



**SHIRE OF GNOWANGERUP**

## **MINUTES**

### **ORDINARY MEETING OF COUNCIL**

**27<sup>th</sup> September 2017**  
**Commencing at 3:30pm**

**Council Chambers**  
**28 Yougenup Road, Gnowangerup WA 6335**

#### **COUNCIL'S VISION**

Gnowangerup Shire – A thriving, inclusive and growing community built on opportunity



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**OPENING PROCEDURES**

**1. OPENING AND ANNOUNCEMENT OF VISITORS**

Shire President, Keith House welcomed Councillors, Staff and visitors and opened the meeting at 3:30pm.

**2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**

**2.1 ATTENDANCE**

Keith House	Shire President
Fiona Gaze	Deputy Shire President
Bronwyn Gaze	
Richard House	
Frank Hmeljak	
Sue Lance	
Ben Moore	
Shelley Hmeljak	
Shelley Pike	Chief Executive Officer
Carol Shaddick	Senior Finance Officer
Yvette Wheatcroft	Manager of Works
John Skinner	Asset and Waste Management Coordinator
Phil Shephard	Town Planner
Abbey Sergeant	Executive Assistant
Chris Thomas, Greg Stewart	

**2.2 APOLOGIES**

Vin Fordham Lamont Deputy Chief Executive Officer

**2.3 APPROVED LEAVE OF ABSENCE**

Cr Lex Martin

**3. APPLICATION FOR LEAVE OF ABSENCE**

Ben Moore – 25<sup>th</sup> October 2017.

**4. RESPONSE TO QUESTIONS TAKEN ON NOTICE**

Nil.



**5. PUBLIC QUESTION TIME**

Nil

**6. DECLARATION OF FINANCIAL INTERESTS AND INTEREST AFFECTING IMPARTIALITY**

Nil

**7. PETITIONS / DEPUTATIONS / PRESENTATIONS**

7.1 PETITIONS

7.2 DEPUTATIONS

7.3 PRESENTATIONS

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES**

8.1 ORDINARY MEETING OF COUNCIL MINUTES 23<sup>rd</sup> AUGUST 2017

**COUNCIL RESOLUTION**

Moved: Cr F Gaze

Seconded: Cr F Hmeljak

0917.93      That the minutes of the Ordinary Council Meeting held on Wednesday 23<sup>rd</sup> August 2017 be confirmed as a true record of proceedings with the following amendment under item 12.1:

- That the year referenced (on two occasions) under the “comments” paragraph be amended from 2017 to 2016.

**UNANIMOUSLY CARRIED: 8/0**

## 9. USE OF THE COMMON SEAL

### 9.1

### COMMON SEAL

<b>Location:</b>	Shire of Gnowangerup
<b>Proponent:</b>	N/A
<b>Business Unit:</b>	Strategy and Governance
<b>Date of Report:</b>	15 <sup>th</sup> August 2017
<b>Officer:</b>	Shelley Pike, Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil.

### ATTACHMENT

- Copy of Common Seal Register

### PURPOSE

This report is a standard report and for noting purposes only.

### BACKGROUND

Section 2.5 of the *Local Government Act 1995* states that a Local Government is a Body Corporate with perpetual succession and a common seal. A document is validly executed by a Body Corporate when the common seal of the Local Government is affixed to it by the Chief Executive Officer, and the President/Chairman and the Chief Executive Officer attest the affixing of the seal.

Since the last meeting of Council the common seal has been applied to the:

- Lease for a portion of Alymore Park – Houston Nominees
- Shire of Gnowangerup – Transfer of Land Ongerup Police Station

The Chief Executive Officer is primarily responsible for the governance role of the Shire of Gnowangerup which includes ensuring all legislative requirements are complied with including: adopting plans and reports, accepting tenders, directing operations, setting and amending budgets. This use of the Common Seal is a Standard Report for noting by Council.

All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

### POLICY IMPLICATIONS

Nil

### LEGISLATIVE IMPLICATIONS

Section 2.5(2) of the *Local Government Act 1995*. The local government is a body corporate with perpetual succession and a common seal Section 9.49. Documents, how authenticated. A document, is, unless this Act requires otherwise, sufficiently authenticated by a local government without its common seal if signed by the CEO or an employee of the local government who purports to be authorised by the CEO to so sign.

### CONCLUSION

This is a standard report for Elected Members information

## COMMON SEAL REGISTER

Register Reference No	Party (company etc)	Description e.g. Contract Agreement	Date Signed	Resolution No.	Signed
84	Houston Nominees Pty Ltd	<ul style="list-style-type: none"> <li>Lease of Portion of Lot 1296 on Deposited Plan 115341, Kojonup (known as Aylmore Park)</li> </ul>	23/08/2017		Yes
85	Shire of Gnowangerup	<ul style="list-style-type: none"> <li>Transfer of Land Ongerup Police Station – Lot 517</li> </ul>	23/08/2017		Yes

## 10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

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### 10.1 ELECTED MEMBERS ACTIVITY REPORT

**Date of Report:** N/A  
**Officer:** Various

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#### Attended the following meetings/events

F Gaze: Attended the Great Southern Development Commission Meeting on Friday 25<sup>th</sup> August, the Council Briefing Session on Wednesday 13<sup>th</sup> September, the Local Government Act Review Meeting on Monday 18<sup>th</sup> and the ARTGN Exhibition opening on Wednesday 20<sup>th</sup> September 2017.

L Martin: Nil.

B Gaze: Attended the Council Briefing session on Wednesday 13<sup>th</sup> September, the ARTGN Exhibition opening on Wednesday 20<sup>th</sup> September and the Yongergnow Board Meeting on Wednesday 27<sup>th</sup> September 2017.

R House: Attended the Council Briefing session on Wednesday 13<sup>th</sup> September 2017.

F Hmeljak: Attended the Council Briefing Session on Wednesday 13<sup>th</sup> September and the ARTGN Exhibition opening on Wednesday 20<sup>th</sup> September 2017.

S Lance: Attended the Hidden Treasures Meeting in Albany on Friday 25<sup>th</sup> August, the WALGA Zone Meeting in Kojonup on Friday 1<sup>st</sup> September, the Gnowangerup Homes for the Aged Meeting on Wednesday 6<sup>th</sup> September, the Main Roads meeting at the Shire of Gnowangerup on 11<sup>th</sup> September, the Council Briefing Session on Wednesday 13<sup>th</sup> September and the Blooms Festival Opening in Katanning on Saturday 16<sup>th</sup> September 2017.

B Moore: Attended the Council Briefing Session on Wednesday 13<sup>th</sup> September and the Lower Great Southern DOAC Meeting in Borden on 20<sup>th</sup> September. Encouraging all Bush Fire Brigades to ensure that everyone RSVP's to fire events for insurance purposes.

S Hmeljak: Attended the Gnowangerup Homes for the Aged Meeting on Wednesday 6<sup>th</sup> September, the Council Briefing Session on Wednesday 13<sup>th</sup> September and the ARTGN Exhibition opening on Wednesday 20<sup>th</sup> September 2017.

K House: Attended the WALGA Zone Meeting in Kojonup on Friday 1<sup>st</sup> September, the Road Safety Forum in Cranbrook on 4<sup>th</sup> September, the Gnowangerup Homes for the Aged Meeting on Wednesday 6<sup>th</sup> September, the Local Emergency Management Meeting on 7<sup>th</sup> September, the Main Roads Meeting with Andrew Duffield and School Carnival on 11<sup>th</sup> September and the Council Briefing Session on Wednesday 13<sup>th</sup> September.

REPORTS FOR DECISION

11. COMMITTEES OF COUNCIL

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**11.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING (LEMC)**

**Location:** Shire of Gnowangerup  
**Proponent:** N/A  
**File Ref:** ADM0119  
**Date of Report:** 19<sup>th</sup> September 2017  
**Business Unit:** Infrastructure  
**Officer:** Vin Fordham Lamont, Deputy Chief Executive Officer  
**Disclosure of Interest:** Nil.

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ATTACHMENT

- Unconfirmed Minutes of the LEMC meeting held on Thursday 7<sup>th</sup> September 2017.

PURPOSE OF THE REPORT

To advise Council of the LEMC meeting held on Thursday 7<sup>th</sup> September 2017.

BACKGROUND

The LEMC Committee met on Thursday 7<sup>th</sup> September 2017 and the minutes of the meeting are attached for receiving and noting.

COMMENTS

Nil

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

**CONCLUSION**

The LEMC is a Committee of Council and Council is required to receive and note the unconfirmed minutes from the meeting held on Thursday 7<sup>th</sup> September 2017.

**VOTING REQUIREMENTS**

Simple Majority

**COUNCIL RESOLUTION**

Moved: Cr F Hmeljak

Seconded: Cr R House

**0917.94      That Council:**

**Receives and notes the unconfirmed minutes of the Local Emergency Management Committee (LEMC) meeting held on Thursday 7<sup>th</sup> September 2017.**

**UNANIMOUSLY CARRIED: 8/0**



## SHIRE OF GNOWANGERUP

### LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES

THURSDAY 7<sup>th</sup> SEPTEMBER 2017 at 4.30pm

SHIRE OF GNOWANGERUP COUNCIL CHAMBERS

#### 1. ATTENDANCE

Keith House	Gnowangerup Shire President (Chairman)
Vin Fordham Lamont	Deputy CEO Shire of Gnowangerup (Local Recovery Coordinator)
Anrie van Zyl	Corporate Services Officer of Shire of Gnowangerup (Agenda and Minutes Officer)
Adam Smith	Office of Emergency Management – Albany
Sara Pellant	Nurse Manager, Gnowangerup Health Services
Lex Martin	Gnowangerup Shire Councillor
Geoff Griffiths	Gnowangerup SES
Mark Bruce	Principal Ongerup Primary School
Janette Hindmarsh	Principal Borden Primary School
Tracey Keown	Gnowangerup Police Station
Neville Blackburn	Department of Communities

#### 2. APOLOGIES

Cassandra Hughes	St John Ambulance Regional Manager – Great Southern
Yvette Wheatcroft	Works Manager – Shire of Gnowangerup
Gail Blaszczyk	Department of Communities
Les Nayda	Gnowangerup SES

#### 3. CONFIRMATION OF PREVIOUS MINUTES – Thursday 1<sup>st</sup> June 2017

That the minutes of the Local Emergency Management Committee meeting held on Thursday 1<sup>st</sup> June 2017 be confirmed as a true and accurate record of proceedings.

**Moved:** Adam Smith

**Seconded:** Sara Pellant  
**Carried**

#### **4. BUSINESS ARISING FROM PREVIOUS MINUTES**

##### **4.1 State Risk Project: Risk Assessment Workshops**

Facilitator – Adam Smith

To fulfil the legal requirement in regards to the State Risk Project, the LEMC Committee, at their previous meeting in June, started off their Risk Assessment Workshops by choosing the 6 most likely hazards to have an impact on the Shire. The risks chosen were:

- Animal or plant, pests or diseases
- Fire
- Flood
- HAZMAT incident
- Road crash
- Storm

During the LEMC Meeting, Adam Smith divided the members of the committee into 6 groups and provided each group with a different scenario development activity. The groups were asked to formulate a realistic incident scenario for the hazard that they were given.

Once the scenario development activities were completed, the groups were given a range of risk statements to choose from that would have an impact on the following key areas:

- People
- Economy
- Social Setting
- Public Administration
- Environment

None of the scenarios were discussed during the LEMC meeting. Adam will collate all scenario activities developed, and risk statements chosen for the various key areas. Once collated, he will be in contact with the Shire to discuss the various options available to continue with the project. The timeframe for the completion of the project will depend on the amount of risk statements chosen for each hazard.

#### **5. CORRESPONDENCE**

##### **INWARDS:**

- 5.1 Neville Blackburn – Department of Communities – formerly known as Department of Child Protection and Family Support (9/8/17)
- 5.2 August SEMC Communique – distributed to LEMC members on 8/8/2017

##### **OUTWARDS:**

Nil

#### **6. GENERAL BUSINESS**

##### **6.1 Proposed Revocation of Westplan Dambreak (14/7/17)**

The proposed revocation of the Westplan Dambreak does not affect the Shire as it only relates to major dams and has no relevance to our area.



## **7. REPORTS FROM MEMBERS**

### **Neville Blackburn**

Neville explained the changes that came into effect when various Government Departments were amalgamated from the 1<sup>st</sup> July 2017 to form the new Department of Communities. The Department of Child Protection and Family Support (CPFS), Department of Housing, Disability Services Commission, Communities Section of the Department of Local Government & Communities and some parts of Juvenile Justice are now all entities of the newly formed department. He is hopeful that the new Department of Communities will be able to ensure more trained staff over the whole of Western Australia.

### **Vin Fordham Lamont**

Contractors have now been appointed for the various tenders that went out for the WANDRRA Roadworks. Contractors will start in late September with the repair work to the roads damaged during the floods in February 2017. The Shire was divided into three different sectors and three different contractors have been appointed for each sector. Dividing the Shire into the three sectors will help ensure that all repair works are completed in the allowed 24-month period. Damage worth \$11 million was caused during the extreme weather event. A meeting has been scheduled for the 11<sup>th</sup> September 2017 between the Shire, its Project Manager and the contractors to plan the works.

### **Mark Bruce**

Mark enquired about the long-term forecast and the likelihood of a flood event happening again in the Shire as the previous event in February had a big impact on the community with the school being closed for one day.

Unfortunately, no definitive answer could be provided.

### **Geoff Griffiths**

The Gnowangerup SES took part in a land search exercise with the Tambellup unit. With the fire season fast approaching, the Gnowangerup SES undertook training in filling and utilising the airport bushfire water supply and are ready to go if required.

### **Janette Hindmarsh**

Nil

### **Adam Smith**

Nil

### **Tracey Keown**

Two of the three police officers in Gnowangerup are now trained in land-search operations and can fulfil the role as search controllers. There were 2 land-search operations conducted since April of this year in the Shire and both had successful outcomes.

### **Sara Pellant**

Not much to report on. To date there has been no solution to the problems with the two driveways. Hopefully it can be resolved once the areas have dried out enough for remedial works to start. The drainage installed will help the age care section to be less vulnerable during flood events.

The hospital also has a few staffing issues that need resolving.

**Lex Martin**

Nil

**8. OTHER**

Nil

**9. CLOSING**

The meeting was declared closed at 5:28pm by the Chairman.

**10. DATE OF NEXT MEETING**

Thursday 7<sup>th</sup> December 2017 at 4:30pm – Shire Council Chambers

## 12. STRATEGY AND GOVERNANCE

### 12.1 ADMINISTRATION OFFICE CHRISTMAS CLOSURE

**Location:** Shire of Gnowangerup  
**Proponent:** N/A  
**Business Unit:** Strategy and Governance  
**File Ref:** ADM  
**Date of Report:** 20<sup>th</sup> September 2017  
**Officer:** Shelley Pike – Chief Executive Officer  
**Disclosure of Interest:** Nil.

#### ATTACHMENTS

- Nil

#### PURPOSE OF THE REPORT

To seek Council's endorsement for the closing of the Shire Administration Office during the Christmas and New Year break from close of business Friday 22<sup>nd</sup> December 2017 to reopen on Tuesday 2<sup>nd</sup> January 2018.

#### BACKGROUND

Previously, Council has authorised the closure of the Shire Administration office during the Christmas and New Year period.

#### COMMENTS

The Boxing Day public holiday falls on Tuesday 26<sup>th</sup> December 2017 meaning staff would return to work on Wednesday 27<sup>th</sup> December 2017 for 3 days. Following the weekend staff would then return to work again on Tuesday 2<sup>nd</sup> January following the New Year's Public Holiday.

Over the past year it has been recognised that on many occasions council staff have gone above and beyond what has been required of them. As the CEO I would like to provide council staff with the extra Rostered Day Off (RDO). This would mean staff would return to work on Tuesday 2<sup>nd</sup> January 2018.

Staff will be required to take a total of 2 days accrued leave. If a staff member has no accrued leave, the time off would be leave without pay.

If approved, the closure would be advertised in the three Local Newsletters, Shire of Gnowangerup Website and the administration answering machine.

#### CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

#### LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

IMPACT ON CAPACITY

No work or service delivery would take place between Christmas and New Year

RISK MANAGEMENT CONSIDERATIONS

Low Risk as it is a very quiet time of the year with many people away.

CONCLUSION

It is not often that Council has the opportunity to reward staff and it is therefore proposed that Council endorses the closing of the Council administration office during the Christmas and New Year break.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

Moved: Cr S Lance

Seconded: Cr B Gaze

0917.95      That Council:

**Endorse the closure of the Shire Administration Office from the close of business on Friday 22<sup>nd</sup> December 2017 to reopen on Tuesday 2<sup>nd</sup> January 2018.**

**UNANIMOUSLY CARRIED: 8/0**

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<b>12.2</b>	<b>2018 COUNCIL MEETING DATES</b>
<b>Location:</b>	Shire of Gnowangerup
<b>Proponent:</b>	n/a
<b>File Ref:</b>	ADM0008
<b>Date of Report:</b>	20 <sup>th</sup> September 2017
<b>Business Unit:</b>	Strategy & Corporate Governance
<b>Officer:</b>	Shelley Pike, Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil

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#### ATTACHMENTS

- Council Meeting Calendar 2018

#### PURPOSE OF THE REPORT

To consider the dates for Ordinary Council meetings to be held in 2018.

#### BACKGROUND

Council's Ordinary meetings are generally held on the fourth Wednesday of the month commencing at 3:30pm; excluding January and except for December when it is normally scheduled for the third Wednesday of the month dependent upon when Christmas falls.

2018 is a little different with the ANZAC Day public holiday falling on the forth Wednesday.

#### COMMENTS

It is the Officer's recommendation that Ordinary Council meetings be held on the following dates:

Wednesday 14<sup>th</sup> February 2018  
Wednesday 28<sup>th</sup> March 2018  
Tuesday 24<sup>th</sup> April 2018 (Wednesday 25<sup>th</sup> Public Holiday)  
Wednesday 23<sup>rd</sup> May 2018  
Wednesday 27<sup>th</sup> June 2018  
Wednesday 25<sup>th</sup> July 2018  
Wednesday 22<sup>nd</sup> August 2018  
Wednesday 26<sup>th</sup> September 2018  
Wednesday 24<sup>th</sup> October 2018  
Wednesday 28<sup>th</sup> November 2018  
Wednesday 19<sup>th</sup> December 2018

#### CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil.

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Administration) Regulations 1996, Public notice of council or committee meetings — 12. s. 5.25(1)(g) includes:

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which:*  
*(a) the ordinary council meetings;*

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil.

IMPACT ON CAPACITY

Nil.

RISK MANAGEMENT CONSIDERATIONS

Nil.

CONCLUSION

Nil.

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council:

Set and Advertise the Ordinary Council Meeting Dates for 2018 as follows:

Wednesday 14<sup>th</sup> February 2018  
Wednesday 28<sup>th</sup> March 2018  
Tuesday 24<sup>th</sup> April 2018  
Wednesday 23<sup>rd</sup> May 2018  
Wednesday 27<sup>th</sup> June 2018  
Wednesday 25<sup>th</sup> July 2018  
Wednesday 22<sup>nd</sup> August 2018  
Wednesday 26<sup>th</sup> September 2018  
Wednesday 24<sup>th</sup> October 2018  
Wednesday 28<sup>th</sup> November 2018  
Wednesday 19<sup>th</sup> December 2018

**AMENDMENT DISCUSSION**

That the September Council Meeting Date be moved to Thursday 27<sup>th</sup> September to allow all councillors to attend.

**COUNCIL RESOLUTION**

Moved: Cr S Lance

Seconded: Cr F Gaze

0917.96      That Council:

Set and Advertise the Ordinary Council Meeting Dates for 2018 as follows:

Wednesday 14<sup>th</sup> February 2018  
Wednesday 28<sup>th</sup> March 2018  
Tuesday 24<sup>th</sup> April 2018  
Wednesday 23<sup>rd</sup> May 2018  
Wednesday 27<sup>th</sup> June 2018  
Wednesday 25<sup>th</sup> July 2018  
Wednesday 22<sup>nd</sup> August 2018  
Thursday 27<sup>th</sup> September 2018  
Wednesday 24<sup>th</sup> October 2018  
Wednesday 28<sup>th</sup> November 2018  
Wednesday 19<sup>th</sup> December 2018

UNANIMOUSLY CARRIED: 8/0

# COUNCIL MEETINGS

## 2018



Strategic Briefing Session



Information Briefing Session & Ordinary Council Meeting

JANUARY							FEBRUARY							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31

APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7			1	2	3	4	5						1	2
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
29	30						27	28	29	30	31			24	25	26	27	28	29	30

JULY							AUGUST							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4							1
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
22	23	24	25	26	27	28	19	0	21	22	23	24	25	16	17	18	19	20	21	22
29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					



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**12.3 BUDGET AMENDMENT – SMARTNET (SMART AG REGIONAL TELECOM NETWORK) FEASIBILITY STUDY**

**Proponent:** N/A  
**File Ref:** ADM0040  
**Date of Report:** 14 September 2017  
**Business Unit:** Strategy and Governance  
**Officer:** Vin Fordham Lamont, Deputy Chief Executive Officer  
**Disclosure of Interest:** Nil

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**ATTACHMENTS**

- Map showing proposed project area (blue) and NBN fixed wireless rollout footprint (green).

**PURPOSE OF THE REPORT**

To seek Council approval for out of budget expenditure and an amendment to the approved 2017/2018 budget.

**BACKGROUND**

Over the last couple of years, the Shires of Gnowangerup, Jerramungup and Kojonup have individually been in discussions with an Albany business, Connect Technology Australia, in regards to improving digital connection for their communities.

Primary producers and manufacturers have consistently advised their respective local governments that they are experiencing business constraints due to the limitations of the current digital platforms. Householders, too, have provided feedback that their current internet service is less than adequate for their personal needs. There is no planned commitment for NBN to roll out any additional fixed line or fixed wireless in the broader Central Great Southern area, outside the existing services in and around the towns of Kojonup, Katanning, Broomehill and Tambellup. Digital services outside these towns are currently delivered via NBN Skymuster satellite, 3G/4G mobile network or ADSL.

In 2016 John Dent, the proprietor of Connect Technology Australia, contacted the Shire to gauge our interest in a possible project based on internet access originating from the optic fibre in Katanning and delivered via fixed wireless through a series of infrastructures supporting line of sight wireless transmission across the Central Great Southern region (Kojonup to Bremer Bay).

**COMMENTS**

Communication with John Dent continued through 2017 until it was decided to involve the Great Southern Development Commission (GSDC). On 5 September 2017, the Deputy CEO and John Dent met with GSDC representatives, Bruce Manning, Angela Simpson and Gavin Ellis to determine a process for progressing this initiative.

It was decided that the project be divided into two phases – phase 1 Feasibility/Viability and phase 2 Planning and Construction.

## Phase 1

1. GSDC to facilitate a due diligence investigation of current projects to inform all relevant Local Government Authorities (LGAs) of the project proposal.
  - GSDC to investigate and assess current State Government / other regional planning for similar or discordant projects.
  - GSDC to establish a working group through a meeting in Gnowangerup with LGAs at a time to be negotiated.
2. Undertake a baseline study of the communities involved in order to assess:
  - Current digital activity in the area and expected needs across the project area.
  - Qualitative measure of digital coverage satisfaction.
  - Audit of infrastructure and measures of digital device use in the project area.
  - Report on the technologies that could be used to deliver the identified need, including reviewing options being rolled out in other parts of the country.

*Who: LGAs with the support of GSDC and OptimiDigital.*
3. Establish terms of reference for a feasibility study. The feasibility study needs to address the range of technology options available to address the issues identified in the baseline study, supported by financial modelling of each option. Pros and cons of options to be assessed and preferred option recommended. Scale of the project to be determined and funding options considered.

