



Date: 20 April 2017

**To: Shire President
All Councillors**

**Copy: Directors
Staff**

ORDINARY COUNCIL MEETING NOTICE AND AGENDA

An Ordinary Council meeting of the Shire of Waroona will be held at the Waroona Shire Offices on 26 April 2017 at 4.00pm to consider and resolve the matters set out in the attached Agenda.

A handwritten signature in black ink, appearing to read 'Ian Curley', is placed on a light blue rectangular background.

**IAN CURLEY
CHIEF EXECUTIVE OFFICER**

PUBLIC QUESTION TIME

AND

PUBLIC STATEMENT TIME

1. The order of business allows for a Public Question time and a Public Statement time at the beginning of the Meeting. The Presiding Member will announce these times.
2. If you wish to ask a Question or make a Statement about an Agenda Item BEFORE it is considered then it should be made at the Public Question and Public Statement Time at Item 4 on the Agenda Notice Paper in accordance with Council's Procedures and Guidelines for Public Question Time and Receiving Public Statements.
3. The visual or vocal recording of Council meeting proceedings is expressly prohibited, unless the prior approval of the Council has been given.

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AGENDA

1. **DECLARATION OF OPENING/ANNOUNCEMENTS**
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED**
3. **RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**
- 4.1 **PUBLIC QUESTION TIME**
- 4.2 **PUBLIC STATEMENTS**
5. **APPLICATIONS FOR LEAVE OF ABSENCE**
6. **DISCLOSURES OF MEMBERS' & OFFICERS' INTERESTS**

(Disclosure of interest MUST ALSO be made by the member or officer immediately prior to a matter, for which an interest is being disclosed, is dealt with.)
7. **PETITIONS/DEPUTATIONS/PRESENTATIONS**
8. **CONFIRMATION OF MINUTES**
- 8.1 **ORDINARY COUNCIL MEETING – 28 MARCH 2017**

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 28 March 2017 be confirmed as being a true and correct record of proceedings.

- 9.0 **REPORTS OF OFFICERS AND COMMITTEES**
- 9.1 **DIRECTOR TECHNICAL SERVICES**
Nil

9.2 DIRECTOR DEVELOPMENT SERVICES

9.2.1 PROPOSED ROAD RENAMING - ELLIOTT STREET, WAROONA	
Reporting Officer / Officer's Interest:	Sarah Park – Environmental Planner; No Interest
Responsible Officer / Officer's Interest	Leonard Long – Manager Development Services; No Interest
Proponent:	Shire of Waroona
Landowner:	Crown Land under care and control of the Shire of Waroona
Date of Report: 11/10/2016	File No.: 132/4
Previous Reference:	OCM 09/183 (November 2009)
Policy Implications:	Local Planning Policy 16 – Geographic Names
Statutory Implications:	Land Administration Act 1997
Strategic Implications:	Shire of Waroona Strategic Community Plan 2014/15-2023/24
Financial Implications:	See heading in report.
LINKED TO STRATEGIC OBJECTIVE NUMBER: Theme 6 Active Civic Leadership, Good Governance, & Excellence in Management.	

PROPOSAL SUMMARY

Council is requested to consider the renaming of sections of Elliott Street to Plant Street and Hair Street.

- Elliott Street is proposed to be renamed Plant Avenue from McDowell Street to the corner of Elliott Street and Hair Street, and
- Rename Elliott Street to Hair Street from Hair Street to Thatcher Street.

A total of 7 lots front the section proposed to be named Plant Avenue and 15 lots front the portion proposed to be renamed to Hair Street.

A plan showing the proposed renaming is at **APPENDIX 9.2.1**.

BACKGROUND / INITIAL COMMENTS

Council maintains a list of reserved names for the renaming of roads under Local Planning Policy 16 – Geographic Names.

The roads on the Reserved Road Name list are approved by the Geographic Name Committee (GNC) providing a source of appropriate names with GNC's authority.

On 2 October 2009, Council received a letter detailing the historical relevance of the Plant family to the construction and establishment of the townsite of Waroona, including significant buildings such as St. Josephs School, dental surgery, additions to the Waroona Bowling Club and District High School, basketball kiosk at the old basketball courts and Alcoa housing. The letter also referred to generational members of the Plant family being heavily involved in the community of Waroona.

The name "Plant" was added to the Reserved Road Name list in 2009 following referral by Council to GNC and subsequent endorsement of the proposed list.



On 12 July 2016, Council received another letter suggesting the location of the previously endorsed “Plant” road name along with suggested road name for Elliott Street in order to remove the potential for confusion that results from the current illogical allocation of road names.

INTERNAL REFERRALS

The proposal has been discussed with the Shire’s Technical Services Department with no objection to the proposal.

STRATEGIC PLANNING IMPLICATIONS

Shire of Waroona Strategic Community Plan 2014/15-2023/24

The relevant Strategic Community Plan issue area is Theme 6 - Active Civic Leadership & Excellence in Management. Specifically, section 6.11 Advocacy on promoting the unique aspects of the Shire of Waroona & the Peel/Harvey region.

FINANCIAL IMPLICATIONS

Financial costs include Plant and Labour hire at an hourly cost of approx. \$117, extra labour costs and the costs of the new signs.

According to Policies and Standards for Geographical Naming in Western Australia Version 01:2015 the local government is expected to cover costs associated with consultation.

POLICY IMPLICATIONS

Local Planning Policy 16 – Geographic Names (LPP16)

LPP16 sets out a list of names endorsed by the GNC as appropriate for use within the Shire.

Whilst ultimate responsibility for the naming of roads rests with the GNC, their officers undertake consultation with Local Authorities as part of the process of assigning names. To assist this process a Local Authority can develop policies to guide their advice to the GNC.

STATUTORY IMPLICATIONS

Land Administration Act 1997

The Land Administration Act 1997 is the State’s legislation providing for disposition and management of State land.

As per the provisions in the Land Administration Act 1997, the Minister for Lands has the authority to approve all road, feature and administrative boundary names in Western Australia.

COMMUNITY CONSULTATION

Community consultation is required prior to the endorsement of the road name by Council.



OFFICER'S FINAL COMMENTS / CONCLUSIONS

The current status of road names in the locality has the potential to cause confusion (particularly for emergency service providers) and is not considered appropriate given the traffic flow of the Elliott Street and Hair Street intersection.

The proposed street name of Plant Avenue is consistent with the Shire of Waroona Local Planning Policy 16 – Geographic Names as the name represents a pioneering family significant to the development of the Shire of Waroona. The name Plant Avenue is particularly relevant to the locality as the original Plant Brothers Workshop was located on the section of road proposed to be renamed Plant Avenue.

It is therefore recommended that Council adopt the proposed road name changes for advertising.

Appendices Attached:	Yes	Appendices Numbers: 9.2.1
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VOTING REQUIREMENTS

Simple Majority.

