



**Date: 17 May 2018**

**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 22 May 2018 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 – 24 APRIL 2018**

**OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Council Meeting held 24 April 2018 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

<b>9.2.1 PROPOSED ARTS, CRAFTS AND HANDICRAFTS – LOT 15 (NO. 6) LOGUE STREET, WAROONA</b>	
Reporting Officer / Officer's Interest:	Sarah Park, Environmental Officer; Nil
Responsible Officer / Officer's Interest	Leonard Long, Manager Development Services; Nil
Proponent:	Carmen Gloria Tyrer
Landowner:	Carmen Gloria Tyrer
Date of Report: 10/05/2018	File No.: TP2038
Previous Reference:	NA
Policy Implications:	Local Planning Policy 1 – Community Consultation; Local Planning Policy 11 – Home Based Business.
Statutory Implications:	Planning and Development Act 2005; Planning & Development (Local Planning Schemes) Regulations 2015; Planning and Development Regulations 2009 Environmental Protection (Noise) Regulations 1997; Peel Region Scheme 2003; Shire of Waroona Local Planning Scheme No. 7 1996.
Strategic Implications:	Shire of Waroona Strategic Community Plan 2016/17-2025/26; Shire of Waroona Local Planning Strategy 2009.
Financial Implications:	<i>See heading below</i>
<b>LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>):</b> <i>No.3 Land Use: Responsible Land Use Planning, and Protecting Rural Land</i>	

### **PROPOSAL SUMMARY**

The proposed use Arts, Crafts and Handicrafts is a “Use Not Listed” and therefore Council’s determination in terms of clause 3.3 of the Local Planning Scheme No.7 is required prior to considering the application for Planning Consent for Arts, Crafts and Handicrafts at Lot 15 (No. 6) Logue Street, Waroona. A location plan is at **APPENDIX 9.2.1A**.

The applicant proposes to operate a Wool Crafts Studio from within the existing single house on the lot. Three rooms on the eastern side of the house are proposed to be utilised, affecting a total area of 49m<sup>2</sup>. One room will be used to exhibit the wool crafts and two rooms will be used to construct the wool crafts. The primary equipment required for the Wool Crafts Studio includes the following: spinning wheel, sewing machine, iron, and sander. The applicant proposes to open the studio Friday, Saturday, and Sunday between 10am and 4pm. Three car parking spaces for patrons are proposed to be located between the house and the front lot boundary. A site plan is at **APPENDIX 9.2.1B**.

## **BACKGROUND / INITIAL COMMENTS**

The subject lot is located within the Waroona Townsite and measures 1013m<sup>2</sup> in area. The three lot boundaries are shared with three other residential lots.

The Arts, Crafts and Handicrafts Wool Crafts Studio forms part of the Inaugural Peel Open Studios. An event occurring twice during May, which is promoted throughout the Peel region and greater WA via various tourism and art organisations. The inaugural event is linked with the Mandurah Stretch Festival and offers a chance to visit private art studios, meet artists and view their works in progress.

### Previous approvals

A building permit (BA1987087) was issued for additions to a single dwelling.

## **PLANNING – STRATEGIC IMPLICATIONS**

### Local Planning Strategy 2009 (LPS)

The subject lot is designated as Residential and located within the Town Precinct. Council's objective is to provide for the enhancement of the Waroona and Hamel Town sites and the planned expansion of the Waroona Townsite to meet future residential demand.

Primary Uses of the designated area include: Single House, Grouped Dwelling, Home Occupation, and Home Office.

## **REFERRALS**

Upon referral to internal departments the following comments were received:

The Director of Technical Services commented that no on-street parking shall be allowed.

The Environmental Health Officer and Building Officer stated they had no comment on the proposal.

## **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 Planning Consent application fee of \$222 has been received. A renewal fee of \$73 currently applies to Planning Consent applications requiring renewal of approvals on an annual basis.

