



Date: 23 May 2019

**To: Shire President
All Councillors**

Copy: Directors
Executive Manager
Managers
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 28 May 2019 at 4.00pm to consider and resolve the matters set out in the attached Agenda.

A handwritten signature in black ink, which appears to read 'Ian Curley', is placed over 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 – 23 April 2019**

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 23 April 2019 be confirmed as being a true and correct record of proceedings.

- 9.0 **REPORTS OF OFFICERS AND COMMITTEES**



9.1 DIRECTOR TECHNICAL SERVICES

9.1.1 PROPOSED ROAD RESERVE REALIGNMENT	
Reporting Officer / Officer's Interest:	Patrick Steinbacher, DTS; No Interest
Responsible Officer / Officer's Interest	Patrick Steinbacher, DTS; No Interest
Proponent:	BE Surveys
Landowner:	Shire of Waroona Charles Hull
Date of Report: 20 May 2019	File No.: 132/3
Previous Reference:	Nil
Policy Implications:	Nil
Statutory Implications:	Nil
Strategic Implications:	Nil
Financial Implications:	See heading below
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): 5 Assets, Resources, Financial Management & Sustainability	

PROPOSAL SUMMARY

The purpose of this item is to seek Council approval for the realignment of an unnamed road reserve for the purpose of protecting access to private properties. The Department of Planning, Lands and Heritage which administers such activities requires a Council resolution before it will proceed.

BACKGROUND/INITIAL COMMENTS

This matter concerns Lot 731 Nanga Brook Road and the properties to its north that currently gain access to their properties by passing through Lot 731. The matter has been brought to the Shire's attention by the owner of Lot 1305 who has their property on the market. The lack of a formal access has proven to be a hindrance to the sale of the property and therefore they are taking steps to resolve it with the assistance of the owner of Lot 731.

Lot 731 is bisected by an existing road reserve however the physical access currently used has evolved over time such that it is not always contained within the road reserve and therefore some sections of it are located on the private property of Lot 731.

The owner of Lot 1305 has engaged a licenced surveyor who has liaised with the owner of Lot 731 and an alternative route has been determined as shown on the plan at **Appendix 9.1.1**, which takes in the existing access and is mutually beneficial to both proponents.

At present, the proponents are not seeking any Shire contribution to the realignment or future maintenance of the access and have agreed that it is beneficial to them that the access remains essentially a driveway without indication to the general public that the road reserve exists.

PLANNING – STRATEGIC IMPLICATIONS

Nil

REFERRALS

Nil



STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

This matter falls under area five of the SCP, i.e. “Assets, Resources, Financial Management & Sustainability”.

FINANCIAL ISSUES/IMPLICATIONS

The proponents have not sought any costs from Council. As with any road reserve there is a potential for future costs if development occurs or circumstances change that warrant road upgrading and ongoing maintenance. However it is most likely that any upgrades will be carried out by a third party to the prevailing requirements of the Shire at that time, as is the case with any development.

POLICY ISSUES/IMPLICATIONS

Nil

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Nil

LEGAL ISSUES/IMPLICATIONS

It is a positive outcome to remove the need for residents to have to traverse private property.

Technically any road reserve can be legally accessed by anyone, however in this instance the access will remain for all intents and purposes a driveway used only by the landowners in the area and will not be sign posted as a road.

COMMUNITY CONSULTATION

Nil.

OFFICER'S FINAL COMMENTS/CONCLUSIONS

The push to resolve this issue has come from the landowners themselves and they have sought Council’s involvement only because the Department of Planning, Lands and Heritage requires a Council resolution before it will proceed with the matter. It appears to be a logical and simple solution to the prevailing issues and only formalises a situation that has existed for many years, and therefore Officers are comfortable to recommend that it be supported.

Appendices Attached:	Yes	Appendices Numbers: 9.1.1
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VOTING REQUIREMENTS

Absolute Majority



OFFICER RECOMMENDATION

That Council:

- 1. Approve the proposed realignment of the unnamed road reserve as shown on Appendix 9.1.1 and that this approval be at no cost to Council;**
- 2. Grant delegated authority to the CEO to deal with any administrative matters resulting from this application.**

9.2 DIRECTOR STRATEGIC DEVELOPMENT

9.2.1 PROPOSED STRUCTURE PLAN – LOT 524 LOOK ROAD, WAROONA	
Reporting Officer / Officer's Interest:	Chris Dunlop, Senior Town Planner; Nil
Responsible Officer / Officer's Interest	Louis Fouché, Director Strategic Development; Nil
Proponent:	Rowe Group Pty Ltd
Landowner:	John James Look
Date of Report: 7/5/2019	File No.: SPN2177
Previous Reference:	OCM16/10/107 of 25 October 2016
Policy Implications:	State Planning Policy 2.1 – Peel-Harvey Coastal Plain Catchment State Planning Policy 2.5 – Rural Planning Draft State Planning Policy 4.1 – State Industrial Interface EPA Guidance Statement No. 3 – Separation Distances Between Industrial and Sensitive Land Uses
Statutory Implications:	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulation 2015 Shire of Waroona Local Planning Scheme No. 7 1996 Peel Region Scheme 2003
Strategic Implications:	South Metropolitan Peel Sub-Regional Planning Framework Shire of Waroona Local Planning Strategy 2009
Financial Implications:	See heading below
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): <i>No.3 Land Use: Responsible Land Use Planning, and Protecting Rural Land</i>	

PROPOSAL SUMMARY

Council is requested to consider a revised local structure plan for Lot 524 Look Road, Waroona.