*Who: GSDC, LGAs*
4. Confirming financial partners to contribute to a feasibility study and an auspicing body to oversee the study and manage funds.

*Who: GSDC, LGAs*
5. Undertake feasibility study and assess and review outcomes/options. Make recommendation for implementation of the preferred option.

*Who: Working Group*

As a result of this meeting, the GSDC has proposed the following:

1. That a recommendation be put to its Board to support the feasibility study to the value of \$10,000.
2. That participating LGAs seek endorsement from their Council for a matching contribution of \$10,000 each.
3. To assist with the cost of the baseline study described earlier on this page, GSDC will contribute 50% of the cost for each LGA to undertake a study of their respective communities. It is expected that the cost of a baseline study could be reduced to approximately \$2,000 per LGA if LGAs are prepared to undertake the facilitation of the data collection from residents and businesses in their area.
4. That the GSDC be endorsed as the auspicing body for the funds.
5. That the project progress to drafting the Terms of Reference for a feasibility study based on commitments from the Shires of Gnowangerup, Jerramungup and Kojonup, and the GSDC.

Council is now being asked to provide this commitment.

#### CONSULTATION

A Community Information Session and Expo is being held at the Gnowangerup Sporting Complex on Monday 16 October. John Dent will be presenting and it is anticipated that GSDC officers will be in attendance, as well as the CEO of the Connect Technology's project partner.

#### LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Part 6 Financial management

Division 4 General financial provisions

Section 6.8 Expenditure from municipal fund not included in annual budget

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

No change to the Shire's bottom line as the cost of the baseline digital study and feasibility study will be funded via amendments to the adopted 2017/2018 budget.

#### STRATEGIC IMPLICATIONS

Strategic Community Plan 2013-2022

Goal 3 A Built Environment and Infrastructure that Supports the Community and the Economy

Outcome 3.5 A sustainable asset and infrastructure base

#### RISK MANAGEMENT CONSIDERATIONS:

Nil

#### IMPACT ON CAPACITY

Nil

#### ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Not provide a financial commitment to the baseline digital study and feasibility study. The project would not go ahead and there is real possibility of local businesses relocating to Perth.

#### CONCLUSION

It is in the best interests of all communities within the Shire of Gnowangerup for Council to commit to the baseline digital study and feasibility study. Local businesses importing and exporting overseas should not have to relocate because of inadequate digital options. Likewise, householders in a first world country like Australia should expect to be able to access the best digital applications available in the areas of Entertainment, Communications, Health and Education.

#### VOTING REQUIREMENTS

Absolute majority

**COUNCIL RESOLUTION**

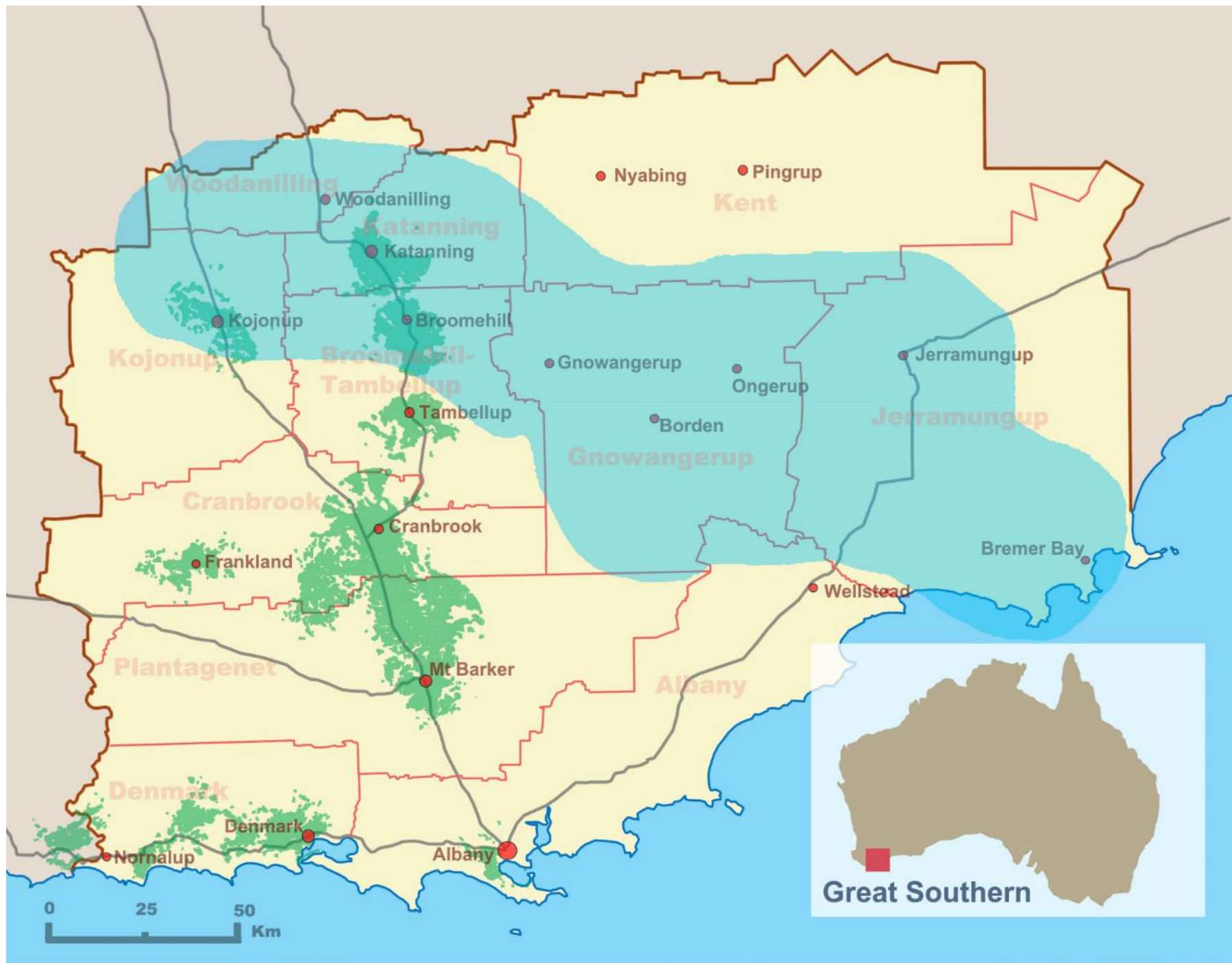
Moved: Cr R House

Seconded: Cr B Gaze

**0917.97      That Council:**

- 1. Approves out of budget expenditure of up to \$12,000 to fund a baseline digital readiness assessment and feasibility study of a regional fixed wireless digital solution from Kojonup to Bremer Bay, subject to a similar commitment from the Great Southern Development Commission and other relevant local governments;**
- 2. Approves \$12,000 changes to the 2017/18 budget as follows:**
  - **Decrease allocation to GL Account 59022 by \$8,052 as we will not be proceeding with the implementation of the Altus HR module;**
  - **Decrease budgeted transfer to Future Fund Reserve (GL Account 95001) of \$50,000 by \$3,948.**
  - **Increase allocation to GL 50022 – Community Capacity Building by \$12,000.**

**UNANIMOUSLY CARRIED: 7/1**



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**12.4 STRATEGIC COMMUNITY PLAN 2017 – 2027 AND  
CORPORATE BUSINESS PLAN 2017 - 2021**

**Location:** Shire of Gnowangerup  
**Proponent:** n/a  
**File Ref:** ADM0418 & ADM0432  
**Date of Report:** 30 August 2017  
**Business Unit:** Strategy and Governance  
**Officer:** Shelley Pike, Chief Executive Officer  
**Disclosure of Interest:**

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ATTACHMENTS

- Shire of Gnowangerup Strategic Community Plan 2017-2027
- Shire of Gnowangerup Corporate Business Plan 2017- 2021

PURPOSE OF THE REPORT

To adopt the Shire of Gnowangerup Strategic Community Plan for the period 2017-2027 and the Shire of Gnowangerup Corporate Business Plan 2017 – 2021.

BACKGROUND

The Department of Local Government and Communities' Integrated Planning and Reporting (IPR) Framework requires all Local Governments to have a Strategic Community Plan which provides Councils with clear strategic direction for a period of ten years. The Strategic Community Plan is the guiding document that provides a basis for the Shire's Long Term Financial Plan, Workforce Development Plan and Asset Management Plans, all of which allow Council to link service delivery with resourcing requirements and community strategic direction.

The Shire's Corporate Business Plan is responsible for translating the Shire's Strategic direction into specific priorities and actions at an operational level. The Corporate Business plan draws together actions from the various other plans and informing strategies and provides a medium-term snapshot of operational actions to inform the planning and budgeting process within a broader context.

In November 2016, Council endorsed the methodology to undertake an extensive community consultation process aimed at informing the Shire of Gnowangerup Strategic Community Plan 2017 – 2027. During this process much of the information gathered included actions at an operational level which are expressed within the Shire's Corporate Business Plan.

The Strategic Community Plan and Corporate Business Plan are representative of extensive community input, as result of the culmination of the community consultation as detailed below.

## COMMENTS

The consultation process covered three main components: Aspirational Goals, Actions and Priorities and a review of the Shire's Building Infrastructure. These components provided data on community views and allowed the Shire to inform community members about future trends and potential risk and opportunities that could impact on the sustainability of the Shire into the future.

The consultation process was designed to engage a wide cross section of the community and engage as many community members as possible to provide input into the future direction of the Shire.

## CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

In addition to the formal advertising period, Council also ran 12 community workshops across the communities of Borden, Ongerup and Gnowangerup. Over 150 people representative of all demographics, attended the workshops held within the Shire. A further 35 community members submitted feedback via "Big Idea" cards and written surveys. A Councillor workshop was also part of the consultation undertaken to develop the plans.

A working Group consisting of three Shire Councillors and two Shire officers was formed to guide the consultation process and provide feedback before, during and after the Community Engagement process.

A large amount of information was gathered from the community workshops. In order to prioritise the aspirations, priorities and actions identified in the workshop phase, the Shire formed a Citizen Panel. The Citizen Panel consisted of 12 demographically representative participants who were selected to provide feedback from a cross section of the community. The Citizen Panel met on two occasions to define the identified priorities, articulate and expand on actions linked to aspirational goals and review the Shire's Vision, Values and Mission.

## LEGAL AND STATUTORY REQUIREMENTS

The *Local Government (Administration) Regulations 1996* has been amended to require each local government to adopt a Strategic Community Plan and a Corporate Business Plan. Section 5.56(1) and (2) of the Local Government Act 1995 requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations. The new regulations specify what a 'plan for the future' should involve. Local governments are formally required to develop and adopt two new planning instruments: a Strategic Community Plan, and a Corporate Business Plan.

## POLICY IMPLICATIONS

The Strategic Community Plan is the culmination of the community consultation process described above. The Plan presents the first step in the Integrated Planning Process and provides a broad strategy for council direction over the next ten years.

The Corporate Business Plan is the document that defines the implementation of the strategic goals outlined in the Strategic Community Plan and is therefore linked to a variety of other informing plans.



### FINANCIAL IMPLICATIONS

The Strategic Community Plan and Corporate Business Plan are guiding documents to be used to inform the budget and planning actions across Shire operations. Council will be required to consider the strategic direction outlined in both plans when making any decisions associated with the Council budget for the duration of the plans.

### STRATEGIC IMPLICATIONS

The Strategic Plan 2017-2027 will guide and direct the future of the Council until 2027.

The Strategic Community Plan is a direct result of the community consultation process undertaken in 2017 and as such reflects community aspirations, issues and opportunities across six key areas; a sustainable business growth, the natural environment, quality built infrastructure, our community, a sustainable and capable Council.

The Corporate Business Plan 2017-2021 has been developed to reflect the operational implications associated with the delivery of the goals identified in the Strategic Community Plan.

It should be noted that each plan has a predetermined review and timeline as dictated by the Department of Local Government. Both minor and major reviews are required at different stages during the lifetime of each plan. Strategies, priorities and actions can therefore be amended during a review, to meet the changing needs of the community and Council's operational capacity over time.

### ALTERNATE OPTIONS AND THEIR IMPLICATIONS

It is a legislative requirement to adopt the Strategic Community Plan and Corporate Business Plan.

### CONCLUSION

The Shire of Gnowangerup Strategic Community Plan has now been through the required statutory consultation and advertising process.

As a result of this, the Council is now formally required to adopt the Strategic Community Plan 2017-2027 and the Corporate Business Plan 2017-2021.

Once endorsed the Strategic Community Plan will be advertised and will be made available to the public in a variety of formats.

### VOTING REQUIREMENTS

Absolute Majority



**COUNCIL RESOLUTION**

Moved: Cr S Hmeljak

Seconded: Cr S Lance

**0917.98      That Council:**

**Formally adopts the Strategic Community Plan 2017-2027-and the Corporate Business Plan 2017-2021 as the strategic and guiding documents for the Shire for the period 2017-2027.**

**UNANIMOUSLY CARRIED: 8/0**

Cr S Hmeljak spoke for the motion: By this document being complete in house we have made substantial savings, I would like to extend a huge thank you to all staff who were involved in preparing these documents.

# STRATEGIC COMMUNITY PLAN

## 2017-2027

SHIRE OF GNOWANGERUP



SHIRE OF GNOWANGERUP

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## Message from the President

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The Shire's Strategic Community Plan is Council's principal strategy and planning document guiding the development of all other plans and activity that the Shire undertakes. It is a long term plan (10 years) outlining vision, aspirations and priorities, based on research and considering community input.

"The shared vision that the Strategic Community Plan provides for the Shire and our community will enable us to remain focused on and striving towards our goals and aspirations, now and into the future."

I am proud to present the Shire of Gnowangerup's Strategic Community Plan (SCP). The Shire of Gnowangerup has the vision of one shire, diverse places, which acknowledges the many different people and places within our great Shire.

The Shire's Council and administration work hard to provide infrastructure and services to meet community needs and where the Shire cannot provide these services, we passionately advocate for State and Federal government investment in our great Shire.

Achieving a vision like ours requires a lot of planning. We need to make sure that our current work aligns with our vision for the Shire, both now and into the future.

The SCP is the Shire's most long-term planning document, looking forward over the next 10 years. It addresses questions such as, 'Where would we like the Shire of Gnowangerup to be in 2027?', 'How are we going to get there?', and 'How are we going to monitor our progress?'

This document answers these questions at a broad level, across the areas of Natural Environment, Quality Built Form, Our Community, a Sustainable and Capable Council, Financial Sustainability and Sustainable Business Growth. It outlines the outcomes, objectives, strategies and measures through which the Shire plans to deliver success for our community.

Partnerships and sustainable growth are key focusses for 2017-2027. We also acknowledge an increased interest in preserving and protecting our natural environment. We are lucky to enjoy both a thriving community and a beautiful landscape which we hope to promote more widely over the next ten years.

My thanks go to the many community members and local businesses who contributed to the development of this plan. Community participation in workshops and focus groups created a shared vision that will shape the future of our community.

## Message from the Chief Executive Officer

---

The Shire of Gnowangerup encompasses a broad range of places, people and activities. To ensure that the diversity and vibrancy of our Shire is preserved and enhanced into the future, the Shire utilises a robust integrated planning framework.

The highest level of plan within the framework is our Strategic Community Plan, which guides all of the work that is undertaken, supported or advocated for by the Shire.

Developed in consultation with our community, Council and key stakeholders, the SCP sets out the vision, aspirations and objectives of our community over the next 10 years.

The process of consultation is supplemented by detailed research and reveals a number of key priorities for our community and Council across the key result areas of Sustainable Business Growth, The Natural Environment, Our Community, a Sustainable and Capable Council,

Financial Sustainability and Quality Built Form.

The specific services, projects and resources through which the Shire will deliver on the SCP are presented in our Corporate Business Plan, which is a four-year operational plan that is revised annually.

I would like to thank everyone who contributed to the development of this plan. The shared vision that it provides for the Shire and our community will enable us to remain focused on and striving towards our goals and aspirations, now and into the future.

---

Shelley Pike

CHIEF EXECUTIVE OFFICER





## An overview of our community

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The Shire of Gnowangerup is a beautifully diverse area of land, rich in natural assets encompassing a wide range of unique areas, each with their own character.

Gnowangerup was initially gazetted as a road district on 26th January 1912, taking in sections of Broomehill and Tambellup. On 23rd June 1961, it became a shire following changes to the Local Government Act.

On 4th June 1982, the eastern half of the Gnowangerup shire was excised to form the Shire of Jerramungup.

### Borden

The small town of Borden was first developed as a siding on the Gnowangerup-Ongerup railway.

The townsite was declared in 1915 and by the 1920s it was a thriving centre. The area to the south of the town was opened up for settlement by returned soldiers at the end of World War 1.

### Ongerup

The name Ongerup is derived from 'Yongerup', the Noongar word meaning 'place of the male kangaroo'.

Settlement in the area commenced with the Moir family who took up land along the Warperup Creek in 1870.

With the opening of the railway at Ongerup in 1913 the settlement increased until drought and World War 1 brought a halt to government assistance.

Many holdings were abandoned. In the 1930s, the years of the depression, kangaroo hunters and mallet bark strippers came to the district

The bark, used for tanning, was sent to Germany while the skins provided a meagre living for the unemployed.

### Gnowangerup

The name Gnowangerup is derived from the Aboriginal word 'Ngow', meaning Malleefowl.

For thousands of years the plains were hunting grounds for the Goreng (or Koren) Noongars, evidenced by stone implements still found along the creeks.

The last full blood Noongar died in 1965; however, descendants are still in the area.

While some settlement in the region took place in the second half of the 19th century it was around 1905 that the Land Department was requested to survey the area, now known as Gnowangerup, for town lots.

## Stirling Range

The first ship known to visit the coast was the Dutch ship 'Guilden Seepaart', in 1627. One hundred and ninety-five years later, it was the English Captain Matthew Flinders on HMS 'Investigator' who recorded the first sighting of the inland mountain range on 5 January 1802, calling them 'Mount Rugged'. The Stirling Range National Park was named by John Septimous Roe on 4 November 1835 after Captain James Stirling, the first Governor of Western Australia.



## Geographic Context

The Shire of Gnowangerup is situated in the Great Southern region, approximately 354 kilometres from Perth and 140 kilometres from Albany via the Chester Pass Road.

It covers an area of approximately 5,000 square kilometres and is a prosperous grain growing and sheep producing area. The area is noted Australia-wide for its merino sheep and the annual Stud Field Days.



Figure 1. Great Southern region

## Catchment demographics

The Shire of Gnowangerup has a population of approximately 1,215 people across the communities of Borden, Gnowangerup and Ongerup. At the 2016 census, Aboriginal and Torres Strait Islander people comprised approximately 8.4% of the population, with a median age of 26 years.

Table 1. Catchment demographics

Local Government	Total population		Indigenous population	
	Number	Median age	Number (%)	Median age
Broomehill-Tambellup	1,144	39	131 (11.5)	24
Gnowangerup	1,215	40	101 (8.4)	26
Katanning	4,151	40	315 (7.6)	21
Kojonup	1,985	44	88 (4.4)	22
Jerramungup	1,109	41	39 (3.5)	11
<b>Total</b>	<b>9604</b>	<b>40</b>	<b>674</b>	<b>22</b>
<b>WA</b>	<b>2,474,410</b>	<b>36</b>	<b>75978 (3.1)</b>	<b>23</b>



## Our Integrated Planning Framework

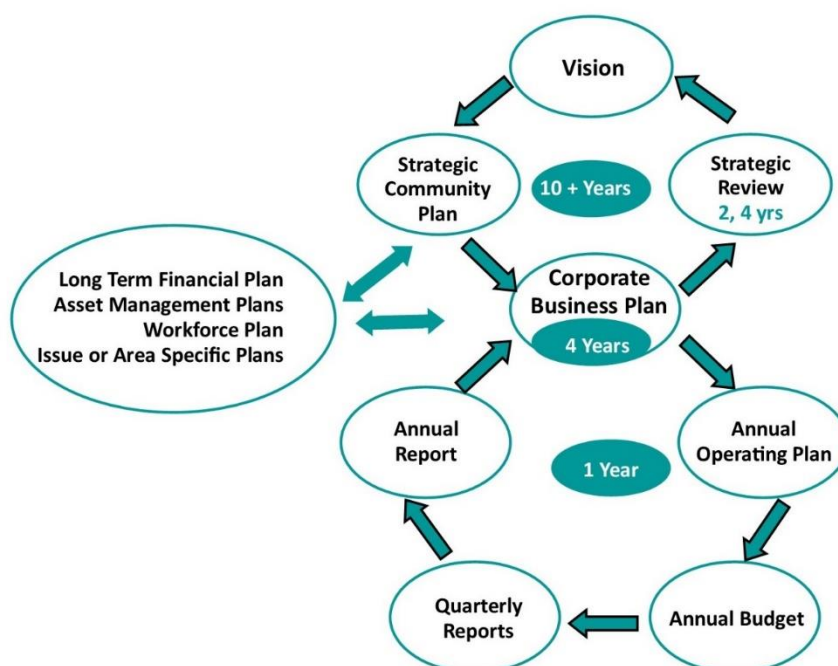
Integrated planning and reporting provides local governments with a framework for translating community priorities and aspirations into operational objectives, and tracking progress in delivering on these objectives.

Underlying principles of integrated planning and reporting include:

- Understanding the external environment and what our community aspires to;
- Setting direction within our resource capability;
- Monitoring performance for accountability and adaptability;
- Optimising success by understanding the interdependencies between the components.
- Recognising the importance of integrating community and organisational planning.

The Local Government (Administration) Regulations 1996 require local governments to adopt a 10-year Strategic Community Plan (SCP) and a 4-year Corporate Business Plan (CBP) which is operational in nature and linked to the annual budget.

The diagram below shows how this is applied at the Shire, and how these core plans both inform and are informed by other aspects of our planning and reporting.



## How we developed our Strategic Community Plan

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**We are committed to ensuring that our business planning is relevant and effectively captures the right information to drive the delivery of what our community requires.**

**Our Strategic Community Plan was developed through the following process:**

- An Environmental analysis was undertaken to determine trends, issues and impacts.
- Community consultation was undertaken by holding 10 focus groups covering all demographic with an attendance of over 150 people. A citizen's Panel was held to review and prioritise the outcomes from the Community focus groups. A second Citizen's panel was held to develop the Vision, Mission and Values.
- A draft plan was developed and refined with Council to develop the outcomes, objectives and strategies needed to achieve the overall vision.
- The plan is endorsed by Council before going out for public comment.
- Final adjustments are made to the plan before going to Council for final adoption.
- The adopted plan is advertised



## How the Strategic Community Plan is used

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**The Strategic Community Plan outlines the vision for the Shire and identifies community priority areas for the next 10 years. It is broken into six key result areas - Sustainable Business Growth, The Natural Environment, Our Community, A Sustainable and Capable Council, Financial Sustainability and Built Quality Form.**

The strategic direction of the Shire is translated into services and projects that are delivered to our community through the Corporate Business Plan which is reviewed annually. This ensures strategic priorities are translated into real actions.



## How the Strategic Community Plan is implemented, monitored and reviewed

---

**The Shire applies tailored business planning processes to take the priorities outlined in this Strategic Community Plan and turn them into actions that will be delivered for our community.**

This more detailed level of planning is contained within our Corporate Business Plan. This is a four-year operational plan that is updated annually. It outlines our services, major projects and how it will be resourced through our budget allocations, assets and workforce. It is supported by a suite of key performance indicators which measure how well the Shire delivers its services.

The measures outlined in our Strategic Community Plan will be collected and reviewed annually. They will be used to monitor our progress in achieving strategic objectives and will be published in our Annual Report. Through this mechanism we will report to our community the progress we have made in delivering this Strategic Community Plan.