## **POLICY ISSUES/IMPLICATIONS**

### **Local Planning Policy 1 – 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.

The policy requires that an application for a Discretionary Use under the Zoning Table is to be advertised to owners and occupiers of affected neighbouring properties for a period of 14 days.

### **Local Planning Policy 11 – Home Based Business**

The objective of LPP 11 is to provide clarification and guidance in the assessment of proposals for Home Based Business.

Implementation of the policy standardises assessment of Home Based Business and minimise potential adverse impacts on the amenity of neighbouring residential lots.

The policy regulates requirements for Home Based Businesses, primarily minimum parking standards and renewal requirements.

The policy was adopted in June 2003 and was most recently reviewed in September 2016.

## **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.”*

### **Planning and Development Regulations 2009**

Regulation 47 prescribes the maximum fees for certain planning services that a local government may impose as a fee for a service as listed in Schedule 2 of the Regulations.

### Environmental Protection (Noise) Regulations 1997

The regulations set out clear methods for noise assessment and control, providing certainty to what standard is expected. The basis for determining the assigned noise levels is the land use where the noise is received. The surrounding land uses are also included. This method recognises and protects the quiet surroundings many of us enjoy, while also recognising the influence of industry, commerce and transport on our noise environment.

### Peel Region Scheme 2003 (PRS)

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

Cl.12 Purposes of zones, states:

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

- a) Urban — to provide for residential development and associated local employment, recreation and open space, shopping, schools and other community facilities.

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

Clause 3.2 The Zoning Table (Table 1) indicates, subject to the provisions of the Scheme, the several uses permitted in the Scheme area in the various zones, such uses being determined by cross reference between the list of use classes of the zoning table and the list of zones. “Arts, Crafts and Handicrafts” is a Use not listed within the Zoning Table, subsequently, permitting the Use is subject to Councils’ discretion.

According to the Scheme definitions, Arts, Crafts and Handicrafts “means the use of land or a building for the purpose of making, displaying and sale of artefacts and shall also include the function of tuition in such skills.” The construction and displaying of the handicrafts via the studio is sufficient to classify the land use as an Arts, Crafts and Handicrafts, whether or not tuition in the specific skills is conducted from the premises.

Clause 3.3(4) provides Council with the ability to determine a use that is not listed within the Zoning Table (Table 1) of the Scheme.

- 3.3(4)(a) *‘determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*
- 3.3(4)(b) *‘determine that the use is consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
- 3.3(4)(c) *determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.*

The subject lot is located within the ‘Urban 4 - Residential’ zone of the LPS 7 and is subject to Clause 3.7 of TPS 7.





Clause 3.7.1, Objective and Policies states, Council's objective is to ensure that the residential areas of Waroona Townsite development in a manner which will provide adequately for the variety of residential needs anticipated in the reasonably foreseeable future, consistent with the best use of available land resources and a high level of urban amenity. Council's policies will therefore be to:

- protect by appropriate zoning, land considered to be adequate and suitable for Waroona's anticipated residential needs;
- adopt land use control and Residential Design Codes which will permit development of a range of housing types.
- achieve maximum economic use of the urban land resource by encouraging development of vacant subdivided lots and other serviced unsubdivided lots and other serviced unsubdivided areas;
- require that residential development attains a satisfactory standard of urban amenity through siting, design and construction.

### **LEGAL ISSUES/IMPLICATIONS**

See Statutory Issues.

### **COMMUNITY CONSULTATION**

In accordance with the provisions of LPP 1 and Clause 64 of the Deemed Provisions, notification letters were sent to adjoining/affected neighbours and advertised on the Shire website.

A 14 day period was provided for comments relating to the application between 27 March 2018 and 10 April 2018. No submissions were received.

### **OFFICER'S FINAL COMMENTS/CONCLUSIONS**

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

The proposed Wool Crafts Studio does not fully comply with the definition of a Cottage Industry under the Scheme. This is due to the proposed location of the Wool Crafts Studio being conducted from the single house rather than an outbuilding contained on the lot.

