

Council Minutes Index – 25 May 2017

Subject	Page No
Acknowledgment of Country	3
Attendance, Apologies & Leave of Absence	3
Attendance of Gallery	3
Response to Previous Questions Taken on Notice	3
Public Question Time	3
Petitions/Deputations/Presentations	3
Comment on Agenda Items by Parties with an Interest	3
Applications for Leave of Absence	4
Confirmation of Minutes	4
C.01/0517 Ordinary Meeting held 27 April 2017	4
Announcements by the Presiding Member without Discussion	4
Notification of Disclosure of Interest	4
Questions on Agenda Items by Elected Members	5
Consideration of Motions of which Previous Notice Has Been Given	5
Reports of Officers	5
CEO's Office	5
C.02/0517 Kingston Fauna Habitat Zone	5
Corporate Services	8
C.03/0517 March 2017 Financial Activity Statements, April 2017 Financial Activity Statements and List of Accounts Paid in April 2017	8
Planning & Environmental Services	11
C.04/0517 Proposed Outbuilding (Setback Variation)	11
C.05/0517 Proposed Single House (Transportable Dwelling)	15
Works & Services	20
Community Services	20
C.06/0517 Community Grants and Service Agreements.....	20
C.07/0517 Universal gym equipment purchase.....	26
Consideration of Standing Committee Recommendations	33
C.08/0517 Standing Committee Minutes – 9 March 2017	33
C.09/0517 Review of Vehicle Acquisition and Use Policies	33
C.10/0517 2017 Local Government Convention & WALGA Annual General Meeting	37
C.11/0517 Draft Warren Blackwood Stock Route Memorandum of Understanding	38
C.12/0517 Councillors Fees/Allowances	38
C.13/0517 Rolling Action Sheet	39
C.14/0517 Adoption of En Bloc Items.....	39
Receival of Minutes of Management Committees	39
Urgent Business Approved By Decision	39
C.15/0517 Levying Rates in 2017/18 – Setting the Rates in the Dollar and Minimum Rates.....	39
Responses to Elected Member Questions Taken on Notice	44
Elected Members Questions With Notice	44

Notice of Motions for Consideration at the Next Meeting.....44
Matters Behind Closed Doors44
Closure44
List of Attachments.....44

unconfirmed minutes

Minutes of an Ordinary Meeting of Council held in the Council Chambers on Thursday, 25 May 2017 commencing at 5.30pm

The Presiding Member opened the Meeting at 5.30pm

Acknowledgment of Country – Presiding Member

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

Attendance, Apologies and Leave of Absence

Presiding Member - Cr A Wilson
Councillors - J Boyle
- S Hodson
- D Mackman
- J Moore
- A Pratico
- P Quinby
- P Scallan
In Attendance - T Clynch, CEO
- M Larkworthy, Executive Manager Corporate Services
- E Dennis, Executive Manager Community Services
- T Lockley, Executive Assistant
Leave of Absence - Cr J Nicholas

Attendance of Gallery

D&D Della Vedova, R Wittenoom

Responses to Previous Questions Taken on Notice - Nil

Public Question Time - Nil

Petitions/Deputations/Presentations - Nil

Comments on Agenda Items by Parties with an Interest

R Wittenoom - C.02/0517 Kingston Fauna Habitat Zone
Mr Wittenoom spoke in support of the officer recommendation

Applications for Leave of Absence – Nil

Confirmation of Minutes

C.01/0517 Ordinary Meeting held 27 April 2017

A motion is required to confirm the Minutes of the Ordinary Meeting of Council held 27 April 2017 as a true and correct record.

Council Decision Moved Cr Pratico, Seconded Cr Mackman

C.01/0517 That the Minutes of the Ordinary Meeting of Council held 27 April 2017 be confirmed as a true and correct record.

Carried 8/0

Announcements by the Presiding Member Without Discussion

The Presiding Member requested Cr Scallan make the following announcement:
Cr Scallan presented a copy of the Tidy Towns Award for Greenbushes to the Shire on behalf of the Greenbushes Tidy Towns Committee and thanked the Shire for their support in allowing the CEO to attend the awards held in Triabunna, Tasmania.

Notification of Disclosure of Interest

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

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

Name	T Clynch
Type of Interest	Financial
Item No.	C.09/0517 - Review of Vehicle Acquisition and Use Policies
Nature of Interest	A shire owned vehicle is provided as part of my contract of employment and remuneration package

Name	M Larkworthy
Type of Interest	Financial
Item No.	C.09/0517 - Review of Vehicle Acquisition and Use Policies
Nature of Interest	A shire owned vehicle is provided as part of my contract of employment and remuneration package

Name	E Denniss
Type of Interest	Financial
Item No.	C.09/0517 - Review of Vehicle Acquisition and Use Policies
Nature of Interest	A vehicle is provided within my contract of employment with the Shire of Bridgetown-Greenbushes

Questions on Agenda Items by Elected Members

Cr Moore asked questions on Item C.05/0517

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

Reports of Officers

Reports of Officers have been divided into Departments as follows:

- CEO's Office
- Finance & Administration
- Planning & Environmental Services
- Works & Services
- Community Services

CEO's Office

ITEM NO.	C.02/0517	FILE REF.	
SUBJECT	Kingston Fauna Habitat Zone		
PROPONENT	Bridgetown Greenbushes Friends of the Forest		
OFFICER	Chief Executive Officer		
DATE OF REPORT	16 May 2017		

Attachment 1 Correspondence from Bridgetown Greenbushes Friends of the Forest

Attachment 2 Map showing location of Kingston Fauna Habitat Zone

OFFICER RECOMMENDATION that Council provides in-principle support to the request from the Bridgetown Greenbushes Friends of the Forest, the Blackwood Environment Society, Friends of Greater Kingston and the WA Forest Alliance to preserve the Kingston Fauna Habitat Zone on a permanent basis by amalgamating it into the adjacent Greater Kingston National Park.

Summary/Purpose

The Bridgetown Greenbushes Friends of the Forest (on behalf of the Blackwood Environment Society, Friends of Greater Kingston and the WA Forest Alliance) is requesting Council's in-principle support to seek preservation of the Kingston Fauna Habitat Zone on a permanent basis by amalgamating it into the adjacent Greater Kingston National Park.

Background

The Bridgetown Greenbushes Friends of the Forest has written to Council requesting Council's support in principle for its campaign to have the Kingston Fauna Habitat Zone, and possibly the rest of Warrup, included in the Greater Kingston National Park.

The Greater Kingston National Park was established in 2004 and covers approximately 21,000ha with links to the adjacent 52,000ha Tone Perup Nature Reserve. Initially the portion of forest known as Warrup Block was proposed to be included in the National Park but due to the value of the timber for logging the government excluded this forest from the final boundaries of the National Park. Logging of portions of Warrup Block has occurred from 2012.

Shortly after proclamation of the Greater Kingston National Park the Western Australian Conservation Commission created the Kingston Fauna Habitat Zone, an approximate 4,200ha portion of forest. Under the Government's current forest management plan logging of a fauna habitat zone cannot occur however this could be changed by amendment to the forest management plan.

The position of the Bridgetown Greenbushes Friends of the Forest and its kindred associations (Blackwood Environment Society, Friends of Greater Kingston and the WA Forest Alliance) is that the land contained within the Kingston Fauna Habitat Zone requires permanent protection from logging and the most appropriate and permanent form of protection is for the land to be amalgamated into the Greater Kingston National Park.

At this point in time the Bridgetown Greenbushes Friends of the Forest is seeking in-principle support from Council to strengthen its request to the new State Government for this action to occur. Mr Chris Tallentire, MLA,, Parliamentary Secretary to the Minister for Minister for Water, Fisheries, Forestry, Innovation and ICT and Science, has agreed to visit the area on 9 & 10 June 2017 and meet with the Bridgetown Greenbushes Friends of the Forest and other organizations on June 9 and 10.

Officer Comment

Historically Council has been cautious about taking a formal position on logging however in April 2012 it did resolve to support a submission prepared by the the Bridgetown Greenbushes Friends of the Forest with regard to the proposed (at the time) logging of Warrup Block.

In the case of the current request from the Bridgetown Greenbushes Friends of the Forest, the land known as the Kingston Fauna Habitat Zone is already subject to protection from logging. Although there isn't any current suggestion that logging of this forest is being proposed, its amalgamation into the adjacent National park would ensure its protection in perpetuity.

Statutory Environment

There aren't any statutory implications associated with Council considering the offering of in-principle support to this request. For the Kingston Fauna Habitat Zone to be amalgamated into the adjacent Greater Kingston National Park a process under the Conservation and Land Management Act 1984 would eventually be required.

Integrated Planning

- Strategic Community Plan 2011
Objective 2 - Our unique natural and built environment is protected and enhanced

Outcome 2.4 - Protect and better utilise the river and natural landscape as an asset to the Shire

Strategy 2.4.4 - Support and promote sound environmental management practices
- Corporate Business Plan - Nil
- Long Term Financial Plan – Not Applicable
- Asset Management Plans – Not Applicable
- Workforce Plan – Not Applicable
- Other Integrated Planning - Nil

Policy - Nil

Budget Implications - Nil

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

The motion proposes the permanent protection of the Kingston Fauna Habitat Zone that is considered by the Bridgetown Greenbushes Friends of the Forest and other kindred groups to have high ecological value.

