer at the Shire of Donnybrook-Balingup to discuss various aspects of its organic waste collection service. This will assist in preparing a report to Council (February 2016).	
C.15/0415a Proposed Land Purchase – Western Portions of Lot 20 (81) and Lot 21 (87) Hampton Street, Bridgetown	That Council: 1. Resolves to purchase the western portion of Lot 20 (81) Hampton Street, Bridgetown (currently on Diagram 14110 Volume/Folio 1130/54) for the sum of \$18,000 plus subdivision and legal costs. 2. Resolves to purchase the western portion of Lot 21 (87) Hampton Street, Bridgetown (currently on Diagram 14110 Volume/Folio 1550/177) for the sum of \$8,750 plus subdivision and legal costs. 3. That the unbudgeted expenditure of \$26,750 purchase price and estimated \$8000 subdivision and legal (transfer of land) costs be funded by withdrawal of an amount of up to \$34,750 from the Land & Buildings Reserve. 4. That the CEO be authorised to submit an application for	S Donaldson	1. Noted. 2. Noted. 3. Noted. 4. Noted. Subdivision plan prepared, pending	

	to the Western Australian Planning Commission for the subdivision/amalgamation of the land, and amalgamation with adjacent land if required when acquirable by the Shire of Bridgetown-Greenbushes.		finalisation of purchase of 97 and 99 Hampton Street, Bridgetown, before application is lodged with WAPC (August 2016).	
C.02/0515 Amendment to Town Planning Scheme No 4 to Introduce a New Use of "Home Business"	That: 1. The CEO present a report back to Council on the possible amendment to Town Planning Scheme No. 4, to introduce into a new use of "Home Business" with 'AA' use applicability in the Rural zones of the Scheme. 2. The report to Council also address allowing uses already listed in the zoning table to be approved as a Home Business subject to such businesses meeting the restrictions (floor area, restriction on employees, etc.) of a home business. 3. A review of the Home Occupation Cottage Industry Policy be undertaken in conjunction with the above report to Council.	T Clynch S Donaldson	1. Noted. Action not progressed (June 2015). Preliminary investigations commenced (February 2016). 2. Noted. Action not progressed (June 2015). Preliminary investigations commenced (February 2016). 3. Noted. Action not progressed (June 2015). Preliminary investigations commenced (February 2016).	
C.02/0615 Blackwood Environment Society Office Space Lease	That Council: 1. Approve the lease agreement with the Blackwood Environment Society (BES) for the lease by BES of the office space adjacent to the Bridgetown Visitor Centre currently occupied by Shire Community Services and Ranger staff. 2. Authorise the CEO and Shire President to sign and seal the lease. 3. Recognise that the Blackwood Environment Society is a body of a cultural, educational and/or recreational nature compliant to the contents of Regulation 30(2)(b) of the Local Government (Functions and General) Regulations 1996 and therefore the disposition of the property (office space of 20m2) is an exempt disposition and the requirements of Section 3.58 of the Local Government Act are not applicable.	T Clynch	Lease signed. The Shire's Community Services and Ranger staff will be vacating the space once the works to the upstairs admin office are completed – expected to be mid to late August. Some minor works at the visitor centre will be undertaken prior to the BES relocating (August 2015). Due to delay in works for proposed Ranger office space at admin office the vacating of the space adjacent to the visitor centre has been delayed (September 2015). Asbestos removal work in ceiling and walls (approved by Council as unbudgeted expenditure in January) has to be completed before premises is available for occupation by BES (February 2016). Remedial works in building completed and BES have been advised the building is available for occupation. BES has indicated move to the new	✓