Giving consideration to this inconsistency, the remainder of the proposal is in accordance with the definition of a Cottage Industry, including the proposal area of 49m<sup>2</sup> in lieu of the limited area of occupation being 55m<sup>2</sup>. Therefore, conditions similar to those imposed by Council pertaining to planning consents for a Cottage Industry are proposed to be imposed in the subject planning consent application.

Given that the application is for a use not listed within the Zoning Table, Council needs to be satisfied that this determination will be consistent with the objectives of the 'Urban 4 - Residential' zone in accordance with clause 3.3 (4) of the Scheme.

Clause 3.7.1 of the Scheme lists the objectives and policies for the Urban 4 Residential zone and the proposed land use can be assessed against the objectives of the zone.

Council's objective is to ensure that the residential areas of Waroona Townsite development in a manner which will provide adequately for the variety of residential



needs anticipated in the reasonably foreseeable future, consistent with the best use of available land resources and a high level of urban amenity.

The proposal meets Councils’ objective for the zone because it provides for a variety of residential needs, such as businesses conducted from the home that don’t negatively impact the external appearance, which, also supports the best use of available land resources while maintaining a high level of urban amenity.

The proposal meets the Scheme definition for Arts, Crafts and Handicrafts, which means the use of a building for the purpose of making, displaying and sale of artefacts.

Local Planning Strategy (LPS)

The proposed land use is not listed as a primary or discretionary use within the LPS, however Arts, Crafts and Handicrafts is considered to be consistent with the objective of the designated residential land. That being to provide for the enhancement of the Waroona and Hamel Town sites and the planned expansion of the Waroona Townsite to meet future residential demand.

Local Planning Policy

In accordance with LPP11 Policy Statement 4, a minimum of 2 visitor parking bays shall be required in addition to bays required for residential purposes. A parking plan showing three parking bays can be accommodated within the lot boundaries was provided as part of the application and is at **APPENDIX 9.2.1B**.

Conclusion

Careful consideration of the proposal also reinforces Waroona’s commitment to support small local business, provided good and proper planning is employed when determining such applications.

The proposed land use is considered to be largely in accordance with the requirements of the Local Planning Scheme, Local Planning Strategy and Local Planning Policy. Considering the proposal does not involve any external works and onsite parking can be accommodated for within the lot boundaries, the amenity of the area is not expected to be significantly impacted.

The application is therefore recommended for approval subject to appropriate conditions.

<b>Appendices Attached:</b>	<b>Yes</b>	<b>Appendices Numbers: 9.2.1A &amp; B</b>
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**VOTING REQUIREMENTS**

Simple Majority.



**OFFICER RECOMMENDATION**

**That in relation to the proposed Arts, Crafts and Handicrafts at Lot 15 (No. 6) Logue Street, Waroona, Council resolves to:**

- A. Determine in accordance with Clause 3.3(4)(b) of the Shire of Waroona Local Planning Scheme No. 7, that the use is consistent with the objectives of the Urban 4 - Residential zone.**
- B. Approve the Development Application subject to the following conditions:**
- 1. The undertaking of Arts, Crafts and Handicrafts on the property hereby approved shall occur in accordance with the plans and specifications approved with the application and these shall not be altered or modified without the prior written approval of the Shire of Waroona.**
  - 2. The Planning Consent for Arts, Crafts and Handicrafts on the property shall expire at the end of one (1) year from the notice of approval.**
  - 3. The undertaking of Arts, Crafts and Handicrafts operations shall be conducted in an area occupying no more than 55m<sup>2</sup> within the lot.**
  - 4. A minimum of two car parking bays allocated for the Arts, Crafts and Handicrafts use shall be provided for on-site to the satisfaction of the Shire of Waroona. Car parking bays shall comply with Australian Standard 2890.1 2004 (as amended). All parking associated with the Arts, Crafts and Handicrafts shall be contained wholly on site. No verge parking shall be permitted.**
  - 5. The Arts, Crafts and Handicrafts use shall be restricted to the hours of 10am to 4pm on Fridays, Saturdays and Sundays.**
  - 6. The undertaking of the Arts, Crafts and Handicrafts shall not entail employment of any person not a member of the occupier's household.**
  - 7. The undertaking of Arts, Crafts and Handicrafts shall not require the provision of any essential service main of a greater capacity than normally required in the zone which it is located.**
  - 8. Any signage associated with the Arts, Crafts and Handicrafts erected on the property shall not exceed 0.2m<sup>2</sup> in area.**
  - 9. The undertaking of Arts, Crafts and Handicrafts shall not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection, due to the emission of light, noise, vibration, steam, soot, ash dust, grit, oil, liquid wastes or waste products.**