OFFICER RECOMMENDATION

That in relation to the proposed renaming of sections of Elliott Street, Waroona, Council resolves to endorse the following road name changes for advertising as shown at APPENDIX 9.2.1;

- 1. Rename the proposed section of Elliott Street to Plant Avenue, and**
- 2. Rename the proposed section of Elliott Street to Hair Street.**

9.2.2 FORRINGTON HEIGHTS LOCAL STRUCTURE PLAN – PROPOSED AMENDMENT	
Reporting Officer / Officer's Interest:	Chris Dunlop, Senior Town Planner; No Interest
Responsible Officer / Officer's Interest	Leonard Long, Manager Development Services; No Interest
Proponent:	Edge Planning and Property
Landowner:	Richard Butler
Date of Report: 10 April 2017	File No.: SGP2
Previous Reference:	Nil
Policy Implications:	SPP2.1 – Peel-Harvey Coastal Plain Catchment SPP2.5 – Rural Planning SPP3.7 – Planning in Bushfire Prone Areas LPP27 – Waroona East Hills Development
Statutory Implications:	Soil and Land Conservation Act 1945 Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 Planning and Development Regulations 2009 Shire of Waroona Local Planning Scheme No.7 1996
Strategic Implications:	Draft South Metropolitan and Peel Sub-Regional Planning Framework 2015 Draft Perth and Peel Green Growth Plan for 3.5 Million 2015 Shire of Waroona Local Planning Strategy 2009
Financial Implications:	See heading below
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 3 “Land Use: Responsible Land Use Planning and Protecting Rural Land”	

PROPOSAL SUMMARY

Council is requested to consider a proposed amendment to the Forrington Heights Local Structure Plan as set out at **APPENDIX 9.2.2A**. The amended Structure Plan provides for the further subdivision of Lot 51 Elliott Street. The further subdivision would allow for the creation of one (1) additional lot by dividing the 10.22 ha parent lot into two (2) lots of 6.22 ha and 4 ha.

BACKGROUND / INITIAL COMMENTS

The existing structure plan, adopted by the Shire on 26 April 1994 reflects the current subdivision layout of Forrington Heights. Lot 51 is vegetated with remnant vegetation and revegetation undertaken by the owner as a result of a memorial under the Soil and Land Conservation Act 1945. The lots slopes steeply down to the west, with a seasonal watercourse running through the southwestern corner of the lot.

Lot 51 has existing constructed access from Forrington Heights and Elliott Street.



A Bushfire Management Plan (BMP) is in place over the structure plan area. A proposed revision of the BMP has been submitted in support of the proposal and is intended to be adopted at subdivision stage.

PLANNING – STRATEGIC IMPLICATIONS

Draft South Metropolitan and Peel Sub-Regional Planning Framework 2015

The Draft Framework sets out strategic spatial planning for the future development of the region. Lot 51 is identified for 'Rural Residential' development in the draft framework.

Draft Perth and Peel Green Growth Plan for 3.5 Million 2015

The Green Growth Plan provides a strategic level assessment of the environmental impact of the future development of the region and identifies proposed land uses. Lot 51 is identified by the Green Growth Plan for Rural Residential development.

Shire of Waroona Local Planning Strategy 2009

Lot 51 is identified by the strategy as Rural Residential and is within the Scarp and Darling Range precinct. The objective of the Rural Residential classification within the Scarp and Darling Range precinct is to provide areas that will offer lifestyle blocks in close proximity to the Waroona Townsite, with good amenity and in locations where environmental impacts can be minimised.

The strategy recommends a minimum lot size of 4 hectares for Rural Residential lots in the Scarp and Darling Range precinct.

REFERRALS

The application has been referred to the following agencies:

Western Power
Department of Planning
Department of Agriculture and Food
Department of Environment Regulation
Department of Water

Responses from the above, with the exception of Western Power and the Department of Planning are included in **Appendix 9.2.2B**. The Department of Planning has been involved with the proposal and liaised directly with the proponent prior to the lodgement of the proposal with the Shire.

INTERNAL REFERRALS

The Director Technical Services has recommended that a requirement for a Drainage Management Plan be imposed at subdivision stage.

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 3 Land Use: "Responsible Land Use Planning and Protecting Rural Land"



FINANCIAL ISSUES/IMPLICATIONS

Regulation 49 of the Planning and Development Regulations 2009 provides for the cost of processing the proposal to be covered by the proponent. An estimate of the Shire's costs has been provided to the proponent and an upfront payment of \$6,438.78 has been received.

POLICY ISSUES/IMPLICATIONS

SPP2.1 – Peel-Harvey Coastal Plain Catchment

The Peel-Harvey coastal plain catchment policy ensures that land use changes within the Peel-Harvey estuarine system likely to cause environmental damage to the estuary are brought under planning control and prevented.

The objectives of this policy are to:

- Improve the social, economic, ecological, aesthetic, and recreational potential of the Peel-Harvey coastal plain catchment.
- Ensure that changes to land use within the catchment to the Peel-Harvey estuarine system are controlled so as to avoid and minimise environmental damage.
- Balance environmental protection with the economic viability of the primary sector.
- Increase high water-using vegetation cover within the Peel-Harvey coastal plain catchment.
- Reflect the environmental objectives in the draft Environmental Protection Policy (Peel-Harvey Estuarine System) 1992.
- Prevent land uses likely to result in excessive nutrient export into the drainage system.

SPP2.5 – Rural Planning

SPP2.5 seeks to protect and preserve rural land for rural purposes including primary production, basic raw materials, regional facilities, and protection of biodiversity and landscape. Rural land accommodates a diverse range of land uses, primarily associated with primary production.

SPP2.5 requires the establishment and expansion of rural living areas to be thoroughly planned in accordance with a Local Planning Strategy.

SPP3.7 – Planning in Bushfire Prone Areas

State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) was gazetted on 7 December 2015. State planning policies provide the foundation for land use planning. SPP 3.7 directs how land use should address bushfire risk management in Western Australia. It applies to all land which has been designated as bushfire prone by the Fire and Emergency Services (FES) Commissioner as highlighted on the Map of Bush Fire Prone Areas.

LPP27 – Waroona East Hills Development

LPP27 guides the development of the hills area to the east of the Waroona Townsite. LPP27 requires the consideration of the provisions of the Local Planning Strategy,



SPP2.1 and other relevant planning framework in considering any proposals for further subdivision.

STATUTORY ISSUES / ENVIRONMENT / IMPLICATIONS

Planning and Development Act 2005

The Act provides a statutory head of power for all schemes, policies and regulations made under it.

Planning and Development (Local Planning Schemes) Regulations 2015

Part 4 of Schedule 2 to the Regulations provides deemed provisions for all local planning schemes relating to the preparation, adoption and amendment of structure plans.

