

Standing Committee Minutes Index – 8 September 2016

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Minutes of a Meeting of the Local Laws, Strategy, Policy & Organisation Development Standing Committee held in the Council Chambers on Thursday, 8 September 2016 commencing at 5.40pm.

The Presiding Member opened the Meeting at 5.40pm

Acknowledgment of Country – Presiding Member

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

Attendance & Apologies

Presiding Member - D Mackman

- J A Boyle
- S C Hodson
- J R Moore
- J Nicholas
- A Pratico
- P Quinby

In Attendance

- T P Clynch, CEO
- M Larkworthy, Executive Manager Corporate Services
- S Donaldson, Manager Planning
- T M Lockley, Executive Assistant

Apologies

- Cr P Scallan
- Cr A Wilson

Gallery - Nil

Petitions/Deputations/Presentations - Nil

Comment on Agenda Items by Parties With an Interest - Nil

Confirmation of Minutes

SC.01/0916 Ordinary Meeting held 11 August 2016

A motion is required to confirm the Minutes of the Ordinary Meeting of the Local Laws, Strategy, Policy & Organisation Development Standing Committee held 11 August 2016 as a true and correct record.

Committee Decision ***Moved Cr Pratico, Seconded Cr Moore***

SC.01/0916 That the Minutes of the Ordinary Meeting of the Local Laws, Strategy, Policy & Organisation Development Standing Committee held 11 August 2016 be confirmed as a true and correct record.

Carried 7/0

Announcements/Briefings by Elected Members - Nil

Notification of Disclosure of Interests

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

Consideration of Motions of Which Previous Notice has been Given - Nil

Reports of Officers

Reports of Officers have been divided into the following Categories:

- Policy
- Local Laws
- Strategy
- Organisation Development

Policy

ITEM NO.	SC.02/0916	FILE REF.	767
SUBJECT	Proposed Amendments to State Planning Policy 3.1 – Residential Design Codes		
OFFICER	Manager Planning		
DATE OF REPORT	30 August 2016		

Attachment 1 Proposed R-Codes Amendments 2016

Attachment 2 Current R-Codes - Tables 1, 2a and 2b and Figure Series 3 & 4

OFFICER RECOMMENDATION: That Council directs the Chief Executive Officer to lodge a submission with the Western Australian Planning Commission stating that whilst Council supports the majority of the proposed amendments to the Residential Design Codes as identified in Attachment 1, Council requests that the final document suitably address the following:

- 1. Amendment No. 25 - Given the proposed amendment to the definition of 'Grouped Dwelling' will now relate to a dwelling on a survey strata lot with or without common property, the reference to survey strata lots should be deleted in Appendix 1 from the definition of 'Single House' and first dot point in 'Site' relating to single houses.*
- 2. Amendment No. 26 - The reduced setback of 1.2 metres to a raised outdoor living area under Deemed-to-comply C3.1 ii. is inconsistent with Design principle P3.1, and that C3.1 ii. be modified to retain the current 1.5 metre setback to a boundary for a raised outdoor living area.*
- 3. Amendment 26 - The reduced setback of 1.2 metres to a single storey wall with a major opening with an unlimited length is inconsistent with Design principle P3.1, and that Table 2b be modified to allow a reduced 1.2 metre setback to a boundary for a wall with a major opening where the wall has a length of 9 metres or less only.*

Summary/Purpose

The Western Australian Planning Commission has released a series of proposed amendments to State Planning Policy 3.1 - Residential Design Codes, seeking public comment from stakeholders by 10 October 2016. This report is presented to consider the R-Codes amendments and it is recommended that a submission be forwarded generally supporting the proposed amendments with recommended changes to address three identified issues.