**Advice Notes:**

- 1. The proposed use is to comply with the Environmental Protection (Noise) Regulations 1997 at all times.**
- 2. Please note that this Planning Consent must be renewed before the one (1) year approval period expires for the Planning Consent to remain valid. An annual renewal fee of \$73 currently applies.**

**9.3 DEPUTY CEO/DIRECTOR CORPORATE SERVICES**

<b>9.3.1 ACCOUNTS FOR PAYMENT</b>	
Reporting Officer / Officer's Interest:	Kathy Simpson, Finance Officer / Nil
Responsible Officer / Officer's Interest	Ashleigh Nuttall – Manager Corporate Services / Nil
Proponent:	N/A
Landowner:	N/A
Date of Report: 14/5/18	File No.: 1/3
Previous Reference:	N/A
Policy Implications:	N/A
Statutory Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	N/A
<b>LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 6 “Active Civic Leadership, Good Governance, &amp; Excellence in Management”</b>	
<b>Voting Requirements</b>	<b>Simple Majority</b>

<b>Appendices Attached:</b>	<b>Yes</b>	<b>Appendices Numbers:</b>	<b>9.3.1</b>
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<b><u>OFFICER RECOMMENDATION</u></b>		
<b>That Vouchers numbered:</b>		
<b><u>ACCOUNT</u></b>	<b><u>CHEQUE NOS.</u></b>	<b><u>TOTAL \$</u></b>
Municipal	Cheques 8899 - 8912	\$8,343.32
Trust (Cheque/EFTs)	Chq: 11170-11173 EFT 27461	\$29,742.48
Electronic Transfers Municipal Fund	EFT 27345 to 27542	\$536,606.70
Direct Wages	01/04/18 – 30/04/18 inclusive	\$202,174.00
Direct Debits	01/04/18 – 30/04/18	\$1,812.73
<b>GRAND TOTAL:</b>		<b><u>\$778,679.23</u></b>
<b>and attached at Appendix 9.3.1 be endorsed.</b>		



<b>9.3.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 JULY 2017 TO 30 APRIL 2018</b>	
Reporting Officer / Officer's Interest:	Ashleigh Nuttall – Manager Corporate Services / Nil
Responsible Officer / Officer's Interest	Ashleigh Nuttall – Manager Corporate Services / Nil
Proponent:	N/A
Landowner:	N/A
Date of Report: 16/5/18	File No.: 1/1
Previous Reference:	N/A
Policy Implications:	N/A
Statutory Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	N/A
<b>LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): No. 6 “Active Civic Leadership, Good Governance, &amp; Excellence in Management”</b>	
<b>Voting Requirements</b>	<b>Simple Majority</b>

<b>Appendices Attached:</b> Yes	<b>Appendices Numbers:</b> 9.3.2
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### **OFFICER RECOMMENDATION**