	4. Write off the debt of \$1,091.05 owed by the Bridgetown Railway Station Committee (c/- Blackwood Environment Society) being the reimbursement of insurance costs of the Bridgetown Railway Station building.		premises and associated removal of all materials from Bridgetown Railway Station will take approximately 2 weeks (September 2016).	
C.03/0714 Proposed Terrace Walls Memorial Park	That Council approve in principle the construction of three limestone block walls above the existing terraced seating in Memorial Park and authorise the CEO to grant final approval for the works upon submittal by Blues at Bridgetown of acceptable plans and specifications.	T Clynch	Meeting held with Chair of Blues at Bridgetown. Due to short timeframe to Blues Festival Blues at Bridgetown is unlikely to undertake the works until early 2016. Final plans have been submitted for the proposed walls and these are currently being assessed (September 2015). Works have commenced April 2016. Weather has delayed completion of project by Blues volunteers (August 2016)	
C.13/1015 Petition – Blackwood Youth Action	That Council: 1. Receives the petition from Blackwood Youth Action. 2. Requests the CEO to include the proposed establishment of a youth space in the community consultation for the review of the Youth Strategy which is an informing strategy in Council's integrated planning framework. 3. Advises Bridgetown Youth Advocacy Inc. that prior to being in a position to considering supporting the proposal Council will require a comprehensive business plan demonstrating the viability of the proponent's proposal. This plan is to include business premise, organisational overview, management structure, key personnel, service delivery, insurance, risk management, legal considerations as well as comprehensive financial projections (for both the start-up and ongoing operational costs). The financial projections are to be for a minimum of a 5 year period and include expenditure and income for start-up and operational costs.	M Richards	Consultation is currently underway with stakeholder consultation completed in August and youth specific consultation commencing in September. The Grants & Services Manager presented to the August Standing Committee outlining the process and the timeline for reviewing the Youth Strategy. Blackwood Youth Action has participated as a stakeholder in the consultation process. Officers have been informally advised by Blackwood Youth Action that the group have been offered a space in the packing sheds (behind the current Op Shop) as a youth space. Regardless of the location of the proposed youth space (former police housing or the packing shed) the requirements of Item 3 remain and have been conveyed to Blackwood Youth Action.	✓
C.02/1215 Annual Report & Annual Financial Report 2014/15	That Council: 1. Accepts the Annual Report including the Annual Financial Report and Audit Report for the 2014/2015 financial year and gives local public notice of its availability.	T Clynch	AGM held 4 February. Report on ratios not commenced (February 2016).	

	2. Schedules the Annual General meeting of Electors to be held on Thursday, 4 February 2016 in the Council Chambers, commencing at 5.30pm. 3. Note Administration's comments in relation to the matters raised in Appendix 1 of the Auditor's Management Report. 4. That a report be presented to Council on the effect of fair value and depreciation on the operating surplus ratio and asset sustainability ratio and meeting the current benchmark.			
C.03/0116 Request for Installation of Street Lighting -- Pioneer Road	1. That Council requests Western Power to prepare a design plan and estimate for lighting Pioneer Street between Nelson Street and Peninsula Road and that the costs of this be funded by council as unbudgeted expenditure. 2. Prior to any action being taken at dot point 1, financial support be sought from the Bridgetown Agricultural Society and the Blues at Bridgetown to meet one third each of the cost of installation. 3. That the Shire's portion of this cost be funded in the 2016/17 budget. 4. That the project be abandoned should the support funding from both Bridgetown Agricultural Society and Blues at Bridgetown be refused. 5. That Council also investigate the option of installation of pedestrian solar lighting.	T Clynch	Application being prepared for Western Power. Design and cost estimate obtained – correspondence to be forwarded to Blues at Bridgetown and Bridgetown Agricultural society enquiring about contributions to the project once a cost estimate for alternative solar lighting is obtained (June 2016).	
C.06/0116 Proposed Closure of Rights-of-Way for Partial Dedication as Public Roads and Amalgamation – Adjoining Barlee	That Council, in relation to the proposed closure of the two Rights-of-Way adjoining Barlee Street, Bridgetown, as per Attachment 6: 1. Notes the public submissions received, as per Attachment 8, and the Shire staff responses in the Schedule of Submissions, as per Attachment 9.	S Donaldson	1. Noted.	