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

**Council Decision Moved Cr Boyle, Seconded Cr Mackman
C.02/0517 That Council provides in-principle support to the request from the Bridgetown Greenbushes Friends of the Forest, the Blackwood Environment Society, Friends of Greater Kingston and the WA Forest Alliance to preserve the Kingston Fauna Habitat Zone on a permanent basis by amalgamating it into the adjacent Greater Kingston National Park.**

Carried 8/0

Corporate Services

ITEM NO.	C.03/0517	FILE REF.	131
SUBJECT	March 2017 Financial Activity Statements, April 2017 Financial Activity Statements and List of Accounts Paid in April 2017		
OFFICER	Senior Finance Officer & Executive Manager Corporate Services		
DATE OF REPORT	16 May 2017		

Attachment 3 March 2017 Financial Activity Statements
Attachment 4 April 2017 Financial Activity Statements
Attachment 5 List of Accounts Paid in April 2017

OFFICER RECOMMENDATIONS

- 1. That Council receives the March 2017 Financial Activity Statements as presented in Attachment 3.*
- 2. That Council receives the April 2017 Financial Activity Statements as presented in Attachment 4.*
- 3. That Council receives the List of Accounts Paid in April 2017 as presented in Attachment 5.*

Summary/Purpose

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

Background

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

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

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

- an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;

- (b) an explanation of each of the material variances referred to in sub-regulation (1)(d); and
- (c) such other supporting information as is considered relevant by the Local Government.

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

- (a) according to nature and type classification;
- (b) by program; or
- (c) by business unit.

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

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

Due to processing of budget review amendments presentation of the Shire's March 2017 Financial Activity Statements was deferred to the May 2017 ordinary meeting. Presented are the financial activity statements for both March and April 2017 along with the list of accounts paid in April 2017.

Statutory Environment

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

Integrated Planning

- Strategic Community Plan 2013
 - Objective 4: A collaborative and engaged community
 - Outcome 4.2: A high standard of governance and accountability
 - Strategy 4.2.3: Ensure compliance with relevant legislation
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Policy

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

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

Budget Implications

Expenditure incurred in April 2017 and presented in the list of accounts paid, was allocated in the 2016/17 Budget as amended.

Fiscal Equity – Not applicable

Whole of Life Accounting – Not applicable

Social Equity – Not applicable

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management – Not Applicable

Continuous Improvement – Not applicable

Delegated Authority – Not Applicable

Voting Requirements – Simple Majority

Council Decision Moved Cr Pratico, Seconded Cr Scallan

C.03/0517

- 1. That Council receives the March 2017 Financial Activity Statements as presented in Attachment 3.**
- 2. That Council receives the April 2017 Financial Activity Statements as presented in Attachment 4.**
- 3. That Council receives the List of Accounts Paid in April 2017 as presented in Attachment 5.**

Carried 8/0

Planning & Environmental Services

ITEM NO.	C.04/0517	FILE REF.	A27242
SUBJECT	Proposed Outbuilding (Setback Variation)		
PROPONENT	Doust Family Trust		
LOCATION	Lot 752 (RSN 24150) South Western Highway, Bridgetown		
OFFICER	Manager Planning		
DATE OF REPORT	16 May 2017		

Attachment 6	Location Plan
Attachment 7	Main Roads WA Comment
Attachment 8	Proposed Plans

OFFICER RECOMMENDATION: That Council, noting the submission of no objection from Main Roads Western Australia, pursuant to Clause 3.4.4 under Town Planning Scheme No. 4, varies side and rear setbacks and grants development approval for the proposed outbuilding at Lot 752 (RSN 24150) South Western Highway, Bridgetown, as per Attachment 8, subject to the following conditions:

- 1. Approval is granted for the outbuilding with reduced setbacks of 9.7 metres to the southern boundary fronting Williams Street and 10 metres to the western boundary. Any further setback reduction will require separate development approval.*
- 2. Approval is granted for the outbuilding with a floor area of 126.72m², wall height of 3.985 metres and ridge height of 5.3 metres. Any increase in the floor area, wall or ridge heights of the outbuilding will require separate approval.*
- 3. The proposed outbuilding is to be used for domestic storage purposes only.*

Summary/Purpose

To consider a development application for a proposed outbuilding on Lot 752 (RSN 24150) South Western Highway, Bridgetown, with reduced setbacks to the southern road and rear boundaries.

Noting written support from Main Roads Western Australia, and no objections from other nearby landowners, the reduced setbacks will have minimal impact upon surrounding properties. It is therefore recommended that the setback variations be supported and approval granted subject to conditions.

Background

A development application has been received seeking approval to erect an additional outbuilding on Lot 752 (RSN 24150) South Western Highway, Bridgetown, with the outbuilding fronting and accessed via Williams Street. The lot is zoned 'Special Rural SR10' under Town Planning Scheme No. 4 (TPS4) and has an area of 2.5168 hectares.

The proposed outbuilding will have a floor area of 126.72m², with respective wall and ridge heights of 3.985 metres and 5.3 metres. The outbuilding is to be constructed using cement rendered brick walls and low pitched Colorbond roof. The outbuilding is to be used in conjunction with the private dwelling, used to garage two vehicles

and a caravan, and not in conjunction with the concrete batching plant business undertaken on the majority of the property.

A building envelope has not been set for this property so setbacks of 50 metres to the South Western Highway, 25 metres to Williams Street and 20 metres to the closest western rear boundary are applicable.

The proposed outbuilding is to be located in the south-western rear corner of the lot and setback 9.7 metres from the southern boundary (in lieu of the 25 metre setback) and 10 metres from the rear boundary (in lieu of the required 20 metre setback). The applicant has confirmed the outbuilding will be setback further from the Williams Street boundary than the existing home.

The proposal was referred for comment to surrounding landowners plus Main Roads Western Australia, with the submission period ending on 26 April 2017. Only one submission was received from Main Roads WA, indicating no objection to the proposed outbuilding.

Notwithstanding the required 25 metre setback to Williams Street, and the required 20 metre setback to the western rear boundary, the outbuilding is to be set back further than the existing dwelling; Williams Street is an unsealed secondary access to the property, rarely used to access the Agricultural Showgrounds located to the west. The land directly opposite is essentially an unused portion of the Bridgetown Hospital grounds.

Noting the above, the building has been designed and located appropriately and is not considered to have a detrimental impact upon the amenity of the street nor the locality in which it is located. It is therefore recommended that approval be granted for the outbuilding including setback variations subject to standard conditions.

Statutory Environment

- Shire of Bridgetown-Greenbushes Town Planning Scheme No. 4

Clause 3.4.4 of TPS4 provides Council with the power to waive or modify a scheme development requirement (except for development in respect of the Residential Design Codes). *“The power conferred by this clause may only be exercised if the Council is satisfied that:*

- approval of the proposed development would be consistent with the orderly and proper planning of the locality and the preservation of the amenities of the locality;*
- the non-compliance will not have any adverse effect upon the occupiers or users of the development of the locality or the inhabitants of the locality or upon the likely future development of the locality.”*

The proposed outbuilding, although noting the reduced setbacks, is not expected to have an adverse effect upon the amenity of surrounding properties or the wider locality.

Under Clause 4.5.6 (ii) of TPS4 requires development to be contained within a defined building envelope. Council may permit construction of buildings in areas

other than the building envelope if it is satisfied that the proposed location thereof will not be detrimental to the landscape or the environment but in any case the distance from a lot boundary will not be less than 25 metres to a road frontage or 20 metres from the side or rear boundaries of a lot.

A building envelope has not been set for this property, so development control is reliant upon the required minimum setbacks. The outbuilding is to be set back 9.7 metres from the southern boundary to Williams Street and 10 metres from the western rear boundary. Given the form and limited use of Williams Street and surrounding non-residential land uses, the reduced setbacks are not expected to have an adverse impact upon the amenity of surrounding properties or the wider locality.

Policy

- State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)

Only a small south-eastern portion of the property is identified within the bushfire prone area with the outbuilding to be separated from the bushfire prone area by approximately 75 metres. Whilst State Planning Policy 3.7 is acknowledged, assessment against the Guidelines for Planning in Bushfire Prone Areas, has been waived in this case as the proposed outbuilding is deemed to pose no additional risk to the existing dwelling and other development on the site.

Strategic Plan Implications

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

Budget Implications

The required development application fee has been paid to consider the policy and setback variations.

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

The supportive comment from Main Roads WA is noted, however no submissions were received from surrounding landowners, assisting consideration of the proposal.

Delegated Authority

Nil - Officers do not have delegated authority to approve the application as it requires a significant set back variation and must therefore be determined by Council.