Background

On behalf of the Western Australian Planning Commission (WAPC), correspondence has been received from the Department of Planning (DoP) inviting a submission from the Shire by 10 October 2016 on various proposed amendments to the Residential Design Codes (R-Codes), with the DoP stating:

"Several changes are proposed to the R-Codes to address issues identified by stakeholders, improve use and clarity, address anomalies and ensure alignment with the Planning and Development (Local Planning Schemes) Regulations 2015."

Planning Comment

There are 26 individual or grouped proposed amendments to the R-Codes, with the majority being administrative changes and/or anomaly corrections, which will improve the interpretation and application of the R-Codes.

Shire staff generally support the majority of the proposed amendments, and in particular Amendment No. 22 relating to aged or dependent person's dwellings (discussed below), with three issues and recommended changes made in relation to proposed Amendment Nos. 25 and 26.

Amendment No. 22 – Aged or Dependent Person's Dwellings

Under Section 5.5 of the R-Codes, Clause 5.5.2 Aged or dependent persons' dwellings, Deemed-to-comply provision C2.1 ii. currently requires a minimum of five dwellings within any single aged or dependent persons development. The proposed amendment seeks to reduce the minimum number of dwellings from five to two only

Shire staff strongly support this proposed amendment to allow more flexibility in applying development provisions for potentially more affordable and accessible housing for aged or dependent persons in suitable locations in urban centres such as Bridgetown and Greenbushes. The proposed amendment is consistent with the findings and actions identified in the Shire of Bridgetown-Greenbushes Aged Friendly Community Plan 2016-2020. No changes are recommended in relation to Amendment No. 22.

Amendment No. 25 – Definitions

Amendments are proposed to improve definitions of grouped dwellings, local planning strategies, local structure plan and multiple dwellings. Whilst the proposed amendments are generally supported, in light of the proposed change to the 'Grouped Dwelling' definition, further changes to the definitions of 'Single House' and 'Site' are considered necessary.

The proposed amendment to the definition of 'Grouped dwelling' is to read "***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.***" (author's underline). The current definition of 'Grouped Dwelling' only refers to dwellings on a survey strata lot with common property (eg. Bridgetown Gardens Estate).

The current definition of a 'Single House' reads "A **dwelling** standing wholly on its own **green title** or **survey strata lot**, together with any easement over adjoining land for support of a **wall** or for access or services and excludes dwellings on titles with areas held in **common property**."

The above definitions are supported by the definition of 'Site' which reads (in part):

- "In the case of a single house, the **green title** or **survey strata lot** on which it stands.

- *In the case of a **grouped dwelling**, the area occupied by the dwelling together with any area allocated (whether by way of strata title or otherwise) for the exclusive use or benefit of that dwelling.”*

Therefore a dwelling on a green title or survey strata lot without common property is best defined as a single house. Pursuant to the majority of local planning schemes and the Local Planning Schemes Regulations 2015, development approval is exempt for a single house on a Residential zoned property where it is compliant with the R-Codes. Therefore development of a dwelling on a survey strata lot without common property may be exempt from development approval whereas detailed assessment and application of relevant conditions is considered necessary to ensure proper planning and development.

The proposed amendment to the definition of Grouped Dwelling will now relate to a dwelling on a survey strata lot with or without common property and therefore development approval will no longer be exempt, with this outcome supported by Shire staff.

Noting the above, given the proposed amendment to the definition of ‘Grouped Dwelling’ will now relate to a dwelling on a survey strata lot with or without common property, the reference to survey strata lots should be deleted in Appendix 1 from the definition of ‘Single House’ and first dot point in ‘Site’ relating to single houses.

Amendment No. 26 – Table 2b: Boundary setbacks

Under Table 2b of the R-Codes (see Attachment 2), a single storey wall being 3.5 metres in height or less, with a major opening (ie. window to a living room, bedroom, etc) requires a 1.5 metre setback to a boundary, irrespective of the length of the wall. The setback for walls with a major opening of a height greater than 3.5 metres have incrementally increased required setbacks dependent upon the height and length of the wall.