Clause 16(1) of Schedule 2 provides the manner and form in which a structure plan must be presented.

Clause 18 of Schedule 2 specifies the community consultation required to be undertaken prior to the consideration of a structure plan.

Clause 20 of Schedule 2 sets out the requirements for the recommendation and reporting of the local government to the Western Australian Planning Commission on a structure plan.

Clause 29 of Schedule 2 sets out provisions in relation to the amendment of a structure plan.

Planning and Development Regulations 2009

Regulation 49 of the Planning and Development Regulations 2009 provides for the cost of processing the proposal to be covered by the proponent.

Shire of Waroona Local Planning Scheme No.7 1996

Forrington Heights, including Lot 51, is zoned Rural Residential under the Scheme. It is the objective of the rural zone to select and appropriately zone areas wherein subdivision and development of small holdings will be permitted to provide for such uses as rural-residential and hobby farms, and also to make provision for retention of the rural landscape and amenity in a manner consistent with the orderly and proper planning of such areas.

Forrington Heights is included in Rural Residential Area 3 “Waroona Hills North” in Schedule 2 to the Scheme.

LEGAL ISSUES / IMPLICATIONS

See Statutory Issues.

COMMUNITY CONSULTATION

Community consultation has been undertaken in accordance with clause 18 Schedule 2 to the Planning and Development (Local Planning Schemes) Regulations 2015. A



number of submissions were received during the consultation period, none of which raised an objection to the proposal. A schedule of the submissions received is at **APPENDIX 9.2.2B**.

OFFICER'S FINAL COMMENTS / CONCLUSIONS

Bushfire

The submitted revised Bushfire Management Plan (BMP) addresses the requirements of the current planning framework. The statutory implementation and adoption process of the BMP is linked to the subdivision application process that will be subsequent to the endorsement of the revised structure plan.

Vegetation

Protected vegetation on the site is subject to a memorial under the Soil and Land Conservation Act. Advice from the Department of Agriculture and Food has been received stating that the proposal would require the variation of the memorial, subject to the approval of the Commissioner of Soil and Land Conservation. This variation, while associated, operates under a separate statutory process and head of power to the adoption of the structure plan. Nonetheless it is required to be complied with in order to progress the subdivision of the lot.

Local Planning Strategy

The proposal accords with the requirements of the Local Planning Strategy in terms of lot size and intended use.

State Planning Framework

The infill subdivision of an existing Rural Residential area that is long established and identified in the Draft South Metropolitan and Peel Sub-Regional Planning Framework, Draft Perth and Peel Green Growth Plan for 3.5 Million and Local Planning Strategy satisfies the requirements of SPP2.5 in that it has been considered and identified as suitable development for the locality.

Western Australian Planning Commission Structure Plan Framework

Although the original Structure Plan was approved in 1994, prior to the Planning and Development (Local Planning Schemes) Regulations 2015 coming into effect, the amendment proposal has been prepared in accordance with the Structure Plan Framework.

Given the potential impact on surrounding properties, the proposed amendment is not considered to be of a minor nature (a Minor Amendment).

Effluent Disposal

SPP2.1 requires investigation into the capability of the land to facilitate on site effluent disposal. The options before the proponent are to demonstrate the acceptability of conventional septic systems by way of a geological investigation implemented as a condition of subdivision or to provide Alternative Treatment Units to any new development on the land. The statutory requirement for the geological investigation

will be linked to the subdivision process as a condition of approval should the proposal progress to that stage.

Conclusion

The proposal has been prepared in accordance with the Western Australian Planning Commissions Structure Plan Framework and Clause 16(1) of Schedule 2 to the Planning and Development (Local Planning Schemes) Regulations and meets the requirements of the Local Planning Strategy and relevant state planning framework. The proposed amendment is not considered to generate a detrimental impact on the amenity of the locality and is therefore recommended for approval.

Appendices Attached:	Yes	Appendices Numbers:	9.2.2A & B
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VOTING REQUIREMENTS

Simple Majority.

OFFICER RECOMMENDATION

That in relation to the proposed amendment to the Forrington Heights Local Structure Plan as set out at APPENDIX 9.2.2A, Council resolves, in accordance with Clause 20(2)(e) of Schedule 2 to the *Planning and Development (Local Planning Schemes) Regulations 2015*, to recommend to the Western Australian Planning Commission that the proposed amendment be approved without modification.

9.2.3 2017 SHIRE OF WAROONA COMMUNITY DEVELOPMENT GRANTS	
Reporting Officer / Officer's Interest:	Brad Vitale – Community Development Officer / No interest
Responsible Officer / Officer's Interest	Louis Fouche – Director Development Services / No interest
Proponent:	Shire of Waroona
Landowner:	N/A
Date of Report: 15/11/16	98/1
Previous Reference:	-
Policy Implications:	Nil
Statutory Implications:	Local Government Act 1995
Strategic Implications:	Strategic Community Plan 2016/17 – 2025/26
Financial Implications:	Allocation of \$6,400 in 2016/17 Budget Advertising and administration costs (budgeted)
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan</i>): Theme 4: Society/Community Wellbeing, Theme 6: Good Governance	

PROPOSAL

Council is requested to consider the recommendation by the Small Grants and Awards Committee for the 2017 Shire of Waroona Community Development Grants.

BACKGROUND

The Shire of Waroona Community Development Grants scheme was developed in 2004 to assist the community with projects and activities that enhance the community in line with community development principles and the Shire of Waroona Strategic Community Plan. The scheme provides up to \$800 for each proposal and has assisted a number of community groups and organisations since its inception.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

A total of \$6,400 is available from the 2016/17 Budget for the 2017 Shire of Waroona Community Development Grants.

Advertising and administration costs are separately budgeted.

STATUTORY IMPLICATIONS

Section 6.2 of the Local Government Act 1995 requires local governments to prepare and adopt an annual budget.

STRATEGIC IMPLICATIONS

The relevant Strategic Community Plan 2016/17 – 2025/26 areas are Theme 4 – Society / Community Wellbeing, and Theme 6: Good Governance. Relevant strategies include:



- 4.01 Pursue a social environment that is accessible and inclusive for all ages and abilities;
- 4.02 Support, recognise and encourage volunteers; and
- 6.01 Excellence in decision making, improve analysis, improve knowledge, extra training.

COMMUNITY CONSULTATION

The 2017 Shire of Waroona Community Development Grants were advertised in the Drakesbrook Despatch, Harvey-Waroona Reporter and on Council's website. Application forms and guidelines were also distributed to all community organisations on the Shire's database via email. Hard copies of these documents were available from the Shire Office upon request.

Consultation and assistance where required for applicants was made available through the Shire of Waroona Community Development Officer.

OFFICER'S COMMENTS

This year has seen the greatest number of applications since the Shire of Waroona Community Development Grants scheme was initiated. As a result, the program was oversubscribed with requests for funds exceeding the total budget allocated amount by \$7,687.