Voting Requirements – Simple Majority

Council Decision Moved Cr Scallan, Seconded Cr Mackman

C.04/0517 That Council, noting the submission of no objection from Main Roads Western Australia, pursuant to Clause 3.4.4 under Town Planning Scheme No. 4, varies side and rear setbacks and grants development approval for the proposed outbuilding at Lot 752 (RSN 24150) South Western Highway, Bridgetown, as per Attachment 8, subject to the following conditions:

- 1. Approval is granted for the outbuilding with reduced setbacks of 9.7 metres to the southern boundary fronting Williams Street and 10 metres to the western boundary. Any further setback reduction will require separate development approval.***
- 2. Approval is granted for the outbuilding with a floor area of 126.72m², wall height of 3.985 metres and ridge height of 5.3 metres. Any increase in the floor area, wall or ridge heights of the outbuilding will require separate approval.***
- 3. The proposed outbuilding is to be used for domestic storage purposes only.***

Carried 8/0

ITEM NO.	C.05/0517	FILE REF.	A7480
SUBJECT	Proposed Single House (Transportable Dwelling)		
PROPONENT	TR Homes on behalf of Benjamin and Jenni Oliver		
LOCATION	Lot 44 Warburtons Road, Hester Brook		
OFFICER	Manager Planning		
DATE OF REPORT	16 May 2017		

Attachment 9	Location Plan
Attachment 10	Proposed Plans
Attachment 11	Bushfire Assessment Reports

OFFICER RECOMMENDATION: That Council, noting that no submissions were received, and pursuant to Clause 3.4.4 and Clause 7.6.4 under Town Planning Scheme No. 4, waives the minimum dwelling width of the Transportable Dwellings Policy and grants development approval for the proposed single house, as per Attachments 10 and 11, subject to the following conditions:

- 1. Approval is granted for the proposed single house subject to a minimum width of 4.8 metres plus minimum 2.0 metre wide front verandah, as shown on the approved plan.*
- 2. The dwelling is to be clad in non-reflective metal sheeting with complementary verandah and roofing materials.*
- 3. Prior to occupation of the dwelling it shall be provided with a supply of potable water, to be in the form of a water tank with a minimum capacity of 92,000 litres and shall be linked to a suitable rainfall catchment with a surface of not less than 150m².*
- 4. The development is to be constructed in accordance with BAL-12.5 standards pursuant to Australian Standard AS3959 Construction of Buildings in Bush-Fire Prone Areas.*
- 5. The findings and recommendations of the Bushfire Attack Level Assessment (dated 2 March 2017) and Bushfire Management Statement (dated 27 April 2017) must be implemented to maintain the BAL-12.5 rating for the life of the dwelling, including the provision of the asset protection zone, vegetation control, vehicular access and firebreaks.*
- 6. A section 70A Notification is to be registered on the Certificate of Title, within 28 days of the date of this approval. The notification is to advise prospective purchasers of the conditions of development approval and bushfire management reports.*

Summary/Purpose

To consider a development application for an under-width transportable dwelling on Lot 44 Warburtons Road, Hester Brook. Noting no objections were raised at the time of writing this report, and no adverse impacts on local amenity are expected, it is recommended that the minimum width requirement of the Shire's Transportable Dwellings Policy be waived with approval granted subject to conditions.

Background

A development application has been received for a transportable dwelling to be constructed on Lot 44 Warburtons Road, Hester Brook. The property is zoned 'Special Rural SR19' under Town Planning Scheme No. 4 and has an approximate land area of 2.0211 hectares.

The proposed dwelling is to be erected within the approved building envelope, separated from the front boundary by approximately 85 metres, and approximately 30.5 metres from the closest adjoining property to the south-west.

The proposed dwelling will have a total floor area of 61.23m² and width of 4.2 metres (excluding verandahs), with a small projection of the bathroom being 4.55 metres wide. The dwelling is to rest on raised footings, giving an overall wall height of 2.425 metres above the finished ground level, with a low 9° pitched skillion roof. Eaves are proposed on three sides plus a 2.0 metre wide verandah on the western front side, to be added by the landowners. The dwelling will be located on existing levelled ground adjacent to the existing water tank, so no additional earthworks are proposed.

The application was referred to landowners of four surrounding properties with the submission period closing 18 May 2017. No submissions were received at the time of writing the report. Should an objection be subsequently received further advice can be provided to Council if necessary. The report has been prepared to provide a timely decision and avoid a further five week delay for a decision.

Noting the above, the only element of the proposed dwelling that does not comply with the Transportable Dwellings Policy is the proposed 4.2 metre width, in lieu of the required 6.0 metre width. Overall the dwelling has a width of 6.4 metres including the verandah (excluding the 0.35m projection of the bathroom) and is expected to sit well within the landscape.

As reported to Council March 2017 for a similar proposal, Shire staff understand that a 6.0 metre wide dwelling would require the transportation of two separate 3.0 metre wide modules, to then be joined onsite. The maximum width permitted to be transported for a single module is 4.8 metres. The proposed dwelling will have width of 4.2 metres (excluding the bathroom protrusion) plus the additional 2.0 metre front verandah, bringing the total width to 6.2 metres, plus 0.6 metre eave on the western side.

Noting the reduced width of the transportable dwelling at 4.2 metres in lieu of 6.0 metres, and noting no objections from surrounding landowners, the proposed transportable dwelling is not expected to have a detrimental impact upon the local amenity. It is therefore recommended that one element of the Transportable Dwellings Policy be waived and that approval be granted subject to conditions.

Statutory Environment

- Town Planning Scheme No. 4

Clause 3.4.4 of TPS4 provides Council with the power to waive or modify a development requirement. *"The power conferred by this clause may only be exercised if the Council is satisfied that:*

- (c) *approval of the proposed development would be consistent with the orderly and proper planning of the locality and the preservation of the amenities of the locality;*
- (d) *the non-compliance will not have any adverse effect upon the occupiers or users of the development of the locality or the inhabitants of the locality or upon the likely future development of the locality.”*

Clause 4.5.6 (ii) of TPS4 requires development to be contained within a defined building envelope. Council may permit construction of buildings in areas other than the building envelope if it is satisfied that the proposed location thereof will not be detrimental to the landscape or the environment but in any case the distance from a lot boundary will not be less than 25 metres to a road frontage or 20 metres from the other boundaries of a lot.

The proposed transportable dwelling is to be erected within the approved building envelope.

Clause 7.6.4 of TPS4 states *“A Town Planning Scheme Policy shall not bind the Council in respect of any application for Planning Approval but the Council shall take into account the provisions of the policy and objectives which the policy was designed to achieve before making its decision.”*

Council has discretion to waive any policy requirements where Council is satisfied that the provisions and objectives of the policy have been considered. Waiving of the minimum dwelling width requirement of the Transportable Dwellings Policy is considered reasonable given no detrimental impact upon rural amenity is expected in this case.

Under Schedule 3 applicable to the SR19 zone, Condition 11 (b) states:

“Council may require as a condition of building approval, the planting and maintenance of 30 native trees and shrubs capable of growing to no less than three metres in height and located so as to screen the proposed development from the surrounding properties and road. The planting and maintenance is to be to the specification and satisfaction of Council.”

The lot already has a substantial band of revegetation in proximity to the southern side boundary. Additional planting in proximity to the dwelling is not considered necessary to screen the development, given the separation from the road and other properties.

Policy Implications

- Transportable Dwellings Policy

Under the Shire’s ‘TP.11 Transportable Dwellings Policy’ the aim is *“To allow for the development of Transportable Dwellings whilst allowing for a standard of development to be required to preserve the visual amenity of a location.”*

The specific policy requirements under the Policy include:

- a. *The minimum internal floor area is not be less than fifty five (55) square metres.*
- b. *The dwelling is to have a minimum width of (6) metres.*
- c. *An eaves overhang of 600mm minimum be provided for 75% of the perimeter of the dwelling (the perimeter of the dwelling is taken to mean the perimeter area not attached to a veranda).*
- d. *All transportable dwellings must have a veranda of minimum width one point eight (1.8) metres.*
- e. *The veranda elevation which is also to consist of a door and another major opening as defined by the R-Codes is to face the road frontage (including secondary road), unless otherwise approved by the Shire.*
- f. *The building is to be clad in either fibrous cement product, aluminium cladding, timber cladding, corrugated iron or similar acceptable to the Shire.*
- g. *The dwelling is to meet all relevant standards for dwelling[s] as outlined in the Building Code of Australia.”*

The proposed dwelling has a floor area of 61.23m², 1.8 metre wide verandah on the eastern side, and 600 mm wide eaves on the three other sides (except over the small bathroom protrusion), and is to be clad in ‘Corodeck’ metal cladding. The proposed dwelling however has a width of only 4.2 metres (or 4.55 metres including bathroom protrusion) representing a variation to the required 6.0 metre minimum width.

A compliant transportable dwelling with a 6.0 metre width and 0.6 metre eaves on two sides would be 7.2 metres wide only. The proposed dwelling including verandah and eave will be 6.8 metres wide overall, only 0.4 metres narrower than ordinarily required under the Policy.

Given the separation to the road and surrounding properties, the appearance of the proposed under width transportable dwelling is not expected to have an adverse impact upon the rural amenity of surrounding properties, and waiving of the Transportable Dwellings Policy and approval is recommended in this case.

- State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)

The whole property has been identified within the bushfire prone area and as such a Bushfire Attack Level (BAL) Assessment Report has been prepared by Bushfire Solutions South West, declaring a moderate rating of BAL-12.5. A separate Bushfire Management Statement prepared by Ecosystem Solutions demonstrates compliance with the Guidelines for Planning in Bushfire Prone Areas, as required under (SPP 3.7). Ongoing management is required to maintain the BAL-12.5 rating for the life of the dwelling.

Strategic Plan Implications

- Strategic Community Plan - Nil
- Corporate Business Plan - Nil

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

Budget Implications

The applicable development application fee has been paid.

Fiscal Equity – Not applicable

Whole of Life Accounting – Not applicable

Social Equity

The proposed transportable dwelling, noting the reduced width of 4.2 metres, is not anticipated to have any adverse impacts on the amenity of the local area.

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management – Not applicable

Continuous Improvement

Noting that no comments were received from surrounding landowners has assisted consideration of the proposal.