Street, Bridgetown	2. Supports the proposed closure of ROW West (being Lot 66 on Diagram 4315) for ceding to the Crown for action as follows: a) Dedication of the 65 metre east-west portion of ROW West as a public road pursuant to s.52 and s.58 of the Land Administration Act 1997; and b) Amalgamation of the 82 metre north-south portion of ROW West with adjoining properties where practical. 3. Supports the proposed closure of 150 metre length of ROW East (being Lot 67 on Diagram 5653) for ceding to the Crown for dedication as a public road pursuant to s.52 and s.58 of the Land Administration Act 1997. 4. Directs the Chief Executive Officer to forward relevant information to the Department of Planning and Department of Lands requesting approval in relation to Points 3. and 4. above.	2. Noted. 3. Noted. 4. Correspondence sent to DoP and DoL on 4 February 2016. Responses pending (March 2016).	
C.07/0116 Town Planning Scheme No 4 – Amendment No. 69	That Council, in accordance with the Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations 2015: 1. Noting the submissions as per Attachment 10, and the staff responses in the Schedule of Submissions as per Attachment 11, grants final support for Town Planning Scheme No. 4 – Amendment No. 69 and associated modified structure plan as per Attachment 12, in relation to Lot 150 (85) Sunridge Drive, Bridgetown, subject to the following modifications: (i) The structure plan being modified to show a stream protection area for the watercourse in proximity to the northern boundary. (ii) Existing Special Provision (k) of Schedule 3 being modified to read: No trees or substantial vegetation, including vegetation in proximity to the railway line on future Lot 7 which forms an important regional ecological linkage, shall be removed outside an approved building envelope except where:	S Donaldson 1. Noted.	

	• required for approved development works • the establishment of a firebreak (as) required by regulation or by-law; or • trees are dead, diseased or dangerous. 2 Authorises the Shire President and Chief Executive Officer to sign and seal the amendment documents and modified structure plan and forward the documents to the Western Australian Planning Commission for final approval.		2. Amendment documents signed and forwarded to the WAPC on 16 February 2016 for final approval. Response pending (March 2016). Final modified documents sent to WAPC on 29 August 2016 for final approval of the Minister for Planning.	✓
C.02/0416 Speed Limit Tweed Road	That a request be submitted to Main Roads Western Australia seeking: 1. A reduction in the speed limit and erection of appropriate speed signage on Tweed Road from its intersection with South Western Highway to its intersection with Little Basin Crescent. 2. A review of the current open speed limit from Little Basin Crescent to Carburnup Brook Road.	T Clynych	Correspondence forwarded to MRWA (June 2016). A preliminary response has been received from MRWA advising that if speed zoning was to be considered it should be for the entire 12.30 Km link. A 'Safe Curve Speed' run will be conducted by MRWA in the near future to finalise the review and they will be able to advise appropriate curve warning speeds for the sub-standard curves on the link. (August 2016).	
C.06/0416 Bridgetown Railside Landscaping Project	That Council seek a review of the decision by Brookfield Rail regarding the proposed Bridgetown Railside Landscaping Project and seeks the assistance of the Minister for Transport and Minister for Regional Development in facilitating this review.	T Clynych	Discussions being held with Terry Redman's office on best way to progress this matter (June 2016). Brookfield Rail has recently appointed a community liaison officer and it is intended to meet that person soon to discuss various issues, including this issue (September 2016)	
C.10/0416 Statutory Review of Local Laws	That Council: 1. Notes the legislative requirement within Section 3.16 of the Local Government Act 1995 and proceeds to undertake a review of its existing Local Laws, excepting the Extractive Industries Local Law and Standing Orders Local Law. 2. In accordance with section 3.16(2) of the Local Government Act 1995, gives State wide public notice of its intention to undertake a review of its Local Laws, excepting the Extractive Industries Local Law and Standing Orders Local Law.	G Norris	Completed – August Council Meeting.	✓