A minor review of our Strategic Community Plan will be undertaken every two years and a major review every four years.



## Our Vision

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**A progressive, inclusive and prosperous community built on opportunity.**

## Our Mission

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**To demonstrate leadership in the provision of facilities, infrastructure and services that meet the needs of our community.**

## Our Values

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<b>Honesty -</b>	<b>Through integrity, ethical behaviour and trust worthiness</b>
<b>Responsibility -</b>	<b>Through accountability, transparency and ownership</b>
<b>Respect -</b>	<b>Of diversity and opinion, through politeness and inclusiveness of all community groups</b>
<b>Excellence -</b>	<b>Through consistency and the pursuit of continual improvement</b>
<b>Fairness -</b>	<b>Through justice and equality</b>
<b>Teamwork -</b>	<b>Through collaboration, partnerships and a willingness to work together</b>

## Emergent themes

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As we developed our Strategic Community Plan with our community, clear themes were identified that need to be considered so that we can achieve our strategic objectives. These emergent themes will guide the work that is delivered in our community.

### Theme 1

Sustainable Business Growth

### Theme 2

The Natural Environment

### Theme 3

Our Community

### Theme 4

A Sustainable and Capable Council

### Theme 5

Financial Sustainability

### Theme 6

Quality Built Form



# Environmental Scan

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## Environmental

The changes in the Natural Environment like Climate Change including extreme weather events, Biodiversity Loss, and Pollution can impact on the operations of a Local Government Authority in a variety of ways.

Climate change has been a focal point internationally for some time and there are a variety of international agreements that have aimed to tackle environmental changes across the globe. The Shire of Gnowangerup has experienced a number of severe weather events in the past including drought and two severe floods in a period of 24 months. Severe weather events have significant consequences for Agricultural regions and can severely impact on the prosperity of the community including restricting transport routes, damaging community infrastructure, impacting on business operations and impacting on community service. Recovery from extreme weather event can impact on budgets and cash flow.

The West Australian Government predicts that there will be the following likely impacts caused by Climate change:

- *increased risk of bushfire and drought;*
- *decreased average rainfall in south-west Western Australia;*
- *less fresh water;*

(Government W. A., 2012)

Department of Fire and Emergency also acknowledges that Fire and Emergency Services need to be “*capable of anticipating and responding to changing needs*” (DFES), 2016). For Regional communities that rely on voluntary brigades, there is need to continue to support existing volunteers as well as recruit and train new volunteers in order to have enough resources to tackle future challenges. The new SES building and continued support for the Local St John’s Ambulance and Rural Fire Service are important actions that the Shire can take to ensure that these services remain viable.

In recent years there have been a number of unique local species identified. While the Central Great Southern is already known as a hotspot for rare orchids and other wildflowers, the district is also home to a variety of other flora and fauna including the Malleefowl. The work being done by Youngergnow Malleefowl Centre has highlighted the need for conservation of native species. Continued support for conservation action will help to raise awareness, preserve biodiversity and promote natural based tourism in the district which has been identified as an emerging economic driver for the region.

Unlike, regional areas that are closer to major centres, the Shire of Gnowangerup has very little air pollution. This is an attractive feature of living in a regional locations and can be marketed as another reason to live, work and visit the region.

The Shire is responsible for a number of recycling initiatives including Drum Muster and a Recycling collection service. However increased awareness and action related to waste management can reduce pollution and in turn have positive impacts for biodiversity.

Across the globe in government, business and community sectors there are a variety of initiatives that are taking place to mitigate the impact and severity of climate change, biodiversity loss and pollution including a reducing reliance on fossil fuels, water harvesting, recycling and conservation programs.

Regional Development Australia (RDA) identifies that Environment and Natural Resource Management, including improved water and land use can preserve and enhance the attractive natural resources that exist in the region. RDA also highlights the benefits associated with increased nature based tourism. RDA also acknowledges the importance of the good quality infrastructure to allow for industries to grow.

Environmental preservation initiatives have the potential to affect communities at a local level but also contribute the movement of action to limit global temperature increases and restore biodiversity and health environmental systems and also capitalise on opportunities to use the natural environment as an economic driver for small communities.





## Political

In 2016 Western Australia had a change of government. The Liberal government was succeeded by a Labour government who inherited a crippling state debt. The new Labour Government has begun to implement a raft of changes to state government agencies beginning with an amalgamation of departments, with an aim to reduce the number of state departments from 41 to 25 (West Australian Government , 2016). This major structural change will affect the way that Local Government interacts with state agencies and it is likely that there will also be some policy and priority shifts.

After over 10 years of unprecedented economic growth in Western Australia, the state has experienced an economic downturn. There are a number of measures proposed to reduce the budget deficit including increases to utility bills, vehicle licencing and stamp duty; all of which will increase the cost of living across the state and increase the cost of service provision by Local Government Authority's (LGA's). The impact of rising household costs and low wage growth will put pressure on local household budgets and can impact on the prosperity of the community as a whole. In addition, the new Minister for Agriculture and Regional Development has indicated that there will be a review of approved Royalties for Regions (R4R) projects with a view to directing the funding to new priorities. This will severely impact on the Shire as it's affordable housing and well-aged housing projects are dependent on this funding in order to take place. If the funding is not forthcoming these much needed projects will not eventuate.



## Social

The world is experiencing an unprecedented level of migration. The majority of migration to Australia is voluntary, however there is also an unprecedented movement of involuntary migration from developing to developed countries including Australia. Over 41% of Perth's population was born overseas (Salt, 2016).

The Shire of Gnowangerup has experienced 10% (-148) population decline between 2006 and 2016. (Statistics, 2016). It is likely that population decline will continue as farms increase in size and become more reliant on automated systems. Attracting people to live and work in regional areas is linked with population trends and increased international migration to Perth has the potential to change the demographic of people that could be attracted to the regions. Migration brings with it a variety of challenges and opportunities for small regional communities.

It is likely that perspective residents moving to the Shire would come from within WA or from overseas (Interstate migration into WA is low) it is therefore likely that new residents would have an international background. As such, the provision of services delivered across the community will need to accommodate this emerging demographic shift. The town of Gnowangerup recently experienced an influx of 35 Filipino community members who have indicated that many intend to relocate in the next 2-5 years to access better education, employment and lifestyle options. In order to retain and grow the local population, the community will need to work to retain current community members and look at ways of attracting new community members.

In 2016, 8.4% of the population of Shire of Gnowangerup identified as Aboriginal or Torre Strait Islander (ATSI). There has been a 1.5% drop in this figure since 2011, however the proportion of ATSI residents remains higher than the state average of 2.8%. The Federal Government has acknowledged that many of the "Closing the Gap" targets have not been met and community action is still required in this area. The recognition and reconciliation movement in the South West Region has been working to achieve better outcomes for Indigenous people across the Great Southern Region. The recent developments related to The Settlement of Native Title has created an opportunity at the Old Gnowangerup Agricultural School for the establishment of a Training Centre that will focus on achieving closing the gap targets and increase the health, wellbeing and opportunities for ATSI people living in the district. Council has informally pledged support for the Training College Project and will continue to support efforts for the Old Agricultural School to remain under local indigenous ownership and management.

The introduction of the National Disability Insurance Scheme will provide opportunities for regional communities to support current residents with disabilities, improve disability access across the community. The Shire has a below the state average population of people over the age of 65 years old however, the largest demographic group in the community are people aged between 50 and 64 years

old (24.2%). It is likely that community members over 65 move to coastal areas and areas that offer easier access to health and disability services. The Shire has an opportunity to retain population by developing improved disability access, senior's services and retaining health services.

Currently, there are 4 schools located within the Shire of Gnowangerup. Population has a massive impact on the success of regional schools and the decline in population across the Shire increases the risk of reduced funding and the possibility of school closures. Although the proportion of 0-9 year olds living in the Shire was higher than the state average the overall number of children living in the community has fallen since 2011. The change to the school age for year 7 students and the lack of local schools that cater for years 11 and 12 students has meant that a large proportion of children and their families leave the community at senior school level.

Sport and Recreation in the Region has seen a shift from the provision of support to clubs and communities to the development of places and spaces. In the Great Southern Region there has been a focus on the development of trails and a shift toward outdoor nature based recreation. The Great Southern Centre Excellence in Outdoor Recreation and action in the Adventure tourism space, presents opportunities for the Shire of Gnowangerup to promote and leverage opportunities based on the Stirling Ranges and Agricultural landscapes.

The Shire of Gnowangerup has a shortage of affordable accommodation. The low average wage, lack of good quality and suitable housing stock and geographical distances may have contributed to population decline. In addition, the small number of retail businesses and lack of passive recreation options also impacts on population figures.

## Technology

On a global scale the world is experiencing a radical shift in the way people access services, employment and trade mainly due to the digitisation of a large number of industries. The rapid evolution of technology is changing the way that individuals, businesses and government agencies interact with each other. At the forefront of this digital revolution is an increasing dependence on internet based technologies. It is widely acknowledged that the Shire of Gnowangerup faces challenges with access to high speed internet. This has the potential to affect business, education, health and social services and could limit growth and development across the Shire.

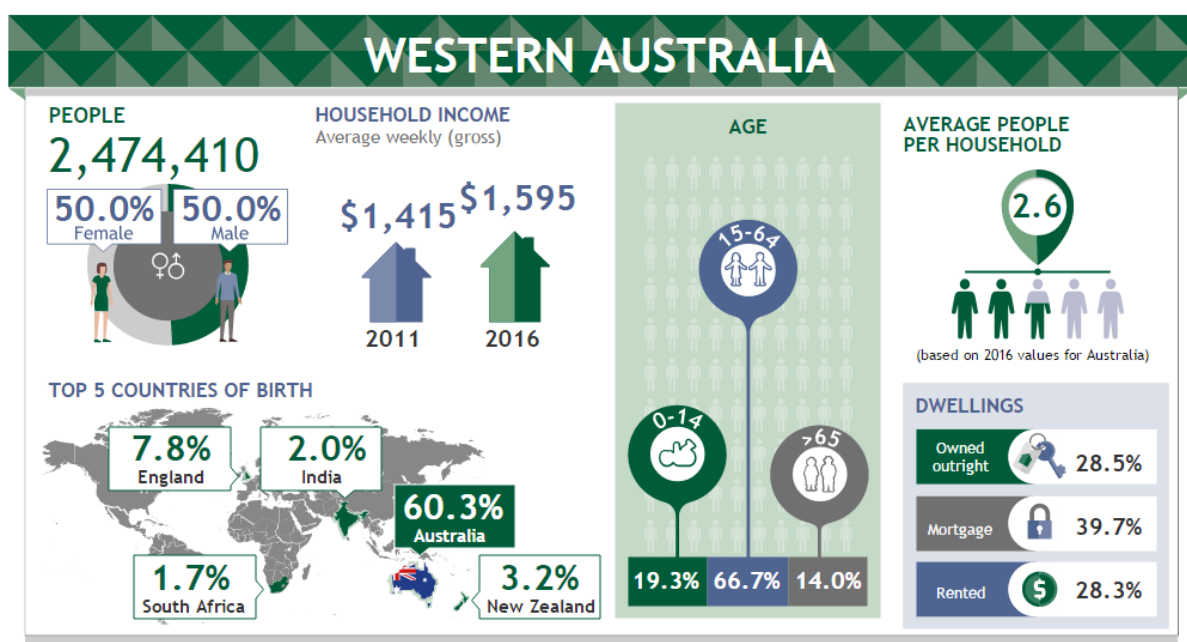
## Volunteering

The Shire has an 80% volunteer rate. However, the community has identified that many local community members are involved in multiple groups and there is concern about volunteer burn out. The decline in the number of people volunteering locally has been shown with the loss of a variety of service groups over the past 10-15 years.

## Economic

The Australian Government currently has a focus on business innovation with “*The National Innovation and Science Agenda*” (Government, 2016). Since the slowdown in the resources sector, the Australian government focussed on the development of international trade in other sectors including innovation in existing industries, new industries and science. Retail growth across the country has seen a slow down due to low wage growth and stagnant unemployment rates. The move to online shopping has also had an impact on the way that consumers spend. At a regional level this increase in online services has slowly had an impact on local services.

Due to the slowdown in the economy and the reduction in the need for skilled labour, the Australian Government has pledged to phase out 457 Visas. Exiting 457 visa holders will not be affected by the change. 457 Visas will be replaced with two and four year visas across a more targeted number of industries and positions. There will however be some concessions made for regional employers due to the difficulty in attracting and retaining staff. Nevertheless, the changes to migration rules have the possibility of impacting on local businesses including manufacturing business in the town of Gnowangerup.



## THEME 1. SUSTAINABLE BUSINESS GROWTH

Objectives	Strategic Initiatives	Measures
1. Actively support and develop existing business and attract new local business.	1.1 Lobby for the technological infrastructure necessary to support commercial and business growth.	
	1.2 Create business and community Partnerships.	1.2.1 Satisfaction with business support services offered by the Shire.
	1.3 Review and align land use and infrastructure plans.	
	1.4 Facilitate future industrial Development.	
	1.5 Facilitate knowledge sharing and learning opportunities.	
2. For the Shire's business community to have the technology and communication capability necessary to thrive within a competitive environment.	2.1 Actively seek opportunities for improving local communication network infrastructure.	
3. Enhance and develop the tourism industry to promote growth and prosperity.	3.1 Develop partnerships to actively support visitor growth.	3.1.1 Share of Great Southern visitors.
	3.2 Leverage our environmental, built, heritage and social assets in the promotion of tourism.	3.2.1 Satisfaction with tourism information and services provided by the Shire.

## THEME 2. THE NATURAL ENVIRONMENT

Objectives	Strategic Initiatives	Measures
1. Environmentally sustainable leadership.	1.1 Effectively manage Resource consumption including water, energy and non-renewable resources and stewardship.	1.1.1 Target 3% Reduction in Power and water bills.
	1.2 Reduce waste through reduction, re- use and recycling of waste products.	1.2.1 Amount of Waste recycled.
2. Adapt to the effects of Climate change.	2.1 Implement Policy changes through planning, building, land management and infrastructure.	2.1.1 Land compliant with fire management requirements.
3. Enhance, preserve and protect local ecology and biodiversity of natural ecosystems.	3.1 Conserve and enhance open spaces.	3.1.1 Satisfaction with the Shire's environmental management.
	3.2 Conserve natural vegetation, Native reserve condition and bushland.	3.2.1 Natural reserve condition.

## THEME 3. OUR COMMUNITY

Objectives	Strategic Initiatives	Measures
1. Build connectivity between the three communities.	1.1 Strengthen the sense of place and culture and belonging through inclusive community interaction and participation.	1.1.1 Satisfaction with services offered at each community, libraries, community activities and events.
	1.2 Actively strengthen relationships with our diverse cultural community.	
	1.3 Investigate the feasibility of changing the name of the Shire to promote a more inclusive Shire image.	
2. Build proud and active residents who participate in local activities and services for the betterment of the community.	2.1 Facilitate a program of community-based events that encourage social interaction within our three communities.	2.1.1 Number of activities.
	2.2 Increase productivity and where possible value add to Shire delivered community services.	
3. Assist in building the sustainable management of local organisations and community groups.	3.1 Support and facilitate the development of community Leaders.	
	3.2 Support and encourage opportunities for local volunteering.	3.2.1 Volunteer Rate.
4. Ensure residents feel safe and confident in their ability to travel and socialise within their community.	4.1 Build a healthy community that is aware of and responsive to current public health risks.	
	4.2 Support and promote initiatives that aim to improve mental health.	

## THEME 4. A SUSTAINABLE AND CAPABLE COUNCIL

Objectives	Strategic Initiatives	Measures
1. Provide accountable and transparent leadership.	1.1 Continue to develop a policy framework that guides decision making.	1.1.1 Community who feel they have opportunities to participate in planning for the Shire's future Direction.
		1.1.2 Community who feel appropriately informed about the Shires Services.
	1.2 Integrate planning, resources and reporting.	
	1.3 Demonstrate accountability through robust reporting that is relevant and easily accessible by the Community.	
	1.4 Optimise opportunities for the community to access and participate in the decision making process.	
2. To have a highly skilled and effective Council that represents the best interests of the community.	2.1 Ensure elected body has a comprehensive understanding of its roles and responsibilities.	
3. Improve the capability and capacity of the Shire.	3.1 Improve organisational systems with a focus on innovative solutions.	3.1.1 Community who feel that the Shire understands community needs and prioritises appropriately.
	3.2 Strengthen customer service	3.2.1 Satisfaction with the Shire's responsiveness to resolving problems and enquiries.
		3.2.2 DLGC financial health indicator.
	3.3 Maintain a highly skilled and effective workforce.	3.3.1 Staff turnover rate.



Objectives	Strategic Initiatives	Measures
4. For the Shire to demonstrate advocacy in promoting the needs and ambitions of the district and the advancement of Local Government.	4.1 Advocate and influence political direction to achieve local and regional development.	

## THEME 5. FINANCIAL SUSTAINABILITY

Objectives	Strategic Initiatives	Measures
1. To be less reliant on rates as the primary basis for revenue by leveraging alternative income streams.	1.1 Identify opportunities for new income streams that are financially sound and equitable.	1.1.1 New income streams identified and adopted.
	1.2 Position the Shire to align with State and Federal Government priorities to increase eligibility for grant funding.	
2. Effective management to conduct business in a financially sustainably manner.	2.1 Manage liabilities and assets through a planned, long-term approach.	
	2.2 Balance service levels for assets against long-term funding capacity.	
	2.3 Seek out efficiencies and regional collaborations to reduce service delivery costs.	2.3.1 Number of regional collaborations.
3. To effectively plan for the funding and delivery of major projects.	3.1 Effectively prioritise major capital projects to facilitate long-term financial sustainability.	
4. Continue to liaise with key stakeholders such as State and Federal Government Agencies.	4.1 Maximise funding opportunities for key infrastructure projects for the Shire of Gnowangerup.	4.1.1 Number of secured funding for major projects.

## THEME 6. QUALITY BUILT FORM

Objectives	Strategic Initiatives	Measures
1. For the Shire's commercial and residential areas to be filled with quality buildings and appealing streetscapes.	1.1 Ensure planning frameworks promote and support mixed use developments.	1.1.1 Land zoned industrial that has been developed.
	1.2 Environmentally sensitive building designs are promoted and encouraged.	
	1.3 Buildings and landscaping is suitable for the immediate environment and reflect community values.	
2. Facilitate and integrate housing options, local services, employment and recreational spaces.	2.1 Facilitate diverse, inclusive, housing options.	2.1.1 Land zoned industrial that has been developed.
	2.2 Provide appropriate open space to recreate and connect with nature.	
3. To provide facilities of the highest quality which reflect the needs of the community now and into the future.	3.1 Develop an understanding of the demographic context of local communities to support effective facility planning.	3.1.1 Satisfaction with Shire assets: roads, paths, parks, buildings.
4. Manage current and future assets and infrastructure.	4.1 Continue to improve asset management practices.	4.1.1 Asset Plans for each Asset class.

# CORPORATE

## Business Plan

17-18  

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20-21

*Heart of the Stirlings*



SHIRE OF GNOWANGERUP

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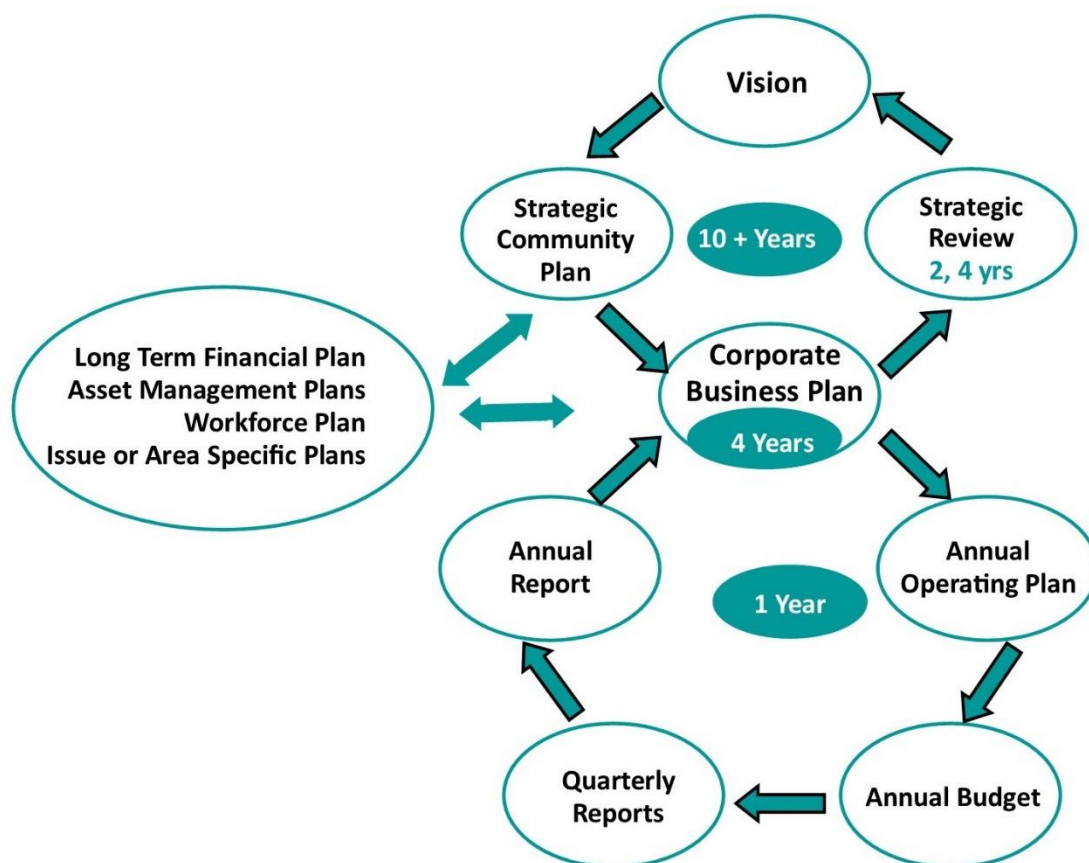
# Introduction

The Corporate Business Plan 2017–2021 is the Shire of Gnowangerup’s 4-year service and project delivery program. It is aligned to the strategic direction and priorities set within the Strategic Community Plan 2017–2027 and reflects actions in the Shire’s forward Capital Works Program and informing strategies. The purpose of the Plan is to demonstrate the operational capacity of the Shire to achieve its Aspirational Outcomes and Objectives over the medium-term. All operational planning and reporting is driven by the Corporate Business Plan 2017–2021, which is reviewed annually to ensure priorities are achievable and effectively timed. Flexibility and adaptability are built into the Shire’s corporate business planning model, to ensure the organisation is able to adjust to external influences as they arise. The annual review process enables the Shire to frequently assess its progress and realign actions and tasks against the most currently available information.

## Planning Framework

The diagram below illustrates the relationship between the Shire’s strategic and operational documents, highlighting the position of the Corporate Business Plan 2017–2021 within this planning hierarchy.

Chart 1 – Integrated Planning Framework





# Key Documents Strategic Community Plan 2017–2027

## Strategic Community Plan 2017–2027

The Strategic Community Plan 2017–2027 is the Shire’s long-term strategic planning document, which outlines the Shire’s commitment to achieving the vision and aspirations of its community and regional stakeholders. It has a 10-year duration and is subject to minor reviews every two years and major reviews every four years. The Plan is structured according to four Key Themes.

## Corporate Business Plan 2017–2021

The Corporate Business Plan 2017–2021. This document is responsible for translating the strategic direction of the Shire, articulated within the Strategic Community Plan 2017–2027, into specific priorities and actions at the operational level. The Corporate Business Plan 2017–2021 also draws together actions contained within the Shire’s 5-year Capital Works Program and various informing strategies. It provides a medium-term snapshot of operational actions and priorities to inform the annual planning and budgeting process within a sufficient broader context.