Applications include nine first time applicants being Coolup Polocrosse Club, Lake Clifton Herron Residents Association, Quambie Park, Waroona Amateur Swimming Club, Waroona Community Men's Shed, Waroona Creative Arts, Waroona District High School P&C, Waroona Hamel RSL and Waroona Junior Netball Club.

The following table outlines the applicant organisations and the respective requested amounts.

ORGANISATION	REQUESTED
Coolup Polocrosse Club	\$650.00
Lake Clifton Herron Residents Association	\$800.00
Lions Club of Waroona	\$800.00
Preston Beach Golf Club	\$800.00
Preston Beach Progress Association	\$794.00
Quambie Park	\$800.00
Really Really Free Markets	\$800.00
Waroona Amateur Swimming Club	\$800.00
Waroona Community Men's Shed	\$643.00
Waroona Community Resource Centre	\$800.00
Waroona Creative Arts	\$800.00
Waroona District High School P&C	\$800.00
Waroona Hamel RSL	\$800.00
Waroona Historical Society	\$800.00
Waroona Junior Netball Club	\$800.00
Waroona Karate Club	\$800.00
Waroona Playgroup	\$800.00
Waroona Senior Citizens Welfare	\$800.00
TOTAL	\$14,087.00



See **Appendix 9.2.3A** for a comprehensive summary of applications. Previous recipients from 2012-2016 are listed at **Appendix 9.2.3.B**.

Summary of applications

The applicant organisations, requested amounts, project descriptions and application history are briefly summarised as follows:

1. Coolup Polocrosse Club **\$650.00**

Requested for: costs associated with starting a new club.

Have not applied prior to 2017.
Project discussed with Brad Vitale.

2. Lake Clifton Herron Residents Association **\$800.00**

Requested for: operating expenses associated with organisation.

Have not applied prior to 2017.
Project discussed with Brad Vitale and Louis Fouché.

3. Lions Club of Waroona **\$800.00**

Requested for: operating expenses associated with monthly markets.

Successful applicant in 2016, 2014, 2013 and 2012.
Project discussed with Brad Vitale.

4. Preston Beach Golf Club **\$800.00**

Requested for: contribution towards purchase of veranda blinds.

Successful applicant in 2016, 2014 and 2012.
Have not discussed project.

5. Preston Beach Progress Association **\$794.00**

Requested for: purchase of chair trolley for Community Centre.

Successful applicant in 2014.
Project discussed with Brad Vitale and Louis Fouché.

6. Quambie Park **\$800.00**

Requested for: purchase of bariatric commode chair.

Have not applied prior to 2017.
Have not discussed project.

7. Really Really Free Markets **\$800.00**

Requested for: hire of Memorial Hall for monthly markets.



- Successful applicant in 2015 and 2012.
Project discussed with Brad Vitale.
- 8. Waroona Amateur Swimming Club** **\$800.00**
- Requested for:* upgrade of the water cooler.
- Have not applied prior to 2017.
Have not discussed project.
- 9. Waroona Community Men's Shed** **\$643.00**
- Requested for:* equipment replacement and upgrade.
- Have not applied prior to 2017.
Project discussed with Brad Vitale.
- 10. Waroona Community Resource Centre** **\$800.00**
- Requested for:* operating expenses for Garden to Plate project.
- Successful applicant in 2016, 2015, 2014, 2013 and 2012.
Receive annual contribution of \$1,000 for Youth Centre Wages.
Project discussed with Brad Vitale.
- 11. Waroona Creative Arts** **\$800.00**
- Requested for:* purchase of printer and ergonomic chairs.
- Have not applied prior to 2017.
Project discussed with Brad Vitale.
- 12. Waroona District High School P&C** **\$800.00**
- Requested for:* contribution towards installation of CCTV at WDHS.
- Have not applied prior to 2017.
Project discussed with Brad Vitale.
- 13. Waroona Hamel RSL** **\$800.00**
- Requested for:* purchase of a portable air conditioner.
- Have not applied prior to 2017.
Project discussed with Brad Vitale.
- 14. Waroona Historical Society** **\$800.00**
- Requested for:* purpose built trolley for Wardian Case.
- Successful applicant in 2015 and 2013.
Project discussed with Brad Vitale.

15. Waroona Junior Netball Club **\$800.00**

Requested for: purchase of equipment for new program.

Have not applied prior to 2017.
Project discussed with Brad Vitale.

16. Waroona Karate Club **\$800.00**

Requested for: purchase of training equipment/technology.

Successful applicant in 2016.
Project discussed with Brad Vitale.

17. Waroona Playgroup **\$800.00**

Requested for: redecorating the outdoor play area.

Successful applicant in 2015, 2013 and 2012.
Project discussed with Brad Vitale.

18. Waroona Senior Citizens Welfare Association **\$800.00**

Requested for: contribution towards upgrade of toilets.

Successful applicant in 2012.
Project discussed with Brad Vitale.

Appendices Attached:	Yes	Appendices Numbers: 9.2.3A Summary of 2017 Applications 9.2.3B Previous Recipients 2012-2016
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VOTING REQUIREMENTS

Simple Majority



SMALL GRANTS AND AWARDS COMMITTEE RECOMMENDATION

That in relation to the 2017 Shire of Waroona Community Development Grants, the Small Grants and Awards Committee recommends:

1. Council awards the grants from the 2016/17 small grants program as follows:
 - A. Coolup Polocrosse Club application for \$650 be declined due to organisation not meeting the guideline criteria for the grant scheme;
 - B. Lake Clifton Herron Residents Association to receive \$500 to assist with operating expenses;
 - C. Lions Club of Waroona to receive \$800 to assist with expenses incurred by the holding of monthly markets;
 - D. Preston Beach Golf Club application for \$800 be declined as the organisation has received funding through this scheme in 2016 and two previous years;
 - E. Preston Beach Progress Association to receive \$350 to assist with the purchase of a chair trolley;
 - F. Quambie Park application for \$800 be declined due to the organisation being considered to be operating as a business;
 - G. Really Really Free Markets to receive \$700 to assist with hall hire to hold monthly markets;
 - H. Waroona Amateur Swimming Club to receive \$500 to assist with the purchase of a water cooler to be installed at Waroona Recreation & Aquatic Centre;
 - I. Waroona Community Men's Shed to receive \$500 to assist with the purchase of tools and equipment;
 - J. Waroona Creative Arts to receive \$500 to assist with the purchase of a printer and ergonomic chairs;
 - K. Waroona District High School P&C to receive \$500 to assist with the installation of CCTV at Waroona District High School;
 - L. Waroona Hamel RSL to receive \$500 to assist with the purchase of a portable air conditioner;
 - M. Waroona Historical Society to receive \$350 to assist with the construction of a purpose built trolley for the Wardian Case;
 - N. Waroona Junior Netball Club to receive \$500 to assist with the purchase of equipment;
 - O. Waroona Karate Club receive \$350 to assist with the purchase of training equipment;
 - P. Waroona Playgroup application for \$800 be declined as the organisation has received funding through this scheme in three previous years;
 - Q. Waroona Senior Citizens' Welfare Association receive \$350 to assist with the upgrade of the toilets at the Senior Citizens' Social Centre: and
 - R. Waroona Community Resource Centre application for \$800 be declined as the organisation has received funding through this scheme in 2016 and four previous years.