Amendment No. 26 to the R-Codes proposes to reduce the 1.5 metre minimum setback down to only 1.2 metres for a 3.5 metre high single storey wall with a major opening, with the DoP’s rationale to provide slightly greater design and lot use efficiency opportunities.

To assist the discussion, under ‘Design principle 5.1.3 Lot boundary setback’ of the R-Codes, P3.1 states:

“Buildings set back from lot boundaries so as to:

- *reduce impacts of building bulk on **adjoining properties**;*
- *provide adequate direct sun and ventilation to the building and **open spaces** on the **site** and adjoining properties; and*
- *minimise the extent of overlooking and resultant loss of privacy on adjoining properties.”*

In order to achieve P3.1, Deemed-to-comply C3.1 requires:

*“**Buildings** which are set back in accordance with the following provisions, subject to any additional measures in other elements of the R-Codes (in part):*

- i. buildings set back from lot boundaries in accordance with **Table 1, Tables 2a and 2b** (refer to **Figure Series 3 and 4**).”*

Shire staff are concerned that a 0.3 metre reduction to a 1.2 metre setback for a wall with major opening may create amenity issues for adjoining properties, particularly where the length of the wall in theory could be unlimited. For example, a 3.5 metre high wall with a number of major openings could be 20 metres long and setback only 1.2 metres from a boundary, instead of the current 1.5 metre setback.

Interestingly, under Table 2a of the R-Codes, a 3.5 metre single storey wall with no major openings (ie. blank wall or window to bathroom, laundry, etc), requires a 1.0 metre setback for wall length of 9 metres or less, with an increased 1.5 metre setback for a wall length greater than 9 metres.

The proposed amendment to the R-Codes will allow any length of single storey wall to be set back 1.2 metres from a boundary, whereas a wall with no major openings and longer than 9 metres will require a greater 1.5 metre setback. The proposed amendment could increase the impact of building bulk on adjoining properties, and is considered inconsistent with Design principle 5.1.3, with the inconsistency between a wall with or without major openings needing to be addressed.

The 1.5 metre setback from a boundary to a major opening has been the standard set back in the Residential Design Codes (and previous Residential Planning Codes since 1991) to provide adequate sunlight and ventilation to a habitable window. Shire staff are concerned that a 1.2 metre setback between a habitable window and a boundary, often with a 1.8 metre high solid fence, could reduce adequate sunlight and ventilation to the proposed dwelling, and may be inconsistent with Design principle P3.1.

Noting the above, it is recommended that the reduced set back of 1.2 metres to a single storey wall with a major opening of unlimited length is inconsistent with Design principle P3.1 and is not supported. As an alternative however Table 2b could be modified to allow a reduced 1.2 metre set back to a boundary for a wall with a major opening where the wall has a length of 9 metres or less only.

Furthermore, Deemed-to-comply C3.1 ii. requires “**unenclosed areas accessible for use as outdoor living areas**, elevated 0.5m or more above **natural ground level**, set back as though they were **major openings to habitable rooms** with a **wall height** of 2.4m above their floor level.”

This provision aims to ensure that raised outdoor living areas such as patios, verandahs, etc, are adequately separated from boundaries and adjoining properties to prevent overlooking and any resultant loss of privacy. Shire staff are concerned that with the proposed amendment to the R-Codes that an outdoor living area will be treated as a single storey wall with a major opening and could be set back only 1.2 metres from a boundary, in lieu of the current 1.5 metre setback requirement, and therefore inconsistent with Design principle P3.1.

It is recommended that the reduced setback of 1.2 metres to a raised outdoor living area under Deemed-to-comply C3.1 ii. is inconsistent with Design principle P3.1, and that C3.1 ii. be modified to retain the current 1.5 metre setback to a boundary for a raised outdoor living area.