**That the Monthly Statements of Financial Activity for the period 1 July 2017 to 30 April 2018 be received and noted.**

<b>9.3.3 PROPOSED STREET RENUMBERING – ISEPPI STREET, WAROONA</b>	
Reporting Officer / Officer's Interest:	Ashleigh Nuttall – Manager Corporate Services; No Interest
Responsible Officer / Officer's Interest	Ashleigh Nuttall – Manager Corporate Services; No Interest
Proponent:	Shire or Waroona
Landowner:	Various
Date of Report: 15/05/2018	File No.: 132/4
Previous Reference:	9.3.4 of 27 <sup>th</sup> March 2018
Policy Implications:	<i>See heading below</i>
Statutory Implications:	<i>See heading below</i>
Strategic Implications:	<i>See heading below</i>
Financial Implications:	<i>See heading below</i>
<b>LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>):</b> <i>No 6 Good Government: Active &amp; Responsible Civic Leadership, &amp; Excellence in Management</i>	

### **PROPOSAL SUMMARY**

Council is requested to consider the renumbering of properties in Iseppi Street, Waroona.

### **BACKGROUND / INITIAL COMMENTS**

A request has been received from a property owner for new street numbers to be allocated along the northern side of Iseppi Street as the current situation has begun to cause confusion.

Lot 702 Iseppi Street (corner of Iseppi and Hesse Street) does not currently have a street number allocated and has the potential for further subdivision. Given this, it is proposed to allocate street numbering as shown in yellow in **APPENDIX 9.3.3**. This would alleviate the existing situation and prevent any future required changes in street numbering should Lot 702 be further subdivided.

The other issue is with relation to the numbering of units 1 and 2, Number 2 and 2A. Number 2A is a freehold lot in its own right and should not have a number allocated as a strata lot.

An item regarding this issue was presented to Council at the March 2018 meeting and Council resolved to consult those property owners that would be affected by the proposed number changes

### **PLANNING – STRATEGIC IMPLICATIONS**

Nil

### **REFERRALS**

Nil



**STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS**

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 ISSUES/IMPLICATIONS**

Nil

**POLICY ISSUES/IMPLICATIONS**

Nil

**STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS**

Nil

**LEGAL ISSUES/IMPLICATIONS**

Nil

**COMMUNITY CONSULTATION**

Consultation letters were sent to the affected landowners on the 9<sup>th</sup> April 2018 requesting that they provide comment on the proposed renumbering by close of business on 2<sup>nd</sup> May 2018. Of the 7 owners affected, including the owner of the Hesse Street property which has the potential to be subdivided 4 responses were received.

These 4 responses received were against the proposed renumbering of Iseppi Street for the following reasons;

- The time, cost and inconvenience of changing address with service and utility providers,
- Inconvenience of notification of change of address with business and personal contacts,
- Issues with ownership documentation that would need changing and any costs involved (e.g. title deeds and mortgage contracts),
- Notification to Federal and State Government agencies and financial institutions regarding the change would be time consuming, inconvenient and possibly costly,
- Delivery of important supplies would need to be changed and could cause delays,
- Associated costs with regards to mail redirections,
- Fears that queries with relation to length of time at the current address cannot be answered accurately if the address changes,
- Sentimental feelings towards the current address,
- Negative impacts on daily life.

The officer assumes that the resident requesting the renumbering of Iseppi Street did not submit a response due to their comments already being received by Council.



**OFFICER'S FINAL COMMENTS/CONCLUSIONS**

In conclusion of the 7 affected properties 4 owners are against the renumbering proposal, 1 is in support of the proposal and 2 owners did not respond.

Council is requested to take into consideration;

- The current numbering of Iseppi Street,
- Any future development that would affect the sequence of numbers, for example if the corner block was to be subdivided again there is potential for another 3 properties to be numbered on Iseppi Street,
- The request from a landowner to assess the current numbering, and
- The comments and responses received to the community consultation.

Council should consider that if this issue is not rectified then the future Council and Officers will again face this issue in subsequent years.