2. Council increase the budget allocation for the Community Development Grants annually to reflect inflation and other relevant factors, commencing as of the 2017/18 budget.

9.2.4 ADOPTION OF NEW POLICY – MEMORIAL HALL HIRE EXEMPTION	
Reporting Officer / Officer's Interest:	Brad Vitale, Community Development Officer; No Interest
Responsible Officer / Officer's Interest	Louis Fouché, Director Development Services; No Interest
Proponent:	Shire of Waroona
Landowner:	N/A
Date of Report: 11/04/2017	File No.: 98/1, 111/1
Previous Reference:	OCM16/10/113
Policy Implications:	Policy 7.1 and 7.5
Statutory Implications:	Local Government Act 1995
Strategic Implications:	Strategic Community Plan
Financial Implications:	Nil
LINKED TO STRATEGIC OBJECTIVE NUMBER (Strategic Community Plan-SCP): 6.02 Pursue high Professional Governance actions: Regular Reviews of Policies, Local Laws, Delegations of Authority, & various Management Plans	

PROPOSAL SUMMARY

Council is requested to consider the adoption of a new policy – Memorial Hall Hire Exemption, based on the recommendation by the Small Grants and Awards Committee on 10 April 2017.

BACKGROUND / INITIAL COMMENTS

Council has recently conducted a review of fees structures associated with the Memorial Hall and adopted charges at the budget adoption meeting held in August 2016.

The following charges are relevant to this proposed policy, and were endorsed for not-for-profit organisations (GST inc):

Main Hall	(per hour)	\$25
Main Hall	(4 hour slots)	\$74

Council, at its October 2016 meeting, resolved OCM16/10/113:

“That the Lions Club of Waroona be advised that in relation to its request for a reduction in Memorial Hall hire fees that:

- *The Council does not support a reduction in fees for the conduct of meetings by Leos Club of Waroona;*
- *The Council does not support a reduction in fees for the conduct of the monthly farmers market;*
- *The Council will continue to not levy a set-up fee associated with monthly farmers market; and*
- *The Lions Club of Waroona and Leos Club of Waroona be encouraged to submit a funding application in February 2017 pursuant to the Council's 'Community Development Grants' program*

Based on these charges and this resolution, the Really Really Free Markets would be required to pay \$600 per year (\$25/hour x 2 hours x 12 markets) to hold their monthly



markets, and the Lions Club of Waroona would be required to pay \$888 per year (\$74 x 12 markets).

The Small Grants and Awards Committee, at its meeting on 10 April 2017, resolved:

That it be recommended to Council that the costs associated with the hire of the Memorial Hall and associated facilities for the purpose of “community markets” conducted by not-for-profit organisation, such as Lions Club of Waroona and the Really Really Free Markets, be waived as of the expiry of the 2017 Community Development Grant allocations.

The 2017 round for the Community Development Grants saw the greatest number of applications since the grant scheme was introduced in 2004. As a result, the scheme was oversubscribed with requests for funds exceeding the total budget allocated amount of \$6,400 by \$7,687 to a total requested amount of \$14,087.

Lions Club of Waroona and Really Really Free Markets have utilised the funding obtained through the annual Community Development Grants to cover the costs of the Memorial Hall hire for their respective markets since 2013. This year, after allocating Community Development Grants to these organisations for the same purpose, only \$4,900 out of the total budget allocated amount of \$6,400 remained, with a remaining requested amount of \$12,587 to consider.

This has resulted in a smaller pool of funds available for other community organisations, and therefore the budget allocated amount does not truly or fairly reflect the realistic funding amount.

PLANNING – STRATEGIC IMPLICATIONS

Nil.

REFERRALS

Nil.

STRATEGIC COMMUNITY PLAN ISSUES / IMPLICATIONS

The relevant Strategic Community Plan theme is Theme 6 – Good Governance, “Active Civic Leadership & Excellence in Management”, particularly the following strategy:

- 6.02 Pursue high Professional Governance actions: Regular Reviews of Policies, Local Laws, Delegations of Authority, and various Management Plans.

FINANCIAL ISSUES / IMPLICATIONS

Lions Club of Waroona and Really Really Free Markets have utilised the funding obtained through the Community Development Grants to cover the costs of the Memorial Hall hire for their respective markets since 2013. There has been no true income from this hall hire – rather a transfer of funds from a Shire expenditure account to Shire income account.

Should the two organisations not receive funding through the Community Development Grants, and should they be required to cover the costs themselves, the



Shire would receive a total of \$1,488 per year through hall hire fees (based on this year's adopted Fees and Charges).

Exempting Lions Club of Waroona and Really Really Free Markets from Memorial Hall hire fees would result in the relevant causes not attracting Community Development Grants. The amounts annually allocated to them would then be available to other organisations applying through the Community Development Grants scheme.

POLICY ISSUES / IMPLICATIONS

Policy 7.1 Control and Management of Council Property, section (a) Waroona Recreation & Aquatic Centre, Memorial Hall, states that Council will be directly responsible for the levying of Fees and Charges pertaining to the use of the facilities and the implementation of Policies and Procedures regarding their use. Hire and usage of the facilities will be governed by Council's Local Government Property Local Law and any other Policies relating to that Law.

Policy 7.5 Control and Management of Halls, section (c) Hiring of Facilities subsection 8, states that charges for the hire of Halls or any property or equipment therein shall be determined from time to time by Council.

Should Council approve the proposed Policy, Council's Policy Manual will be updated to reflect the proposed changes.

STATUTORY ISSUES / ENVIRONMENT / IMPLICATIONS

Section 6.2 of the Local Government Act 1995 requires local governments to prepare and adopt an annual budget.

Section 6.12 of the Local Government Act 1995 grants local governments the power to defer, grant discounts, waive or write off debts.

Section 6.16 of the Local Government Act 1995 allows local governments to impose fees and charges for any good or service it provides, or proposes to provide.

COMMUNITY CONSULTATION

Letter of request from Lions Club of Waroona seeking a reduction in fees for the hire of the Memorial Hall, referred to Council at its October 2016 meeting.

OFFICER'S FINAL COMMENTS / CONCLUSIONS

With an increased awareness of the grants scheme and a high number of applications, there is a great likelihood of significant oversubscription continuing in future rounds. This will result in a competitive grants round, and a strain on the total budget allocated amount.