Delegated Authority

Shire staff do not have delegated authority to approve the proposed transportable dwelling as the proposal requires variation of the Transportable Dwellings Policy. Council approval is therefore required.

Voting Requirements – Simple Majority

Council Decision Moved Cr Mackman, Seconded Cr Pratico

C.05/0517 That Council, noting that no submissions were received, and pursuant to Clause 3.4.4 and Clause 7.6.4 under Town Planning Scheme No. 4, waives the minimum dwelling width of the Transportable Dwellings Policy and grants development approval for the proposed single house, as per Attachments 10 and 11, subject to the following conditions:

- 1. Approval is granted for the proposed single house subject to a minimum width of 4.8 metres plus minimum 2.0 metre wide front verandah, as shown on the approved plan.***
- 2. The dwelling is to be clad in non-reflective metal sheeting with complementary verandah and roofing materials.***

3. **Prior to occupation of the dwelling it shall be provided with a supply of potable water, to be in the form of a water tank with a minimum capacity of 92,000 litres and shall be linked to a suitable rainfall catchment with a surface of not less than 150m².**
4. **The development is to be constructed in accordance with BAL-12.5 standards pursuant to Australian Standard AS3959 Construction of Buildings in Bush-Fire Prone Areas.**
5. **The findings and recommendations of the Bushfire Attack Level Assessment (dated 2 March 2017) and Bushfire Management Statement (dated 27 April 2017) must be implemented to maintain the BAL-12.5 rating for the life of the dwelling, including the provision of the asset protection zone, vegetation control, vehicular access and firebreaks.**
6. **A section 70A Notification is to be registered on the Certificate of Title, within 28 days of the date of this approval. The notification is to advise prospective purchasers of the conditions of development approval and bushfire management reports.**

Carried 8/0

Works & Services - Nil

Community Services

ITEM NO.	C.06/0517	FILE REF.	281
SUBJECT	Community Grants and Service Agreements		
PROPONENT	Council		
OFFICER	Executive Manager Community Services		
DATE OF REPORT	16 May 2016		

Attachment 12 Community Group Grants, Service Agreements, CEO and other Donations Spreadsheet

OFFICER RECOMMENDATION - that Council determines to allocate \$160,000 in the 2017-2018 budget for community donations as follows:

- \$33,165 New service agreements
- \$61,906 Existing service agreements to be carried forward
- \$12,977 New community group grants
- \$2,500 Chief Executive Officer donations
- \$4,000 Chief Executive Officer hall hire donations
- \$850 Rubbish and recycling collection for community events
- \$350 Rubbish and recycling collection for Shire leased facilities
- \$41,822 Landcare Officer (12 months only)
- \$500 South West Academy of Sport Sponsorship
- \$250 Agricultural Society School Art Prize Sponsorship
- \$1,000 Manjimup Airfield Contribution
- \$680 Greenbushes' Australia Day Breakfast Event

OFFICER RECOMMENDATION – that Council determine to advise the Bridgetown Family and Community Centre that on completion of existing service agreements for user groups within the Centre, all future service agreement applications will be required to be consolidated into one application for the services that operate from it.

OFFICER RECOMMENDATION – that Council determine to advise Geegeelup Village Incorporated that in awarding a service agreement for assistance with rates, a percentage value will no longer be applied, instead a flat rate dollar value contribution will be applied.

OFFICER RECOMMENDATION – that Council determine to advise the Greenbushes' Aged Care Community Incorporated that the Greenbushes' Community Resource Centre already receives funding via a service agreement to provide assistance with community bus hire for seniors in the Greenbushes' community.

OFFICER RECOMMENDATION – that Council determine to advise Blackwood Youth Action Incorporated that their \$4,000 community grant is conditional upon confirmation of successful grant funding from the Department for Communities.

OFFICER RECOMMENDATION – that Council determine to invite the Greenbushes' Eco Cultural Discovery Centre to approach Council for financial assistance once the outcome of the state and federal funding applications for the Greenbushes' Railway Station project is determined.

Summary/Purpose

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

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

Background

The members of the Community Grants and Service Agreements Working Party were Crs Wilson, Boyle, Nicholas and Pratico. The meeting was held on 4 May 2016. Cr Pratico was unable to attend the meeting. The Chief Executive Officer and Executive Manager Community Services and also attended the meeting.

At the commencement of the meeting participating councillors and staff were asked to declare any potential impartiality interests. Accordingly Cr Boyle advised she was a member of the Biosecurity Group, Cr Nicholas advised that he was a member of Probus and Cr Wilson advised he was a member of the Bridgetown Golf Club. All Councillors determined to assess the individual applications on their merits.

Officer Comment

Recommendation 1

The community grant and service agreement application process for 2017-2018 was highly competitive with \$46,975 in new community group grant applications and \$43,998 in new service agreements being received.

In addition, there is a total of \$61,906 in existing (to be carried forward) service agreements. When combined with the \$7,700 allocation for the Chief Executive Officer (CEO) donations and other financial support provided by Council (\$43,571 and detailed below) the total funding requested was \$204,150.

The existing service agreements are funding arrangements of a predetermined, annual figure, over a 3 year period. Therefore the existing service agreements totalling \$61,906 are already fixed and subsequently cannot be altered.

Council's Australia Day Events Policy (PolicO.14) states that the amount of financial support provided by Council to the Greenbushes Ratepayers & Residents Association (now known as Grow Greenbushes) will be determined at such time as Council considers its annual community grants/service agreements/other community donations and allocations. A sum of \$680 is recommended as the sum to assist this event.

The Working Group endorsed recommendation to Council of:

COMMUNITY GRANTS:

Blackwood Youth Action Inc.	\$4,000	Youth programs
Bridgetown Golf Club	\$2,357	Irrigation system
Bridgetown & Manjimup Stamp & Coin Club	\$500	Purchase of materials
CWA Bridgetown	\$2,500	Ex building painting
Probus Club of Bridgetown-Blackwood Valley	\$1,000	Conference hosting
Volunteer Bush Fire Brigade Historical Group	\$1,000	Equipment and tools
Yornup Hall Committee	\$1,620	Gravel and equip hire
Sub Total	\$12,977	

SERVICE AGREEMENTS:

Bridgetown Equine Inc.	\$3,850	Traffic Management Plan
Bridgetown Historical Society	\$2,735	Administration Costs
Bridgetown Scouts Group	\$1,580	Building Operations
Geegeelup Village Inc.	\$25,000	Contribution – Rates
Sub Total	\$33,165	

OTHER CONTRIBUTIONS & ALLOCATIONS

CEO Donations	\$7,700
Landcare Officer	\$41,822
South West Academy of Sport	\$500
Agricultural Society School Art Prizes	\$250
Shire of Manjimup Airfield Contribution	\$1,000
Greenbushes' Australia Day Breakfast Event	\$680
Sub Total	\$51,952

Total **\$98,094**

Council has already endorsed (in previous years) the existing service agreements totalling \$61,906 which when added to the total of \$98,094 reflects a financial commitment of \$160,000 for 2017/18.

Recommendation 2

In assessing the applications, the Working Group noted that there are currently 2 service agreements for service providers operating out of the Bridgetown Family & Community Centre (BFCC) totalling \$14,000. This year there was a third application for a service agreement which was not supported, from the Bridgetown Family Playgroup, which also operates from the BFCC. The working group was of the view that in future funding rounds, one joint application from all service providers operating from the BFCC would provide improve transparency and collaboration. Therefore the working group recommended that the BFCC be advised now, that at the conclusion of existing service agreements (at the end of the 18/19 financial year) Council will request and assess only one application for service provision from user groups within the BFCC.

Recommendation 3

The working group supported the ongoing provision of funding to assist Geegeelup Village Inc. with rates, however the historic procedure of a 50% rate contribution was not considered the best option and therefore a set value contribution of \$25,000 per annum for the 3 years of this service agreement is recommended.

Recommendation 4

The working group supported the provision of funding for bus hire for senior's activities in Greenbushes, however it was noted that the Greenbushes Community Resource Centre (CRC) already has a service agreement in place for this purpose. The working group recommended that Greenbushes' Aged Care Community Incorporated be advised of this existing service and encouraged to work collaboratively with the CRC to maximise funding provisions and application opportunities.

Recommendation 5

In assessing the application from Blackwood Youth Action Inc. the working group were supportive of supporting program (service) delivery. It was therefore determined that a sum of \$4,000 be offered to this group, on the condition that they can evidence the securement of \$4,000 state government funding as stated in their grant application to the Shire. The sum of \$4,000 was identified as an equitable contribution to match the state government funding.

Recommendation 6

The working group supported the Greenbushes Railway Station restoration and new usage project as presented by the Eco-Cultural Discovery Centre, however expressed concern with regard the size of the requested grant (\$8,000) being allocated within the budget, with its use being dependent on the outcome of state and federal grant applications. Therefore the working group recommended that the Eco-Cultural Discovery Centre be advised that should the state and federal grant funding be secured, the Centre could approach Council with a request for funding, potentially from the Matched Grants Reserve.

Statutory Environment

Whilst determining the value of community grants, service agreements and donations could be seen to be committing Council to funding these amounts in the 2017/18 budget it is important to note that the final commitment comes when Council adopts its annual budget. Hence there are no statutory implications in determining this recommendation.

Integrated Planning

➤ Strategic Community Plan 2016

Objective 3 Our community enjoys a high quality of life

Outcome 3.5 Maintain and enhance community services including health, education and housing

Strategy 3.5.7 Continue to provide Community Grants and Service Agreements up to a prescribed limit set by Council.