<b>Appendices Attached:</b>	<b>Yes</b>	<b>Appendices Numbers:</b>	<b>9.3.3</b>
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**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION**

**That Council, due to the number of property owners opposing the proposal to change the street numbering of Iseppi Street to reflect the sequential order as outlined in Appendix 9.3.3 (written in yellow text), resolves not to proceed with the street numbering change. Council further agrees to reconsider the matter if, at a later date, a majority of affected property owners are found to be in support of the change.**



<b>9.3.4 PROPOSED AMENDMENTS TO 2017/18 ADOPTED BUDGET</b>	
Reporting Officer / Officer's Interest:	Ashleigh Nuttall, Manager Corporate Services; No interest
Responsible Officer / Officer's Interest	Ashleigh Nuttall – Manager Corporate Services; No Interest
Proponent:	Shire of Waroona
Landowner:	N/A
Date of Report: 15/05/18	File No.: 1/7
Previous Reference:	2017/18 Adopted Budget
Policy Implications:	<i>See heading below</i>
Statutory Implications:	<i>See heading below</i>
Strategic Implications:	<i>See heading below</i>
Financial Implications:	<i>See heading below</i>
<b>LINKED TO STRATEGIC OBJECTIVE NUMBER (Strategic Community Plan-SCP):</b>	
<i>No.5 Asset Management and Financial Sustainability: Provision of functional Assets to support services, involving built/acquired assets, &amp; Infrastructure; Financial Proficiency &amp; Sustainability</i>	
<i>No 6 Good Government: Active &amp; Responsible Civic Leadership, &amp; Excellence in Management</i>	

### **PROPOSAL SUMMARY**

The Council is requested to authorise several amendments to the 2017/18 adopted budget as described below.

### **BACKGROUND / INITIAL COMMENTS**

A number of grants have been received throughout the year which were not able to be accounted for at the time that the 2017/18 Budget was adopted. The relevant income and expenditure accounts for these grants must be amended to reflect this. The grants are as follows:

<b>Funding Source</b>	<b>Purpose</b>	<b>Amount</b>
Mental Health Commission	Suicide prevention training	\$5,618
WA Primary Health Alliance	Youth activities/engagement	\$7,000
Alcoa	Consultation/concept for community spaces	\$7,500
Australian Alcohol & Drug Foundation	Formation of Local Drug Action Team	\$10,000
Dept Communities	Community Development scholarship	\$3,703
Dept Communities	National Youth Week	\$500
<b>TOTAL</b>		<b>\$34,321</b>

### **PLANNING – STRATEGIC IMPLICATIONS**

Nil

### **REFERRALS**

Nil

**STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS**

The relevant Strategic Community Plan themes are Theme 5 – Assets, Resources, Financial Management & Sustainability, and Theme 6 – Good Governance.

**FINANCIAL ISSUES/IMPLICATIONS**

The following chart provides a summary of the changes which result in the overall budget remaining in a balanced position.

<b>Account</b>	<b>Proposed Budget Amendments</b>	<b>Amount</b>
114630	Increase budgeted income	\$500
114820	Increase budgeted expenditure	\$500
152130	Increase budgeted income	\$33,821
153320	Increase budgeted expenditure	\$30,118
152620	Increase budget expenditure	\$3,703

**POLICY ISSUES/IMPLICATIONS**

Nil

**STATUTORY IMPLICATIONS**

Local Government Act 1995 Section 6.11 Reserve Accounts and Local Government (Financial Management) Regulations 1996 regulation 17 (1).

Budget amendments are required to be authorised by an absolute majority.

**LEGAL IMPLICATIONS**

Nil

**COMMUNITY CONSULTATION**

Nil

**OFFICER'S FINAL COMMENTS/CONCLUSIONS**

A number of small budget amendments are to be considered to allow officers to continue their duties and responsibilities whilst staying within approved budget figures.