BACKGROUND / INITIAL COMMENTS

The local structure plan for Lot 524 Look Road was submitted in conjunction with amendment 34 to Shire of Waroona Local Planning Scheme No. 7. The function of amendment 34 was to add Lot 524 to Schedule IV (Additional Uses) of the scheme in order to formalise the existing industrial use on the site. Amendment 34 also added a demarcation of the additional use area to the scheme maps.

The local structure plan was advertised in conjunction with Amendment 34. (Amendment 34 was approved by the Minister for Planning on 18 October 2017).

At its meeting of 25 October 2016 Council resolved:



COUNCIL RESOLUTION

OCM16/10/107

MOVED: CR SNELL

SECONDED: CR SCOTT

That Council:

1. *Pursuant to regulation 41(3) of the Planning and Development (Local Planning Schemes) Regulations 2015, supports for final approval, without modifications, Amendment 34 to the Shire of Waroona Town Planning Scheme No. 7 1996 to include Lot 524, Look Road into Schedule IV (Additional Uses) as per Appendix 9.2.1B, to enable the existing industrial use of the site for the purposes of repairing, modifying and maintaining large and heavy vehicles, plant and equipment.*
 - a. *Pursuant to regulation 44 of the Planning and Development (Local Planning Schemes) Regulations 2015, forwards all required documentation to the Western Australian Planning Commission, seeking final approval of the Minister for Planning, and*
 - b. *Authorise the Shire President / Deputy Shire President and the Chief Executive Officer / Deputy Chief Executive Officer to sign and seal the Amendment documents in accordance with Policy 1.26.*
2. *Pursuant to Part 4 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015:*
 - a. *Recommends approval of the structure plan (as per Appendix 9.2.1C) for Lot 524 Look Road, Waroona, without any modifications, and*
 - b. *Forwards a copy of the structure plan to the Western Australian Planning Commission for approval.*

The local structure plan was subsequently considered by the Western Australian Planning Commission (WAPC). The WAPC have advised the Shire that modifications were required to the structure plan in order to ensure its compliance with the WAPC's current structure plan guidelines, therefore further advertising was required.

A copy of the updated structure plan is at **APPENDIX 9.2.1A** and a schedule of the modifications made to the structure plan is at **APPENDIX 9.2.1B**.

PLANNING – STRATEGIC IMPLICATIONS**South Metropolitan Peel Sub-Regional Planning Framework (Framework)**

Lot 524 is identified by the Framework for preservation as rural land. It is an objective of the Framework to:

“promote employment opportunities and increase the number of people who live and work within the sub region with a focus on employment within the strategic metropolitan centres and key strategic industrial centres while maximising the use of existing infrastructure.”

Shire of Waroona Local Planning Strategy 2009

The subject site is located within the Agricultural Precinct and is classified as General Agriculture. It is Councils objective to provide for the continued use of the area for a range of agricultural pursuits and low key tourist establishments.



REFERRALS

The proposal has been referred to the Department of Health, Department of Water and Environmental Regulation and Main Roads Western Australia. Responses received from these agencies are included in a schedule of submissions at **APPENDIX 9.2.1C**.

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

Application fees relevant to the processing of the local structure plan were included in the fees charged for the processing of Local Planning Scheme Amendment No. 34.

POLICY ISSUES/IMPLICATIONS

State Planning Policy No. 2.1 – Peel Harvey Coastal Plain Catchment (SPP 2.1)

The subject land is located within the Peel-Harvey Coastal Plain Catchment as depicted on the Shire of Waroona TPS 7 maps. The land is subject to the provisions of SPP 2.1. The objectives of the policy are:

- *to improve the social, economic, ecological, aesthetic and recreational potential of the Peel-Harvey Coastal Plain Catchment;*
- *to ensure that changes to land use within the catchment of the Peel Harvey estuarine system are controlled so as to avoid and to minimise environmental damage;*
- *to balance environmental protection, with the environmental viability of the primary sector;*
- *to increase high water using vegetation cover within the Peel Harvey Coastal Plain Catchment; and*
- *to reflect the environmental objectives in Environmental Protection Policy (Peel-Harvey Estuarine Systems) 1992, to prevent land use that is likely to result in excessive nutrient export into the drainage system.*

SPP 2.1 (Clause 6.5), makes provision for Industrial development in the catchment as follows:

6.5.1 Proposals to develop land for industry, where the industrial process would create liquid effluent, must include provision for connection to a reticulated sewerage system.