## Annual Plan

The Annual Plan provides the details and quarterly milestones to achieve actions within the current financial period of the Corporate Business Plan 2017–2021. The document is subject to quarterly Progress Reports through Council and achievements against the full Plan are compiled within a comprehensive Annual Report at the end of each financial year.

## Annual Budget

The annual budgeting process is driven by the strategic and business planning activities of the Shire, while its timing and execution is informed through legislation, namely, the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

# State Government Requirements

In 2011, the Department of Local Government introduced its Integrated Planning and Reporting Framework to standardise and guide strategic and corporate business planning across the Western Australian local government industry.

All local governments are now required, by legislation, to develop a Strategic Community Plan and Corporate Business Plan to fulfil the statutory obligations of section 5.56 of the *Local Government Act 1995*, which is to effectively “plan for the future”.

Under the Local Government (Administration) Regulations 1996, a Corporate Business Plan is required to:

- (a) Set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and

- (b) Govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
- (c) Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

The Shire’s Corporate Business Plan 2017–2021 aims to fulfil these obligations, as well as demonstrate leadership and best-practice in operational planning within the local government industry.





## Vision and Values

'The Shire's strategic direction is articulated through the following vision and values within the Strategic Community Plan 2017–2027



The Corporate Business Plan 2017–2021 fulfils this strategic direction through an organisational commitment to own projects, apply initiative, and demonstrate action.

# Structure of Corporate Business Plan 2017–2021

The Corporate Business Plan 2017–2021 is aligned to the Strategic Community Plan and, as such, is divided into four Key Themes. This structure is shown below.



## Resourcing

To achieve a clear picture of the resources that we have to deliver on our objectives, the Shire has in place Long-Term Financial, Asset Management and Workforce Plans that cover a period of 5-10 years and are updated annually. These resourcing constraints both inform and are informed by the Shire's business planning process.

## Performance Reporting

The Shire has a robust reporting framework in place that tracks key performance indicators (KPIs) at the individual, business unit and organisational level.

The Shire also has CEO Targets, which are objectives set and annually revised by Council for our CEO to deliver on key Council priorities.

The Shire's performance data is reported to Council on a quarterly basis ensuring that appropriate responsibilities, timeframes, measures, and progress are accounted for.

Measuring our progress in delivering on our objectives allows us to continually review our approach and make improvements to ensure the best possible outcomes for our community.

Each quarter, Managers are required to report to Executive and Council against the services and projects contained within the Annual Plan. This reporting structure allows Executive and Managers to track the progress of actions arising from the planning process against targets and take corrective and preventive action as required.

## Risk Management

'Risk Management' refers to the culture, processes and structures that an organisation has in place for the effective management of potential opportunities and adverse effects.

The Shire is committed to a formalised and systematic risk management system. The Shire has adopted a policy statement which embraces the methodology provided in the Australian/New Zealand *International Standard for Risk Management - Principles and Guidelines (AS/NZS ISO 31000:2009)*.

To ensure that the Shire is well positioned to deliver excellent outcomes for our community now and into the future, risk management is integrated into everything that we do.


Complementing the Shire's risk management system is the internal audit process, which provides independent advice and assurance to Council and management that the policies, operations, systems, processes and practices are in place to mitigate the risks associated with the operations and management of the Shire.

Aligning risk management systems to the Strategic Community Plan and Corporate Business Planning allows us to identify risks that may impact the Shire in achieving our agreed objectives, and ensures that unnecessary exposure to risk is minimised.

## THEME 1. SUSTAINABLE BUSINESS GROWTH


Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
1. Actively support and develop existing business and attract new local business.	1.1 Lobby for the technological infrastructure necessary to support commercial and business growth.	1.1.1 Develop and implement an Economic Development Strategy /Plan to guide and drive economic development in the Shire.	N/A	CEO	●				
		1.1.2 Develop a Digital Strategy to position the Shire as a “Smart Shire” and to maximise the benefits of digital communication technology and initiatives within the Shire for local businesses and the community.		DCEO		●			

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
	1.2 Create business and community Partnerships.	1.2.1 Identify a community project to facilitate, that encourages business growth i.e. Business Development Group.		CEO	●	●	●		
	1.3 Review and align land use and infrastructure plans.	1.3.1 Monitor progress on infrastructure plans.		Town Planner	●	●	●	●	➡
	1.4 Facilitate future industrial Development.	1.4.1 Work with Landcorp to release the industrial lots in Quinn Street.		CEO Town Planner	●	●	●	●	➡

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		1.4.2 Monitor development rates and ensure future supply of industrial land for subdivision and development.		Town Planner	●	●	●	●	
	1.5 Facilitate knowledge sharing and learning opportunities.	1.5.1 Hold annual Business Forum.		CEO	●	●	●	●	
2. For the Shire's business community to have the technology and communication capability necessary to thrive within a competitive environment.	2.1 Actively seek opportunities for improving local communication network infrastructure.	2.1.1 Work with external partners to provide an improved internet service within the District.		DCEO	●	●	●	●	


Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
3. Enhance and develop the tourism industry to promote growth and prosperity.	3.1 Develop partnerships to actively support visitor growth.	3.1.1 Work with the community to attract a Major Event/Festival or Attraction to the Shire.	Strategic Community Plan	CEO MCS	●	●	●	●	➔
	3.2 Leverage our environmental, built, heritage and social assets in the promotion of tourism.	3.2.1 Complete Gnowangerup Heritage Trail Project.		MCS	●				
		3.2.2 Develop Tourism Strategy.		CEO MCS		●			
		3.2.3 Develop Management Plan for the Gnowangerup Star.		CEO	●				

## THEME 2 THE NATURAL ENVIRONMENT

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
1. Environ--mentally sustainable leadership.	1.1 Effectively manage Resource consumption including water, energy and non-renewable resources and stewardship.	1.1.1 Facilitate active involvement from the community in preserving and enhancing the natural environment by using all available resources such as The West Australian Waste Authority's CIE Grants, which are available each year.		AWMC MW		●	●	●	
	1.2 Reduce waste through reduction, re-use and recycling of waste products.	1.2.1 Design and cost the installation of recycling stations at each landfill. Trial at Gnowangerup in Feb 2018.		AWMC	●				




Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		1.2.2 Roll out the recycling stations to the Borden and Ongerup landfills.		AWMC		●			➡
		1.2.3 Investigate Recycling and waste management Education and Awareness Activities such as the West Australian Waste Authority's CIE Grants, which have been used to fund projects of this type.		AWMC MCS	●	●	●	●	➡
		1.2.4 Hold a meeting with the business community to discuss becoming a plastic bag free Shire.		AWMC MCS	●				

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		1.2.5 Plan to become a plastic bag fee Shire in 2018/19.		AWMC		●			
2. Adapt to the effects of Climate change.	2.1 Implement Policy changes through planning, building, land management and infrastructure.	2.1.1 Investigate alternative sources of power for Shire owned buildings.		AWMC	●				
		2.1.2 Install solar systems at the Shire's Administration and Depot buildings.		AWMC	●				
		2.1.3 Formulate a plan to help reduce power consumption at the new pool site.		AWMC	●				
		2.1.4 Implement pool power plan.		AWMC		●			

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		2.1.5 Investigate large-scale power generation opportunities.		AWMC			●	●	➡
		2.1.6 Participate in State Risk Project.	Office of Emergency Management	DCEO	●	●	●	●	➡
3. Enhance reserves and protect local ecology and biodiversity of natural ecosystems.	3.1 Conserve and enhance open spaces.	3.1.1 Continue to maintain Parks & Reserves to a high standard.		MW					
	3.2 Conserve natural vegetation, Native reserve condition and bushland.	3.2.1 Continue to preserve the conservation road side areas and support local conservation groups.		MW MCS	●	●	●	●	➡
		3.2.2 Investigate partnering in the native plant subsidy scheme.		DCEO	●				

## THEME 3. OUR COMMUNITY

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
1. Build connectivity between the three communities.	1.1 Strengthen the sense of place and culture and belonging through inclusive community interaction and participation.	1.1.1 Support annual funds to local arts and culture groups.	Community Funding Strategy	CEO MCS Council	●	●	●	●	➔
		1.1.2 Identify opportunities to strengthen the relationship between our three communities.		CEO MCS	●	●	●	●	➔
		1.1.3 Promote and support the needs of disadvantaged people within the community.	Closing the Gap	MCS	●	●	●	●	➔

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
	1.2 Actively strengthen relationship with our diverse cultural community.	1.2.1 Work with the indigenous community to celebrate NAIDOC week.		MCS	●	●	●	●	
		1.2.2 Implement the DAIP to guide Shire operations and services to ensure they are inclusive of all members of the community.	Disability Services Act 1993	MCS	●	●	●	●	
	1.3 Investigate the feasibility of changing the name of the Shire to promote a more inclusive Shire image.	1.3.1 Investigate the process required and the cost associated with changing the name of the Shire.		CEO MCS Council		●			

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		1.3.2 Hold a referendum to allow the community to vote on the proposed change.		CEO MCS				●	
2. Build proud and active residents who participate in local activities and services for the betterment of the community.	2.1 Facilitate a program of community-based events that encourage social interaction within our three communities.	2.1.1 Actively engage the community and event promoters to host iconic, cultural and sporting events within the Shire in partnership with other community organisations e.g.: Australia Day, NAIDOC Week, National Youth Week, Mental Health Week, Thank a Volunteer /Volunteer Week.		MCS	●	●	●	●	➔

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		2.1.2 Subscribe to and develop locally based statistical service programs to enhance demographic analysis capability, including Community Profile, Economic Profile and Population forecasts.	Census 2016 ABS Data Schools Data	MCS	●	●	●	●	➔
		2.1.3 Prepare a Community Development Plan to guide the provision of community based services delivered or facilitated by the Shire.		MCS	●				

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		2.1.4 Support annual funds to local community groups & individuals to assist in delivering local passive recreational activities.	Community Funding Strategy	MCS	●	●	●	●	➔
	2.2 Increase productivity and where possible value add to Shire delivered community services.	2.2.1 Increase Ongerup Library membership and introduce library activities to be delivered to the community.		MCS	●				
		2.2.2 Investigate needs associated with staffing the Gnowangerup Community Swimming Pool to maintain optimal operations.	Australian Standards, Occupational Safety & Health Act 1984 & National Code of Practice.	MCS	●	●			



Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
3. Assist in building the sustainable management of local organisations and community groups.	3.1 Support and facilitate the development of community leaders.	3.1.1 Work in partnership with other Shires and community organisations to facility the development of local leaders through skills development opportunities and capacity building activities e.g.: Regional Passive Recreation Development Project, Governance Training, Training and Skills Development Project and Community Leadership Project.	Closing the Gap  Great Southern Regional Blueprint	MCS	●	●	●	●	➔

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
	3.2 Support and encourage opportunities for local volunteering.	3.2.1 Promote the sustainable management of local organisations and community groups.	The Association's Incorporation Act 2015	MCS			●	●	➡
		3.2.2 Facilitate and promote partnerships between volunteer organisations, NGO's, Local Businesses and Local Government Organisations.		MCS	●	●	●	●	➡
		3.2.3 Develop a community asset map to facilitate a sustainable volunteer base and reduce volunteer burnout.		MCS			●	●	➡

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
4. Ensure residents feel safe and confident in their ability to travel and socialise within their community.	4.1 Build a healthy community that is aware of and responsive to current public health risks.	4.1.1 Conduct environmental health initiatives in the community, including inspections and assessments relating to: food, water, noise, disease, pest control and safety.	Environmental Protection Act 1987 Food Act 2008 Public Health Act 2016	EHO	●	●	●	●	➡
		4.1.2 Continue to monitor the Ongerup Sewerage Scheme.	Environmental Protection Act 1987	EHO	●	●	●	●	➡
	4.2 Support and promote initiatives that aim to improve mental health.	4.2.1 Shire remain an Act-Belong-Commit Partner Site.		MCS	●	●	●	●	➡

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		4.2.2 Support community driven preventative health initiatives and support the provision of services for community members impacted by mental health issues.		MCS	●	●	●	●	➔

## THEME 4. A SUSTAINABLE AND CAPABLE COUNCIL

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
1. Provide accountable and transparent leadership.	1.1 Continue to develop a policy framework that guides decision making.	1.1.1 Annually review the Shire's Policy Manual and develop new policies as required.	Local Government Act 1995	DCEO	●	●	●	●	➔
	1.2 Integrate planning, resources and reporting.	1.2.1 Develop a seamless suite of plans aligning the strategic direction with operational actions and projects.	Integrated Planning	CEO	●			●	
		1.2.2 Develop the Asset Management Framework which includes policy, strategy and plans.		AWMC	●				

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		1.2.3 Develop a Workforce Plan.	Integrated Planning Framework	CEO DCEO	●				
		1.2.4 Review the Long Term Financial Plan.	Integrated Planning Framework	DCEO	●	●	●	●	➡
	1.3 Demonstrate accountability through robust reporting that is relevant and easily accessible by the community.	1.3.1 Ensure the Annual Report includes all the information that is required by legislation and in a format easily understandable by the community.	Local Government Act 1995	CEO DCEO	●	●	●	●	➡
	1.4 Optimise opportunities for the community to access and participate in the decision making process.	1.4.1 Develop a community engagement / consultation strategy	Local Government Act 1995	CEO MCS	●				

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		1.4.2 Establish and manage a Strategic Community Reference Group from a wide demographic to provide advice to Council on matters of significant community interest.		CEO	●				
		1.4.3 Prepare and publish all Agendas and Minutes of Council in accordance with legislation and make them accessible to the public.		CEO	●	●	●	●	➔

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
2. To have a highly skilled and effective Council that represents the best interests of the community.	2.1 Ensure the elected body has a comprehensive understanding of its roles and responsibilities.	2.1.1 Manage election process and ensure new councillors receive relevant documentation.		CEO	●				
		2.1.2 Develop an Induction Manual for elected members.		CEO		●			
		2.1.3 Develop an annual elected members training calendar.		CEO	●				
3. Improve the capability and capacity of the Shire.	3.1 Improve organisational systems with a focus on innovative solutions.	3.1.1 Implement the outcomes of the Better Practice Review.	Local Government Act 1995	CEO DCEO	●				



Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		3.1.2 Implement new Synergysoft and ALTUS Human Resources module to provide management with relevant HR statistics to assist decision making.	Local Government Act 1995  Local Government Industry Award  National Employment Standards	DCEO	●				
		3.1.3 Implement new ALTUS Financial Reporting system to provide a more efficient monthly financial reporting process.	Local Government Act 1995  Local Government (Financial Management) Regulation 1996	DCEO	●				


Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		3.1.4 Conduct five yearly review of Recordkeeping Plan.	State Records Act 2000	DCEO	●				
		3.1.5 Conduct two-yearly Reg 17 Audit Review.	Local Government (Financial Management) Regulation 1996	DCEO	●		●		
		3.1.6 Implement recommendations from Records Management review.	State Records Act 2000	DCEO	●				
		3.1.7 Annually conduct a review of local laws with a major review to be done eight-yearly.(Last mayor review was 2016).	Local Government Act 1995	DCEO	●	●	●	●	➔

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		3.1.8 Complete an annual Compliance Audit Return to demonstrate compliance with legislation.	Local Government (Audit) Regulations 1996	DCEO	●	●	●	●	➔
		3.1.9 Design and adopt new industry standard Chart of Accounts to provide improved reporting.	Local Government (Financial Management) Regulations 1996	DCEO		●			
	3.2 Strengthen customer service.	3.2.1 Conduct a tri-annual survey of residents to measure customer satisfaction with services.		CEO		●			

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		3.2.2 Review the Shire's Customer Service Charter to inform and enhance service outcomes.	Code of Conduct	DCEO	●	●	●	●	➡
	3.3 Maintain a highly skilled and effective workforce.	3.3.1 Ensure staff training opportunities are identified during performance management process.	Workforce Plan	DCEO	●	●	●	●	➡
4. For the Shire to demonstrate advocacy in promoting the needs and ambitions of the district and the advancement of Local Government.	4.1 Advocate and influence political direction to achieve local and regional development.	4.1.1 Continue representation on external Boards and committees such as the GSDC, Walga Zone, School Boards, Hidden Treasures and others to influence positive local and regional outcomes.		CEO DCEO Councillors	●	●	●	●	➡

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		4.1.2 Participate in State policy development processes affecting local government where appropriate.		CEO Shire President	●	●	●	●	➔

## THEME 5 FINANCIAL SUSTAINABILITY

Objective	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
1. To be less reliant on rates as the primary basis for revenue by leveraging alternative income streams.	1.1 Identify opportunities for new income streams that are financially sound and equitable.	1.1.1 Embrace outcomes from the local government reform process that allow for alternative means of raising revenue and innovative partnership opportunities.	Town Planning Scheme  Local Planning Strategy  Asset Management Strategy	CEO DCEO Town Planner					
	1.2 Position the Shire to align with State and Federal Government priorities to increase eligibility for grant funding.	1.2.1 Monitor State Government media releases and take action when appropriate.		CEO					


Objective	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
2. Effective management to conduct business in a financially sustainable manner.	2.1 Manage liabilities and assets through a planned, long-term approach.	2.1.1 Develop Property Strategy and review annually.		CEO	●				
		2.1.2 Develop an ITC Strategy.	Asset Management Strategy	DCEO	●				
		2.1.3 Update medical practice IT hardware and connect to Shire server.	Strategic Community Plan	DCEO	●				
		2.1.4 Convert CEO & Mechanic houses from Reserve to freehold and separate into 2 lots.	Property Strategy	DCEO	●				

Objective	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		2.1.5 Convert Police OIC and Doctor houses from Reserve to freehold and separate into 2 lots.	Property Strategy	DCEO	●				
		2.1.6 Convert to freehold and on-sell the Old Ongerup Police Station.	Property Strategy	DCEO	●				
	2.2 Balance service levels for assets against long-term funding capacity.	2.2.1 Complete and maintain Asset Management Plans.		AMWC	●	●	●	●	➡
		2.2.2 Review Asset Management Plan.		AWMC					



Objective	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
	2.3 Seek out efficiencies and regional collaborations to reduce service delivery costs.	2.3.1 Take part in regional collaboration opportunities related to community services such as sharing of regional resources, hosting of regional community development activities and support for regional activities taking place in other communities across the Great Southern.	Local Government Act 1995	CEO DCEO MCS	●	●	●	●	➔

Objective	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
3. To effectively plan for the funding and delivery of major projects.	3.1 Effectively prioritise major capital projects to facilitate long-term financial sustainability.	3.1.1 Implement Capital Works Program as detailed in the Capital Works Program 2017-2018.	Capital Works Program 2017-2021	MW	●	●	●	●	➡
		3.1.2 Major Road Construction Program, continue to update road asset information and develop construction/maintenance program that optimises funding opportunities for future road asset sustainability. Gravel re-sheeting a minimum of 8km per year to be reassessed post WANDRRA.		MW	●	●	●	●	➡

Objective	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
4. Continue to liaise with key stakeholders such as State and Federal Government Agencies.	4.1 Maximise funding opportunities for key infrastructure projects for the Shire of Gnowangerup	4.1.1 Roads to Recovery funding to focus on preservation and resealing of single seal bitumen roads – Ongerup Pingrup Rd, Sandalwood Rd, Nightwell Rd, Old Ongerup Rd, Salt River Rd, Gleeson Rd and Laurier Rd. Urban towns as required by condition assessment.		MW	●	●	●	●	

Objective	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		4.1.2 Submit funding for Regional Road Group funds. Focus on preservation resealing of single seal bitumen roads – Borden Bremer Bay Rd, Tieline Rd, Tambellup Rd, Kwobrup Rd. Complete widening and resealing of Ongerup Pingrup Rd.		MW	●	●	●	●	➔
		4.1.3 Maximise WANDRRA funding opportunities by reviewing and incorporating works completed by WANDRRA and adjust works program accordingly.		MW	●	●	●	●	➔

## THEME 6 QUALITY BUILT FORM

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
1. For the Shire's commercial and residential areas to be filled with quality buildings and appealing streetscapes.	1.1 Ensure planning frameworks promote and support mixed use developments.	1.1.1 Design Stage 1 of residential subdivision in Quinn Street.	Plan & Development Act 2005	Town Planner	●	●	●	●	➔
	1.2 Environmentally sensitive building designs are promoted and encouraged.	1.2.1 Ensure environmental consideration is reflected in Town Planning and Building Approvals.		Town Planner Building Surveyor	●	●	●	●	➔
	1.3 Buildings and landscaping is suitable for the immediate environment and reflect community values.	1.3.1 Facilitate the redevelopment of Aylmore Springs.  <b>Stage 1:</b> Community Consultation.	Town Planning Policies & Scheme	CEO Town Planner MCS	● ●	●	●	●	➔

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		<b>Stage 2:</b> Design & Implementation.				●	●		
		1.3.2 Review and ensure the Shire Planning Scheme & Policies reflect Council's strategic initiative and community values.		Town Planner	●	●	●	●	➔
2. Facilitate and integrate housing options, local services, employment and recreational spaces.	2.1 Facilitate diverse, inclusive, housing options.	2.1.1 Support Landcorp release of residential blocks.		CEO	●	●	●	●	
		2.1.2 Acquire 11 & 13 Bell Street Gnowangerup vacant blocks for re-sale.	Property Strategy	DCEO	●				

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		2.1.3 Purchase grouped housing block from Landcorp.		CEO	●				
	2.2 Provide appropriate open space to recreate and connect with nature.	2.2.1 Encourage better use of existing underutilised community spaces across the Shire.		MCS Town Planner	●	●	●	●	➡
		2.2.2 Support projects that improve community spaces and that incorporate the sustainable management of community assets into the future e.g. Community Garden.		MCS	●	●	●	●	➡

Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
3. To provide facilities of the highest quality which reflect the needs of the community now and into the future.	3.1 Develop an understanding of the demographic context of local communities to support effective facility planning.	3.1.1 Prepare a demographic profile for each of the 3 communities using the 2016 Census data.	Census 2016 & ABS Data School Data	MCS CEO					
4. Manage current and future assets and infrastructure.	4.1 Continue to improve asset management practices.	4.1.1 Develop a long-term approach to significant facility upgrades and improvements.	Asset Management Plan	AWMC	●	●	●	●	➔
		4.1.2 Develop an Asset Management Strategy 2018-2028 to guide the Shire's approach to managing its assets.		AWMC	●				



Objectives	Strategic Initiatives	Actions and Projects	Informing Plan or Legislation	Responsibility	2017/18	2018/19	2019/20	2020/21	Ongoing
		4.1.3 Maintain and protect heritage building and places.		CEO MCS	●	●	●	●	➔
		4.1.4 Complete planned shade facility and niche wall at Gnowangerup Cemetery.		MW Council	●				
		4.1.5 Update mapping of plots and number grave sites at Gnowangerup Cemetery.	Cemeteries Act 1986	DCEO	●				
		4.1.6 Continue to work with GSDC and the Gnowangerup Aboriginal Corporation in progressing the business case for the agricultural training facility.		CEO	●				

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**12.5 37 YOUNGUP ROAD GNOWANGERUP - REQUEST TO WAIVE RATES AND SERVICE CHARGES**

**Proponent:** N/A  
**File Ref:** ADM  
**Date of Report:** 20<sup>th</sup> September 2017  
**Business Unit:** Strategy and Governance  
**Officer:** Shelley Pike Chief Executive Officer  
**Disclosure of Interest:** Nil

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ATTACHMENTS

- Letter from Philip Wyatt to the Shire of Gnowangerup.

PURPOSE OF THE REPORT

To determine whether Council wishes to grant the request from IM Goldner and RD Walker to waive rates and Service Charges for 37 Youngup Road Gnowangerup for the 2017 - 18 financial year.