<b>Appendices Attached:</b>	<b>No</b>	<b>Appendices Numbers:</b>	<b>No</b>
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**VOTING REQUIREMENTS**

Absolute Majority



**OFFICER RECOMMENDATION**

**That Council approve to amend the 2017/18 adopted budget as follows:**

- 1. Income Account #152130 Grants & Contributions be increased by \$33,821;**
- 2. Income Account 114630 Contributions/Donations and correlating Expenditure Account 114820 Youth Activities be increased by \$500;**
- 3. Expenditure Account #153320 Grant Expenditure be increased by \$30,118.**
- 4. Expenditure account 152620 Training and Conferences be increased by \$3,703**

## 9.4 CHIEF EXECUTIVE OFFICER

<b>9.4.1 RESTRUCTURE OF ECONOMIC AND TOURISM COMMITTEE</b>	
Reporting Officer / Officer's Interest:	Ian Curley Chief Executive Officer; No Interest
Date of Report:	07/05/2018
Previous Reference:	OCM 17/10/096
File No:	35/1
Policy Implications:	Nil
Statutory Implications:	Local Government Act 1995
Strategic Implications:	N/A
Financial Implications:	N/A
<b><i>LINKED TO STRATEGIC OBJECTIVE NUMBER: Theme 6 Active Civic Leadership, Good Governance, &amp; Excellence in Management.</i></b>	

### **PROPOSAL SUMMARY**

Council is requested to consider the restructure of the Standing Committee (Members Only) – Economic and Tourism Committee into a committee and working group as described below.

### **BACKGROUND / INITIAL COMMENTS**

A new Economic and Tourism Committee was created included in the appointment of Councillors to standing committees at the October 2017 Council meeting, following the October 2017 Council Elections. At the time no terms of reference had been determined for the committee. The first meeting of the committee was held on 19 February 2018. At the time of creating the new committee the Waroona Visitor Centre Working Group was disbanded.

Cr Purcell enquired at the March 2018 Council meeting if it was possible to include a member of the local Business Support Group and Visitor Centre on the committee.

### **COMMUNITY CONSULTATION**

Public advertising will be undertaken calling for nominations for the community member positions.

### **OFFICER'S FINAL COMMENTS / CONCLUSIONS**

After further consultation with Cr Purcell, it is suggested to Council that the Waroona Visitor Centre Working Group be reformed and the Economic & Tourism Committee be restructured as an Economic Development Committee, together with terms of reference, as detailed below:

#### **Economic Development Committee (Standing Committee-Members Only)**

Comprising 4 Councillors

Terms of Reference



To provide strategic advice and direction to the Council and facilitate co-operation between the Council and those involved in ventures relating to economic development within the shire, including, but not limited to stakeholder/operator matters engaged in the areas of –

Tourism, Commercial business, Industrial/Manufacturing  
and Rural/Agricultural.

To meet as and when matters arise from the community, stakeholders or as directed by the Council.

#### Waroona Visitor Centre Working Group

A reference group comprising 2 Councillors and 2 members of the public, supported by the Manager of Corporate Services and Visitor Centre Manager.

#### Terms of Reference

To assess and consider matters relating to the operation of the Visitor Centre, arts and crafts and minor tourism matters that are outside the normal administration role of the centre – including, but not limited to the hosting of events relevant to tourism/arts & crafts; tourism marketing initiatives that may be presented, presentation and merchandising of the centre and maintenance of the centre in accordance with the annual budget.

To provide to Council advice on strategic tourism direction, and assess Council's continued involvement with MAPTO.

The CEO is delegated responsibility to approve or reject the above matters as recommended by the group taking into consideration budgetary constraints, Council policy and precedence and general benefit to the community.

#### **VOTING REQUIREMENTS**

Absolute Majority.