➤ Corporate Business Plan 2015

Action 3.5.7.1 Provide annual resources for Community Grants and Service Agreements up to \$ 160,000.

➤ Long Term Financial Plan - Nil

➤ Asset Management Plans – Nil

➤ Workforce Plan - Nil

➤ Other Integrated Planning – Nil

Policy/Strategic Implications

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

Budget Implications

The decision of Council regarding the allocation of funding to specific applicants and projects will be included in the annual budget for the 2017/18 financial year.

Fiscal Equity

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

Whole of Life Accounting

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

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

Social Equity

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

Ecological Equity

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

Cultural Equity

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

Risk Management

The recommendations seek to achieve risk management by early identification and approval of community groups to be supported financially by Council during the 2017/18 year.

Continuous Improvement

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

Voting Requirements - Simple Majority

Council Decision Moved Cr Scallan, Seconded Cr Hodson

C.06/0517 That Council determines to allocate \$160,000 in the 2017-2018 budget for community donations as follows:

- ***\$33,165 New service agreements***
- ***\$61,906 Existing service agreements to be carried forward***
- ***\$12,977 New community group grants***
- ***\$2,500 Chief Executive Officer donations***
- ***\$4,000 Chief Executive Officer hall hire donations***
- ***\$680 Rubbish and recycling collection for community events***
- ***\$200 Rubbish and recycling collection for Shire leased facilities***
- ***\$41,822 Landcare Officer (12 months only)***
- ***\$500 South West Academy of Sport Sponsorship***
- ***\$250 Agricultural Society School Art Prize Sponsorship***
- ***\$1,000 Manjimup Airfield Contribution***
- ***\$1,000 Greenbushes Australia Day Breakfast Event***

Carried 8/0

Reason for amending the officer recommendation

Actual costs for 2017 was about \$680 which includes \$577 for direct costs and \$130 expensed by the Shire for plates and cups and cutlery. However \$120 was donated from the band. Assuming we use the same band again the costs would more likely be closer to \$1,000. This costs excludes hall hire as this is assumed to be a Shire event even though managed by the Grow Greenbushes Association.

Council Decision *Moved Cr Mackman, Seconded Cr Pratico*

C.06/0517a *That Council:*

- 1. Determine to advise the Bridgetown Family and Community Centre that on completion of existing service agreements for user groups within the Centre, all future service agreement applications will be required to be consolidated into one application for the services that operate from it.**
- 2. Determine to advise Geegeelup Village Incorporated that in awarding a service agreement for assistance with rates, a percentage value will no longer be applied, instead a flat rate dollar value contribution will be applied.**
- 3. Determine to advise the Greenbushes' Aged Care Community Incorporated that the Greenbushes' Community Resource Centre already receives funding via a service agreement to provide assistance with community bus hire for seniors in the Greenbushes' community.**
- 4. Determine to advise Blackwood Youth Action Incorporated that their \$4,000 community grant is conditional upon confirmation of successful grant funding from the Department for Communities.**
- 5. Determine to invite the Greenbushes' Eco Cultural Discovery Centre to approach Council for financial assistance once the outcome of the state and federal funding applications for the Greenbushes' Railway Station project is determined.**

Carried 8/0

ITEM NO.	C.07/0517	FILE REF.	228
SUBJECT	Universal gym equipment purchase		
PROPONENT	Council		
OFFICER	Grants and Services Manager		
DATE OF REPORT	October 2015		

- Attachment 13 Me2! Stakeholder Meeting Notes – March 17
Attachment 14 Participate Mate (ME2!) Program Budget
Attachment 15 Equipment Specifications
Attachment 16 Equipment Quote

OFFICER RECOMMENDATION *that Council:*

- 1. Approve unbudgeted expenditure of \$8,990 for the purchase of universal/wheel chair friendly gym equipment noting that \$5,690 of this expenditure is via an approved grant variation from the Disability Services Commission with the balance of \$3,330 to be funded by Council.**
- 2. Approve a transfer of \$3,300 from the Equipment Reserve as its contribution towards the purchase of universal/wheel chair friendly gym equipment.**
- 3. Amend the 2016/17 budget to increase expenditure of Account 1190420 Disability Access Inclusion by \$3,300.**

Summary/Purpose

This recommendation seeks purchase one piece of cardio based universal/wheel chair friendly gym equipment. This purchase is proposed to be funded by a \$3,300 (+GST) Council contribution and a Disability Services Commission (DSC) approved grant variation allowing for the redirection of \$4,881.

Background

In April 2015 Council adopted *the Community Services Strategy (C.11/0415)* as a component of the Shire of Bridgetown-Greenbushes Integrated Planning Framework.

The Community Services Strategy was the result of a Community Services Department service review wherein Council assessed service levels and aligned all relevant informing documents within the Integrated Planning Framework.

The Community Services Strategy highlights the need for relevant service delivery to be delivered within existing infrastructure including the library, the swimming pool, the leisure centre, the Somme Creek Recreational Precinct (fitness trail, recreation areas, Skate Park) and other facilities of Council. This aims to increase the return on the capital investment in those facilities and allows for long term sustainability by realistically assessing Council's capacity to deliver services and achieve identified objectives relevant to various community sectors.

In October 2015 (C.12/1015) Council accepted \$45,165 (ex GST) unbudgeted income from the Disability Services Commission "Participation" Grant and associated expenditure for the implementation of an 18 month organisation and community wide inclusion program for people with disability entitled "Participate Mate". The program name was subsequently changed to Me2! based on feedback from the program's working group which sits within the Access and Inclusion Committee.

The Me2! Program is based on piloting a number of inclusive programs within Shire facilities to encourage ownership and participation of people with disability in the community with appropriately qualified staff. Planning for Me2! began in November 2015 with the formation of the working group which included community members, service providers, community groups directly involved in supporting people with disability and Shire facility staff. This planning revolved around preparing an 18 month program and focused on branding, activities, budget and community feedback. The working group continues to evaluate and shape each step of the program. Me2! activities commenced in, 2016 and has offered a comprehensive schedule opportunities aimed at increasing the inclusion of people with disability within Shire facilities and activities. To support the facilitation of the Me2! Program, disability awareness training has been offered to all relevant Shire staff and facility specific disability training continues to be undertaken with program facilitators.

A component of the funding requirements was to have an adaptable program wherein changes could be made to suit the needs of people with disability based on feedback of participants, assessing activities where participation numbers were low and in line with service delivery instructor availability.

Therefore, the program was revised at its half way point to ensure it remains vibrant in line with participant needs. The revised program has been formulated in consultation with facility management and the working group which fulfils the requirements of the original funding agreement and ensures programs being

delivered can be offered during and after the funding period with the expectation of becoming user-pay programs post the funding period.

The program review included the following variations:

- Extending the program to conclude towards the end of 2017
- Changes to the term programs – these term program changes are based on consultation with people with disability and their family/carers/service agencies and facility management (and are discussed later in this report).
- Changes to equipment purchases - instead of purchasing 3 tricycles and facilitating a tricycle riding program a piece of universal gym equipment - upper body cardio be purchased.

Officer Comment

Over the past 6 years Council has invested more than \$8 million in community based infrastructure including the development of a state of the art library, new Aquatic Centre, upgrade of a fitness trail and multi-purpose use trails. The proposed revised Me2! Program, is aimed at maximizing community use of these facilities. The revised program is designed to foster a sense of ownership and inclusion for people with disability. This will be achieved by expanding service delivery to offer new activities as term programs. Participation in the term programs will be open to all members of the community and will be facilitated by staff (trained as part of this program), to support the learning, participation and inclusion of people with disability.

Council's Disability Access and Inclusion Plan and Age Friendly Community Plan both identify the need to ensure that activities and events facilitated by the Shire are inclusive. Council's Youth Plan identifies the need to ensure a wide variety of recreational and social activities are available and accessible for all young people in the community and identifies the need to increase the awareness and acceptance of diversity in our young people.

The aim of Me2! has not been to explore ways to provide activities for individuals with disability, but to find ways to include individuals with disability in the educational and recreational spheres of civic life within the framework of the Community Services Plan which highlights the need to focus programs through Shire facilities and infrastructure.

Elements of Me2! Program completed:

- (i) *Staff Training Overview*
 - General (all customer service staff invited)
 - Specific training
 - Fitness Instructors
 - Swimming Instructors
 - Library staff – workshops
- (i) *Facility Term Programs*

Recreation Centre

- Indoor soccer with a fit-ball
- Indoor basketball (adapted)

Aquatic Centre

- Swimming lessons for people with disability (for children during Vac Care swimming lessons and/or open lessons/coaching)
- Open lessons/coaching for adults

Library

- Find it @ the Library

Elements of Me2! Program that are ongoing:

(i) Gym Programs

- 1/2 Gym membership for people with disability
- Personal Training (10 classes free to people with disability)

(ii) Promotional Campaign

Me2! has been advertised and promoted to whole of community and accessible to anyone who would like to attend so that social interaction and inclusion will be achieved, benefiting participants, venues and the community. Popular term programs will be offered beyond the funding period.

(iii) Documentary

The now completed Equine Facilitated Learning program, also sponsored by DSC, included the purchase of film making equipment so a crew of amateur film makers (people with disability) could record footage of that program. Filming of Me2! will form an additional facet of the program. Footage is being taken during the program including narratives from participants, as a visual diary. Funding will be utilized to edit and produce a documentary of the stories from both funded programs. The resulting films will be screened as a community event on the opening night of the annual Bridgetown Summer Film Festival.