6.5.2 Works approvals and licences will be required from the EPA where the proposal has a wastewater discharge or falls within the list of scheduled premises under Part V of the Environmental Protection Act. Some types of industrial development may require an impact assessment under Part IV of the Environmental Protection Act.”

The site is not connected to a reticulated sewerage system and is serviced by an onsite effluent disposal systems. The applicant has indicated that maintenance and repairs



associated with the proposed amendment are to be undertaken in such a manner that liquid and solid wastes are contained, treated and disposed of appropriately offsite.

State Planning Policy No. 2.5 – Land Use Planning in Rural Areas (SPP 2.5)

The objectives of SPP 2.5 are:

- a) *To protect rural land from incompatible uses by:*
 - i) *requiring comprehensive planning for rural areas;*
 - ii) *making land use decisions for rural land that support existing and future primary production and protection of priority agricultural land, particularly for the production of food; and*
 - iii) *providing investment security for the existing and future primary production sector.*
- b) *To promote regional development through provision of ongoing economic opportunities on rural land.*
- c) *To promote sustainable settlement in, and adjacent to, existing urban areas.*
- d) *To protect and improve environmental and landscape assets.*
- e) *To minimise land use conflicts.*

Section 5.1 (a) of SPP 2.5 requires that land use change from rural to all other uses be planned and provided for in a planning strategy or scheme.

Draft State Planning Policy 4.1 – State Industrial Buffer Policy (Draft SPP 4.1)

Clause 6.6 of Draft SPP4.1 states:

- (a) Where an area of land may be impacted by existing or proposed industrial land uses, or infrastructure facilities, and is identified in a scheme as suitable for urban or industrial development, a structure plan should be prepared for the purposes of orderly and proper planning.
- (b) Structure planning should be undertaken for all new General Industry zones in local planning schemes for the purpose of orderly and proper planning, and, where practicable, should include the area of land surrounding the Industrial zone to understand the context of the proposal and enable a compatible interface to be coordinated.
- (c) Structure planning should address land use conflict, in addition to other standard structure planning requirements, and coordinate the development of compatible land uses in buffers and at the interface between industry/infrastructure facilities and sensitive zones.

EPA Guidance Statement No. 3 – Separation Distances Between Industrial and Sensitive Land Uses

Guidance statement No. 3 establishes recommended separation distances between industry types and sensitive land uses defined under Draft SPP 4.1. These buffer distances are based on generic industry (and other activities which generate offsite impacts) types and profiles.

In the context of Guidance Statement No. 3 the uses which form part of the existing land uses for the site recommend the following buffer distances:

Industry	Description	Impacts	Recommended Buffer Distance
Metal Fabrication	Sheet metal, structural metal and iron and steel products – up to 50,000 tonnes per year	Noise Dust	500m-1000m
Motor Body Works	Including panel beaters	Noise Dust Odour	200m
Automotive Spray Painting	Liquid paint is directed onto automotive surfaces by airless, compression, electrostatic or other methods	Noise Dust Odour	200m

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Planning and Development (Local Planning Schemes) Regulations 2015

Part 4 of Schedule 2 to the Regulations sets out the process for the consideration and adoption of structure plans.

Peel Region Scheme 2003

The subject area is zoned Rural under the Peel Region Scheme.

Clause 12 (e) deals with the Rural zoning under the Scheme;

“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)

The subject site is currently zoned Rural 1 – General Farming under the scheme. A portion of Lot 524, as depicted on the scheme maps, is also identified under Clause 3.21 of the scheme as an additional use area.

The additional use identified for the portion of Lot 524 is “*Industrial uses associated with repairs, modification to and maintenance of heavy vehicles, plant and equipment and including, metal fabrication, refurbishment, reconditioning, customisation, machining of parts, hydraulic repairs and servicing and base for mobile breakdown and maintenance service*”.



It is a condition of the additional use that “*Use and development of the land should be in accordance with a local structure plan.*”

LEGAL ISSUES/IMPLICATIONS

See Statutory Issues.

COMMUNITY CONSULTATION

Consultation has been undertaken in accordance with instruction from the WAPC, including written notification to surrounding landowners with a period of 28 days for comment.

Comments received are included in a schedule of submissions at **APPENDIX 9.2.1C**.

OFFICER'S FINAL COMMENTS/CONCLUSIONS

The local structure plan provides a greater level of detail complementary to the scheme provisions added in relation to Lot 524 via Amendment 34 by identifying specific areas within the additional use designation for general storage, machinery laydown, workshops as well as general access and manoeuvring. The modifications required to the structure plan since its previous adoption by Council in 2016 are a result of the updated guidelines in relation to the preparation and adoption of structure plans by the Department of Planning, Lands and Heritage. (See **APPENDIX 9.2.1B**).

The proposed modifications to the LSP are not considered to impact the operation or intent of the structure plan and are predominately administrative in nature.

Issues raised during the consultation period are considered to be more relevant to the scheme amendment and the development application stages of the planning process. With the scheme amendment having been finalised (approved by the Minister), the uses recognised within the structure plan are in accordance with the Local Planning Scheme.