Conclusion

Detailed consideration of the proposed amendments to the R-Codes has identified three issues that require further consideration. It is recommended that Council direct the CEO to lodge a submission with the WAPC generally supporting the proposed amendments, with recommended changes in relation to Amendment Nos. 25 and 26.

Statutory Environment

- *Shire of Bridgetown-Greenbushes Town Planning Scheme No. 3*
- *Shire of Bridgetown-Greenbushes Town Planning Scheme No. 4*
- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*

The proposed amendments to the R-Codes are consistent with and/or have implications pursuant to the above regulations.

Policy

- State Planning Policy No. 3.1 – Residential Design Codes

This report relates to proposed changes to State Planning Policy No. 3.1 – Residential Design Codes.

Strategic Implications

Strategic Community Plan 2012

Civic Leadership Objective 4: A collaborative and engaged community

- Outcome 4.4 The Shire provides a can-do approach within the regulatory framework.
- Outcome 4.1.1 Review existing policies to determine if the regulatory framework is aligned to the needs of the broader community.

Budget Implications - Nil

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not applicable

Delegated Authority

Nil – The Manager Planning and CEO considers the proposed amendments and recommended changes warranted discussion by and a decision of Council.

Voting Requirements

Simple Majority

Committee Recommendation *Moved Cr Nicholas, Seconded Cr Boyle*

SC.02/0916 That Council directs the Chief Executive Officer to lodge a submission with the Western Australian Planning Commission stating that whilst Council supports the majority of the proposed amendments to the Residential Design Codes as identified in Attachment 1, Council requests that the final document suitably address the following:

- 1. Amendment No. 25 - Given the proposed amendment to the definition of 'Grouped Dwelling' will now relate to a dwelling on a survey strata lot with or without common property, the reference to survey strata lots should be deleted in Appendix 1 from the definition of 'Single House' and first dot point in 'Site' relating to single houses.***
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Carried 7/0

Local Laws - Nil

Strategy

ITEM NO.	SC.03/0916	FILE REF.	228
SUBJECT	Infirm Parking and Membership of Access and Inclusion Committee		
PROPONENT	Access and Inclusion Advisory Committee		
OFFICER	Grants and Services Manager		
DATE OF REPORT	September 2016		

Attachment 3	Minutes from meeting of the Access and Inclusion Committee July 2016
Attachment 4	Shire of Bridgetown-Greenbushes Permit Parking Application Form
Attachment 5	Instrument of Appointment

OFFICER RECOMMENDATION

1. *That Council directs the CEO to investigate and negotiate a lease agreement with 'Australia Post' and 'TGC and KPC Pty Ltd' for the purpose of installing Australian Council for Rehabilitating of Disabled (ACROD) parking bays in the Bridgetown Post Office car park and on the southern side of Howard Evans Legal Office.*
2. *That Council directs the CEO to install an ACROD parking bay in the Shire Administration Building car park near the Lesser Hall external public toilet.*
3. *That Council directs the CEO to revert all Infirm Parking Bays in the town centre - outside the Bridgetown Bakery, IGA, the Post Office - back to general use parking bays.*
4. *That Council accepts the verbal resignation of Dyan Dent (Geegeelup Village), Helen Gales (Red Cross) and Peter Seaward (Enable Representative).*
5. *That Council endorses the appointment of Jesse Donovan (Community Member) to the Access and Inclusion Advisory Committee.*

Summary/Purpose

1. The recommendation seeks to increase parking bays for people with disability and/or mobility issues within the town centre that meet the Australian Standard (AS2890.6) for disability parking dimensions and kerb sizes (Accessible Parking for People with Disabilities) and Local Government Regulations 2014 including signage regulations and therefore provide safe parking for people with mobility issues and/or disability to get out of their car in a safe and timely manner.
2. The recommendation seeks to increase the number of ACROD parking bays near the town centre by including a parking bay in the Shire Administration Building car park that meets the Australian standard required to be identified for used as an ACROD parking bay.