BACKGROUND:

On 26<sup>th</sup> May 2017 staff received correspondence from Philip Wyatt B. Juris LL B Lawyers outlining that the owners of 37 Youngup Road were interested in gifting the property to the Shire of Gnowangerup.

Philip Wyatt is now processing the transfer of land with all costs associated with the transfer being paid by the Shire of Gnowangerup.

Philip Wyatt Lawyers are in the final stages of the transfer and it has been requested that the rates and service charges of \$1,167.21 for the 2017-18 financial year be waived as IM Goldner and RD Walker are transferring the land and property to the Shire at no cost.

COMMENTS

Nil

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Section 6.47 Concessions

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

Section 6.8 Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution\*; or
- (c) is authorised in advance by the mayor or president in an emergency.

\* Absolute majority required.

(1a) In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government —

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

*[Section 6.8 amended by No. 1 of 1998 s. 19.]*

#### POLICY IMPLICATIONS

Nil.

#### FINANCIAL IMPLICATIONS

The Rates and Service Charges for this property for the 2017/2018 financial year total \$1,167.21. As Council has already budgeted on receiving the full rates assessment of \$1,167.21, there will be a financial implication if the amount of \$1,167.21 is waived. This would need to be offset by a reduction in the budgeted transfer to the Future Fund Reserve.

#### STRATEGIC IMPLICATIONS

There is no specific strategy in the Shire's Community Strategic Plan associated with waiving rates and service charges.

#### RISK MANAGEMENT CONSIDERATIONS:

Minimal risk to council.

#### IMPACT ON CAPACITY

Nil.

#### ALTERNATE OPTIONS AND THEIR IMPLICATIONS

1. That Council approve the request to waive the rates and service charges for 37 Yougenup Road Gnowangerup.
2. That Council decline the request to waive the rates and service charges for 37 Yougenup Road and request that IM Goldner and RD Walker pay these in full as part of the transfer being \$1,167.21
3. That Council request IM Goldner and RD Walker pay the rates and service charges to date being  $(\$1,167.21 / 12 \text{ months} \times 1 \text{ (August)}) \$97.26$  with the remainder being waived by Council \$1,069.95

**CONCLUSION**

It is recommended that council waive the rates and service charges for 37 Yougenup Road Gnowangerup and acknowledge the gift of the land.

**VOTING REQUIREMENTS**

Absolute Majority

**COUNCIL RESOLUTION**

**Moved: Cr F Gaze**

**Seconded: Cr R House**

**0917.99      That Council:**

- 1. Acknowledge the kind offer from IM Goldner and RD Walker and accept the gifted asset, being 37 Yougenup Road Gnowangerup.**
- 2. Pursuant to s6.47 of the Local Government Act 1995, waive the 2017/2018 property rate of \$1,167.21 for Assessment No A1362.**
- 3. Authorise the CEO to write to Philip Wyatt B. Juris LL B and advise him of Council's decision.**
- 4. Pursuant to s6.8 of the Local Government Act 1995, approve changes to the 2017/2018 adopted budget as follows:**
  - Decrease budgeted transfer to Future Fund Reserve (GL Account 95001) of \$50,000 by \$1,167.21.**
  - Increase budgeted expenditure for Rates Waivers (GL Account 02052) by \$1,167.21.**

**UNANIMOUSLY CARRIED: 8/0**

Cr F Gaze spoke for the motion: this is a significant asset and it is great to see we have acquired this. Thank you to the Shire President on the ground work completed on seeing this through and I believe we should not be levying rates on an asset we now own to the previous owner.

K House spoke for the motion: I would like to thank IM Goldner and RD Walker for their generous donation.

# Philip Wyatt B. Juris LL B

## Lawyer, Notary Public

OUR REF: PW:EB: 078/2017

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7 August 2017

**Attention: Abbey Sergeant**

Executive Assistant to the Chief Executive Officer  
Shire of Gnowangerup  
28 Yougenup Road  
GNOWANGERUP WA 6335

By email: [abbey.sergeant@gnowangerup.wa.gov.au](mailto:abbey.sergeant@gnowangerup.wa.gov.au)

Dear Abbey

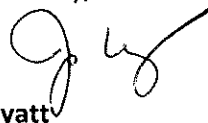
**Gift of Land – IM Goldner and RD Walker to Shire of Gnowangerup  
Land – 37 Yougenup Road, Gnowangerup, WA**

I refer to my telephone conversation with you on 3 August 2017.

I comment as follows:

1. I confirm that I am now in a position to register all the documents at Landgate, in order to transfer the ownership of the land into the Shire of Gnowangerup's name.
2. It would be appreciated if you could advise me whether or not the Shire of Gnowangerup wish to adjust rates and taxes in relation to the property, bearing in mind that the land was gifted to the Shire.
3. The adjustment date in accordance with the Deed of Gift is the date of endorsement of duty on the Deed of Gift, which was 12 July 2017.
4. I look forward to hearing from you in this matter.

Yours Faithfully,



Philip Wyatt

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C:\Users\PLWyatt\Lawyer\JRS\Documents\PWCLIENTS\2\WALKER, RD - 078-2017\Correspondence\270807 Shire of Gnowangerup (2).doc

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<b>12.6</b>	<b>PROPOSED LOCAL PLANNING SCHEME NO. 2 – AMENDMENT NO. 12 TO REZONE OLD ONGERUP POLICE STATION &amp; COURTHOUSE AND POLICE HOUSE TO RESIDENTIAL</b>
<b>Location:</b>	Lots 517 & 518 Carpenter/Vaux Streets, Ongerup
<b>Proponent:</b>	Shire of Gnowangerup
<b>File Ref:</b>	ADM0438, A6304 & A6161
<b>Date of Report:</b>	11 September 2017
<b>Business Unit:</b>	Strategy & Governance
<b>Officer:</b>	Phil Shephard, Planning Officer
<b>Disclosure of Interest:</b>	Nil

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#### ATTACHMENTS

Nil.

#### PURPOSE OF THE REPORT

To consider initiating a scheme amendment to rezone the old Ongerup Police Station and Courthouse and ex-Police house from Public Purpose Local Scheme Reserve to the Residential Zone with a density code of R15.

The recommendation is to initiate the amendment.

#### BACKGROUND

The Shire has for some time been considering the future of the old Ongerup Police Station and Courthouse following its closure.

Following some interest from a local landowner in purchasing the property, the Shire approached the then Department of Lands (now Department of Planning, Lands and Heritage) to enquire about the purchase/sale of the lot. The Department subsequently offered the Shire the opportunity to purchase the old Ongerup Police Station and Courthouse (Lot 517).

The Council at its 24 May 2017 meeting (Resolution 0517.45) agreed to purchase the property and on-sell it as follows:

##### *THAT Council:*

- 1. Advise the Department of Lands that it accepts the offer to purchase the Lot 517 (Reserve 26568) cnr Carpenter/Vaux Streets, Ongerup as a freehold lot for the amount of \$12,000 (plus GST and charges) with funds from the Land Development Fund G/L Account 29004 and the CEO be authorised to execute the purchase documents etc.*
- 2. Upon receipt of the title for Lot 517, authorise the CEO obtain property valuation and to advertise its intention to sell Lot 517 cnr Carpenter/Vaux Streets, Ongerup by public tender in accordance with section 3.58 (2) of the Local Government Act 1995.*

3. *Give notice to the Angels WA Sisters that it will be cancelling the lease at the end of August 2017 as the Shire intends to purchase and on-sell Lot 517 cnr Carpenter/Vaux Streets, Ongerup by public tender.*

#### COMMENTS

The purchase of the property is now being finalised and Council is requested to consider rezoning the old Ongerup Police Station and Courthouse (Lot 517) and the adjacent ex-Police house (Lot 518) from Public Purpose Local Scheme Reserve for 'Police' purposes to the Residential Zone with a density code of R15.

The closure of the Police Station and Courthouse (and withdrawal of police officer) and now sale of the land no longer requires the properties to be kept within the Public Purposes Local Scheme Reserve for 'Police' purposes.

As Lot 518 is still 'owned' by the Department of Planning, Lands and Heritage, staff have requested they contribute to the costs of the undertaking the amendment, but have not provided a response to date. Irrespective of their decision to contribute financially, the amendment is considered necessary and should proceed.

The rezoning to Residential would better reflect their present and future potential use and development for housing purposes. The proposed residential density code of R15 is consistent with other residential zoned land in Ongerup and reflects the need for on-site effluent disposal systems.

The scheme amendment is now required to be forwarded to the Environmental Protection Authority and WA Planning Commission for approval to commence advertising and public consultation etc.

#### CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

The preparation of a scheme amendment requires consultation to be undertaken with relevant Government agencies, adjoining/nearby landowners and the public as set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

#### LEGAL AND STATUTORY REQUIREMENTS

*Planning and Development Act 2005* – the Shire of Gnowangerup LPS2 is an operative local planning scheme under the Act.

*Planning and Development (Local Planning Schemes) Regulations 2015* - The preparation of a scheme amendment must comply with the Act and Regulations.

#### POLICY IMPLICATIONS

There are no Local Planning Policies that apply to this report.

#### IMPACT ON CAPACITY

Nil.

### RISK MANAGEMENT CONSIDERATIONS

The item covers several risk areas to Council functions. The organisational risk and proposed treatment or mitigation is summarised in the following table from the Shire's Risk Management Plan:

<i>Risk Description</i>	<i>Risk Likelihood</i>	<i>Risk Consequence</i>	<i>Risk Classification</i>	<i>Risk Treatment</i>
<i>Council does not initiate the draft scheme amendment</i>	<i>Rare (1)</i>	<i>Minor (2)</i>	<i>Low (2)</i>	<i>Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring</i>

### FINANCIAL IMPLICATIONS

The cost of undertaking the amendment is to be met by the Shire. These costs include staff preparing the amendment document, undertaking the required referral and processing tasks and meeting statutory advertising costs etc is expected to be between \$1,800 - \$2,500.

The Department of Planning, Lands and Heritage have been requested to contribute to the costs of the undertaking the amendment but have not provided a response to date.

### STRATEGIC IMPLICATIONS

The policy impacts on a number of items in the strategic plan as follows:

<i>Strategic Focus</i>	<i>Built Environment and Infrastructure</i>
<i>Goals:</i>	<i>A built environment and infrastructure that supports the community and the economy</i>
<i>Outcome 3.1:</i>	<i>• Appropriate planning and development</i>
<i>Strategy 3.1.2</i>	<i>Provide planning and development advice on land developments.</i>
<i>Strategy 3.1.3</i>	<i>Ensure quality, consistent and responsive development and building assessment approval processes.</i>

<i>Strategic Focus</i>	<i>Governance and Organisation</i>
<i>Goals:</i>	<i>Proactive leadership, good governance and efficient service delivery</i>
<i>Outcome 5.1:</i>	<i>• Strategic governance and leadership</i>
<i>Strategy 5.1.5</i>	<i>Ensure compliance with Local Laws and statutory requirements.</i>



#### ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has a number of options available to it, which are discussed below:

- 1        *Not support the proposal*  
*The Local Government can choose to not seek final approval to the proposed scheme amendment. This would be contrary to previous decisions supporting the proposal to purchase and on-sell the old Police Station and Courthouse for redevelopment into residential housing.*
- 2        *Support the proposal*  
*The Local Government can choose to seek final approval to the proposed scheme amendment, as is, or make any changes considered necessary. This would be consistent with previous decisions to encourage the redevelopment of the property.*
- 3        *Defer the proposal*  
*The Local Government may elect to defer the matter for a period and seek additional information or comment, if deemed necessary, before proceeding to make a decision.*

#### CONCLUSION

The closure of the Police Station and Courthouse (and withdrawal of police officer) no longer require the properties to be kept within the Public Purposes Local Scheme Reserve for 'Police' purposes. Their rezoning to Residential would better reflect their present and future potential use and development for housing purposes.

#### VOTING REQUIREMENTS

Simple Majority.

**COUNCIL RESOLUTION**

Moved: Cr S Hmeljak

Seconded: Cr F Gaze

0917.100      That Council:

1. In accordance with Section 72 of the *Planning and Development Act 2005* initiate the Shire of Gnowangerup Local Planning Scheme No. 2 – Amendment No. 12 as follows:
  - i) Remove Lots 517 & 518 Carpenter/Vaux Streets, Ongerup from the Public Purposes Local Scheme Reserve.
  - ii) Delete the notation 'P' from the Scheme Map for Lots 517 & 518 Carpenter/Vaux Streets, Ongerup.
  - iii) Include Lots 517 & 518 Carpenter/Vaux Streets, Ongerup within the Residential Zone.
  - iv) Apply a residential density code of 'R15' to Lots 517 & 518 Carpenter/Vaux Streets, Ongerup.
  - v) Amend the Scheme Map accordingly.
2. Determine Amendment No. 11 is a standard amendment under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* on the basis it is:
  - a) an amendment that would have minimal impact on land in the scheme area that is not subject of the amendment;
  - b) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;
  - c) any other amendment that is not a complex or basic amendment.

UNANIMOUSLY CARRIED: 8/0

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**12.7 OGERUP COMMUNITY DEVELOPMENT GROUP - PROPOSAL FOR UNALLOCATED CROWN LAND**

**Location:** Various in Ongerup  
**Proponent:** n/a  
**File Ref:** ADM0415 & ADM0420  
**Date of Report:** 18 September 2017  
**Business Unit:** Strategy & Governance  
**Officer:** Phil Shephard, Planning Officer  
**Disclosure of Interest:** Nil

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ATTACHMENTS

Nil.

PURPOSE OF THE REPORT

To consider a request from the Ongerup Community Development Group (OCD) to enquire with the Department of Planning, Lands and Heritage about the release and purchasing of various Unallocated Crown Land (UCL) in Ongerup to enable future development within the town.

The recommendation is to enquire with the Department of Planning, Lands and Heritage about the release and purchasing of the lots for resale.

BACKGROUND

Nil.

COMMENTS

Staff were contacted by the OCD and met with them in Ongerup to discuss various ideas the group had to encourage and facilitate additional development in Ongerup.

The discussions involved looking at the present developments in Ongerup and identifying where new housing and/or business could setup in the town. These discussions also included the process and timeframes of Council decisions, requesting the Department to release the land and the steps involved under the Local Government Act should they agree to the release and sale of the lots.

The OCD are interested in purchasing some property themselves for housing development in Ongerup.

The lots identified in Ongerup to be pursued are shown and discussed below:

*Lot 183 Buncle Street, Ongerup*

This lot is zoned Light and Service Industry under the Shire's Local Planning Scheme No. 2 and located south of the town behind the caravan park and north of the cemetery.

The lot is approximately 2.1ha in area and with the present zoning would allow for a range of proposals including convenience store, caretaker's dwelling, fuel depot, light industry, rural

industry, service industry, market, motor vehicle, boat and caravan sales, motor vehicle repair, motor vehicle wash, nursery, private recreation, service station, showroom, storage, telecommunications infrastructure, vet centre and warehouse land uses/developments.

The OCD group are keen to see this lot made available as it is considered suitable and capable for future light and service industry use within Ongerup. The only others lots zoned for these uses are south-east of the oval complex and not considered as desirable for several reasons, including remnant vegetation, proximity to existing dwellings, amenity reasons etc.

The proposed lot is large in area and could be developed either with a single business or perhaps a larger shed could be divided into sections and used to house a number of smaller businesses operating from the one base.



*Lot 183 Buncle Street, Ongerup bordered in red (Image from Google Earth)*

The lot has frontage to a sealed road and services including water supply, telecommunications and electricity appear to be available.

#### *Lots 61, 62 & 63 Lamont Street, Ongerup*

These lots are zoned Residential with a density code of R15 under the Shire's Local Planning Scheme No. 2 and located on Lamont Street in the south of the existing residential area in town and opposite the caravan park.

The lots are each 1,026m<sup>2</sup> in area and with the present zoning would allow for a range of proposals including bed and breakfast, cabin, chalet, child care centre, civic use, club premises, consulting rooms, housing, educational establishment, family day care, guest house, holiday home, home business/occupation/office, cottage industry, park home park, church, private recreation and residential building land uses/developments.



The OCD group are keen to see these lots made available as they are also considered suitable and capable for future residential use within Ongerup. Ideally the group see that the lots would be purchased and developed with a combination of housing/small business operated from the premises.

Dependent on the size of the dwelling and satisfying on-site effluent disposal requirements, under the residential density code of R15, the lots could be developed for single or duplex housing.



*Lots 61, 62 & 63 Lamont Street, Ongerup bordered in red (Image from Google Earth)*

The lots have frontage to a sealed road and services including water supply, telecommunications and electricity appear to be available.

#### *Lots 116 & 256 Carpenter Street, Ongerup*

These lots are zoned Residential with a density code of R15 under the Shire's Local Planning Scheme No. 2 and located on Carpenter Street in the northern part of the existing residential area in town and opposite the school.

The lots are between 1,127 – 1,158m<sup>2</sup> in area and with the present zoning would allow for a range of proposals including bed and breakfast, cabin, chalet, child care centre, civic use, club premises, consulting rooms, housing, educational establishment, family day care, guest house, holiday home, home business/occupation/office, cottage industry, park home park, church, private recreation and residential building land uses/developments.

Lot 116 is a Reserve 24837 for the purposes of RSL Hall Site and this would need to be cancelled if the lot was to be developed for housing. The adjoining landowner of Lot 256 has also previously approached Council regarding the possibility of purchasing and developing the lot.

As with the Lamont Street properties, the OCD group are keen to see these lots made available as they are also considered suitable and capable for future residential use within Ongerup. Ideally the group see that the lots would be purchased and developed with a combination of housing/small business operated from the premises.

Dependent on the size of the dwelling and satisfying on-site effluent disposal requirements, under the residential density code of R15, the lots could be developed for single or duplex housing.



*Lots 116 & 256 Carpenter Street, Ongerup bordered in red (Image from Google Earth)*

The lots have frontage to a sealed road and services including water supply, telecommunications and electricity appear to be available.

At this stage, the request to the Department should proceed to ascertain their views and any costs associated with the release of the UCL in Ongerup. Once the views of the Department are provided, the matter will be discussed again with the OCD group and a further report to Council will be prepared.

#### CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Graeme Savage – Ongerup Community Development group  
Department of Planning, Lands & Heritage

#### LEGAL AND STATUTORY REQUIREMENTS

*Land Administration Act 1997* – s.86 of the Act empowers the Minister for Lands to dispose of land to local government.

*Local Government Act 1995* - The disposal of any land by the Shire is required to comply with the s3.58 'Disposing of Property' of the Act.

#### POLICY IMPLICATIONS

There are no Local Planning Policies that apply to this report.

### IMPACT ON CAPACITY

Nil.

### RISK MANAGEMENT CONSIDERATIONS

The item covers several risk areas to Council functions. The organisational risk and proposed treatment or mitigation is summarised in the following table from the Shire's Risk Management Plan:

<b>Risk Description</b>	<b>Risk Likelihood</b>	<b>Risk Consequence</b>	<b>Risk Classification</b>	<b>Risk Treatment</b>
Council does not support the OCD request to seek the release of the UCL in Ongerup	Possible (3)	Insignificant (1)	Low (3)	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring

### FINANCIAL IMPLICATIONS

The request to the Department of Planning, Lands and Heritage to consider the release of the UCL does not require any fees to be paid by Council.

### STRATEGIC IMPLICATIONS

The policy impacts on a number of items in the strategic plan as follows:

Strategic Focus	Built Environment and Infrastructure
Goals:	A built environment and infrastructure that supports the community and the economy
Outcome 3.1:	<ul style="list-style-type: none"> <li>Appropriate planning and development</li> </ul>
Strategy 3.1.2	Provide planning and development advice on land developments.
Strategy 3.1.3	Ensure quality, consistent and responsive development and building assessment approval processes.

Strategic Focus	Local Economy and Business
Goals:	A strong and diverse economy
Outcome 4.1:	A vibrant and growing economic base
Strategy 4.1.1:	Investigate economic development opportunities to broaden the economic base

Strategic Focus	Governance and Organisation
Goals:	Proactive leadership, good governance and efficient service delivery
Outcome 5.1:	<ul style="list-style-type: none"> <li>Strategic governance and leadership</li> </ul>
Strategy 5.1.5	Ensure compliance with Local Laws and statutory requirements.

#### ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has a number of options available to it, which are discussed below:

*1 Not support the proposal*

The Local Government can choose to not support the proposal to request the Department to consider the release of the UCL in Ongerup.

*2 Support the proposal*

The Local Government can choose to support the proposal and proceed to request the Department to consider the release of the UCL in Ongerup.

*3 Defer the proposal*

The Local Government may elect to defer the matter for a period and/or seek additional information, if deemed necessary, before proceeding to make a decision.

#### CONCLUSION

The request to the Department to consider the release of UCL within Ongerup is at the request of the Ongerup Community Development group and supported.

Once the views of the Department are provided, the matter will be discussed with the OCD group and a further report to Council will be prepared.

#### VOTING REQUIREMENTS

Simple Majority.

#### COUNCIL RESOLUTION

Moved: Cr F Hmeljak

Seconded: Cr S Hmeljak

**0917.101 That Council:**

**Request the Department of Planning, Lands and Heritage release the UCL in Ongerup (Lot 183 Buncle Street, Lots 61-63 Lamont Street and Lots 116 & 256 Carpenter Street) for future on-sale and development.**

**UNANIMOUSLY CARRIED: 8/0**



<b>12.8</b>	<b>LOT 560 CUNEO CLOSE, GNOWANGERUP – ROAD DEVELOPMENT AND INFRASTRUCTURE SERVICING COSTS.</b>
<b>Location:</b>	Cuneo Close, Gnowangerup
<b>Proponent:</b>	Opus International Consultants (Australia) Pty Ltd
<b>File Ref:</b>	A6395 & ADM0204
<b>Date of Report:</b>	18 September 2017
<b>Business Unit:</b>	Strategy & Governance
<b>Officer:</b>	Shelley Pike, Chief Executive Officer and Phil Shephard, Planning Officer
<b>Disclosure of Interest:</b>	Nil

#### ATTACHMENTS

Nil.

#### PURPOSE OF THE REPORT

To consider the final estimated costs of constructing the road and servicing infrastructure to Lot 560 Cuneo Close, Gnowangerup.

#### BACKGROUND

The Shire has been pursuing the creation of Lot 560 Cuneo Close to facilitate the relocation of Landmark operations within Gnowangerup.

Council at its November 2016 meeting (Resolution 1116.116) resolved (in part) as follows:

1. *Approve the expenditure of funds from the Land Development Reserve Account 91025 for the engineering consultancy (maximum \$75,000) and development works (maximum \$225,000) for the subdivision of Pt. Lot 556 Yougenup Road, Gnowangerup and staff proceed to obtain quotes to complete these tasks.*

#### COMMENTS

The consultants have now completed the design for the road and services and have advised that the indicative costs for the works to be \$881,769.64 (inc. GST) which is considerably more than the \$225,000 originally estimated.

The costs (ex GST) identified by the consultants include:

General and Preliminary	\$ 44,500.00
Clearing	\$ 10,380.43
Earthworks	\$ 32,505.43
Pavement and Surfacing	\$152,754.35
Drainage	\$ 27,500.00
Signs and Pavement Marking	\$ 5,663.04
Water Reticulation (Water Corp Services)	<u>\$239,163.04</u>
<b>Sub-total</b>	<b><u>\$512,466.29</u></b>

Provisional Sums	
Telstra	\$ 29,541.00
Western Power	\$ 16,000.00
Latent site conditions for water main/ service liaison	\$ 50,000.00
Removal/disposal of asbestos water main	\$ 37,500.00
Removal/replacement of water main	\$ 22,500.00
<b>Sub-total</b>	<b><u>\$155,541.00</u></b>
Project Contingency (20%)	<u>\$133,601.46</u>
<b>Total</b>	<b><u>\$801,608.77</u></b>

The next step is for the tender documents to be released and quotes for the works to be received. These quotes will be assessed by the consultants and a recommendation will then be provided to Council for consideration.

#### CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Yvette Wheatcroft - Manager of Works

Les Hewer – Consulting Engineer

The provision of servicing infrastructure to the lot has required the consultants (Opus) to liaise and gain approval from Main Roads WA (road and intersection), Water Corporation (water supply), Telstra (telecommunications), Western Power (power supply, street lighting) and Department of Water (UWMP).

#### LEGAL AND STATUTORY REQUIREMENTS

The Shire has entered into a Contract of Sale with Landmark to provide the road and servicing infrastructure to the lot.

#### POLICY IMPLICATIONS

There are no Local Planning Policies that apply to this report.

#### IMPACT ON CAPACITY

Nil.

#### RISK MANAGEMENT CONSIDERATIONS

The item covers several risk areas to Council functions. The organisational risk and proposed treatment or mitigation is summarised in the following table from the Shire's Risk Management Plan:

<b>Risk Description</b>	<b>Risk Likelihood</b>	<b>Risk Consequence</b>	<b>Risk Classification</b>	<b>Risk Treatment</b>
Council does not service the lot	Rare (1)	Catastrophic (5)	Moderate (5)	Risk acceptable with adequate controls, managed by specific procedures and

Risk Description	Risk Likelihood	Risk Consequence	Risk Classification	Risk Treatment
				subject to semi-annual monitoring

#### FINANCIAL IMPLICATIONS

The Land Development Fund (G/L Account 91025) had a balance of \$609,446.05 as at 31 August 2017

The Shire has received a deposit of \$40,000 (50%) for the purchase of the lot which has been placed into the Land Development Fund (G/L Account 91025).

#### STRATEGIC IMPLICATIONS

The policy impacts on several items in the strategic plan as follows:

Strategic Focus	Built Environment and Infrastructure
Goals:	A built environment and infrastructure that supports the community and the economy
Outcome 3.1:	<ul style="list-style-type: none"> <li>Appropriate planning and development</li> </ul>
Strategy 3.1.2	Provide planning and development advice on land developments.
Strategy 3.1.3	Ensure quality, consistent and responsive development and building assessment approval processes.

Strategic Focus	Local Economy and Business
Goals:	A strong and diverse economy
Outcome 4.1:	A vibrant and growing economic base
Strategy 4.1.1:	Investigate economic development opportunities to broaden the economic base
Strategy 4.1.2:	Promote and support local industry development initiatives
Strategy 4.1.3	Ensure the provision of service commercial and industrial land
Outcome 4.2:	Viable businesses providing local employment
Strategy 4.2.1:	Attract new businesses and assist where possible the expansion of existing businesses
Strategy 4.2.2:	Develop and strengthen relationships with local businesses

Strategic Focus	Governance and Organisation
Goals:	Proactive leadership, good governance and efficient service delivery
Outcome 5.1:	<ul style="list-style-type: none"> <li>Strategic governance and leadership</li> </ul>
Strategy 5.1.5	Ensure compliance with Local Laws and statutory requirements.

#### ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil (see Legal and Statutory Requirements comments above).

#### CONCLUSION

The projected costs are significantly more than the original estimated costs. The release of the tender documents for quotes will determine the final costs for the works.

VOTING REQUIREMENTS

Simple Majority.

COUNCIL RESOLUTION

Moved: Cr B Gaze

Seconded: Cr F Gaze

0917.102      That Council:

Note the advice from Opus International Consultants Pty Ltd and staff be authorised to release the tender documents for quotes to be received.

**UNANIMOUSLY CARRIED: 8/0**

### 13. CORPORATE SERVICES & COMMUNITY DEVELOPMENT

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#### 13.1 KEEPING OF FARM ANIMALS ON A RESIDENTIAL-ZONED PROPERTY

**Proponent:** David Imberti  
**File Ref:** ADM0438  
**Date of Report:** 15 September 2017  
**Business Unit:** Corporate Services  
**Officer:** Vin Fordham Lamont, Deputy Chief Executive Officer  
**Disclosure of Interest:** Nil

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#### ATTACHMENTS

- Customer Request form dated 31 August 2017 from Kylie McCluskey
- Email dated 2 September 2017 from David Imberti
- Excerpt from *Shire of Gnowangerup Animals, Environment and Nuisance Local Law 2016*

#### PURPOSE OF THE REPORT

For Council to approve the keeping of a non-commercial flock of goats at 1 Allardyce St, Gnowangerup, a property zoned Residential under the Shire of Gnowangerup Local Planning Scheme No. 2.

#### BACKGROUND

Division 3 of the *Shire of Gnowangerup Animals, Environment and Nuisance Local Law 2016* deals with the keeping of farm animals. Farm animals are defined within the local law as including sheep, cows, **goats**, horses (excluding miniature horses), deer, alpacas and pigs (excluding miniature pigs). Section 2.12 prohibits the keeping of farm animals without the approval of the local government unless in a rural zone. Section 2.13 further goes on to say that the owner or occupier of premises where farm animals are kept, shall maintain the places where the animals are kept in clean condition and good repair at all times.

On 31 August 2017, Kylie McCluskey of 4 Denny St, Gnowangerup submitted a complaint report to the Shire which was subsequently passed on to our Ranger. The complaint related to a pet goat from 1 Allardyce St being found in Ms McCluskey's yard. The Ranger visited Dave Imberti at 1 Allardyce St and advised him that the Shire's Animals, Environment and Nuisance Local Law 2016 (see attached excerpt of term definitions and clause 2.12) prohibits the keeping of farm animals on residential land without the approval of the local government. She then suggested that he should write to the Shire if he wanted to seek this approval.

On 2 September 2017, Mr Imberti did send an email (see attached) to the CEO, Shelley Pike, requesting that approval be given for him to keep a small number of goats (5 adults plus kids until they are weaned) on the property.

The email cites several reasons for the request including the following:

- The goats are not being kept for commercial purposes.
- The goats reduce the fuel load on the property, thereby reducing the bushfire risk in summer.
- Mr Imberti is teaching his children how to be responsible for their animals.

The Shire's Environmental Health Officer has indicated that if, in the future, he was to receive a complaint in relation to excessive noise, odour or other health-related issue, then he would assess it under Health legislation.

#### COMMENTS

During the period when the Shire's new local laws were being formulated, a number of Councillors expressed the view that they did not want the local laws to lose sight of the fact that our towns are small agricultural communities where people have a strong connection to their animals. With this intent in mind, section 2.12 of the *Shire of Gnowangerup Animals, Environment and Nuisance Local Law 2016* was drafted to allow Council some discretion in allowing the keeping of farm animals in town sites.

It would appear that the goats have only become an issue because the billy goat has strayed into a neighbour's yard a couple of times. Mr Imberti has indicated that the goat only strayed because it was being harassed by dogs on the loose. If the fencing is of a satisfactory standard, the straying goat issue should be resolved.

#### CONSULTATION

Nil

#### LEGAL AND STATUTORY REQUIREMENTS

*Shire of Gnowangerup Animals, Environment and Nuisance Local Law 2016*

Section 2.12 Keeping of farm animals

Section 2.13 Conditions for keeping farm animals

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### STRATEGIC IMPLICATIONS

Strategic Community Plan 2013 – 2022

GOAL 1: A THRIVING, SUPPORTIVE AND SAFE COMMUNITY

Outcome 1.4: A safe community.

Strategy 1.4.4: Provide animal management in accordance with legislative requirements.

#### RISK MANAGEMENT CONSIDERATIONS:

Risk Profile: Not meeting Community expectations.

Results in reputational impacts.

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Don't approve the keeping of goats at 1 Allardyce St, Gnowangerup and set a precedent which goes against Council's ethos of acknowledging that living in an agricultural town is different to living in a metro suburb.

CONCLUSION

For the following reasons, Council should approve the keeping of goats at 1 Allardyce St, Gnowangerup:

- The goats are not being kept for commercial purposes.
- The goats reduce the fuel load on the property, thereby reducing the bushfire risk in summer.
- The property covers 8,169m<sup>2</sup>, large enough to keep a few animals.
- Section 2.13 of the local law offers protection for neighbours as it sets conditions for the keeping of farm animals.

VOTING REQUIREMENTS

Absolute Majority

OFFICERS RECOMMENDATION

That Council:

1. Pursuant to clause 2.12 of the *Shire of Gnowangerup Animals, Environment and Nuisance Local Law 2016*, approve the keeping of a small non-commercial flock of goats at 1 Allardyce St, Gnowangerup, subject to:
  - The relevant fencing being inspected by the Shire Ranger and deemed to be satisfactory for the purposes of keeping said goats.
  - The flock to never exceed 5 adult goats in number.
2. Authorise the CEO to write to Ms McCluskey and Mr Imberti respectively and advise them of Council's decision.

**AMENDMENT DISCUSSION**

That the word “Adult” be removed from dot point 2 of the recommendation – so that it reads, “the flock to never exceed 5 goats in number”.

**COUNCIL RESOLUTION**

**Moved: Cr S Hmeljak**

**Seconded: Cr S Lance**

**0917.103      That Council:**

- 1. Pursuant to clause 2.12 of the *Shire of Gnowangerup Animals, Environment and Nuisance Local Law 2016*, approve the keeping of a small non-commercial flock of goats at 1 Allardyce St, Gnowangerup, subject to:**
  - **The relevant fencing being inspected by the Shire Ranger and deemed to be satisfactory for the purposes of keeping said goats.**
  - **The flock to never exceed 5 goats in number.**
- 2. Authorise the CEO to write to Ms McCluskey and Mr Imberti respectively and advise them of Council’s decision.**

**CARRIED: 6/2**

F Gaze spoke against the motion: I have concerns about the breeding of goats in a residentially zoned property which attract dogs. I do not want to encourage other town zone residents to breed animals on property.

B Moore spoke against the motion: I am in support of Fiona Gaze and do not believe we should be encouraging farm animals on a residentially zoned property.

K House spoke for the motion: I believe the residents have done all concerned to meet the recommendations and requirements of the officers and are otherwise passionate about their goats.



*Heart of the Shire*

SHIRE OF GNOWANGERUP

CUSTOMER REQUEST FORM

NAME: Kylie McChuskey  
CONTACT NUMBER: 9827 1682 FAX NUMBER: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

REQUEST DETAILS:

A Goat from 1 Allardyce St  
has jumped fence and is in  
Kylies yard. This is the  
second time it has happened.

DIAGRAM:  
LOCATION:

SIGNATURE OF CUSTOMER: \_\_\_\_\_

OFFICE USE ONLY  
REQUEST NUMBER: 1CS177628 STAFF NAME: Yvonne  
DATE: 31/8/2017 TIME: 9:00 AM/PM  
RECEIVED IN: PERSON/TELEPHONE/FACSIMILE/WRITING/EMAIL

## Vin Fordham Lamont

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**From:** Kirsty Boyd  
**Sent:** Wednesday, 6 September 2017 11:23 AM  
**To:** Vin Fordham Lamont  
**Subject:** FW: att Shelly Pike

**From:** Dave Imberti [mailto:dave@emcosh.com.au]  
**Sent:** Saturday, 2 September 2017 6:27 AM  
**To:** Kirsty Boyd <Kirsty.Boyd@gnowangerup.wa.gov.au>  
**Subject:** att Shelly Pike

Hello Shelly, I understand that you would be aware that we have been contacted by Debbie Walker regarding some complaints about our goats.

Unfortunately the billygoat has climbed over the bottom fence and got out a few times, I have ordered materials to fix the bottom fence and he will remain tied up until it's done.

I also understand that there is some problem with keeping livestock when the land is zoned residential, knowing this could you please consider the following points.

1 The reasons I got the goats were firstly to eat the grass down as I have has letters from the shire in the past as to the fire risk and alternately it requires constant spraying (5-6times a year) to keep it down. Secondly to keep my girls off the street and to teach them responsibility and how to care for animals.

2 It was never my intention to run a commercial flock, I only intend to keep a handful (more like pets)

3 There are sheep across the road that have got out recently.

4 The reason he started getting out was that he was harrassed by dogs.

5 We have other people's dogs in our yard from time to time, some of which are a threat to my family and people are allowed to keep them as pets.

Considering the above can we please be given an email or letter allowing us to keep a handful of friendly goats in our little paddock?

Regards Dave Imberti

## Excerpt from Shire of Gnowangerup

### Animals, Environment and Nuisance Local Law 2016

**builder** means the holder of a building permit issued in respect of building works on a building site or a person in control of a building site;

**Building Code** means the latest edition of the Building Code of Australia published by, or on behalf of, the Australian Building Codes Board, as amended from time to time, but not including explanatory information published with the Building Code;

**building permit** has the meaning given to it by the *Building Act 2011*;

**building site** means any lot for which a building permit is current;

**cat** has the meaning given in the *Cat Act 2011*;

**Class 6 building** means any Class 6 building as defined by the Building Code;

**Class 9 building** means any Class 9 building as defined by the Building Code;

**Code of Practice – Pigeon Keeping** means the document entitled A Code of Practice – for Pigeon Keeping and Pigeon Racing in Western Australia published by the Pigeon Racing Federation of WA (Incorporated) and the Independent Racing Pigeon Federation (Incorporated), as amended from time to time;

**cow** includes an ox, calf or bull;

**development** has the meaning given to it in the *Planning and Development Act 2005*;

**development approval** means a development approval under a local planning scheme;

**development site** includes any lot or lots for which there is currently a development or subdivision approval, and any lot or lots upon which construction work, earthworks, clearing of scrub, trees or overgrowth or any other site works are taking or have taken place;

**district** means the district of the local government;

**disused** means, in relation to any thing whatsoever, that the thing—

- (a) is not in use for the purpose for which it was designed or appears to have been designed or intended; or
- (b) has been stored or left stationary on land in the district for more than 1 month;

**dust** means any visible granular or particulate material which has or has the potential to become airborne and includes organic and non-organic matter and sand, but does not include smoke;

**dwelling** has the meaning given to it in the Residential Design Codes of Western Australia as amended;

**EHO** means an Environmental Health Officer appointed by the local government under the *Health Act 1911* and includes any acting or Assistant Environmental Health Officer;

**farm animal** includes a sheep, cow, goat, horse (excluding a miniature horse), deer, alpaca, pig (excluding a miniature pig);

**food** has the meaning given in section 9 of the *Food Act 2008*,

**food business** has the meaning given under section 10 of the *Food Act 2008*;

- (d) no opening to a pigeon loft, including openings for ventilation, is within 15 metres of a public street, public building, commercial premises or food premises.
- (2) An affiliated person who keeps pigeons, or permits pigeons to be kept, shall do so in accordance with the Code of Practice – Pigeon Keeping, subject to the provisions of this local law.

## **2.9 Restrictions on pigeon nesting and perching**

The local government may order an owner or occupier of a house on or in which pigeons are, or are in the habit of nesting or perching, to take adequate steps to prevent them from continuing to do so.

## **2.10 Conditions of keeping aviary birds**

A person who keeps, or permits to be kept, aviary birds shall ensure that the aviary or cage is kept in clean condition and good repair at all times.

## **2.11 Nuisance caused by birds**

An owner or occupier of land shall not keep any bird or birds which—

- (a) are or create a nuisance; or
- (b) emit an unreasonable noise.

# **Division 3 — *Keeping of farm animals***

## **2.12 Keeping of farm animals**

Subject to clause 2.13, an owner or occupier of land shall not keep, or allow to be kept, unless with the approval of the local government, any farm animal unless in a rural zone.

## **2.13 Conditions for keeping farm animals**

An owner or occupier of premises upon which a farm animal or farm animals are kept, shall maintain the place or places where the animals are kept in clean condition and good repair at all times.

## **2.14 Keeping a miniature horse**

- (1) An owner or occupier of a premises may keep only a sterilised miniature horse on land of not less than 1 000 square metres in area provided it is registered with the local government and the annual registration fee approved from time to time by the local government in accordance with sections 6.16 to 6.19 of the Act is paid.
- (2) An owner or occupier of premises shall—
  - (a) not keep more than one miniature horse on land zoned residential or special rural without the written approval of the local government or an authorised person; and
  - (b) not permit a miniature horse to come within 9 metres of any house.

Phil Shephard left the meeting at 4:08pm

## 14. INFRASTRUCTURE AND ASSET MANAGEMENT

### 14.1 PURCHASE OF NEW COMPACT TRACK LOADER

<b>Location:</b>	n/a
<b>Proponent:</b>	n/a
<b>File Ref:</b>	ADM
<b>Date of Report:</b>	20/09/17
<b>Business Unit:</b>	Infrastructure
<b>Officer:</b>	John Skinner – Asset and Waste Management Coordinator Yvette Wheatcroft – Manager of Works
<b>Disclosure of Interest:</b>	Nil.

### ATTACHMENTS

- Analysis of quotations received.
- Specification for a new compact track loader.

### PURPOSE OF THE REPORT

For Council to authorise the Chief Executive Officer to accept the Westrac quotation for a new compact track loader.

### BACKGROUND

Council's 2017/18 budget has made provision to purchase a compact track loader. We have utilised the preferred supplier service offered by the Western Australian Local Government Association (WALGA) purchasing network.

Staff requested quotes from ASV Sales and Service, Porter Equipment Australia, Westrac (Caterpillar), BT Equipment Pty Ltd, CEG Distributions Pty Ltd and New Holland Case Ag and Construction.

Three quotations were received: ASV Sales and Service for ASV, Porter Equipment for ASV and Westrac for Caterpillar.

### COMMENTS

All the machines quoted meet the specifications set by Council.

There are concerns with some aspects of the ASV brand. The rollers and idlers are made of rubber and it is suspected they will wear out quickly even though the sales people assured us that track life was as good as any of its competitors.

ASV offer a 1500-hours conditional warranty on its track system. Staff rang other owners of the ASV machines who commented that the ASV track life was not as good as other machines on the market.

After reading the specifications of each machine and asking other owners about their differences, we compiled the comparison chart below.

<b>Cat 299D XHP Forestry</b>	<b>ASV RT-120F Forestry</b>
CTL undercarriage more robust, steel rollers, cast steel drive sprockets, grease track adjusters, longer life expectancy	MTL Undercarriage, rubber rollers, tube type sprockets, less durable, threaded rod track adjusters, half life expectancy of CTL type undercarriage
Superior cab for comfort, safety, visibility, low sound 83dB(A), air suspension high back seat, adjustable armrest & joystick controls, properly sealed and pressurized,	Has equivalent cab to Cat B series not the latest series, fixed armrests & joystick controls, not well sealed,
Adjustable Creeper Control for correct profiler operation	Adjustable joystick for speed control
Foot throttle, hand throttle dial, decelerator	Hand Throttle only
Factory rear view camera with built in LCD display	
Auxiliary Hydraulic oil cooler	Same cooler as Caterpillar standard XHP machine
Loader Frame Parallel Lift (852mm Forward Reach)	Loader Frame Radial Lift Only (610mm Forward Reach)
Superior LED Lights, minimal maintenance	Halogen Lights, globes blow, poor performance
Additional Counterweights factory-fitted	Factory-fit Additional Counterweights not offered
Better Serviceability	

#### CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

ASV Sales and Service  
Porter Equipment Australia  
Westrac  
Shire of Broomehill-Tambellup

#### LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995  
Local Government (Functions and General) Regulations 1996

## POLICY IMPLICATIONS

### **4.1 PURCHASING POLICY (procedure 4.1)**

The Local Government Act and Regulations covers the procurement of all goods and services and is binding on all Local Government Authorities in Western Australia.

The purpose of this policy is to ensure that financial probity is assured by providing clear guidelines for the procurement of goods and services, valued at under \$150,000. This policy will assist the Shire of Gnowangerup in ensuring best value for money, good management practices, legislative compliance, transparency and probity.

The procurement of goods and services, valued at over \$150,000 will be by a competitive tendering and contracting (CTC) process.

In both instances the Shire of Gnowangerup has adopted the WALGA Procurement Policy for the purchase of goods and services.

This policy applies to all Councillors, employees of the Shire of Gnowangerup and to any external consultants or entities overseeing, or having any involvement in, the procurement of goods and services for Council. Staff authority to requisition, order and approve purchases is governed by Staff Delegations of Authority made by the Chief Executive Officer. This includes the specific upper limits on purchasing approvals permitted by individual staff positions. No staff may act outside their delegation of authority.

## FINANCIAL IMPLICATIONS

Council has made provisions in the 17/18 budget to purchase a new compact track loader and attachments for \$185,000.

## STRATEGIC IMPLICATIONS

Shire of Gnowangerup Strategic Community Plan 2013 – 2022

Goal 3: A Built Environment and Infrastructure that Supports the Community and the Economy.

Outcome 3.4: Council buildings and service related assets support community needs.

Strategy 3.4.3: Ensure service related machinery, vehicles and equipment are provided and maintained in accordance with asset management principles.

## IMPACT ON CAPACITY

Nil

## RISK MANAGEMENT CONSIDERATIONS

Nil

## ALTERNATE OPTIONS AND THEIR IMPLICATIONS

N/A

### CONCLUSION

The officers' recommendation is to accept the quote from Westrac and purchase the Caterpillar 299D XHP Forestry. There were some critical differences between the Caterpillar 299 XHP Forestry and the ASV RT-120F Forestry, which lead to this recommendation:

1. The creep control feature offers push button 10-speed creep control whereby the operator can set and forget the machine for a slow constant speed. This allows the operator to concentrate on the operation of the machine and the safe use of the attachment.
2. The Cat has a far more robust undercarriage and track system and should be more reliable and cost effective.
3. We have found that Cat is the industry leader for reliability and service delivery in this sector and the Shire of Gnowangerup has a reliable and proven history dealing with Westrac and the Cat brand in general.

### VOTING REQUIREMENTS

Simple Majority

### COUNCIL RESOLUTION

Moved: Cr R House

Seconded: Cr F Gaze

**0917.104      That Council:**

**Authorise the CEO to accept the quote from Westrac and purchase the Caterpillar 299D XHP Forestry for the price of \$156,350.00**

**UNANIMOUSLY CARRIED: 8/0**





## **SPECIFICATION FOR SUPPLY One (1) Compact Track Loader**

This track loader will be used for construction, maintenance and forestry applications.

### **1. General**

- Minimum operating weight 5,000kgs.
- Diesel powered; minimum engine power 70kw.
- Fitted with 4 in 1 bucket.
- Variable Speed Fan with reversing function.
- High Flow Hydraulic System able to run attachments with continuous high flow demands.
- Forestry Package
- FOPS Level 11
- Air-conditioned and sealed cab.
- Two Speed transmission.
- Transmission and undercarriage guarding.
- Ground level fluid checks
- Battery isolation switch
- Rear mounted reversing alarm and camera.
- LED Beacons with guards
- Two complete sets of keys
- One complete parts and workshop manual, complete operators manual. Provision to be made for the permanent in cab storage of one operator manual
- 2.5kg dry powder fire extinguisher
- UHF radio
- Maintenance free batteries
- All plant tendered are to be current models with compliance plates
- Registered to Council's common expiry date
- Delivered to Shire of Gnowangerup Depot
- Extended warranty options and pricing
- Compliance to the "Plant Assessor" risk assessment includes that ALL safety label stickers, as identified in the assessment, must be Fitted to the unit prior to delivery. The cost of the assessment and Safety label stickers shall be included in the purchase price of the Unit.