The modified structure plan is therefore recommended for approval.

Appendices Attached:	Yes	Appendices Numbers:	9.2.1A,B,C
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VOTING REQUIREMENTS

Simple Majority.

OFFICER RECOMMENDATION

1. That in relation to the proposed Local Structure Plan for Lot 524 Look Road, Waroona as set out at APPENDIX 9.2.1A, 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 structure plan be approved without modification.

9.2.2 WAROONA YOUTH PRECINCT SITE SELECTION	
Reporting Officer / Officer's Interest:	Louis Fouché – Director Strategic Development / No interest Brad Vitale – Community Development Officer / No interest
Responsible Officer / Officer's Interest	Louis Fouché – Director Strategic Development / No interest
Proponent:	CONVIC
Landowner:	See Legal Implications
Date of Report: 21/05/19	File No.: 126/1; 126/8
Previous Reference:	Not Applicable
Policy Implications:	State Planning Policy 4.2: Activity Centres for Perth and Peel COM013 – Development of Recreational Facilities COM014 – Control and Management of Council Property COM019 – Playground Projects
Statutory Implications:	Planning and Development Act 2005 Public Works Act 1902 Planning and Development (Local Planning Schemes) Regulations 2015 Local Planning Scheme No.7, 1996
Strategic Implications:	Strategic Community Plan 2018/19 – 2027/28 Local Planning Strategy 2009 Waroona Town Centre Strategy and Masterplan 2003
Financial Implications:	See heading below
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan</i>): <i>No. 1 Local Economy "Managing our future growth";</i> <i>No. 4 Society / Community Wellbeing "Maintain strong sense of community and effective community wellbeing"</i>	

PROPOSAL SUMMARY

Council is requested to consider the recommendation by the Recreation Advisory Committee regarding the site selection for the Waroona Youth Precinct project (site selection report by consultants is attached as Appendix 9.2.2A).

BACKGROUND / INITIAL COMMENTS

In April of 2018, the Shire commenced an investigation to develop a concept plan for the creation of a public open space accessible to the community and visitors. This space would provide equipment, facilities and infrastructure for people of all ages to connect and play – creating a youth precinct, family and recreational hub for the community in Waroona.

This concept plan is then to be used to develop budget / source funding for project implementation.

In October of 2018, CONVIC were commissioned to deliver a concept design for the Waroona Youth Precinct. As part of these works, a site selection assessment was undertaken for three sites – the existing skate park, Waroona Showgrounds and Centennial



Park. The results of this assessment are intended to assist Council in determining the most appropriate site for the Waroona Youth Precinct development.

The development of the site selection matrix and subsequent delivery of a Youth Precinct facility represents the Shire of Waroona's commitment to delivering active and social spaces for the community and young people.

PLANNING – STRATEGIC IMPLICATIONS

Local Planning Strategy 2009

Lot 91 Hill Street (including the existing skate park site), Reserves 43034 - 43036 De Hamel Street (Centennial Park) and Reserve 8746 (including the old basketball courts) are all located in the Town Precinct with the relevant plan (fig 16e) reflecting the land use category "Open Space, Recreation, Conservation and Forestry".

Considerations in the precinct include the following relevant requirements:

- Provisions of Open Space in accordance with WAPC guidelines and
- Development to have due regard to the Waroona Town Centre Strategy.

Waroona Town Centre Strategy and Masterplan 2003

The Implementation section (5.2) of the Masterplan proposes to:

- "6. Introduce youth focused precinct adjacent to football oval with upgrade of existing amenities and recreational facilities" and
- "8. Allow for formalised tree planting within bitumised courts in order to be utilised as weekend market place".

The Youth Precinct in the Masterplan is located adjacent to (south of the) kiosk and ablution block next to Memorial Hall. The recommendation from CONVIC is to locate the proposed Youth Precinct approximately 70m further south onto the old basketball courts.

Centennial Park and the existing skate park on Hill Street are not located within the Town Centre Strategy and Masterplan area.

REFERRALS

The Technical Services Directorate will provide comment on the project during the concept and development stages.

STRATEGIC COMMUNITY PLAN ISSUES / IMPLICATIONS

The relevant Strategic Community Plan key focus areas are:

Number 1 – Local Economy "Managing our future growth"

Number 4 – Society / Community Wellbeing "Maintain strong sense of community and effective wellbeing"

POLICY IMPLICATIONS

State Planning Policy 4.2: Activity Centres for Perth and Peel (SPP 4.2)



SPP 4.2 guides the planning and development of activity centres by providing broad planning requirements for new and existing activity centres. The policy includes the distribution, function, broad land use and urban design criteria of activity centres, and with coordinating their land use and infrastructure planning.

Section 5.4 (Urban form) of the policy requires public and civic spaces and parks to be attractive, well located spaces that provide a quality meeting place for the community as an integrated component of the centre.

Waroona's town centre is classified as a District Centre in the policy. The Waroona Town Centre Strategy and Masterplan 2003 is effectively the Shire's District Level Activity Centre Structure Plan.