	3. That the CEO be requested to submit a report back to Council on the review of its Local Laws at the conclusion of the statutory advertising period.			
C.11/0416 Municipal Inventory Review and Draft Assessment of Cultural Heritage Significance Policy	That Council: - Notes the appointment of Ms Annette Green from Greenward Consulting, under the Heritage Council of Western Australia's Heritage Advisory Service Funding Agreement, to assist with the review of the Municipal Inventory and related heritage policies. - Notes the three examples of the reviewed draft place records, as per Attachment 13, and supports renaming of the Municipal Inventory as the Shire of Bridgetown-Greenbushes Municipal Heritage Inventory. - Supports the draft Assessment of Cultural Heritage Significance Policy, as per Attachment 14, and directs the Chief Executive Officer to proceed to public consultation in accordance with Clause 6.7.2 of Town Planning Scheme No.3 and Clause 7.6.2 of Town Planning Scheme No.4, with a report and feedback to be presented to a future meeting of Council.	S Donaldson	- Noted. - Noted. - Draft policy being advertised with the submission period to end on 30 June 2016. Final report to be presented to Council in August 2016. Policy adopted by Council on 25 August 2016.	✓
C.04/0516 Proposed Investigation of Strategic Purchase for Somme Creek Improvements	That Council considers investigating the potential strategic purchase of Lot 84 (42) Forrest Street with the possibility of purchasing a part thereof, which encompasses the Somme Creek creek line and associated riparian edges, to be incorporated into the Somme Creek Parklands project.	T Clynych S Donaldson	Correspondence sent to landowner on 22 August 2016. Meeting arranged for mid September 2016.	
C.08/0516 Levying Rates in 2016/17 – Setting the rates in the Dollar and Minimum Rates	That Council: - After consideration of its strategic community plan and annual review of the corporate business plan fund the estimated budget deficiency of \$4.13m by applying differential rates when drafting the 2016/17 Annual Budget. - In accordance with section 6.36 of the Local Government Act 1995 endorses the advertising for public submissions on	M Larkworthy	Application submitted to Minister for approval (July 2016) Approval obtained from Minister and 2016/17 budget adopted.	✓

the proposed differential rates as set out in the table below, and makes available to the public Attachment 6 to this report setting out the objects and reasons for the differential rates:

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

3. Direct the CEO to:

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

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

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

- \$36,282 New service agreements
- \$35,873 Existing service agreements to be carried forward
- \$10,897 New community group grants
- \$2,500 Chief Executive Officer donations
- \$4,000 Chief Executive Officer hall hire donations

C.10/0516

E Denniss
Noted

Letters to all applicants sent.

	• \$850 Rubbish and recycling collection for community events • \$350 Rubbish and recycling collection for Shire leased facilities • \$2,000 Bridgetown Biosecurity Group • \$500 South West Academy of Sport Sponsorship • \$250 Agricultural Society School Art Prize Sponsorship • \$1,000 Manjimup Airfield Contribution • \$41,615 Landcare Officer (1st year of guaranteed 3 year funding commitment 2016/17, 2017/18 & 2018/19) That the Chief Executive Officer be directed to develop a new Memorandum of Understanding (MOU) specific to the allocation of funding for the Landcare Officer with the Blackwood Environment Society for a 3 year funding period with the draft MOU to be presented to Council for ratification. That Council endorse provision of \$23,883 for Geegeelup Village Inc being a contribution towards rates for the 2016-17 financial year.	T Clynch	Draft MOU endorsed by Council at the August 2016 Council Meeting.	
C.13/0516 Proposed Amendment to Cut & Fill Town Planning Scheme Policy	That Council endorse in-principle the following amendments to its Cut and Fill Town Planning Scheme Policy (TP8) and direct the CEO to commence the community consultation required for amending a town planning scheme policy by: 1. Deleting reference for the requirement of a landscaping plan. 2. Deleting all reference to or requirements for submittal of a landscaping plan and payment of a landscaping bond. 3. Noting that such amendments wouldn't be retrospective for applicants that have already had landscaping conditions imposed and/or paid a landscaping bond.	E Denniss	Letter of advice sent.	Revised policy advertised with submission period ending 21 July 2016. Report to be presented to Council in August 2016. Revised Cut & Fill Policy adopted by Council on 25 August 2016.
SpC01/0516	That Council:	T Clynch		'Major Projects Evaluation' Policy yet to be commenced