### **2. Training**

- The supplier shall provide instruction/training at the point of delivery:

**NEW COMPACT TRACK LOADER**

<b>DEALER</b>	<b>BRAND</b>	<b>MODEL</b>	<b>HORSEPOWER</b>	<b>HYDRAULIC FLOW</b>	<b>WARRANTY</b>	<b>EXTENDED WARRANTY</b>	<b>CREEP CONTROL</b>	<b>COST EX GST</b>
ASV Sales and Service	ASV	RT120F Forestry	120hp	170 lpm	12 months full machine	36 months powertrain	NA	\$144,980.00
Porter Equipment	ASV	RT120F Forestry	120hp	170 lpm	12 months full machine	36 months powertrain	N/A	\$156,500.00
Westrac	Caterpillar	299D XHP Forestry	110hp	155 lpm	12 months full machine	36 months full machine	Electronic creep control	\$156,350.00

## 15. STATUTORY COMPLIANCE

Nil

## 16. FINANCE

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<b>16.1</b>	<b>ACCOUNTS FOR PAYMENT AND AUTHORISATION – AUGUST 2017</b>
<b>Location:</b>	Shire of Gnowangerup
<b>File Ref:</b>	ADM
<b>Date of Report:</b>	19 <sup>th</sup> September 2017
<b>Business Unit:</b>	Finance
<b>Officer:</b>	Carol Shaddick – Senior Finance Officer
<b>Disclosure of Interest:</b>	Nil

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### ATTACHMENT

- August 2017 Cheque Listing

### COMMENTS

The August 2017 cheque list is attached as follows

<b>FUND</b>	<b>AMOUNT</b>
Municipal Fund	\$ 202,488.09
Trust Fund	\$ 493.20
Credit Card	\$ 1,232.89
<b>TOTAL</b>	<b>\$ 204,214.18</b>

### COUNCIL RESOLUTION

Moved: Cr S Hmeljak

Seconded: Cr F Gaze

**0917.105** That the Schedule of Accounts: Municipal Fund Cheques 27074 – 27090, EFT 12492 – EFT 12579, Click Super DD totalling \$202,488.09 and Trust Fund Cheques 851 – 855 totalling \$493.20 and Corporate Credit Card totalling \$1,232.89 be approved.

**UNANIMOUSLY CARRIED: 8/0**

Chq/EFT	Date	Name	Description	Amount
854	31/08/2017	BUILDING COMMISSION	BUILDING APPLICATIONS FOR AUGUST	\$ 113.30
785	31/08/2017	MICHAEL LONG	CANCEL CHEQUE FOR PAYMENT OF EARLY MORNING SWIMMING KEY BOND	-\$ 50.00
851	1/08/2017	BUILDING COMMISSION	BUILDING APPLICATIONS FOR JULY 2017	\$ 339.90
852	1/08/2017	SHIRE OF GNOWANGERUP	COMMISSIONS FOR JULY 2017	\$ 30.00
853	31/08/2017	MICHAEL LONG	REIMBURSEMENT OF EARLY MORNING SWIMMING KEY BOND - Replacement Cheque	\$ 50.00
855	31/08/2017	SHIRE OF GNOWANGERUP	COMMISSION FOR BUILDING APPLICATIONS AUGUST 2017	\$ 10.00
<b>TOTAL TRUST ACCOUNT</b>				<b>\$ 493.20</b>
EFT12492	7/08/2017	ADVANCE PRESS PTY LTD	PRINTING OF FIRE BREAK ORDERS X 750	\$ 1,694.00
EFT12493	7/08/2017	AIR LIQUIDE	CYLINDER FEE SIZE G, E, D	\$ 142.69
EFT12494	7/08/2017	ALBANY OFFICE PRODUCTS DEPOT	15 X CHAIR VENUS VI19 VISITOR NO ARM	\$ 2,625.00
EFT12495	7/08/2017	BCR ELECTRICAL CONTRACTORS PTY LTD	CALIBRATION TEST COMPAC FUEL BOWSER AT DEPOT	\$ 566.50
EFT12496	7/08/2017	BECKS TRANSPORT	FREIGHT OIL FOR KOMATSU GRADER	\$ 112.26
EFT12497	7/08/2017	BEST OFFICE SYSTEMS	DEPOT PHOTOCOPIER CHARGE COLOUR	\$ 172.02
EFT12498	7/08/2017	BOC GASES	RENTAL FORKLIFT GAS X 2 GAS BOTTLES	\$ 10.19
EFT12499	7/08/2017	BUNNINGS ALBANY	FLOOD LIGHT FOR USE IN WORKSHOP AND SMOKE DETECTORS ONGERUP HALL	\$ 169.44
EFT12500	7/08/2017	CS LEGAL	PROFESSIONAL FEES FOR LOT 11 & 13 BELL STREET	\$ 264.00
EFT12501	7/08/2017	GNOWANGERUP CRC	FAREWELL CARD FOR GAIL VAUX	\$ 4.95
EFT12502	7/08/2017	GNOWANGERUP FUEL SUPPLIES	FUEL FOR SHIRE VEHICLES	\$ 999.09
EFT12503	7/08/2017	GNOWANGERUP NEWSAGENCY	SUBSCRIPTIONS FOR JULY	\$ 55.79
EFT12504	7/08/2017	GNOWANGERUP PHARMACY	PLASTERS FOR FIRST AID KIT AT DEPOT	\$ 5.85
EFT12505	7/08/2017	HHG LEGAL GROUP ALBANY	DISBURSEMENTS FOR SALE OF LAND	\$ 1,100.00
EFT12506	7/08/2017	IPWEA NATIONAL OFFICE	NAMS SUBSCRIPTION FOR ASSET MANAGEMENT PLANS	\$ 2,750.00

EFT12507	7/08/2017 LANDGATE	TITLE SEARCHES	\$	227.70
EFT12508	7/08/2017 MARKETFORCE	EA TO CEO MATERNITY LEAVE ADVERT GREAT SOUTHERN HERALD	\$	318.30
EFT12509	7/08/2017 OFFICEWORKS	A4 PAPER	\$	354.95
EFT12510	7/08/2017 RECORDS ARCHIVES HISTORICAL MANAGEMENT	RECORDS KEEPING PLAN 1/3 UPFRONT COSTS KIM BOULTON	\$	2,000.00
EFT12511	7/08/2017 ROXAINE O'TOOLE	GET WELL FLOWERS FOR KIRSTY BOYD	\$	50.00
EFT12512	7/08/2017 SADLERS BUTCHERS	ORGANISATIONAL LEADERSHIP PROGRAM CATERING	\$	105.00
EFT12513	7/08/2017 WARREN BLACKWOOD WASTE	240LT BINS PICK UP 06/07, 13/07, 20/07, 27/07	\$	6,122.40
EFT12514	10/08/2017 ADMIN SOCIAL CLUB	Payroll deductions	\$	80.00
EFT12515	10/08/2017 ALBANY MAPPING & SURVEYING SERVICES	ADDITIONAL 3D MODELLING FOR DRAINAGE	\$	5,626.50
EFT12516	10/08/2017 AMCAP DISTRIBUTION CENTRE	ANTENNA TIPS FOR RADIOS	\$	177.10
EFT12517	10/08/2017 ARMADILLO GROUP	BUCKET OF BLUE GREASE	\$	156.92
EFT12518	10/08/2017 AUSTRALIA POST	POSTAGE FOR JULY 2017	\$	215.63
EFT12519	10/08/2017 BGL SOLUTIONS	GROUNDS MAINTENANCE AS PER CONTRACT	\$	10,429.53
EFT12520	10/08/2017 BLACK AND GOLD SOCIAL CLUB	Payroll deductions	\$	135.00
EFT12521	10/08/2017 BLIGHTS AUTO ELECTRICS	40 CHANEL ANTENNA GN.037	\$	19.95
EFT12522	10/08/2017 BUNNINGS ALBANY	MOP FOR DEPOT	\$	22.80
EFT12523	10/08/2017 GNOWANGERUP SPORTING COMPLEX	REIMBURSEMENT FOR FERTILISER AS PER LEASE AGREEMENT	\$	749.58
EFT12524	10/08/2017 IAN DAVID BEATON	CLEAR BLOCKED DRAIN AT WORKSHOP	\$	121.00
EFT12525	10/08/2017 LANDGATE	GRV AND UV VALUATION SCHEDULE G2017/2	\$	197.58
EFT12526	10/08/2017 ONGERUP TYRES & AUTOMOTIVE	KOMATSU GRADER TYRE REPAIR	\$	94.50
EFT12527	10/08/2017 ONLINE SAFETY SYSTEMS PTY LTD	PLANT ASSESSOR MONTHLY ACCESS FEE JULY 2017	\$	528.00
EFT12528	10/08/2017 PRIMARIES GNOWANGERUP	HONDA PUMP FOR BORDEN BFB VARIOUS HARDWARE ITEMS	\$ \$	1,210.00 F 160.13
EFT12529	10/08/2017 SADLERS BUTCHERS	CATERING 3 DAYS TRAFFIC MANAGEMENT TRAINING DEPOT STAFF	\$	457.48

EFT12530	10/08/2017 SHIRE OF CUBALLING	BUILDING SERVICES JULY 2017	\$	4,263.10
EFT12531	10/08/2017 STATE LIBRARY OF WESTERN AUSTRALIA	ANNUAL FEE FOR LOST AND DAMAGED MATERIALS 2017/18	\$	220.00
EFT12532	10/08/2017 TRAILBLAZERS	WORK UNIFORM YAVANNA MURPHY	\$	135.00
EFT12533	10/08/2017 WA CONTRACT RANGER SERVICES	CONTRACT SERVICES 20/07, 27/07, 03/08	\$	1,379.12
EFT12534	10/08/2017 WARREN BLACKWOOD WASTE	COMPACT LANDFILL AT GNOWANGERUP 20/07/2017	\$	550.00
EFT12535	10/08/2017 WATERMAN IRRIGATION PTY LTD	CLOUD ACCESS FEE FOR STANDPIPE 01/07/2017-31/12/2017	\$	639.65
EFT12536	10/08/2017 WIRRPANDA FOUNDATION	2017/18 COMMUNITY GRANT NAIDOC WEEK CELEBRATIONS	\$	5,500.00
EFT12537	24/08/2017 ADMIN SOCIAL CLUB	Payroll deductions	\$	80.00
EFT12538	24/08/2017 ADRIENNE JOYCE	RENT 26 JAEKEL ST 10/08/2017-06/09/2017	\$	480.00
EFT12539	24/08/2017 ARROW BRONZE	NICHE WALL PLAQUE FOR CUNEO	\$	460.18 R
EFT12540	24/08/2017 ASHLEIGH ANNE NUTTALL	RENT 22 GROCOCK ST 14/08/2017-10/09/2017	\$	1,000.00
EFT12541	24/08/2017 BEST OFFICE SYSTEMS	PRINTER CARTRIDGE - LICENCING	\$	185.00
EFT12542	24/08/2017 BGL SOLUTIONS	PINE BARK FOR GARDEN BEDS AT SWIMMING POOL	\$	397.65
EFT12543	24/08/2017 BLACK AND GOLD SOCIAL CLUB	Payroll deductions	\$	135.00
EFT12544	24/08/2017 BUNNINGS ALBANY	TURPENTINE 4L, SCREWS AND SCRUBBING BROOM FOR POUND	\$	27.95
EFT12545	24/08/2017 CEMETERIES & CREMATORIA ASSOCIATION OF WA	CCAWA ANNUAL MEMBERSHIP 17/18	\$	120.00
EFT12546	24/08/2017 COURIER AUSTRALIA	FREIGHT	\$	207.61
EFT12547	24/08/2017 DEPARTMENT OF WATER AND ER	CARRIER LICENCE NUMBER T00176 EXPIRY DATE 25/09/2017	\$	225.00
EFT12548	24/08/2017 GATEWAY PRINTING	1000X WINDOW FACE ENVELOPES	\$	446.60
EFT12549	24/08/2017 GNOWANGERUP CRC	ADVERTISING IN ROUNDUP	\$	223.40
EFT12550	24/08/2017 GNOWANGERUP TYRE SERVICE	NEW TYRE AND TYRE DISPOSAL FOR KOMATSU GRADER CENTURY BATTERY FOR JD BACKHOE	\$ \$	1,625.26 560.00
EFT12551	24/08/2017 JASON SIGN MAKERS	ROAD CONES AND MULTI MESSAGE SIGNS FOR TRAFFIC CONTROL	\$	3,228.23

EFT12552	24/08/2017 KIRSTY BOYD	REIMBURSEMENT OF UNIFORM EXPENDITURE	\$	106.00
EFT12553	24/08/2017 KOA JAENSCH	MILESTONE PAYMENT 3: GNOWANGERUP HERITAGE TRAIL	\$	2,400.00
EFT12554	24/08/2017 MAMMOTH EQUIPMENT AND EXHAUSTS	ADBLUE FOR IVECO TRUCKS @ \$0.62 P/LTR	\$	443.30
EFT12555	24/08/2017 ONGERUP FARM SUPPLIES - MICK CREAGH	3 X 45KG GAS CYLINDERS FOR ONGEURP TOWN HALL FAST SET CONCRETE & AIR FRESHENER PUBLIC TOILETS	\$ \$	390.00 73.20
EFT12556	24/08/2017 PALMER EARTHMOVING AUSTRALIA	EXCAVATOR HIRE DIG NEW WASTE TRENCHS AND REHAB WORK AT METAL DUMP ONGERUP	\$	4,070.00
EFT12557	24/08/2017 PHIL SHEPHARD	AMENDMENT 9 & 10 TO LOCAL PLANNING SCHEME NO 2. STATE LAW PUBLISHER	\$	396.46
EFT12558	24/08/2017 PHILIP WYATT B. JURIS LL B	LEGAL EXPENSES FOR THE GIFT OF 37 YOUNGUP ROAD GNOWANGERUP (GNP STAR)	\$	1,956.03
EFT12559	24/08/2017 RAY FORD SIGNS	RURAL ROAD NUMBER 2531	\$	50.60
EFT12560	24/08/2017 SHIRE OF CUBALLING	BUILDING SURVEYOR SERVICES APRIL, MAY, JUNE 2017	\$	9,688.70
EFT12561	24/08/2017 WA CONTRACT RANGER SERVICES	RANGER SERVICES 09/08, 17/08	\$	841.50
EFT12562	24/08/2017 WA REGIONAL PLUMBING	WATER CONNECTION FOR STREET TREE RETICULATION	\$	296.29
EFT12563	24/08/2017 WALGA	KEITH HOUSE - WALGA CONFERENCE REGISTRATION	\$	1,475.00
EFT12564	24/08/2017 YONGERGNOW - ONGERUP CRC	ADVERTISING IN GRAPEVINE JULY	\$	90.00
EFT12565	30/08/2017 A D CONTRACTORS PTY LTD	CATAMOL @ \$1.29 P/LTR FOR BITUMEN PATCHING	\$	1,135.20
EFT12566	30/08/2017 BOC GASES	GAS FOR FORKLIFT GN.0059	\$	142.43
EFT12567	30/08/2017 BORDEN PAVILION COMMITTEE INC	OPERATING CONTRIBUTION AS PER 2017/18 BUDGET	\$	7,994.31
EFT12568	30/08/2017 COURIER AUSTRALIA	FREIGHT	\$	25.05
EFT12569	30/08/2017 DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2017/18 ESL QUARTER 1 CONTRIBUTION	\$	21,306.00
EFT12570	30/08/2017 DEPARTMENT OF WATER AND ER	TRACKING FORM FOR SEPTIC PUMP OUTS AUGUST	\$	192.00
EFT12571	30/08/2017 GLENICE DAVIDSON	CLEANING BORDEN PUBLIC TOILETS JULY 2017	\$	492.00
EFT12572	30/08/2017 GNOWANGERUP FUEL SUPPLIES	FUEL FOR ONGERUP DEPOT 3200 LTS AT \$1.16 P/LTR	\$	3,707.52
EFT12573	30/08/2017 GNOWANGERUP SPORTING COMPLEX	CONTRIBUTION OPERATING COSTS AS PER 2017/18 BUDGET	\$	11,109.00
EFT12574	30/08/2017 HOLY COW CREATIONS	PRINTING OF RATES BROCHURES, ANNUAL BUDGET COVERS AND ANNUAL REPORT COVERS	\$	737.45

EFT12575	30/08/2017	LANDGATE	RURAL UV'S SCHEDULE R2017/4	\$	146.40
EFT12576	30/08/2017	LEASECHOICE PTY LTD	COPY MANAGEMENT PLAN EXCESS COPIES JUNE - JULY 17	\$	923.60
EFT12577	30/08/2017	METROCOUNT	TRAFFIC COUNTERS METROCOUNT	\$	11,429.00
EFT12578	30/08/2017	ONGERUP SPORTING COMPLEX	OPERATING CONTRIBUTION AS PER 2017/18 BUDGET	\$	4,572.93
EFT12579	30/08/2017	STAPLES AUSTRALIA PTY LIMITED	STATIONERY	\$	246.41
27074	7/08/2017	GNOWANGERUP IGA	CONSUMABLES	\$	326.56
27075	7/08/2017	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	PURCHASE OF 117 VAUX CORNER OF CARPENTER STREET ONGERUP	\$	10,800.00
27076	7/08/2017	SYNERGY	230 STREET LIGHTS TO 01/08/2017	\$	3,518.10
27077	10/08/2017	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR JULY 2017	\$	2,859.00
27078	10/08/2017	MEU	Payroll deductions	\$	184.50
27079	10/08/2017	TELSTRA	DIRECTORY FEES, USAGE SERVICE AND EQUIPMENT	\$	1,261.41
27080	24/08/2017	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	10% DEPOSIT FOR LOT 396 GROCOCK ST AND LOT 377 CECIL ST	\$	3,100.00
27081	24/08/2017	DEPT OF L G SPORT AND CULTURAL INDUSTRIES	KIDSPORT RETURN OF UNEXPENDED FUNDS FOR 2016/17	\$	4,883.90 F
27082	24/08/2017	HOUSTON NOMINEES PTY LTD	LEASE TERM 01/12/2016 - 30/11/2026 AS PER AGREEMENT FOR LOT 12996	\$	10.00
27083	24/08/2017	KEN LESK	GAS REPAIRS ONGERUP HALL	\$	348.00
27084	24/08/2017	MEU	Payroll deductions	\$	184.50
27085	24/08/2017	SHIRE OF GNOWANGERUP	AS PER COUNCIL RESOLUTION FILE REF 10.3.7 AND RATES EXEMPTION PETTY CASH REIMBURSEMENT	\$ \$	1,439.91 274.50
27086	24/08/2017	SYNERGY	SUPPLY PERIOD 07/06/2017-10/08/2017	\$	98.70
27087	24/08/2017	TELSTRA	SHIRE MOBILE AND DATA PACKS	\$	981.55
27088	24/08/2017	WATER CORPORATION	WATER USAGE	\$	355.79
27089	30/08/2017	AUSTRALIAN ASPHALT PAVEMENT ASSOCIATION LTD	AAPA SPRAYED SEAL SELECTION AND DESIGN COURSE FOR Y WHEATCROFT & W BOSCHMAN	\$	2,959.99
27090	30/08/2017	DEPARTMENT OF TRANSPORT	LICENSE RENEWAL AS PER EBA	\$	42.50



DD3890.1	9/08/2017 WALGS PLAN	Payroll deductions	\$ 7,653.40
DD3890.2	9/08/2017 SMSF	Superannuation contributions	\$ 563.62
DD3890.3	9/08/2017 COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	Superannuation contributions	\$ 627.19
DD3890.4	9/08/2017 PRIME SUPER	Superannuation contributions	\$ 215.71
DD3890.5	9/08/2017 AUSTRALIAN SUPER	Superannuation contributions	\$ 428.81
DD3890.6	9/08/2017 BENDIGO SMARTOPTIONS SUPER	Superannuation contributions	\$ 96.27
DD3890.7	9/08/2017 BT SUPER FOR LIFE	Superannuation contributions	\$ 312.13
DD3896.1	23/08/2017 WALGS PLAN	Payroll deductions	\$ 7,976.13
DD3896.2	23/08/2017 SMSF	Superannuation contributions	\$ 563.62
DD3896.3	23/08/2017 COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	Superannuation contributions	\$ 627.19
DD3896.4	23/08/2017 PRIME SUPER	Superannuation contributions	\$ 215.71
DD3896.5	23/08/2017 AUSTRALIAN SUPER	Superannuation contributions	\$ 428.81
DD3896.6	23/08/2017 BENDIGO SMARTOPTIONS SUPER	Superannuation contributions	\$ 81.50
DD3896.7	23/08/2017 BT SUPER FOR LIFE	Superannuation contributions	\$ 312.13
<b>TOTAL MUNICIPAL ACCOUNT</b>			<b>\$ 202,488.09</b>
	11/07/2017 TELSTRA	DCEO HOME INTERNET JULY	\$ 65.00
	14/07/2017 DMIRS GATEWAY	HOMES FOR THE AGED - ASSOCIATION RULES	\$ 40.00
	20/07/2017 RENDEZVOUS HOTEL SCARBOROUGH	ACCOMODATION FOR DANGEROUS DOG HANDLING COURSE Y. MURPHY	\$ 152.00
	24/07/2017 CHIMES RESORT	COUNCIL GIFT FOR GAIL VAUX 17 YEARS SERVICE	\$ 500.00
	28/07/2017 JB HI-FI ONLINE	STOCK FOR GNP LIBRARY	\$ 53.34
	2/08/2017 WESTNET	SHIRE INTERNET FEES	\$ 243.83
	3/08/2017 CBRE PERTH	PARKING CEO CONFERENCE ATTENDANCE	\$ 30.00
	3/08/2017 RIVERSIDE ROADHOUSE	FUEL FOR GN.00	\$ 65.72

8/08/2017 TELSTRA	DCEO HOME INTERNET AUGUST	\$	65.00
10/08/2017 CARD FEE	BANK FEES	\$	18.00
	<b>TOTAL CORPORATE CREDIT CARD</b>	<b>\$</b>	<b>1,232.89</b>

**CERTIFICATE OF SENIOR FINANCE OFFICER**

**I HEREBY CERTIFY THE FOLLOWING SCHEDULE OF ACCOUNTS:**

TOTAL FOR MUNICIPAL FUND: EFT12492 - 12579 Cheque 27074 - 27090 DD Clicksuper = \$202,488.09

TOTAL FOR TRUST FUND: Cheque 851 - 855 \$493.20

TOTAL FOR CREDIT CARD: \$1,232.89

**CHIEF EXECUTIVE OFFICER**

F Fully Grant Funded  
P Partial Grant Funded  
R Other Funding (Reimbursements)  
W Main Roads Flood Damage

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**16.2 GNOWANGERUP SPORTING COMPLEX SPECIFIED AREA RATE –  
LOAN 279 SYNTHETIC HOCKEY/TENNIS SURFACE**

**Proponent:** N/A  
**File Ref:** ADM0472  
**Date of Report:** 25 August 2017  
**Business Unit:** Finance  
**Officer:** Vin Fordham Lamont, Deputy Chief Executive Officer  
**Disclosure of Interest:** Nil

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**ATTACHMENTS**

- Excerpt from minutes of Ordinary Council Meeting held on 27 October 2010
- Excerpt from WA Treasury Corp (WATC) loan repayment schedule
- Excerpt from WATC Government Guarantee forecasts

**PURPOSE OF THE REPORT**

For Council to determine whether it wants the Gnowangerup Sporting Complex Specified Area Rate (SAR) to continue to be levied after Loan 275 (for the redevelopment of the Gnowangerup Sporting Complex) is paid out in May 2022.

**BACKGROUND**

Council has requested officers to draft an agenda item to address the future of the Gnowangerup Sporting Complex Specified Area Rate (SAR) in order that financial planning can occur prior to May 2022.

The Gnowangerup Sporting Complex SAR was first introduced in the 2003/2004 financial year to fund the current and future loan repayments relating to the Gnowangerup Indoor Recreation Centre. The corresponding Loan 263 was repaid in May 2010, and Loan 266 was fully repaid in June 2011. As a result, there were no loan repayments relating to the Gnowangerup Sporting Complex SAR in the 2011/2012 financial year.