COM013 – Development of Recreational Facilities

To provide a permanent record of the Council's long term strategy that would encourage the provision of community facilities that are multi-purpose.

COM014 – Control and Management of Council Property

To provide general direction in the control of Council property by community groups and organisations. This policy should be considered in conjunction with formal leasing arrangements that may exist.

COM019 – Playground Projects

This policy addresses the allocation of sites for the provision of playground equipment.

The policy states that future projects by the community be offered land at the Pisoneri Park, Recreation Centre and Centennial Park sites by the Council.

FINANCIAL IMPLICATIONS

Council allocated \$20,950 in the 2018/19 Adopted Budget for the concept development of the Waroona Youth Precinct. This amount will cover the costs of community consultation, site assessment, geotechnical surveys and concept design.

The site selected may have an impact on the costs to develop and construct the Waroona Youth Precinct, as outlined in **Appendix 9.2.1A**

STATUTORY IMPLICATIONS

Public Works Act 1902 and the Planning and Development Act 2005

Any works associated with the development of public recreation facilities are considered to be Public Works as per the definition provided by the Public Works Act 1902 and the Planning and Development Act 2005, and therefore exempt from any requirement for planning approval.

Planning and Development (Local Planning Schemes) Regulations 2015

Schedule 2, Part 4, clause 15(1) and Part 5, clause 30(1) of the Regulations requires a structure plan and an activity centre plan to be prepared in a manner and form approved by the Western Australian Planning Commission (WAPC).



Structure plans approved prior to the Regulations coming into effect remain valid and are to be used to guide decision-making.

Shire of Waroona Local Planning Scheme No.7, 1996

Lot 91 Hill Street (including the existing skate park site) is reserved for Recreation.

Reserves 43034 - 43036 De Hamel Street (Centennial Park) are zoned Urban 4 – Residential. Recreation – Public is a P use in the zone (a use that is permitted if it complies with any relevant development standards and requirements of the Scheme).

Reserve 8746 South Western Highway (including the old basketball courts) is zoned Urban 2 – Community and Civic. Recreation – Public is a P use in the zone.

LEGAL IMPLICATIONS

Land Administration Act 1997

Lot 91 Hill Street (including the existing skate park) is owned by the Shire of Waroona.

Reserves 43034 - 43036 De Hamel Street (Centennial Park) are owned by the Shire of Waroona. It should be noted that the 10 lots surrounding Lane Court (unconstructed) are owned by the Crown (State of WA) and are not legally part of Centennial Park.

Reserve 8746 South Western Highway (including the old basketball courts) is vested with the Shire of Waroona for the purposes of “Recreation and Agricultural Hall Site”.

COMMUNITY CONSULTATION

Initial community consultation regarding the features of the Youth Precinct was completed during Youth Week in April 2019. Further community and stakeholder consultation will be conducted once Council has considered the site selection for the Youth Precinct.

CONVIC consultants recommended the completion of a site assessment matrix to allow for the consideration of physical and technical site conditions to eliminate unsuitable sites prior to seeking community input on the project.

OFFICER'S COMMENTS / CONCLUSIONS

The location of a youth precinct is critical in ensuring the future usage and effectiveness of this community asset. CONVIC has stated that the selected site should have the capability to:

- Create a centralised social hub for young people;
- Allow users of different ages to interact with each other;
- Allow users of different abilities to learn from each other; and
- Create strong links with other existing community facilities and amenities.

The site selection matrix assessed each site considering the following ten criteria:

1. Physical site conditions and technical considerations
2. Access / transport



3. Natural surveillance, security and safety
4. Proximity to amenities (water, toilets, shade, food and drink)
5. Impact on existing facilities, adjoining uses and users
6. Distance from housing and incompatible land use
7. Event space opportunities
8. Maintenance
9. Context and amenity
10. Consistency with strategic objectives

The site selection matrix scored the Waroona Showgrounds site as the most suitable location with a score of 91%, followed by the existing skate park site with a score of 78% and Centennial Park with a score of 74%.

The Waroona Showgrounds site offers a unique design opportunity to tie into the existing central community precinct, creating a linked network of active areas from the ANZAC Memorial, to the showgrounds and the town centre. A youth precinct in this location would provide an opportunity to holistically tie all these active areas together and provide a central space adjacent to South Western Highway, attracting and enticing by-passers from the broader region. This site would also be more effective in boosting the local economy and tourism.

The Waroona Showgrounds site is large enough to accommodate a neighbourhood recreation facility. If deemed appropriate, utilising the existing courts would provide a facility of sufficient scale to meet community demand, whilst also providing space for local community events, and maintaining the historical recreational use of the site.

The Waroona Showgrounds site is also generally in accordance with the Shire’s Town Centre Strategy, with a slight relocation of the youth precinct area identified in the strategy. It would be appropriate to include the site relocation in the review of the Town Centre Masterplan.

The Waroona Youth Precinct Site Selection Matrix Report is included as **Appendix 9.2.2A**.