The proposed documentary will act as a culmination or finale of the project and will also be a primary mechanism to increase awareness by the community of the challenges facing people with disability.

Me2! Program changes

(i) BLC Programs

- Kid Fit
- Teen Fit Gym
- Teen Fit Circuit
- Swimming Lessons

(ii) Library Programs

- Tell My Story
- Coding

(iii) *Equipment*

- Universal gym equipment - cardio/upper body

Statutory Environment -

- Equal Opportunity Act (1984) WA
- Disability Discrimination Act (1992) WA

Integrated Planning

➤ Strategic Community Plan

Outcome 3.1 Maintain a high standard of lifestyle, recreational and cultural facilities.

Strategy 3.1.1 – ensure the Bridgetown-Greenbushes Recreation Centre provides a wide range of activities and services, at an appropriate cost.

Strategy 3.1.6 – Continue to support Arts Culture and Recreation.

Outcome 3.2 Bridgetown-Greenbushes is an aged friendly community

Strategy 3.2.1 – Consolidate and implement the Disability Access and Inclusion Plan and the Age Friendly Communities Plan.

Outcome 3.3 A diverse population

Strategy 3.3.1 – Implement the Youth Policy and Strategy

Outcome 3.5 Maintain and enhance community services including health, education and housing.

Strategy 3.5.4 – Implement the Youth Strategy and Policy

Outcome 3.10 An inclusive and accessible community.

Strategy 3.10.1 – Update and implement the Disability Access and Inclusion Plan and include audit findings.

➤ Corporate Business Plan

Outcome 3.1 Maintain a high standard of lifestyle, recreational and cultural facilities.

Outcome 3.2 Bridgetown-Greenbushes is an aged friendly community

Outcome 3.3 A diverse population

Outcome 3.5 Maintain and enhance community services including health, education and housing.

Outcome 3.10 An inclusive and accessible community.

➤ Long Term Financial Plan

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

➤ Asset Management Plans

The principles of asset management would need to be addressed in the purchase and ongoing maintenance of this piece of gym equipment.

➤ Workforce Plan – Not Applicable

➤ Other Integrated Planning

Community Services Strategy - Item 4 Strategic Direction – Youth, Seniors and People with a Disability

Provision of services to promote an inclusive approach to life in the community is the underlying premise of the strategic plans for these key service delivery areas.

- There are 40 action items in the existing Youth Plan (4 key outcome areas)
- There are 66 action items in the existing Disability Access and Inclusion Strategy (8 key outcome areas determined by Disability Services Commission)
- There are 56 action items in the existing Active Aging Strategy (9 key outcome areas)

The existing plans are already endorsed by Council and feed into the Community Strategic Plan. It is proposed that service delivery in relation to youth, seniors and people with disability be progressively will be reviewed and refined via the reassessment of the relevant strategy document. It is further proposed that these reviews, and subsequent service delivery be focused through the existing infrastructure including the library, the swimming pool, the recreation centre, the Somme Creek Recreational Precinct (fitness trail, recreation areas, skate park) and other existing resources of Council.

This will allow for long term sustainability by realistically assessing Council's capacity to deliver services, add value to the infrastructure investments and achieve identified objectives relevant to various community sectors.

Budget Implications

Should Council endorse the officer recommendations it is proposed that expenditure will increase in the Disability Access Inclusion Account GL 1190420 by \$8,990 (+GST) for the purchase of universal/wheel chair friendly gym equipment and that Council endorse a contribution of \$3,300 (+GST) to be funded via a transfer from the Equipment Reserve (129) to be expended with \$4 881 of DSC funding toward the purchase of the universal gym equipment. The current budgeted balance of the Equipment Reserve is \$3,976.

Fiscal Equity

The recommendation will achieve fiscal equity by ensuring Council supporting the provision of accessible equipment, available to whole of community in the BLC gymnasium.

Whole of Life Accounting

The provision of inclusive facility equipment and programs is integral to ensuring the best possible outcomes for whole of community and the long term sustainability of inclusive service delivery.

Social Equity

The recommendation will achieve social equity by adhering to inclusive principles. The aim of the proposed program changes and purchase of universal gym equipment is to extend facility inclusion and increase opportunities of inclusive program delivery.

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

Me 2! has a number of risk mitigating strategies incorporated into the project plan including ongoing review and evaluation of the term programs via the steering group, consideration of ongoing program success through participation rates, establishing a clear and ongoing project plan, the involvement of facility co-ordinators throughout the implementation process and the appropriate training of staff members facilitating the programs and use of equipment.

These risk mitigating strategies will ensure Councils ongoing service delivery is reflective of community need and sustainable by ensuring that programs offered on an ongoing basis have been through a comprehensive evaluation process and the facilities have the equipment to offer inclusive programs for whole of community.

Continuous Improvement

The recommendation seeks to achieve continuous improvement by implementing an inclusive project that delivers benefits across multiple objective areas identified within Council's Strategic Plan, and other sub strategies, thereby ensuring efficiency in service delivery.

Continuous improvement principles are also achieved by the implementation of the Community Services Strategy, adding value to Council's significant investment infrastructure with a view to improving patronage and thereby income streams within Council owned facilities.

Voting Requirements – Absolute Majority is required for unbudgeted expenditure

Council Decision Moved Cr Pratico, Seconded Cr Boyle

C.07/0517 That Council:

- 1. Approve unbudgeted expenditure of \$8,990 for the purchase of universal/wheel chair friendly gym equipment noting that \$5,690 of this expenditure is via an approved grant variation from the Disability Services Commission with the balance of \$3,330 to be funded by Council.**
- 2. Approve a transfer of \$3,300 from the Equipment Reserve as its contribution towards the purchase of universal/wheel chair friendly gym equipment.**
- 3. Amend the 2016/17 budget to increase expenditure of Account 1190420 Disability Access Inclusion by \$3,300.**

Absolute Majority 8/0

Consideration of Standing Committee Recommendations

Items adopted by Council using the en bloc system were:

- C.10/0517 2017 Local Government Convention & WALGA Annual General Meeting
- C.11/0517 Draft Warren Blackwood Stock Route Memorandum of Understanding
- C.13/0517 Rolling Action Sheet

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

C.08/0517	Standing Committee Minutes – 11 May 2017 – Attachment 17
-----------	--

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

Mr Clynych declared a Financial Interest in Item SC.02/0517 as a shire owned vehicle is provided as part of his contract of employment and remuneration package

Mrs Larkworthy declared a Financial Interest in Item SC.02/0517 as a shire owned vehicle is provided as part of her contract of employment and remuneration package

Ms Denniss declared a Financial Interest in Item SC.02/0517 as a vehicle is provided within her contract of employment with the Shire of Bridgetown-Greenbushes.

C.09/0517	Review of Vehicle Acquisition and Use Policies
-----------	--

Committee Recommendation Moved Cr Pratico, Seconded Cr Moore

SC.02/0517 That Council:

1. Revoke existing Policies A.14 (Motor Vehicles Provided as Part of Salary Package) and M.23 (Passenger Vehicle Use & Acquisition).
2. Adopt a new Policy A.14 Light Fleet Vehicle Purchasing as presented in Attachment 3 subject to the following modifications:
 - a) Under Vehicle Selection - Part 4 – Environment in the table shown on Page 1 of the policy delete the existing wording and replaced with:

In Australia all new vehicles are required to comply with ADR 79/04 - Emission Control for Light Vehicles, which adopts the full requirements of the international standard developed through the United Nations World Forum for the Harmonisation of Vehicle Regulations (UN Regulation 83/06), commonly known as Euro 5. Diesel vehicles are required to meet a particle number limit to comply with this standard.

Under this Council Policy light fleet vehicles are also required to meet a specified emission target as recommended by the Western Australian Government's Motor Vehicles Buyers Guide. The emissions target is

expressed in grams of CO₂ per kilometre (g/km) and is based on the fuel consumption ratings that manufacturers are required to provide for their vehicles.

The g/km measure is used because the g/km figure is applicable regardless of fuel type. The calculation takes account of the different emission characteristics of petrol, LPG and diesel.

The National Greenhouse and Energy Reporting System's measurement technique of CO₂ emissions from the Australian Greenhouse Office is used to calculate the g/km emissions. Vehicles beyond the specified targets may only be selected where there is a clear operational requirement.

The CO₂ threshold is 185g/km for passenger vehicles and 195g/km for SUV's.

The CO₂ measurements of each vehicle being considered for purchase are to be assessed as part of the weighted assessment process outlined elsewhere in this Policy.

Light Commercial vehicles have no specific benchmark cap due to the many different categories of vehicles. However, when purchasing such vehicles consideration is to be given to an appropriately fuel-efficient vehicle subject to Fit for Purpose, Safety and Whole-Of-Life-Cost factors.

- b) Under 'Specific Requirements for Vehicles and Maximum Capital Outlay' table where it reads 'sedan' amend to read 'sedan or SUV'.
 - c) Delete any reference to 'pool vehicle' in Policy A.14.
3. Request the CEO to revise policy M.23 'Use of Pool Vehicle' in light of changes to Policy A.14.
 4. Direct the CEO to factor in the criteria contained in new Policy A.14 Light Fleet Vehicle Purchasing into the updated 10 Year Plant and Fleet Replacement Plan to be presented to Council during the development of the Long Term Financial Plan and 2017/18 budget. Notwithstanding the adoption of the new policy Council notes there may be a need to phase in the new changeover requirements over several years, in particular the purchase of new vehicles for emergency services, parks and waste.