3. The recommendation seeks to reduce Council and community risk by reverting the non-standard “infirm” parking bays, identified by an ACROD symbol, back to general use parking bays.
4. This recommendation requests Council accept the resignations of Dyan Dent (Geegeelup Village), Helen Gales (Red Cross) and Peter Seaward (Enable) from the Access and Inclusion Committee.
5. That Council endorses the appointment of Jesse Donovan (Community Member) to the Access and Inclusion Advisory Committee.

Background

Recommendations 1, 2 and 3

The initial motion to create “Infirm” bays in the Bridgetown CBD was proposed as a means of providing improved access to the main street and shopping precinct of town for elderly people and people with disability. Bridgetown topography and main street design does not allow for the required proportions for ACROD parking bays on the main street.

In March 2007 (C.2/0307) Council resolved in part to create at the earliest opportunity parking for the infirm at the IGA store front and chemist.

There have been a number of changes to infirm parking bays over the 9 years since the initial introduction of these bays into the Bridgetown town centre.

In June 2010, as part of the review of parking restrictions in Bridgetown Town Centre (C.23/0610), Council resolved to increase the number of infirm parking bays along Hampton Street with an additional infirm bay to be created at the southernmost bay in front of Hansen’s Bakery.

Council also resolved to create an off-street infirm parking bay outside the Visitors Centre as part of the same review of parking restriction in Bridgetown Town Centre (C.23/0610), however, once the infirm car park was created it quickly became evident that the infirm parking bay was unworkable due to the limited amount of parking available at the Visitors Centre for Visitors Centre customers and the distance between the Visitors Centre infirm car park and the post office and town centre. This left the car park unused by people with mobility issues and extensive unauthorized use by customers of the Visitors Centre.

In September 2010 (C.13/0910) Council resolved that the parking bay under the canopy outside the Visitors Centre revert to a 20 minute park bay.

Six months later, in March 2011 Council resolved that the “20 Minute Parking Bay” outside the Post Office be changed to an infirm parking bay with the same requirements/restrictions as the other two existing infirm parking bays elsewhere in Hampton Street. The resolution fulfilled the purpose of providing priority parking at the northern end of the town centre near the post office and closer to the amenities.

The final draft of the Age Friendly Communities Plan 20126-2020 (C.18/0616) was adopted by Council in June 2016 including Council;

1. Notes the content of the submissions received as per Attachment 7 and the officer responses as per Attachment 8, in relation to the revised draft Age Friendly Community Plan 2016-2020.
2. Adopts the revised draft Age Friendly Community Plan 2016-20 as per Attachment 9, to replace the current Age Friendly Community Plan 2011-2015.

During the community consultation undertaken as a part of the review of the Age Friendly Community Plan it became apparent that the location of the infirm parking bay outside Hansen's Bakery was problematic to use for people with mobility challenges due to the height of the double drainage which runs almost the entire length of the parking bay. The consultation also revealed that the term "infirm" was considered confusing by the community and an insensitive description. Both findings are reflected in the Age Friendly Community Plan Action Items within the focus area of Outdoor Spaces and Buildings. The consultation results reflected in the Age Friendly Communities Plan regarding the infirm parking prompted the Access and Inclusion Committee to request the officer to review the infirm parking and report back to the Committee.

Recommendations 4 and 5

In February 2015 Council resolved in part (C.09/0215):

1. *That Council endorses the revised Instrument of Appointment and Delegation for the Access and Inclusion Committee.*
2. *The membership shall consist of:*
 - *a minimum of one (1) elected member as Council's representative(s) on the Committee.*
 - *a maximum of 13 community/service agency representatives.*
 - *One appointed representative of the CEO shall be an ex-officio member of the committee and will not be permitted to vote on matters considered by the Committee.*

Officer Comment

Recommendations 1 2 and 3

As Council is aware, the Shire sits well above the national and state averages for an ageing population with predicted figures only increasing the skew in the composition of the population in the near future. This fact underlines the original and ongoing provision of permit parking bays, to ensure people with mobility challenges due to disability, age or illness are afforded access to the amenities offered in the town centre.