The three assessed sites are included as **Appendices 9.2.2B, 9.2.2C and 9.2.2D**.

An excerpt of Section 5.2 – Implementation of the Town Centre Strategy is included as **Appendix 9.2.2E**.

Appendices Attached: Yes	Appendices Numbers: 9.2.2A Site Selection Matrix Report 9.2.2B Proposed Site 1 – Lot 91 Hill Street 9.2.2C Proposed Site 2 – Reserves 43034 - 43036 9.2.2D Proposed Site 3 – Reserve 8746 9.2.2E Town Centre Strategy – 5.2 Implementation
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VOTING REQUIREMENTS

Simple Majority.

RECREATION ADVISORY COMMITTEE RECOMMENDATION

That Council approves Reserve 8746 South Western Highway (old basketball courts site) as the site for the Waroona Youth Precinct.



9.3 EXECUTIVE MANAGER PLANNING & BUILDING SERVICES

9.3.1 APPLICATION OF COMMON SEAL – HARVEY WATER SUPPLY CONTRACT FOR COMMUNITY STANDPIPE	
Reporting Officer / Officer's Interest:	Chris Dunlop, Senior Town Planner; Nil
Responsible Officer / Officer's Interest	Leonard Long, Executive Manager Planning & Building Services; Nil
Proponent:	Shire of Waroona
Landowner:	Shire of Waroona
Date of Report: 30/4/2019	File No.: 164/1
Previous Reference:	Nil
Policy Implications:	CORP015 – Application of Shire of Waroona Common Seal
Statutory Implications:	Local Government Act 1995
Strategic Implications:	Nil
Financial Implications:	<i>See heading below</i>
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): <i>No.5 Asset Management and Financial Sustainability: Provision of functional Assets to support services, involving built/acquired assets, & Infrastructure; Financial Proficiency & Sustainability</i>	

PROPOSAL SUMMARY

Council is requested to permit the application of the Shire of Waroona Common Seal to enable the execution of a contract between the Shire and Harvey Water for the installation and supply of a community standpipe adjacent to Appleby Road, Waroona.

BACKGROUND / INITIAL COMMENTS

The Shire aims to provide enhanced community infrastructure for both shire works and firefighting. In view of providing a greater level of service the need for a community standpipe to the west of the Waroona townsite has been identified.

Negotiations with Harvey Water have been undertaken by officers in relation to the installation and supply to the proposed standpipe. Harvey Water have agreed to waive the usual installation and annual service fees associated with the proposal.

PLANNING – STRATEGIC IMPLICATIONS

Nil.

REFERRALS

The Shire's Technical Services Department will oversee the final location and installation of the standpipe.

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 5 – Asset Management and Financial Sustainability: Provision of functional Assets to support services, involving built/acquired assets, & Infrastructure; Financial Proficiency & Sustainability.



FINANCIAL ISSUES/IMPLICATIONS

Harvey Water has agreed to waive the installation and annual service fees associated with the standpipe. Costs to the Shire will therefore be limited to usage charges only in accordance with the fees and charges set by Harvey Water.

POLICY ISSUES/IMPLICATIONS

Council Policy CORP015 – Application of the Shire of Waroona Common Seal requires a resolution of Council to authorise the application of the Shire’s common seal.

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Nil.

LEGAL ISSUES/IMPLICATIONS

COMMUNITY CONSULTATION

Nil

OFFICER'S FINAL COMMENTS/CONCLUSIONS

The installation of the proposed standpipe will enhance the level of service available to the Shire and relevant community organisations. The waiving of the installation and annual service fees negates any cost to the Shire for the improved level of service with only water usage fees applicable.

It is therefore recommended that Council authorise the application of the common seal for the execution of the contract with Harvey Water.

Appendices Attached:	No	Appendices Numbers:
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VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

- 1. That in relation to the contract between the Shire of Waroona and Harvey Water for the installation of a community standpipe at Appleby Road, Waroona Council resolves to approve the application of the Shire of Waroona Common Seal in accordance with Council Policy CORP015 – Application of Shire of Waroona Common Seal.**



9.4 DEPUTY CHIEF EXECUTIVE OFFICER / DIRECTOR CORPORATE SERVICES

9.4.1 PAYMENT LISTING FOR THE MONTH OF APRIL 2019	
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: 15/5/19	File No.: 1/3
Previous Reference:	N/A
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>
LINKED TO STRATEGIC OBJECTIVE NUMBER (Strategic Community Plan-SCP): No. 6 "Active Civic Leadership, Good Governance, & Excellence in Management"	

PROPOSAL SUMMARY

The purpose of this report is to present the listing of payments made from the Shire's Municipal and Trust funds throughout the month of April 2019.

BACKGROUND / INITIAL COMMENTS

The attached appendix lists the payments from Council Municipal and Trust funds for the month applicable as per requirements of the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

As per Regulation 13 of the Local Government (Financial Management) Regulations 1996 the following information is required to be presented to Council;

- The Payee's name;
- The amount of the payment;
- The date of the Payment; and
- Sufficient information to identify the transaction

PLANNING – STRATEGIC IMPLICATIONS

Nil

REFERRALS

Nil

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 6 Good Government: Active & Responsible Civic Leadership, & Excellence in Management.