Moved Cr Pratico, Seconded Cr Scallan

That Council

1. Revoke existing Policies A.14 (Motor Vehicles Provided as Part of Salary Package) and M.23 (Passenger Vehicle Use & Acquisition).
2. Adopt a new Policy A.14 Light Fleet Vehicle Purchasing as presented in Attachment 3 subject to the following modifications:
 - a) Under Vehicle Selection - Part 4 – Environment in the table shown on Page 1 of the policy delete the existing wording and replaced with:

In Australia all new vehicles are required to comply with ADR 79/04 - Emission Control for Light Vehicles, which adopts the full requirements of the international standard developed through the United Nations World Forum for the Harmonisation of Vehicle Regulations (UN Regulation 83/06), commonly known as Euro 5. Diesel vehicles are required to meet a particle number limit to comply with this standard.

Under this Council Policy light fleet vehicles are also required to meet a specified emission target as recommended by the Western Australian Government's Motor Vehicles Buyers Guide. The emissions target is expressed in grams of CO₂ per kilometre (g/km) and is based on the fuel consumption ratings that manufacturers are required to provide for their vehicles.

The g/km measure is used because the g/km figure is applicable regardless of fuel type. The calculation takes account of the different emission characteristics of petrol, LPG and diesel.

The National Greenhouse and Energy Reporting System's measurement technique of CO₂ emissions from the Australian Greenhouse Office is used to calculate the g/km emissions. Vehicles beyond the specified targets may only be selected where there is a clear operational requirement.

The CO₂ threshold is 185g/km for passenger vehicles and 195g/km for SUV's.

The CO₂ measurements of each vehicle being considered for purchase are to be assessed as part of the weighted assessment process outlined elsewhere in this Policy.

Light Commercial vehicles have no specific benchmark cap due to the many different categories of vehicles. However, when purchasing such vehicles consideration is to be given to an appropriately fuel-efficient vehicle subject to Fit for Purpose, Safety and Whole-Of-Life-Cost factors.

- b) Under 'Specific Requirements for Vehicles and Maximum Capital Outlay' table where it reads 'sedan' amend to read 'sedan or SUV'.
3. Direct the CEO to factor in the criteria contained in new Policy A.14 Light Fleet Vehicle Purchasing into the updated 10 Year Plant and Fleet Replacement Plan to be presented to Council during the development of the Long Term Financial Plan and 2017/18 budget. Notwithstanding the adoption of the new policy Council notes there may be a need to phase in the new changeover requirements over several years, in particular the purchase of new vehicles for emergency services, parks and waste.

Lost 2/6

Crs Wilson, Quinby, Hodson, Moore, Mackman, and Boyle voted against the Motion

Council Decision Moved Cr Hodson, Seconded Cr Moore

C.09/0517 That Council:

- 1. Revoke existing Policies A.14 (Motor Vehicles Provided as Part of Salary Package) and M.23 (Passenger Vehicle Use & Acquisition).**
- 2. Adopt a new Policy A.14 Light Fleet Vehicle Purchasing as presented in Attachment 3 subject to the following modifications:**
 - a) Under Vehicle Selection - Part 4 – Environment in the table shown on Page 1 of the policy delete the existing wording and replaced with:**

In Australia all new vehicles are required to comply with ADR 79/04 - Emission Control for Light Vehicles, which adopts the full requirements of the international standard developed through the United Nations World Forum for the Harmonisation of Vehicle Regulations (UN Regulation 83/06), commonly known as Euro 5. Diesel vehicles are required to meet a particle number limit to comply with this standard.

Under this Council Policy light fleet vehicles are also required to meet a specified emission target as recommended by the Western Australian Government's Motor Vehicles Buyers Guide. The emissions target is expressed in grams of CO₂ per kilometre (g/km) and is based on the fuel consumption ratings that manufacturers are required to provide for their vehicles.

The g/km measure is used because the g/km figure is applicable regardless of fuel type. The calculation takes account of the different emission characteristics of petrol, LPG and diesel.

The National Greenhouse and Energy Reporting System's measurement technique of CO₂ emissions from the Australian Greenhouse Office is used to calculate the g/km emissions. Vehicles beyond the specified targets may only be selected where there is a clear operational requirement.

The CO₂ threshold is 185g/km for passenger vehicles and 195g/km for SUV's.

The CO₂ measurements of each vehicle being considered for purchase are to be assessed as part of the weighted assessment process outlined elsewhere in this Policy.

Light Commercial vehicles have no specific benchmark cap due to the many different categories of vehicles. However, when purchasing such vehicles consideration is to be given to an appropriately fuel-efficient vehicle subject to Fit for Purpose, Safety and Whole-Of-Life-Cost factors.

- b) **Under ‘Specific Requirements for Vehicles and Maximum Capital Outlay’ table where it reads ‘sedan’ amend to read ‘sedan or SUV’.**
- c) **Delete any reference to ‘pool vehicle’ in Policy A.14.**
3. **Request the CEO to revise policy M.23 ‘Use of Pool Vehicle’ in light of changes to Policy A.14.**
4. **Direct the CEO to factor in the criteria contained in new Policy A.14 Light Fleet Vehicle Purchasing into the updated 10 Year Plant and Fleet Replacement Plan to be presented to Council during the development of the Long Term Financial Plan and 2017/18 budget. Notwithstanding the adoption of the new policy Council notes there may be a need to phase in the new changeover requirements over several years, in particular the purchase of new vehicles for emergency services, parks and waste.**

Carried 8/0

C.10/0517	2017 Local Government Convention & WALGA Annual General Meeting
-----------	---

Committee Recommendation Moved Cr Mackman, Seconded Cr Pratico
SC.03/0517 That Council determined 3 elected members attend the 2017 Local Government Convention being Crs Wilson, Pratico and Hodson.

Committee Recommendation Moved Cr Nicholas, Seconded Cr Boyle
SC.03/0517a That Council appoints Crs Wilson and Pratico as its voting delegates to represent the Shire of Bridgetown-Greenbushes at the Western Australian Local Government Association Annual General Meeting.

Committee Recommendation Moved Cr Mackman, Seconded Cr Nicholas
SC.03/0517b That if Council determines to submit a Notice of Motion(s) for the Annual General Meeting, the Motion(s) are to be submitted in the format set out by WALGA.

Council Decision Moved Cr Scallan, Seconded Cr Quinby
***C.10/0517 That Council determined 3 elected members attend the 2017 Local Government Convention being Crs Wilson, Pratico and Hodson.**

Carried 8/0

Council Decision Moved Cr Scallan, Seconded Cr Quinby
***C.10/0517a That Council appoints Crs Wilson and Pratico as its voting delegates to represent the Shire of Bridgetown-Greenbushes at the Western Australian Local Government Association Annual General Meeting.**

Carried 8/0

Council Decision Moved Cr Scallan, Seconded Cr Quinby
***C.10/0517b That if Council determines to submit a Notice of Motion(s) for the Annual General Meeting, the Motion(s) are to be submitted in the format set out by WALGA.**

Carried 8/0

C.11/0517	Draft Warren Blackwood Stock Route Memorandum of Understanding
-----------	--

Committee Recommendation Moved Cr Mackman, Seconded Cr Pratico
SC.04/0517 That Council adopts the Draft Warren Blackwood Stock Route Memorandum of Understanding.

Council Decision Moved Cr Scallan, Seconded Cr Quinby
***C.11/0517 That Council adopts the Draft Warren Blackwood Stock Route Memorandum of Understanding.**

Carried 8/0

C.12/0517	Councillor Fees/Allowances
-----------	----------------------------

Committee Recommendation Moved Cr Pratico, Seconded Cr Hodson
SC.05/0517 That Council Retain the method of payment of Councillor and President meeting fees as an annual attendance fee rather than a per meeting basis.

Committee Recommendation Moved Cr Pratico, Seconded Cr Mackman
SC.05/0517a That Council determines no increase from the 2016/17 allowances will apply and sets the following Councillor Attendance Fees and Allowances for 2017/18:

- Annual Attendance Fee for Council Members - \$8,500
- Annual Attendance Fee for Shire President - \$10,200
- Annual President's Allowance - \$8,500
- Provision of an Annual Deputy President Allowance at 25% of the amount determined for the Annual President's Allowance.
- Annual Information and Communications Technology Allowance - \$2,060

Council Decision Moved Cr Mackman, Seconded Cr Moore
C.12/0517 That Council Retain the method of payment of Councillor and President meeting fees as an annual attendance fee rather than a per meeting basis.

Carried 8/0

Council Decision Moved Cr Mackman, Seconded Cr Moore
C.12/0517a That Council determines no increase from the 2016/17 allowances will apply and sets the following Councillor Attendance Fees and Allowances for 2017/18:

- **Annual Attendance Fee for Council Members - \$8,500**
- **Annual Attendance Fee for Shire President - \$10,200**
- **Annual President's Allowance - \$8,500**
- **Provision of an Annual Deputy President Allowance at 25% of the amount determined for the Annual President's Allowance.**
- **Annual Information and Communications Technology Allowance - \$2,060**

Absolute Majority 8/0

C.13/0517	Rolling Action Sheet
-----------	----------------------

Committee Recommendation Moved Cr Pratico, Seconded Cr Hodson
SC.06/0517 That the information contained in the Rolling Action Sheet be noted.