The Shire of Bridgetown-Greenbushes is the only Shire in the State that offers mobility restricted community members' non-ACROD permit parking. This has been due to a combination of factors including the ageing population and the difficulty of locating sites that are suitable for ACROD parking bays with the dimensions and levels required by the Australian Standard, due to the town centre design and Bridgetown topography.

There are currently 5 infirm parking bays located as follows:

- Outside Hansen's Bakery (1 bay) on Hampton Street
- Outside IGA (2 bays) on Hampton Street
- Outside the Post Office (1 bay) on Hampton Street

- In the Shire Administration Building (Steere Street) Car Park (1 bay)

There are currently 9 public ACROD Parking Bays in Bridgetown located as follows:

Railway Carpark (2 bays)
Library (2 bays)
Leisure Complex (2 bays)
Forrest Street (1) school end
Roe Street (2) Bridgetown Primary School

There are a number of “private” ACROD parking bays in privately owned car parks throughout Bridgetown including the Doctor Surgery, Dentist, Nelsons, Hospital and Old Railway Barracks.

To quantify community usage of the infirm parking bays, there are 6 active Infirm Parking Permit holders who are entitled to use the infirm bays and 248 active ACROD parking permit holders that are entitled to use the infirm parking bays and ACROD Bays.

To obtain an ACROD permit requires a Doctors or Occupational Therapist authorization. Due to the implementation of the National Disability Service ACROD permits are now free. ACROD permits can be used throughout WA. To obtain an Infirm Parking Bay permit requires a Doctors approval, incurs no fee and can only be used in the Infirm Parking Bays in Bridgetown.

During the investigation requested by the Access and Inclusion Committee, the officer became aware that providing the infirm parking bays was exposing Council and users to risk due to failure to meet minimum Australian Standards. In particular, the standards relating to parallel parking with regard to required dimensions (width, length, shared access area and kerbing/ramp requirements) on a busy portion of a main road.

The Australian Standard for Parking for People with Disabilities (AS2890.6, Clause 2.2.2(a)) identifies;

- Parallel parking spaces are to be not less than 3200mm wide x 7800mm long.
- A shared area adjacent to the non-trafficked side of the dedicated parallel parking space is to be not less than 1600mm wide by 7800mm long (AS2890.6 Clause 2.2.2(b));
- Kerb ramps are to be provided (AS2890.6, Clause 2.5) where required and the profile of kerb ramps has also been changed (AS1428-12009, Figure 24(A), (B), (C)); and
- All accessible parking spaces to be identified by a white symbol of access in accordance with AS 1428.1-2009 between 800mm and 1000mm high placed on a blue rectangle with no side more than 1200mm in the centre of the space between 500mm and 600mm from its entry point.
- Area to comprise a firm plane surface with a gradient not exceeding 1:40 in any direction (or 1:33 if a bituminous seal and area is outdoors)

The Bridgetown parallel parking infirm parking bays feature;

- The average dimensions of the infirm parking bays are 2200mm wide x 6500mm long
- They do not have a shared area adjacent to the parking bays on the non trafficked side the parking bays.
- The kerbing has not been modified, ramps have not been installed to allow users to gain access to the footpath from the parking bay.
- The gradients are greater than the required range for 1 of the 5 infirm parking bays (Shire car park Infirm Parking Bay).

The infirm parking bays are signed in a way that suggests provision for people with disability (blue wheel chair) without the considerations for safety that are associated with and expected by users of ACROD parking bays. Therefore, it is considered prudent to remove the existing infirm parking bays and seek to increase the number of compliant ACROD bays to meet the parking needs of those with disability in the community.