**OFFICER RECOMMENDATION**

**That Council resolve to restructure the Economic and Tourism Committee into the following committee and working group and re/appoint members to the:**

**Economic Development Committee (Standing Committee-Members Only)  
Comprising of 4 Councillors**

**Terms of Reference:**

**To provide strategic advice and direction to the Council and facilitate co-operation between the Council and those involved in ventures relating to economic development within the shire, including, but not limited to stakeholder/operator matters engaged in the areas of –**

**Tourism, Commercial Business, Industrial/Manufacturing and Rural/Agricultural.**

**To meet as and when matters arise from the community, stakeholders or as directed by the Council.**

**Waroona Visitor Centre Working Group**

**A reference group comprising 2 Councillors and 2 members of the public, supported by the Manager of Corporate Services and Visitor Centre Manager.**

**Terms of Reference:**

**To assess and consider matters relating to the operation of the Visitor Centre, arts and crafts and minor tourism matters, that are outside the normal administration role of the centre – including, but not limited to, the hosting of events relevant to tourism/arts & crafts; tourism marketing initiatives that may be presented, presentation and merchandising of the centre and maintenance of the centre in accordance with the annual budget.**

**To provide to Council advice on strategic tourism direction, and assess Council's continued involvement with MAPTO.**

**The CEO is delegated the responsibility to approve or reject matters resolved by the group taking into consideration budgetary constraints, Council policy and precedence and general benefit to the community.**

**Public advertising be undertaken calling for nominations from members of the public.**

<b>9.4.2 YALGORUP NATIONAL PARK – PROPOSED HERITAGE LISTING</b>	
Reporting Officer / Officer's Interest:	Ian Curley Chief Executive Officer; No Interest
Date of Report:	16/05/2018
File No:	116/1
Previous Reference:	Nil
Policy Implications:	Nil
Statutory Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	N/A
<b><i>LINKED TO STRATEGIC OBJECTIVE NUMBER: Theme 2 Environment: Conserving our unique Environment, Strategy 2.04</i></b>	

### **PROPOSAL SUMMARY**

Council is requested to consider supporting the City of Mandurah's efforts in investigating applying for National Heritage listing of the Yalgorup National Park.

### **BACKGROUND / INITIAL COMMENTS**

The City of Mandurah has written seeking the Council's endorsement of their proposal to investigate having the Yalgorup National Park National Heritage listed.

A copy of the letter and report that was presented to the City of Mandurah is included at **APPENDIX 9.4.2.**

The City of Mandurah has confirmed that the proposal does not include any private landholdings in the listing and that the National Heritage listing would be limited to the Yalgorup National Park and its adjacent lakes system.

The City of Mandurah also advises that City of Mandurah staff have liaised with officers from the previous government's Department of Premier and Cabinet and Department of Parks and Wildlife and both departments advised any listing would not impinge property rights or offer any additional environmental protection as elements within Yalgorup are already federally protected by the Environmental Protection and Biodiversity Conservation Act 1999, including ringtail possums and thrombolites. All parties agree the likely impact of National Heritage listing would be an increased interest in ecotourism in the area.

The City will be hosting three community forums in the Lake Clifton area as a first step towards understanding the community's attitude towards Yalgorup National Park and any potential nomination and are also planning to survey the broader community and are keen to hear from residents in Waroona through this process to ascertain representation from the different local government areas that are adjacent to the national park. These opinions will be presented back to City before any decision is made.

The City has confirmed that the dates and times of the 3 "Open House" forums to commence engagement with residents living near Yalgorup National Park and gauge their interest in a potential nomination for Heritage Listing are -

When: Saturday 26 May, 2pm-5pm

Where: Cape Bouvard Winery





When: Thursday 31 May, 2pm-5pm  
Where: Cape Bouvard Winery

When: Sunday 10 June, 9am-12pm  
Where: Lake Clifton Community Centre

### **COMMUNITY CONSULTATION**

The Chairperson of “The Friends of Ramsar Action Group for the Yalgorup Lakes Environment” (FRAGYLE) has been contacted for comment on the proposal.

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER RECOMMENDATION**

**That Council endorses the City of Mandurah’s proposal to investigate the Heritage Listing of the Yalgorup National Park and its adjacent lakes system and their engagement with community members within the Shire of Waroona to ascertain the level of support for this concept.**

**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**