By adopting this proposed policy to grant an exemption to the Lions Club of Waroona and Really Really Free Markets for Memorial Hall hire for the purpose of their respective markets, these two regular applications to the Community Development Grants will be removed, and the grant funding can be distributed among other community organisations. This will increase the variation and extent of the community benefit designed to be achieved through the grants.

Appendices Attached:	Yes	Appendices Numbers:	Appendix 9.2.4
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VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council adopt the proposed policy – Memorial Hall Hire Exemption as per Appendix 9.2.4.

9.2.5 APPLICATION FOR PLANNING CONSENT FOR AN OUTBUILDING – LOT 520 (NO. 33) WEALAND ROAD, WAROONA	
Reporting Officer / Officer's Interest:	Sarah Park, Environmental Planner; No Interest
Responsible Officer / Officer's Interest	Leonard Long Manager Development Services; No Interest
Proponent:	Rachel Parker
Landowner:	Rachel Parker
Date of Report: 10/04/2017	File No.: TP1943
Previous Reference:	NA
Policy Implications:	LPP1 – Community Consultation LPP18 – Sea Containers LPP25 – Outbuildings
Statutory Implications:	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 Peel Region Scheme 2003 Shire of Waroona Local Planning Scheme No. 7 1996
Strategic Implications:	Waroona North Structure Plan 2007
Financial Implications:	See heading below
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): Theme 3: Responsible Land Use Planning and Protecting Rural Land	

PROPOSAL SUMMARY

A planning consent application has been received for an outbuilding at Lot 520 (No. 33) Wealand Road, Waroona. The outbuilding is proposed to be constructed of three sea containers attached and located adjacent to each other to form a “U” shape, with a roof constructed to span the enclosed area. The outbuilding will be 8.53m by 12.19m with a total floor area of 104m². The outbuilding will have a wall height of 2.59m and a ridge height of 3.81m. No construction materials have been proposed for the roof and no colour scheme has been provided. The development is proposed to be used for storage.

The outbuilding is proposed to have the following setbacks:

South Western Hwy: 457m
 Front: 396m
 Side 2: 244m
 Rear: 244m

A location plan is at **APPENDIX 9.2.5A** and development plans are at **APPENDIX 9.2.5B**.

BACKGROUND / INITIAL COMMENTS

The subject lot is 40.5ha in size and contains mature vegetation lining the internal fencing of the lot, which acts as internal screening. The lot shares a side lot boundary with the South Western Highway road reserve and contains a single house, two outbuildings, three horse stables and associated outbuilding.



PLANNING – STRATEGIC IMPLICATIONS

Waroona North Structure Plan 2007

The subject lot is designated as Intensive Agriculture under the Waroona North Structure Plan.

REFERRALS (INTERNAL)

The Director of Technical Services has raised no objection to the proposal.

The Shire's Building Surveyor has stated that a building permit application is required to be submitted along with all the necessary support documentation including but not necessarily limited to architectural and engineering drawings.

The Shire's Environmental Health Officer has recommended an advice note that no habitation is permitted.

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

Shire of Waroona Strategic Community Plan 2016/17-2025/26

This item relates to Theme 3: Land Use – Responsible Land Use Planning and Protecting Rural Land.

FINANCIAL ISSUES/IMPLICATIONS

The relevant application fees in terms of Council's approved fees and charges have been received.

POLICY ISSUES/IMPLICATIONS

LPP1 – Community Consultation

The objective of this policy is to ensure that an appropriate level of community notification is undertaken to keep any potentially affected landowners aware of a development proposal and to allow them opportunity to make a submission to allow their concerns to be considered by Council prior to making a decision on the subject proposal.

LPP18 – Sea Containers

The objective of this policy is to regulate the use of sea containers within the Shire of Waroona so as to ensure that they do not detract from the amenity of the area.

Under Assessment of Proposals section (c) Conversion to a building for personal or commercial storage on a property an application to permanently place a sea container on a property shall not be supported unless the following criteria are met;

- a) The property is zoned either:
 - i) Urban 7 "industrial", or Urban 10 "Special Industry", or
 - ii) any Rural Zone (excluding the Rural Residential Zone) and

- iii) is not located within a Townsite boundary or abutting “Urban’ zones, or a Heritage Precinct or Place of Cultural Significance under Part 7.1 of Town Planning Scheme No. 7, and
- b) The sea container not being used for habitable purposes.
- c) The sea container must be screened from view and shall not be easily seen from nearby roads, other public places, or adjoining properties; and/or
- d) If the sea container will be easily seen from nearby roads, other public places, or adjoining properties, then the exterior of the sea container shall be in a state of good repair or shall be upgraded (i.e. painted to blend in with the surrounding development or landscape) within three (3) months of being placed on site.
- e) The sea container is not located within the front setback and is setback a minimum of three (3) metres from any side or rear boundary.
- f) A maximum of one (1) sea container per property shall be permitted.

LPP25 – Outbuildings

The objectives of this policy are:

- a. To provide a clear definition of what constitutes an “outbuilding”;
- b. To ensure that the siting, design and scale of outbuildings are site responsive and respect the character of an area;
- c. To encourage the use of outbuilding materials and colours that compliments the landscape and amenity of the surrounding areas;
- d. To ensure there is a relationship between the scale of the dwelling and the scale of the outbuilding; and
- e. To provide a process for approving outbuildings that require Planning Consent in terms of the provisions of the Town Planning Scheme.

Clause 5.7 Exemptions states the following:

“Class 10a Buildings, under the Building code of Australia, located in the Rural 1 General Farming Zone on lots larger than 2Ha are considered exempt from the provisions of this policy.”

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Planning and Development Act 2005

The Act provides the statutory head of power for enforcement of Local Planning Schemes and regulations made under the Act.

Planning and Development (Local Planning Schemes) Regulations 2015

Under Schedule 2 - Deemed Provisions for local planning schemes Clause 60 Requirement for Development Approval states the following:

“A person must not commence or carry out any works on, or use, land in the Scheme area unless —

- (a) *the person has obtained the development approval of the local government under Part 8; or*
- (b) *the development is of a type referred to in clause 61.”*

clause 3(5) states the following:



“In making a determination under this Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with this Scheme.”

Peel Region Scheme 2003 (PRS)

Under the Peel Region Scheme the subject lot is zoned Rural.

Cl.12 (e) Purposes of zones, states:

Land is classified into zones under the scheme for the following purposes –

- (e) Rural — to provide for the sustainable use of land for agriculture, assist in the conservation and wise use of natural resources including water, flora, fauna and minerals, provide a distinctive rural landscape setting for the urban areas and accommodate carefully planned rural living developments.