Informal discussions have been instigated by the Shire with the land owners of the two locations identified as potential ACROD car parking bays ('Australia Post' and 'TGC and KPC Pty Ltd') with the intention of negotiating a lease agreement to allow conversion of these parking bays by the Shire of Bridgetown-Greenbushes to ACROD parking bays. If successful, ACROD bays will then be distributed to offer access to all areas of the town centre. This would ensure continued access to the town centre for people requiring the use of accessible parking with the inherent safety associated with ACROD parking bays.

The installation of an ACROD parking bay at the lower level car park next to the Civic Centre will require the conversion of two existing parking bays.

Recommendation 4 and 5

The Access and Inclusion Advisory Committee (AIC) is an Advisory Committee of Council and was established by Council, as per section 5.9 of the Local Government Act, at a meeting held on 21 August 2012.

It is the view of the officers that the scope of the Committee – advising Council on issues associated with the implementation of the Age Friendly Community Plan and Disability Access and Inclusion Plan – will benefit from diverse representation of community and service agency members. This diversity will ensure comprehensive advice from the relevant sectors of the community to assist Council in decision making.

There are currently 9 community/service provider members of the Committee and 2 elected members (Councillors Doreen Mackman and Alan Wilson). The inclusion of Jesse Donovan will increase the number of members to 10 community members. The committee currently consists mainly of senior community members. Jesse Donovan is a younger man with a disability and will add valuable insight into the work of the committee. The recommendation regarding the membership changes is in alignment with the Instrument of Appointment (Attachment 5).

Statutory Environment -

- Local Government Act 1998 (section 5.9)
- Equal Opportunity Act (1984) WA
- Disability Discrimination Act (1992) WA
- Disability Services Act (1993)
- Standing Orders Clause 17.1
- Local Government (Parking for People with Disabilities) Regulation 2014
- Australian Standard AS/NZS2890.6-2009

Policy/Strategic Implications

Council's Age Friendly Communities Plan Priority Objectives are –

- Outdoor Spaces and Buildings -
Outcome 2 - relocate the infirm bay from front of Bridgetown Bakery to more suitable location without drain.

Disability Access and Inclusion Plan –

- Outcome 1 - equal opportunities for people with disabilities to access Shire of Bridgetown-Greenbushes' services and events.

Strategic Community Plan –

- Outcome 3.2 – Bridgetown-Greenbushes is an age friendly community.
- Outcome 3.10 – An inclusive and accessible community.

Corporate Business Plan

The Corporate Business Plan identifies, as an ongoing action, that Bridgetown-Greenbushes is an age friendly community and that it is an inclusive and accessible community.

Long Term Financial Plan – Not Applicable

Asset Management Plans – Not Applicable

Workforce Plan – Not Applicable

Other Integrated Planning – Not Applicable

Budget Implications

There are no budget implications arising from the recommendation. However, if negotiations are successful with the land owners for the use of parking space a cost associated with leasing the spaces and converting the spaces to ACROD park bays (signage and painting) will be incurred. Depending on the timing associated with the lease negotiations the requirement for unbudgeted expenditure would either be bought back to Council for consideration (once a project budget was prepared) or would be assessed at the next review of the Corporate Business Plan and subsequently the 2016-2017 Budget.

Fiscal Equity- Not Applicable

Whole of Life Accounting - Not Applicable

Social Equity

Recommendations 1, 2 and 3

The aim of the recommendations is to ensure equal access to the town centre for people with disability and mobility challenges in a safe and responsible manner, thereby achieving social equity principles.

Recommendations 4 and 5

The aim of the recommendations seeks to improve social equity for community residents with disabilities and seniors by ensuring a diverse representation of the community and service agency representatives on the Access and Inclusion Advisory Committee. This diversity will ensure Council receives comprehensive advice from relevant sectors of the community through the members of the Committee to assist Council in decision making in relation to access and inclusion and issues affecting seniors.