FINANCIAL ISSUES/IMPLICATIONS

Nil



POLICY ISSUES/IMPLICATIONS

Nil

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Local Government Act 1995 – Section 6.4 and Local Government (Financial Management) Regulations 1996 – Section 13

LEGAL ISSUES/IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER'S FINAL COMMENTS/CONCLUSIONS

All payments made from Council's Municipal and Trust account were completed in accordance with the adopted budget.

That Council receive the payment listing for the period as per the appendices.

Appendices Attached:	Yes	Appendices Numbers:	9.4.1
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VOTING REQUIREMENTS

Simple Majority

<u>OFFICER RECOMMENDATION</u>		
That Vouchers numbered:		
<u>ACCOUNT</u>	<u>CHEQUE NOS.</u>	<u>TOTAL \$</u>
Municipal	Cheques 9162 - 9182	\$17,281.62
Trust (Cheque/EFTs)	Chq: 11207-11208 EFT 29783, 29839-29840	\$3,282.55
Electronic Transfers Municipal Fund	EFT 29767 to 29916	\$437,497.90
Direct Wages	01/04/19 – 30/04/19 inclusive	\$172,989.80
Direct Debits	01/04/19 – 30/04/19	\$40,420.10
GRAND TOTAL:		<u>\$671,471.97</u>
and attached at Appendix 9.4.1 be endorsed.		



9.4.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019	
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: 16/5/2019	File No.: 1/1
Previous Reference:	N/A
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>
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): <i>No 6 Good Government: Active & Responsible Civic Leadership, & Excellence in Management</i>	

PROPOSAL SUMMARY

The purpose of this report is to present the financial position of Council as at the reporting date as per requirements of the Local Government Act 1995 and the Local Government (Financial Management) Regulation 1996.

BACKGROUND / INITIAL COMMENTS

The monthly financial report recognises the financial position of Council at the reporting date and contains the following information;

- a) Annual budget estimates taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the Local Government Act 1995;
- b) Budget estimates to the end of the month to which the statement relates;
- c) Actual amounts of expenditure, revenue and income to the end of the month to which the statements relate;
- d) The material variance between the comparable amounts referred to in the paragraphs (b) and (c); and
- e) The net current assets at the end of the month to which the statement relates.

The following information is included in the report;

- o Statement of Financial Activity by Programme
- o Statement of Financial Activity by Nature and Type, and
- o Statement of Financial Position
- o Note 1 – Significant Accounting Policies
- o Note 2 – Graphical Representation
- o Note 3 – Net Current Funding Position
- o Note 4 – Cash and Investments
- o Note 5 – Major Variances
- o Note 6 – Budget Amendments
- o Note 7 – Receivables
- o Note 8 – Grants & Contributions
- o Note 10 – Capital Disposals and Acquisitions
- o Note 11 – Significant Capital Projects

- Note 12 – Trust
- Note 13 - Borrowings

PLANNING – STRATEGIC IMPLICATIONS

Nil

REFERRALS

Nil

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 6 Good Government: Active & Responsible Civic Leadership, & Excellence in Management.

FINANCIAL ISSUES/IMPLICATIONS

Nil

POLICY ISSUES/IMPLICATIONS

Accounting policies - Policy 3.1.1 to Policy 3.1.7

STATUTORY ISSUES/ENVIRONMENT/IMPLICATIONS

Local Government Act 1995 – Section 6.4 and Local Government (Financial Management) Regulations 1996 – Section 34

LEGAL ISSUES/IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER'S FINAL COMMENTS/CONCLUSIONS

That Council receive the monthly statement of financial activity for the period as per the appendices.

Appendices Attached:	Yes	Appendices Numbers:	9.4.2
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VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council receive the Monthly Statement of Financial Activity for the period 1 July 2018 to 30 April 2019 as presented.



9.5 CHIEF EXECUTIVE OFFICER

9.5.1 WAROONA COMMUNITY RESOURCE CENTRE – RECEPTIONIST FUNDING	
Reporting Officer / Officer's Interest:	Ian Curley, Chief Executive Officer / Nil
Proponent:	Waroona Community Resource Centre
Landowner:	Shire of Waroona
Date of Report: 16 May 2019	File No: 192/1
Previous Reference:	OCM 06/144 July 2006; OCM 07/012 January 2007; OCM09/093 June 2009; OCM 11/08/097 Aug 2011, OCM June 2013 13/06/056, OCM June 2015 15/06/066, OCM June 2017 17/06/058.
Statutory/Policy Implications:	N/A
Strategic Implications:	N/A
Financial Implications:	\$36,000 – 2019/20 & 2020/21
LINKED TO STRATEGIC OBJECTIVE NUMBER (<i>Strategic Community Plan-SCP</i>): <i>No 6 Active Civic Leadership, Good Governance, & Excellence in Management</i>	

PROPOSAL SUMMARY

To continue to provide funding to the Waroona Community Resource Centre (WCRC) for the purpose of providing reception services at the Waroona Health & Community Resource Centre.