Shire of Waroona Local Planning Scheme No. 7 1996 (TPS)

The subject lot is located within the ‘Rural 1 – General Farming’ zone of the Shire of Waroona Town Planning Scheme No. 7 (TPS 7) and is subject to Clause 4.14 of TPS 7, which relates to all rural zonings.

Clause 4.14.1, Objective and Policies states, Council’s objective is to preserve the rural character of the Districts farming lands and to ensure that they continue to contribute materially to the Districts economy, whilst recognising that changes in land use practices will affect land management and the landscape generally. Council’s policies will therefore be to:

- Permit land uses consistent with achieving the objective;
- Permit, at Council discretion, Rural Industry;
- Require that Intensive Agriculture be subject to the Planning Consent of Council;
- Support community endorsed objectives of minimising phosphorus run-off to the Peel-Harvey Estuary including protection of remnant vegetation;
- Maintain open rural atmosphere by encouraging generous setbacks in accordance with Clauses 4.14.8 and 4.15.4.

Clause 6.12.1 of the TPS states that no building shall exceed 9m in height above natural ground level.

LEGAL ISSUES/IMPLICATIONS

See Statutory Issues

COMMUNITY CONSULTATION

Community consultation was not undertaken for this item.

OFFICER'S FINAL COMMENTS/CONCLUSIONS

LPP1 – Community Consultation

The proposed outbuilding is setback in accordance with the setback provisions for the General Farming zone.



The setback, design, and construction materials are not expected to detrimentally impact on the privacy of adjoining neighbours or the amenity of the general farming zone and therefore the application does not require advertising.

LPP18 – Sea Containers

LPP18 notes that a sea container can be used generally in three different ways, either for road to sea transport, temporary storage of materials, or converted to a building for personal or commercial storage on a property. The sea containers are not deemed to be an outbuilding without being converted to an outbuilding. This conversion is achieved by granting planning consent, which is subject to the requirements outlined under LPP18. The proposal is consistent with section (c) Conversion to a building for personal or commercial storage on a property requirements a) to e).

The subject lot is not within a Townsite or abutting an urban zone. The sea containers are proposed to be located approximately 457m from the lot boundary shared with the South Western Highway road reserve. The existing vegetation located between the outbuilding and side lot boundary shared with the South Western Highway road reserve will act as screening. The outbuilding is proposed to be used for non-habitable purposes (storage). Clause f) states that only one sea container is permitted per property. The application proposes three sea containers on the subject lot and therefore is inconsistent with Clause f) of LPP 18. The three sea containers will be joined together in a “U” shape to form one outbuilding. Because one outbuilding is proposed, rather than three separate outbuildings, the development is considered consistent with the intent of the policy.

LPP25 – Outbuildings

The outbuilding is classed as a class 10a under the Building code of Australia and is located in the Rural 1 General Farming Zone on a 40.5ha lot. Therefore the development is exempt from the provisions of LPP25 under clause 5.7 Exemptions.

Amenity

The number of sea containers proposed is not considered to result in any detrimental effects on the amenity of the area. The outbuilding is proposed to be set back approximately 457m from the side lot boundary abutting the South Western Highway road reserve. The sea containers are not expected to be easily seen from the South Western Highway due to the existing screening provided by the mature native vegetation located on the subject lot between the proposed location of the sea containers and the South Western Highway. To ensure the amenity is protected, should the application be approved it is recommended that a condition be imposed requiring the three (3) containers to be painted a single colour that will blend in with the surrounds.

Conclusion

The proposed outbuilding is considered to be consistent with the objectives and policies of Rural zones as stated within TPS No. 7. Given the mitigating circumstances it is considered that in this instance a variation to LPP18 can be approved without compromising the objectives of the policy. The proposal is therefore recommended for approval subject to appropriate conditions. It is further recommended that LPP18 be reviewed to inter alia consider the number of sea containers allowed per property as well as the type of building that can be approved under the policy.

Appendices Attached:	Yes	Appendices Numbers:	9.2.5A&B
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VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That in relation to the proposed Outbuilding on Lot 520 (No. 33) Wealand Road, Waroona, Council resolves:

- A. To approve the application for Planning Consent subject to the following conditions:**
- 1. The development shall be carried out and fully implemented in accordance with the details indicated on the application and stamped approved plans.**
 - 2. The sea containers are to be of a standard and colour scheme complementing and blending in with the amenity of the area and existing dwelling.**
 - 3. The existing landscaping (as indicated on Appendix C) shall be retained to provide additional screening of the development from the South Western Highway.**

Advice Notes:

- 1. The applicant is advised that no site works is to commence until a Building Permit has been issued by the Shire of Waroona. This planning approval does not grant consent to commence building works.**
 - 2. In relation to condition 2, the Shire of Waroona requires that the sea containers be painted a singular colour**
 - 3. The applicant is advised that this approval relates to the use of the building for non-habitable purposes only. Should the proposed building be used for habitable purposes a separate application for planning consent is required.**
- B. That Local Planning Policy 18 – Sea Containers be reviewed to inter alia consider the number of sea containers allowed per property as well as the type of building that can be approved under the policy.**

9.3 DEPUTY CEO/DIRECTOR CORPORATE SERVICES

9.3.1 ACCOUNTS FOR PAYMENT	
Reporting Officer / Officer's Interest:	Kathy Simpson, Finance Officer / Nil
Responsible Officer / Officer's Interest	Ashleigh Nuttall – Manager Financial Services / Nil
Proponent:	N/A
Landowner:	N/A
Date of Report: 10/04/17	File No.: 1/3
Previous Reference:	N/A
Policy Implications:	N/A
Statutory Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	N/A
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	
Voting Requirements	Simple Majority

Appendices Attached:	Yes	Appendices Numbers:	9.3.1
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<u>OFFICER RECOMMENDATION</u>		
That Vouchers numbered:		
<u>ACCOUNT</u>	<u>CHEQUE NOS.</u>	<u>TOTAL \$</u>
Municipal	Cheques 8541 - 8571	\$33,190.41
Trust (Cheque/EFTs)	EFT 24727 Chq: 11118-11119	\$1,373.76
Electronic Transfers Municipal Fund	EFT 24550 to 24792	\$832,770.49
Direct Wages	01/3/17 – 31/3/17 inclusive	\$270,504.40
Direct Debits	01/3/17 – 31/3/17	\$2,604.44
GRAND TOTAL:		<u>1,140,443.50</u>
and attached at Appendix 9.3.1 be endorsed.		



9.3.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 JULY 2016 TO 31 MARCH 2017	
Reporting Officer / Officer's Interest:	Ashleigh Nuttall – Manager Financial Services / Nil
Responsible Officer / Officer's Interest	Ashleigh Nuttall – Manager Financial Services / Nil
Proponent:	N/A
Landowner:	N/A
Date of Report: 20/4/17	File No.: 1/1
Previous Reference:	N/A
Policy Implications:	N/A
Statutory Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	N/A
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 6 “Active Civic Leadership, Good Governance, & Excellence in Management”	
Voting Requirements	Simple Majority

Appendices Attached:	No	Appendices Numbers:
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OFFICER RECOMMENDATION

That the Monthly Statements of Financial Activity for the period 1 July 2016 to 31 March 2017 be received and noted.