Council Decision Moved Cr Scallan, Seconded Cr Quinby
***C.13/0517 That the information contained in the Rolling Action Sheet be noted.**

Carried 8/0

C.14/0517	Adoption of En Bloc Items
-----------	---------------------------

Council Decision Moved Cr Scallan, Seconded Cr Quinby
C.14/0517 That Council adopts Items C.10/0517, C.11/0517 and C.13/0517 of the Local Laws, Strategy, Policy & Organisation Development Standing Committee and hereby resolves in the terms of each of the Committee Recommendations.

Carried 8/0

Receival of Minutes from Management Committees - Nil

Urgent Business Approved by Decision

ITEM NO.	C.15/0517	FILE REF.	160
SUBJECT	Levying Rates in 2017/18 – Setting the Rates in the Dollar and Minimum Rates		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	24 May 2017		

Reason for Urgent Business: Advertising of Council's proposed 2017/18 rates in the dollar and minimum payments is required as early as possible to ensure statutory requirements and time frames can be met ensuring timely adoption of the 2017/18 Budget.

Attachment 18 Objectives and Reasons for Proposed Differential Rates for the Year Ending 30 June 2018

OFFICER RECOMMENDATION that Item C.15/0517 be accepted as urgent business.

OFFICER RECOMMENDATIONS That Council:

- 1. After consideration of its strategic community plan and annual review of the corporate business plan fund the estimated budget deficiency of \$4.36m by applying differential rates when drafting the 2017/18 Annual Budget.*

2. In accordance with section 6.36 of the Local Government Act 1995 endorses the advertising for public submissions on the proposed differential rates as set out in the table below, and makes available to the public Attachment 18 to this report setting out the objects and reasons for the differential rates:

Category	Rate in \$	Minimum Rate
Gross Rental Value (GRV) Properties	8.7341 cents	\$867.00
Rural Unimproved Value (UV) Properties	0.6001 cents	\$1,074.00
Urban Farmland Unimproved Value (UV)	0.5101 cents	\$1,074.00
Mining Unimproved Value (UV)	8.3004 cents	\$1,074.00

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 2017/18 a differential Mining UV rate which is more than twice the lowest general differential UV rate

Summary/Purpose

In accordance with s.6.36 of the Local Government Act 1995 (the Act) Council needs to establish the differential rates it will advertise prior to final consideration and adoption of the 2017/18 budget. This matter is brought before Council to consider a proposal for the setting of differential rates for the 2017/18 Budget. The shire will continue to differentially rate property in the district as it has done since 2011/12.

Background

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

It is proposed that no change be made in the 2017/18 rating year in relation to Council's existing differential rating categories.

Officer Comment

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

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

- Reviewing all revenue sources and expenditure
- A full review of the Shire's strategic community plan
- A review of the corporate business plan taking into consideration the Shire's strategic community plan and long term financial plan
- Consideration and introduction of the following efficiency measures:
 - a full review of the light fleet purchasing policy including vehicle change over intervals and capital outlays
 - ongoing monitoring and review of the Bridgetown Leisure Centre operations and services

- development of an internal training platform to reduce reliance on external training providers
- in-house review of risk management, internal controls and legislative compliance that led to a number of operational improvements
- developed and enhanced in-house project management skills to alleviate the need in the future for external project managers
- developed and enhanced in-house skills in the area of integrated planning to reduce the reliance on external consultants
- a commitment in the corporate business plan to progressively review service levels
- commenced a review of parks and gardens service levels
- Council resolved to become a water wise council which will seek to achieve efficiencies in water consumption

Following the budget workshop held 22 May 2017 officers have determined the preliminary budget requirements for 2017/18 on the following basis:

- All corporate business plan actions for year 1 have been incorporated
- All community grant, service agreements and other donations have been incorporated in accordance with working party recommendations
- Employee costs – 2% annual increase
- Council's own source contribution to the works program has been retained at \$1million
- Estimated utilities increase of 3%
- Introduction of stamp duty payable on vehicle licensing and purchases

The estimated budget deficiency of \$4.36m will result in an increase to the total rate yield of 4.85% from the 2016/17 rate yield (adjusted for natural growth).

Council reviews its rating strategy every five years. During last year's budget process Council considered its existing differential rating categories in line with the key values contained within the Rating Policy Differential Rates (s.6.33) released by the Department of Local Government and Communities in March 2016, being:

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

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

The proposed rate in the dollar and minimum payments will maintain existing relativities (adjusted for natural growth) between all rating categories to those that applied in 2016/17. This will ensure an equitable distribution of the required rates yield from one year to the next.

The percentage split of rate revenue proposed for 2017/18 in comparison to 2016/17 is as follows:

	2016/17	2017/18
GRV	66.8%	66.8%
UV	31.5%	31.3%
Mining UV	1.7%	1.9%

A comparison of the minimum rates being proposed compared to 2016/17 is detailed below:

	2016/17	2017/18
GRV	\$827	\$867
UV	\$1,024	\$1,074
Urban Farmland	\$1,024	\$1,074
Mining UV	\$1,024	\$1,074

The recommendations relate only to undertaking the prescribed advertising for public submissions for the proposed differential rates and minimum payments, and to seeking approval from the Minister to impose in 2017/18 a differential Mining UV rate which is more than twice the lowest general differential UV rate. Adopting the recommendations does not commit the Council to the general GRV rates, the differential general UV rates, or the minimum payments proposed. Council is required to consider any public submissions received prior to making its final decision and adopting the 2017/18 rating information.

Statutory Environment

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

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

Section 6.35(4) of the Act – Minimum payment

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

Integrated Planning

- Strategic Community Plan 2013
Objective 4: A collaborative and engaged community
Outcome 4.6: Revenue needs are managed in an equitable and sustainable manner
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Policy

Policy F.10 – GRV/UV Rating Policy

Budget Implications

This item has no bearing on the rates revenue being collected in 2016/17. The levying of general GRV rates, differential general UV rates and minimum payments in 2017/18 is about deriving an equitable level of revenue from each of the categories of properties in the district.

Fiscal Equity

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

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

The advertising of Council's intention to raise differential rates is part of the statutory provisions required to ensure Council's rates are levied in accordance with legislation and are not at risk of being ruled improperly raised or imposed. There is a risk to Council not adopting its 2017/18 budget by the statutory deadline of 31 August 2017 in the event that the Minister does not approve Council's Mining UV differential rate.

Continuous Improvement – Not Applicable

Voting Requirements – Absolute Majority

**Council Decision Moved Cr Pratico, Seconded Cr Scallan
C.15/0517 That Item C.15/0517 be accepted as urgent business.**

Carried 8/0

**Council Decision Moved Cr Pratico, Seconded Cr Mackman
C.15/0517a That Council:**

- 1. After consideration of its strategic community plan and annual review of the corporate business plan fund the estimated budget deficiency of \$4.36m by applying differential rates when drafting the 2017/18 Annual Budget.**
- 2. In accordance with section 6.36 of the Local Government Act 1995 endorses the advertising for public submissions on the proposed differential rates as set out in the table below, and makes available to the public Attachment 18 to this report setting out the objects and reasons for the differential rates:**

Category	Rate in \$	Minimum Rate
Gross Rental Value (GRV) Properties	8.7341 cents	\$867.00
Rural Unimproved Value (UV) Properties	0.6001 cents	\$1,074.00
Urban Farmland Unimproved Value (UV)	0.5101 cents	\$1,074.00
Mining Unimproved Value (UV)	8.3004 cents	\$1,074.00

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 2017/18 a differential Mining UV rate which is more than twice the lowest general differential UV rate.**

Absolute Majority 8/0

Responses to Elected Member Questions Taken on Notice - Nil

Elected Members Questions With Notice - Nil

Notice of Motions for Consideration at the Next Meeting - Nil

Matters Behind Closed Doors (Confidential Items) - Nil

Closure

The Presiding Member closed the Meeting at 6.15pm

List of Attachments

Attachment	Item No.	Details
1	C.02/0517	Correspondence from Bridgetown Greenbushes Friends of the Forest
2	C.02/0517	May showing location of Kingston Fauna Habitat Zone
3	C.03/0517	March 2017 Financial Activity Statements
4	C.03/0517	April 2017 Financial Activity Statements
5	C.03/0517	List of Accounts Paid in April 2017
6	C.04/0517	Location Plan
7	C.04/0517	Main Roads WA Comment
8	C.04/0517	Proposed Plans
9	C.05/0517	Location Plan
10	C.05/0517	Proposed Plans
11	C.05/0517	Bushfire Assessment Reports
12	C.06/0517	Community Group Grants, Service Agreements, CEO and other Donations Spreadsheet
13	C.07/0517	Me2! Stakeholder Meeting Notes – March 17
14	C.07/0517	Participate Mate (Me2!) Program Budget
15	C.07/0517	Equipment Specifications
16	C.07/0517	Equipment Quote
17	C.08/0517	Standing Committee Minutes – 11 May 2017
18	C.15/0517	Objectives and Reasons for Proposed Differential Rates for the Year Ending 30 June 2018

Minutes checked and authorised by T Clynch, CEO		26.5.17
--	---	---------

CERTIFICATION OF MINUTES

As Presiding Member, I certify that the Minutes of the Council Meeting held 25 May 2017 were confirmed as a true and correct record of the proceedings of that meeting at the Ordinary Meeting of Council held on 29 June 2017.

..... 29 June 2017

unconfirmed minutes