BACKGROUND / INITIAL COMMENTS

The Waroona Health & Community Resource Centre opened in October 2004. Since January 2007 Council has provided on-going funding to the WCRC to enable it to provide full-time receptionist services at the centre from Mondays-Fridays. Council had previously partially funded the position since it opened.

Since the implementation of the funding agreement with the WCRC it has been providing a valuable and consistent service to residents of the shire and has consistently met its obligations under the terms of the agreement. The current funding arrangements cease as of 30 June 2019.

Council's June 2017 resolution -

COUNCIL RESOLUTION

OCM17/06/058

MOVED: CR WRIGHT

SECONDED: CR MASON

That Council resolves to continue to provide on-going funding towards a Reception position at the Waroona Health & Community Resource Centre as per the following conditions:

- a) *Funding to be paid directly to the Waroona Community Centre Inc.*

- b) *The amount to be up to \$46,000 for 2017/18 (based on 2016/17 figures not indexed with inflation) and \$36,000 for 2018/19 (and not indexed with inflation), including any grants that are obtained to assist the funding of the position.*
 - c) *Funding can be utilised by the WCC to engage other employees for the Centre, providing that it agrees to provide and maintain full-time reception duties in the Centre either by paid employees, volunteers or other such means as the WCC is able to arrange.*
 - d) *The current agreement is re-signed, with or without modification.*
 - e) *This funding commitment is for 2 (two) years commencing 1 July 2017, and the WCC, during this time, is to continue to make endeavours to have the Reception position self-funded as future funding may be further reduced.*
- CARRIED 7/0**

Council’s 2018/19 budget for the Waroona Community Health Resource Centre is -

Expenditure

General maintenance (incl cleaning)	\$40,825
Utilities-water power etc (less contribution from WCC still to be calculated)	\$13,900
Insurance	\$3,370
Contribution to WCC	<u>\$36,000</u>
	<u>\$94,095</u>

Income

Lease charges, Doctor etc	-\$19,000
Overall budgeted cost for the year	\$75,095

PLANNING – STRATEGIC IMPLICATIONS

N/A

REFERRALS

N/A

STRATEGIC COMMUNITY PLAN ISSUES/IMPLICATIONS

The relevant Strategic Community Plan issue area is number 6 Active Civic Leadership, Good Governance, & Excellence in Management.

COMMUNITY CONSULTATION

Nil recommended.

OFFICER’S FINAL COMMENTS/CONCLUSIONS

Included in Council’s previous agreements with the WCRC the following key areas had been agreed to:

The Shire agrees to –



- Not charge rental to the WCRC for its use of the Centre;
- Provide building and contents insurance on the Centre, excluding contents that are in the ownership of the WCRC and others;
- Pay for the ordinary maintenance of the Centre, garden maintenance, water rates and refuse removal.

The WCRC agrees to -

- Provide reception duties to the Centre generally between the hours of 9am and 4pm, 5 days per week, excluding public holidays.
- To be responsible for its own occupational health & safety training and management for all staff under its control and invited guests into the building;
- To submit to the Shire, upon request, an annual report on the activities of the Centre.
- Provide the Shire with free use of available areas throughout the Centre. Any additional costs associated with the hire will be paid by the Shire;
- Engage and pay a cleaner for area under its control as defined on annexure 2;
- Pay all utility accounts in relation to the area under control – power, water, telephone etc and charge other building users for portion attributable to them,
- Take bookings and receive and retain money for casual hire of the centre. This clause excludes the area under agreement with the Department for Child Protection and long-term leases contained in the medical wing of the Centre, unless those areas are available and hired out on a casual basis;
- Provide after-hours access for hirers;
- Provide contents insurance cover for equipment owned by the WCRC;
- Provide public liability insurance cover for activities conducted by the WCRC.

The following is recommended.

Appendices Attached:	No	Appendices Numbers:
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VOTING REQUIREMENTS

Absolute Majority



OFFICER RECOMMENDATION

That Council resolves to continue to provide on-going funding towards a Reception position at the Waroona Health & Community Resource Centre as per the following conditions:

- a) Funding to be paid directly to the Waroona Community Resource Centre.**
- b) The amount to be \$36,000 per annum for 2019/2020 and 2020/2021 (and not indexed with inflation), including any grants that are obtained to assist the funding of the position.**
- c) Funding can be utilised by the WCC to engage other employees for the Centre, providing that it agrees to provide and maintain near full-time reception duties in the Centre either by paid employees, volunteers or other such means as the WCC is able to arrange.**
- d) The current agreement is re-signed, with or without modification.**
- e) This funding commitment is for 2 (two) years commencing 1 July 2019, and the WCRC, during this time, is to continue to make endeavours to have the Reception position self-funded as future funding is not guaranteed.**

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