9.4 CHIEF EXECUTIVE OFFICER

9.4.1 EMERGENCY MANAGEMENT POLICY AND REGIONAL EMERGENCY MANAGEMENT MOU	
Reporting Officer / Officer's Interest:	Dave Gossage AFSM, Emergency Management Coordinator - Nil Interest
Responsible Officer / Officer's Interest	Ian Curley, Chief Executive Officer - Nil Interest
Proponent:	Shire of Waroona, Local Emergency Management Committee
Landowner:	Not applicable
Date of Report: 21/03/2017	File No.: 51/2
Previous Reference:	Nil
Policy Implications:	Nil
Statutory Implications:	Supports compliance with Legislation principles
Strategic Implications:	Empowers:- Society; Good Government
Financial Implications:	Nil
LINKED TO STRATEGIC OBJECTIVE NUMBER (Strategic Community Plan-SCP):	
No.4 Society: A Strong Sense of Community, addressing Social issues, and Effective Community Wellbeing	
No 6 Good Government: Active & Responsible Civic Leadership, & Excellence in Management	

PROPOSAL SUMMARY

The Shire of Waroona adopts an Emergency Management Policy and endorses an Emergency Management Memorandum of Understanding with Peel Regional Councils as recommended by the Shire of Waroona Local Emergency Management Committee.

BACKGROUND / INITIAL COMMENTS

As a consequence of major incidents within the shire in recent years, we are working towards improving the shires capability. This report recommends further steps to progress internal, community and regional resilience. The Shire is committed to ensuring that its emergency management arrangements are as effective as possible, in order to prevent, prepare, respond and recover from disruptive or disaster events.

Waroona shire is subject to a variety of hazards, both natural and technological, with the potential to cause significant long term losses to the community. Often this impact can out-weigh an individual local government's ability to respond and recover. When a large scale bushfire occurs, the Shire calls upon resources from adjoining shires and around the state via state arrangements to assist in bringing the situation under control. Likewise, during a large scale event or during the recovery phase local governments may find themselves in need of additional assistance.

The Australian Emergency Management Institute and Office of Emergency Management WA supports the development of Memorandums of Understandings (MOUs), to enhance emergency preparedness, cooperation and to limit unnecessary delays in decision making. Verbal agreements are discouraged as they may become problematic, leading to disputes and discontent which can hamper the response and recovery efforts.



Having Council policies in place that support the legislative requirements of Local Governments, provide frameworks for the organisation to function and progress issues in a structured manner. As a Shire we are exploring grant opportunities to further support our ability to build capacity within our community and organisation.

The Local Emergency Management Committee resolved;

RECOMMENDATION:

9.1/01/17

That the Shire of Waroona enter into a Memorandum of Understanding with Cities of Rockingham and Mandurah as well as the Shires of Murray and Serpentine Jarrahdale to facilitate the provision of mutual aid both during and after an emergency incident

CARRIED 15/0

PLANNING – STRATEGIC IMPLICATIONS

Not Applicable

REFERRALS

Not Applicable

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

No. 4 Society: A Strong Sense of Community, addressing Social issues, and Effective Community Wellbeing

No. 6 Good Government: Active & Responsible Civic Leadership, & Excellence in Management

FINANCIAL ISSUES/IMPLICATIONS

Nil

POLICY ISSUES/IMPLICATIONS

New Policy

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

In accordance with the Emergency Management Act, section 41(2)(a) states local Government is to ensure a policy is in place;

- 41. *Emergency management arrangements in local government district***
- (1) *A local government is to ensure that arrangements (local emergency management arrangements) for emergency management in the local government's district are prepared.*
 - (2) *The local emergency management arrangements are to set out —*
 - (a) *the local government's policies for emergency management;*

In accordance with the Local Government (audit) Regulations the CEO is required to review the systems and procedures and to this effect the CEO is undertaking such reviews which support this agenda item.

17. CEO to review certain systems and procedures

- (1) *The CEO is to review the appropriateness and effectiveness of a local government’s systems and procedures in relation to —*
 - (a) *risk management; and*
 - (b) *internal control; and*
 - (c) *legislative compliance.*

In accordance with the Emergency Management Act, section 36, the Local Government must ensure effective arrangements are in place for its district.

36. Functions of local government

It is a function of a local government —

- (a) *subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district;*
- (b) *to manage recovery following an emergency affecting the community in its district; and*
- (c) *to perform other functions given to the local government under this Act.*

LEGAL ISSUES/IMPLICATIONS

Assists the Local Government in meeting their statutory obligations reducing risk to the Local Government.

COMMUNITY CONSULTATION

Council operational compliance matter, not required at this point in time.

OFFICER'S FINAL COMMENTS/CONCLUSIONS

The Shire has committed to reviewing all its operations in the emergency management and volunteer emergency services space to refocus on providing support to the bush fire brigades and working towards a good governance frame work which will support a strong resilient and capable community to be empowered to deal with emergencies into the future. It is acknowledged that this will take many years, require funding and resources to achieve this.

A key element in this journey is establishing a policy that gives strategic guidance to the organisation to which the Emergency Management Policy achieves.

Given the support received by our shire during the major events from our adjoining and regional local governments the establishment of an MOU is in line with the key principles and outcomes of the Emergency Management Acts and a critical step forward for our Local Government to build regional capacity.

Appendices Attached:	Yes	Appendices Numbers: 9.4.1A&B
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Appendix 9.4.1A:- Emergency Management Policy

Appendix 9.4.1B:- Emergency Management Memorandum of Understanding

VOTING REQUIREMENTS

Absolute Majority (*note* recommendation 1 requires an absolute majority, however, recommendation 2 only requires a simple majority. Recommendations 1 & 2 can be separated if needed*)

OFFICER RECOMMENDATION

- 1. That the Shire of Waroona adopts the Emergency Management Policy, as per Appendix No 9.4.1A to be included into division nine of Councils Policy Manual.**

- 2. That the Shire of Waroona enters into an Emergency Management Memorandum of Understanding with the Cities of Rockingham and Mandurah as well as the Shires of Murray and Serpentine Jarrahdale to facilitate the provision of mutual aid both during and after an emergency incident, and in the longer term with the Shires of Harvey and Boddington.**

10. CONFIDENTIAL REPORTS

Nil

11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN, OR FOR CONSIDERATION AT NEXT MEETING

12. NEW BUSINESS OF AN URGENT NATURE/REPORTS & INFORMATION

12.1 ELECTED MEMBERS

12.2 OFFICERS

13. CLOSURE OF MEETING