Cost Overruns at Bridgetown Sportsground Change Rooms	1. Amend its 2015/16 budget as follows: (i) Increase the 'materials & contracts' allocation for Job No. 17BU 'Bridgetown Sportsground Change Rooms' from \$316,864 to \$401,000. (ii) Decrease the 'materials & contracts' allocation for Job No. 08BU Shire Depot Building Renewals from \$48,735 to \$32,735. (iii) Decrease the 'materials & contracts' allocation for Job No 28BU '32 Gifford Road' from \$8,700 to \$3,500. (iv) Transfer an amount of \$62,936 from the Building Maintenance Reserve to Job No. 17BU 'Bridgetown Sportsground Change Rooms' 2. Request the CEO prepare a 'Major Projects Evaluation' Policy for consideration by Council.		(July 2016)	
C.16/0616 Adoption of 2016/17 Fees & Charges	That Council: 1. Adopt the 2016/17 Schedule of Fees & Charges as per Attachment 10 with the following minor changes: • Correct amounts for Photocopying Colour fees – Library Section, page 27 to read: - Double sided A4 - \$3.35 - Single side A3 - \$3.80 • Electric Vehicle Recharge Station - \$0.45 cents per kWh. 2. Determine the waste collection rate under Section 66 of the Waste Avoidance and Resource Recovery Act at the time of adoption of the 2016/17 budget. 3. Determine the kerbside rubbish and recycling collection charges at the time of adoption of the 2016/17 budget.	M Larkworthy	Waste fees determined at time of budget adoption.	✓
C.04/0716 Proposed Road Renaming – Dairy lane and Parish	That Council 1. Noting the four submissions of support received from affected landowners, as per Attachment 4, pursuant to section 26 of the Land Administration Act 1997 supports	S Donaldson	1. Noted.	

Lane, Bridgetown	the naming of both Dairy Lane and Parish Lane, Bridgetown, with additional support for the alternative names of Ashley Lane and Tracey Lane respectively, as per Attachment 5. 2. Directs the Chief Executive Officer to seek support from Landgate's Geographic Names Committee in relation to Point 1. above.		2. Separate online applications lodged with Landgate on 8 August 2016 and 9 August 2016.	
C.10/0716 Full Review of Strategic Community Plan – Community Engagement Proposals	That Council: - Notes the receipt of the following two reports and request the CEO to upload these reports onto the Shire website and place hard copies in the library for community information: - Review of Strategic Community Plan: Report of Findings Community Survey 2015/16 (Attachment 2) - Review of Strategic Community Plan: Results of Community Survey Undertaken in 2015 (Attachment 3) - Note that the contents of the Community Survey 2015/16 will be used to inform the process for full review of the Strategic Community Plan including discussion and consideration at the proposed community workshops to be held in that review process. - Endorses the Community Engagement Strategy (Attachment 1) for the full review of the Strategic Community Plan and authorises the CEO to engage an external facilitator to facilitate the proposed community workshops and community drop-in sessions as described in the Strategy, subject to the inclusion of a 'ratings survey' to be held at the end of the community engagement process.	T Clynch	CEO currently identifying suitable facilitators for the purpose of obtaining a quote.	