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

Recommendations 1, 2 and 3

There is an inherent risk in providing “disabled” (infirm) parking that does not meet the Australian Standard required to ensure the safety of the person using the parking bay. Reverting the infirm bays back to general use bays and providing Australian Standard ACROD bays in the locations identified close to the town centre will offer people with disability/mobility challenges access to parking with the safety parameters inherent in the requirements of ACROD bays and therefore reduce Councils risk associated with the potential injury incurred through the use of non-standard infirm bays.

Recommendations 4 and 5

Increasing Council’s understanding of community needs through a diverse and representative committee mitigates risk by ensuring the representative nature of the direction and decisions of Council.

Continuous Improvement

Council can achieve continuous improvement in service provision by considering and implementing the recommendations identified in the Age Friendly Communities Plan and the Disability Access and Inclusion Plan. Principles of continuous improvement are also achieved by considering Council’s (and the community’s) exposure to risk and mitigating that risk by undertaking changes to existing, non-compliant service provision.

Voting Requirements - Simple Majority

Committee Recommendation ***Moved Cr Pratico, Seconded Cr Moore***
SC.03/0916

- 1. That Council directs the CEO to investigate and negotiate a lease agreement with 'Australia Post' and 'TGC and KPC Pty Ltd' for the purpose of installing Australian Council for Rehabilitating of Disabled (ACROD) parking bays in the Bridgetown Post Office car park and on the southern side of Howard Evans Legal Office.***
- 2. That Council directs the CEO to install an ACROD parking bay in the Shire Administration Building car park near the Lesser Hall external public toilet.***
- 3. That Council directs the CEO to revert all Infirm Parking Bays in the town centre - outside the Bridgetown Bakery, IGA, the Post Office - back to general use parking bays.***
- 4. That Council accepts the verbal resignation of Dyan Dent (Geegeelup Village), Helen Gales (Red Cross) and Peter Seaward (Enable Representative).***
- 5. That Council endorses the appointment of Jesse Donovan (Community Member) to the Access and Inclusion Advisory Committee.***

Carried 7/0

Organisation Development

ITEM NO.	SC.04/0916	FILE REF.	209
SUBJECT	Rolling Action Sheet		
OFFICER	Chief Executive Officer		
DATE OF REPORT	1 September 2016		

Attachment 6 Rolling Action Sheet

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

Summary/Purpose

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

Background

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

Statutory Environment – Nil

Policy/Strategic Plan Implications – Nil

Budget Implications – Nil

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

Committee Recommendation *Moved Cr Pratico, Seconded Cr Hodson
SC.04/0916 That the information contained in the Rolling Action Sheet be
noted.*

Carried 7/0

Urgent Business Approved by Decision

Responses to Elected Members Questions Taken on Notice

Elected Members Questions With Notice

Briefings by Officers

Notice of Motions for Consideration at Next Meeting

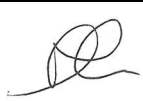
Matters Behind Closed Doors

Closure

The Presiding Member closed the Meeting 5.51pm

List of Attachments

Attachment	Item No.	Details
1	SC.02/0916	Proposed R-Codes Amendments 2016
2	SC.02/0916	Current R-Codes – Tables 1, 2a and 2b and Figure Series 3 & 4
3	SC.03/0916	Minutes from Meeting of the Access and Inclusion Committee July 2016
4	SC.03/0916	Shire of Bridgetown-Greenbushes Permit Parking Application Form
5	SC.03/0916	Instrument of Appointment
6	SC.04/0916	Rolling Action Sheet

Minutes checked and authorised by CEO, Mr T Clynch		9.9.16
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CERTIFICATION OF MINUTES

As Presiding Member, I certify that the Minutes of the Local Laws, Strategy, Policy & Organisation Development Standing Committee Meeting held 8 September 2016 were confirmed as a true and correct record of the proceedings of that meeting at the Standing Committee meeting held on 13 October 2016.

.....13 October 2016