Loan 275 was drawn down on 31 May 2012 with the first repayment due on 30 November 2012. Loan 279 (for the development of the Gnowangerup synthetic hockey/tennis turf) was drawn down on 4 June 2013 with the first repayment due on 4 December 2013.

On 27 October 2010, Council resolved to extend the Gnowangerup Sporting Complex SAR for an additional 10 years for the purpose of repaying the loan drawn down to facilitate the upgrade of the Gnowangerup Sporting Complex and construction of a synthetic hockey field and tennis courts. The rate was imposed to raise \$30,000 per annum.

**COMMENTS**

It is the view of the Deputy CEO and Darren Long that the resolution from 27 October 2010 does not tie into the request that is proposed in the body of the report for that item (see Specified Area Rating Requests heading in the attachment). The original request from the Gnowangerup Sporting Complex Committee is for the Specified Area Rate to be continued for

the during of the loan raised (for the new project). The body of the report stipulates that the loan term would be 15 years with repayments raised by the SAR set at \$30,000 per annum, with the Complex Committee meant to fund the balance of the repayments of \$16,420 per year over 10 years. From our investigations, it would seem that the Complex Committee has never made the anticipated annual contribution of \$16,420.

The Council resolution from the 27 October 2010 meeting is somewhat contradictory as follows:

1. The resolution only imposes the Gnowangerup Complex SAR for an additional 10 years – this would mean that the SAR will reach this time period in 2021/2022 based on its commencement in 2011/12. (Note that the maths would normally equate to 11 years, but Darren had to correct a year in 2014/2015 so that \$0 SAR was raised, to ensure compliance with the Act. This resulted in 1 year being added on to the term of the SAR). Loan 279, however, has a term of 15 years.
2. There is no resolution from Council requiring the Complex Committee to make an annual contribution to the loan repayments.
3. The purpose of the SAR is to repay the loan drawn down to facilitate the upgrade of the Gnowangerup Sporting Complex and Construction of the Synthetic Hockey and Tennis courts. Loan 275 matures on 31/5/2022 and Loan 279 matures on 4 June 2028.

Our interpretation is as follows:

1. Loan 279 will still have 6 more years to run before it reaches maturity. Using the SAR to meet the loan repayments for Loan 279 would still meet the purpose requirements under Section 6.37 of the LGA, and would be in line with the original concept from the October 2010 Council meeting.
2. Given that Council has time limited the SAR for the Gnowangerup Complex, the Council would need to re-evaluate whether the SAR would continue beyond 2021/22, as part of the 2022/23 budget deliberations, to continue to fund the Loan Repayments associated with Loan 279.

At its Briefing Session on 23 August 2017, Council determined that it would be better to make a decision on this matter now rather than in 2022 to enable financial commitments to be planned in advance.

Essentially, there are 4 options for Council to consider:

1. Cease the SAR in 2022 after Loan 275 has been fully repaid with the remaining repayments for Loan 279 being repaid from Council funds.
2. Extend the SAR to 2027/2028 to include the final repayment of Loan 279.
3. Cease the SAR in 2022 and ask for a contribution from the Complex Committee towards the repayments for Loan 279.
4. Cease the SAR in 2022 and pay out Loan 279 immediately from Council funds. Council might need to consider the sale of an existing property asset to achieve the necessary funds.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

Section 6.37

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial implications will vary, depending on the option selected by Council.

Option 1 will result in Council having to fund approximately \$150,000 (\$25,000 per annum) over the remainder of the term of Loan 279. At present, it already contributes approximately \$17,500 towards Loan 279 repayments.

Options 2 and 3 will result in no financial implications to the Shire.

Option 4 will result in an early termination penalty for which WATC was unable to provide an estimate. Also, Council would have to fund a lump sum of over \$150,000 from its own resources.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2013 – 2022

Outcome 3.4: Council buildings and service related assets support community needs.

Strategy 3.4.1: Ensure buildings, facilities and public amenities are provided and maintained at an appropriate standard.

RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Option 1 would cost Council financially and the cost of the loan repayments would be borne by all ratepayers rather than just those in Gnowangerup.

Option 3 would not result in any financial implications for Council but could affect the financial position of the Gnowangerup Sporting Complex Committee, an organisation which already contributes significant funds to the Complex.

Option 4 would result in a large lump sum expense to the Council and the sale of a property that would bring in adequate proceeds to pay out Loan 279. If a suitable property had already been identified and the disposal was in line with Council's relevant strategies, this might be an appropriate option.

**CONCLUSION**

It is recommended that Council extends the Gnowangerup Sporting Complex SAR to the end of 2027/2028 to include all the remaining repayments for Loan 279.

**VOTING REQUIREMENTS**

Absolute Majority

**COUNCIL RESOLUTION**

**Moved: Cr R House**

**Seconded: Cr S Hmeljak**

**0917.106      That Council:**

- **Extend the Gnowangerup Sporting Complex SAR to the end of 2027/2028 to include all the remaining repayments for Loan 279.**
- **Upon the payout of Loan 275, adjust the SAR amount to cover the Loan 279 repayments, including the relevant Government Guarantee Fee.**

**UNANIMOUSLY CARRIED: 8/0**

R House spoke for the motion: I believe it should be continued, the complex has already put \$250,000 into the repayments, \$100,000 into the swimming pool project and \$100,000 into a reserve account for asset management. I think as a community facility everyone can assist in footing the bill.

Cr Pech and Cr Stone declared an impartiality interest.

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**11.4 DEPARTMENT OF SPORT AND RECREATION COMMUNITY SPORT  
AND RECREATION FACILITIES FUND APPLICATIONS**


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<b>Location:</b>	Gnowangerup and Borden Sporting Complex
<b>Proponent:</b>	Chief Executive Officer
<b>File Ref:</b>	0409/0411
<b>Date of Report:</b>	14 October 2010
<b>Officer:</b>	AJ Cook – Chief Executive Officer

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Attachment:

- Please refer to the enclosed applications that have been provided with the Agenda Pack. Due to their size, they have not been included within the agenda.

Background

The Department of Sport and Recreation (Department) has grant rounds each year for small and large grants. It is a requirement that these grants be presented to and prioritised at Council's October meeting and that Council commits to its financial contribution. The applications must then be delivered to the Albany Office of the Department of Sport and Recreation before the close of business on 29 October 2010.

From this point, the Department studies all grant applications and makes a recommendation to the Minister for Sport and Recreation, the Hon Terry Waldron MLA. The results of the application are presented early to mid 2011.

Summary

The recommendation presented below places a priority rating on the two presented Community Sport and Recreation Facilities Fund applications from the Gnowangerup Sporting Complex and the Borden Sporting Complex.

As Council is required to prioritise these projects, and they must be presented to the Department of Sport and Recreation before 29 October 2010, Council must, at this meeting, set its financial contribution to both projects to enable the Department of Sport and Recreation the ability to formally consider the applications.

Comments

Two applications have been presented to Council for consideration, prioritizing and Council's financial commitment. Both committees have been in discussion for several years regarding portions of these projects. However, due to circumstances including reduced volunteer numbers and current building issues, the Committees have forwarded these projects to Council for consideration.

**Project 1) Gnowangerup Sporting Complex – Building Upgrade and Collocation of the Hockey and Tennis Clubs to a synthetic joint use surface.**

This project has evolved from three differing points. Firstly, the Complex Committee has been discussing a Complex upgrade for several years but has been awaiting the closure of the current loan that is now extinguishing, before commencing its planning. The recent storm, that removed a fair portion of the Complex's roof, has expedited this project due to the need to return this asset back to its operable condition. It became apparent early on, to the Committee, not to repair the Complex without first considering the upgrade. This is because considerable monies would have been spent repairing the building that may have then been altered again to perform the upgrades, ultimately wasting funds in doing so.

The Gnowangerup Tennis Club (Club) has, over the last few years, struggled to maintain the grass courts due to the lack of volunteers and the expense of hiring a person to perform the task. The Club buildings are in a dilapidated state and the whole building and area does not assist in promoting the Club to new members.

Further notes regarding the project can be obtained through reviewing the Committees' application that was provided with the agenda.

**Project Cost and Council contribution-**

The total estimated project cost for the Building and the Synthetic Courts (Whole Project) is \$2,316,000 plus GST.

This project is proposed to be funded through the following:

Gnowangerup Sporting Complex	\$ 250,000
Loan (paid by Specified Area Rate and Complex)	\$ 400,000
Department of Sport and Recreation	\$ 766,000
Insurance Payout	\$ 450,000
Council (Proposed Royalties \$200,000 Loan \$250,000)	\$ 450,000
<b>Total Project Cost</b>	<b>\$2,316,000</b>

This is the worst case scenario that has been provided to Council as the application is requesting the Development Bonus from the Department that may raise their contribution by \$154,000. The quotations received have included disability factors and contingencies loaded into the prices that may greatly reduce upon the tenders being received.

If, in the instance that the total cost is higher than the amount provided within the budget, the Complex Committee has committed to increasing its loan to cover such an amount. This is a large project with considerable financial commitments; however, the Sporting Complex Committee has proven, in the past, to be capable of repaying large loans and is committed to doing so in this instance.

**Project 2) Borden Pavilion Committee – Relocation of the Borden Bowling Club to the main Complex and new synthetic surface; Netball and Tennis Club construction of new playing surface; and minor relocation of the Hockey Oval.**

The Borden Pavilion Committee has been discussing this project for several years and seriously commenced the application for this funding round 6-8 months ago. The main impetus for this project is that the Bowling Club is struggling with volunteers to maintain the grass courts and the Bowling Club building is inadequate for the requirements of the day (as well as being dilapidated).



From this main commencement point, the Bowling Club then commenced discussions with the other sporting groups; the Pavilion Committee and the project grew to include the Netball and Tennis Courts with a minor adjustment to the Hockey Oval. The bowling green is to be placed where the netball and tennis courts are currently and the new playing surface for netball and tennis is to be located south of the Complex. The existing Hockey Field is to be moved slightly to the east to accommodate this action.

Within this project is also the construction of Cricket practice wickets and these are to be located just south of the hockey field.

This project is proposed to be funded through the following:

Borden Pavilion Committee	\$ 50,000
Great Southern Development Commission (GSDC)	\$140,000
Department of Sport and Recreation	\$311,666
Loans or other funding (specified Area Rating)	\$ 71,668
Works In Kind	\$ 50,000
Council (Proposed Royalties \$150,000 Loan \$161,666)	\$311,666
<b>Total Project Cost</b>	<b>\$969,166</b>

It must be noted that the Borden Community has, in the past, proved that it is also able to commit to large or substantial loans. The requested commitment from Council will be fixed as per the Gnowangerup Sporting Complex request. Should the cost be higher than quoted or external funding sources not be forthcoming, the Borden Pavilion Committee will need to commit to increasing the Specified Area Rate and loan to cover the increase.

As per the Borden submission, funds from the GSDC have not been confirmed and, if not successful, would result in the Pavilion Committee committing to a self supporting loan to Council for \$211,668. However, if the Development Bonus is successful, this will greatly reduce this Loan liability.

It should be noted that Council is still repaying Loan 267 from the Borden Pavilion upgrade. The principle outstanding, as of 1 July 2010, was \$148,009.

#### Council Loan Requirements

The author has discussed, with the Deputy Chief Executive Officer (DCEO), the potential loan liability increase to Council for both projects. This is outlined below:

#### Shire Funded Loans New

Gnowangerup	\$250,000
Borden	\$161,666
<b>Total</b>	<b>\$411,666</b>

#### Self Supporting Loans

Gnowangerup Worst Case	\$400,000
Borden Worst Case	\$211,668
<b>Total</b>	<b>\$611,668</b>

This implication results in Council's Loan Liability being increased from \$442,798, as of 1 July 2010, to \$1,385,693 at the commencement of the next financial year, 1 July 2011. Of this total, \$759,862 is self supporting leaving Council a loan liability of \$625,831.

## Works in Kind

As part of the Department of Sport and Recreation grant, the Local Government can perform Works In Kind for the project and these works are recognised as a cash contribution. It has been discussed, by both groups, that some works in kind may be requested. It may be beneficial to cap Council's contribution to the project, inclusive of works in kind, to ensure that Council is not inputting more than it first agreed.

## Specified Area Rating Requests

Council has been requested, as part of both requests, that Specified Area Rating be utilised to facilitate the repayment for portions of the funds required.

In the Gnowangerup instance it is requested that the existing Specified Area Rate be continued for the duration of the loan raised. It is presumed that this would be 15 years at \$30,000 per annum. The DCEO has obtained a loan schedule outlining the loan limit that can be funded from this level of repayment, being \$46,420. This leaves the Complex Committee the requirement to fund the remaining \$16,420 per year (\$164,220 over the period of 10 years).

The Borden Pavilion Committee Specified Area Rate request is unknown so far as what the financial commitment per year is. However, working from a "Worst Case Scenario" and what has been raised previously from Specified Area Rates, it is projected that, if a Rate is imposed that will raise \$20,000 per annum, a loan over 10 years would result in the Borden Committee being committed to repaying \$8,236 each year and a total of \$82,360 over the duration of the loan period of 10 years.

Council, to enable the facilitation of a Specified Area Rate is required to perform certain tasks as outlined below. The author has bolded the areas that directly affect Council regarding this issue:

### 6.37. Specified area rates

- (1) **A local government may impose a specified area rate on rateable land within a portion of its district for the purpose of meeting the cost of the provision by it of a specific work, service or facility if the local government considers that the ratepayers or residents within that area —**
  - (a) **have benefited or will benefit from;**
  - (b) **have access to or will have access to; or**
  - (c) **have contributed or will contribute to the need for,**

that work, service or facility.
- (2) **A local government is required to —**
  - (a) **use the money from a specified area rate for the purpose for which the rate is imposed in the financial year in which the rate is imposed; or**
  - (b) **to place it in a reserve account established under section 6.11 for that purpose.**
- (3) **Where money has been placed in a reserve account under subsection (2)(b), the local government is not to —**
  - (a) **change the purpose of the reserve account; or**

- (b) use the money in the reserve account for a purpose other than the service for which the specified area rate was imposed,

and section 6.11(2), (3) and (4) do not apply to such a reserve account.

**(4) A local government may only use the money raised from a specified area rate —**

- (a) to meet the cost of providing the specific work, service or facility for which the rate was imposed; or
- (b) **to repay money borrowed for anything referred to in paragraph (a) and interest on that money.**

**(5) If a local government receives more money than it requires from a specified area rate on any land or if the money received from the rate is no longer required for the work, service or facility the local government —**

- (a) may, and if so requested by the owner of the land is required to, make a refund to that owner which is proportionate to the contributions received by the local government; or
- (b) is required to allow a credit of an amount proportionate to the contribution received by the local government in relation to the land on which the rate was imposed against future liabilities for rates or service charges in respect of that land.

In many instances Local Governments conduct a survey to gauge the community consent regarding the project and the acceptance of the community in respect to the additional rate. In this action skewed results can return as most residents want the project to happen but do not want rates raised to pay for the privilege. This places pressure on the Council, creates community tension and can divide community members who resent being forced to pay for the project.

Another option, which potentially may not be palatable to the entire Shire, is to not Specify Area Rate but, rather, increase a percentage of rates to cover the loan liability for the period of the loan. This would result in an approximate 2% increase or \$50,000 rates increase across the Shire before normal rate increases are applied. If additional funds are raised then these would be placed into a Reserve to either repay the loan early or to fund another project (potentially the Ongerup Sporting Complex). This option is raised for general discussion, rather than implementation, as this would be a strategic step for Council which would be incorporated into a Futures Fund for other similar projects.

As stated earlier, Council has three decisions to make when assessing this item:

- 1) The priority of the two projects presented to Council;
- 2) The financial commitment to the projects by way of Loan, Royalties to Regions Funding or Municipal Cash;
- 3) The implementation of Specified Area Rating to assist the Sporting Complex Committees cover their portion of commitment.

Financial Implications

Council, through the acceptance of these applications, is accommodating a major loan liability if accepting of the Officer's recommendation. The use of Royalties to Regions funds have been factored into this discussion as these projects have ranked very highly in the consultation recently held. The confirmation of the Royalties for Regions monies would occur at a later date.

The Loan liability would increase by approximately \$411,000 (Council funded) and a further \$611,000 in self supporting loans. Please note that, if Council reduces or removes the financial input, or the request is rejected for Royalties to Regions, this will further increase the loan liability attributed to Council.

As is presented, currently the increase in cost to Council, from the Municipal Funds to service the loans presented, is approximately \$43,000 per annum and equates to a 2% increase to rates.

These calculations do not include the loans to be drawn down for the Gnowangerup Community Centre (Council - approximately \$250,000) and Gnowangerup Homes for the Aged (self supporting \$70,000). With the further inclusion of these two loans Council's Loan Liability, as at 1 July 2011, will be approximately \$1,705,693 (\$829,862 self supporting and \$875,831 Council), an increase to "Council's" liability of \$662,000. Testing these loan inclusions against Council's debt service ratio results in Council still maintaining an acceptable level of 0.036 (with less than 0.08 considered acceptable).

Statutory Environment

- Section 6.37 of the *Local Government Act (1995)* – Specified Area Rates
- Section 6.20 of the *Local Government Act (1995)* – Power to Borrow

Strategic Implications

*Functional Area 2 of the Plan for the Future – Social Wellbeing and Development*  
Item 2.4

Consultation

- Gnowangerup Sporting Complex Committee
- Borden Pavilion Precinct Committee

Voting Requirements

Absolute Majority

**COUNCIL MOTION**

1010.257 Moved Cr Gaze                      Seconded Cr Hmeljak

**That Council advises the Department of Sport and Recreation that it accepts the two projects presented and prioritises the two Community Sport and Recreation Facilities Fund grant applications as follows:**



- 1) The Gnowangerup Complex Committee Proposal to upgrade the existing Complex and construct a synthetic Tennis/Hockey field in close proximity to the Complex.
- 2) The Borden Pavilion Committee Proposal to relocate the Bowling Club to the main complex and that joint use Tennis and Netball Courts be constructed including a minor alteration to the existing Hockey oval.

**CARRIED 7/2**

*Against: Cr Savage and Cr Pech – due to funding both projects in the same year.*

**COUNCIL MOTION**

1010.258 Moved Cr Gaze                      Seconded Cr Hmeljak

That Council accepts the Department of Sport and Recreation Community Sport and Recreation Facilities Fund applications and, if successful, will fund a portion of these grants to a maximum limit as prescribed:

1. Gnowangerup Sporting Complex Committee Project – Council is to assist this project through the provision of –  
The monies received from the recent Insurance Claim payout from the storm damage to the Complex. Estimated amount \$450,000 (GST Free); however, may be slightly more due to interest earned. If so, this increase will reduce Council's loan liability that is required.  
Council's contribution to the Gnowangerup Project is \$450,000 that is to be funded through the facilitation of a loan and potentially some Royalties to Regions funding. This cash amount can be offset through dollar for dollar Shire Works towards the project.
2. Borden Pavilion Committee project – Council is to assist this project through the provision of –  
Council's contribution to the Borden Project is \$311,666 that is to be funded through the facilitation of a loan and potentially some Royalties to Regions funding. This cash amount can be offset through dollar for dollar Shire Works towards the project.

**CARRIED 8/1**

**COUNCIL MOTION**

1010.259 Moved Cr Hitsert

Seconded Cr Gaze

2. That Council authorises the Gnowangerup Sporting Complex Committee's request to extend the Specified Area Rate for an additional 10 years for the purpose of repaying the loan drawn down to facilitate the upgrade of the Gnowangerup Sporting Complex and construction of a Synthetic Hockey and Tennis Courts. Council considers that this project will be in the best interests and benefit of the old Gnowangerup Ward Residents. This rate is to be imposed to raise \$30,000 per annum with a minimum rate set at \$30 per assessment. This charge is created as per the regulations in Section 6.37 of the *Local Government Act (1995)*.
2. That Council authorises the Borden Pavilion Committee's request to implement a Specified Area Rate for a period of 10 years for the purpose of repaying the loan drawn down to facilitate the construction of Synthetic Bowling Greens, new Tennis and Netball courts and the minor relocation of the Hockey Courts and Cricket Pitch. Council considers that this project will be in the best interests and benefit of the old Borden Ward Residents. This rate is to be imposed to raise \$20,000 per year with the minimum rate set at \$20 per assessment. This charge is created as per the regulations in Section 6.37 of the *Local Government Act (1995)*.

**CARRIED BY ABSOLUTE MAJORITY 9/0**

*The meeting was adjourned for afternoon tea at 3.26pm.  
Mr Richard House, Mr Wayne Pech, Mrs Rebecca O'Meehan, Mr John Stone and Mr Doug Wright left the meeting at 3.26pm.  
The meeting reconvened at 3.53pm.*

**10. HEALTH AND DEVELOPMENT CONT...**

Opening Fund Value	Interest Repayment	Principal Deposit	Fixed Component	Total Amount	Interest Accrued	Closing Fund Value	Date Payable	Payment No	Total Principal	Total Interest	Sub-Total	New G/Fee
266,864.00	5,644.17	6,460.53	75.87	12,180.57	0.00	260,403.47	04/12/2013	1				
260,403.47	5,507.53	6,597.17	75.87	12,180.57	0.00	253,806.30	04/06/2014	2				
253,806.30	5,368.00	6,736.70	75.87	12,180.57	0.00	247,069.60	04/12/2014	3	13,615.88	10,745.26		
247,069.60	5,225.52	6,879.18	75.87	12,180.57	0.00	240,190.42	04/06/2015	4				
240,190.42	5,080.03	7,024.67	75.87	12,180.57	0.00	233,165.75	04/12/2015	5	14,197.91	10,163.23	24,361.14	1570 25,931.14
233,165.75	4,931.46	7,173.24	75.87	12,180.57	0.00	225,992.51	04/06/2016	6				
225,992.51	4,779.74	7,324.96	75.87	12,180.57	0.00	218,667.55	04/12/2016	7	14,804.84	9,556.30		
218,667.55	4,624.82	7,479.88	75.87	12,180.57	0.00	211,187.67	04/06/2017	8				
211,187.67	4,466.62	7,638.08	75.87	12,180.57	0.00	203,549.59	04/12/2017	9	15,437.71	8,923.43		
203,549.59	4,305.07	7,799.63	75.87	12,180.57	0.00	195,749.96	04/06/2018	10				
195,749.96	4,140.11	7,964.59	75.87	12,180.57	0.00	187,785.37	04/12/2018	11	16,097.63	8,263.51		
187,785.37	3,971.66	8,133.04	75.87	12,180.57	0.00	179,652.33	04/06/2019	12				
179,652.33	3,799.65	8,305.05	75.87	12,180.57	0.00	171,347.28	04/12/2019	13	16,785.75	7,575.39		
171,347.28	3,624.00	8,480.70	75.87	12,180.57	0.00	162,866.58	04/06/2020	14				
162,866.58	3,444.63	8,660.07	75.87	12,180.57	0.00	154,206.51	04/12/2020	15	17,503.30	6,857.84		
154,206.51	3,261.47	8,843.23	75.87	12,180.57	0.00	145,363.28	04/06/2021	16				
145,363.28	3,074.43	9,030.27	75.87	12,180.57	0.00	136,333.01	04/12/2021	17	18,251.53	6,109.61		
136,333.01	2,883.44	9,221.26	75.87	12,180.57	0.00	127,111.75	04/06/2022	18				
127,111.75	2,688.41	9,416.29	75.87	12,180.57	0.00	117,695.46	04/12/2022	19	19,031.73	5,329.41		
117,695.46	2,489.26	9,615.44	75.87	12,180.57	0.00	108,080.02	04/06/2023	20				
108,080.02	2,285.89	9,818.81	75.87	12,180.57	0.00	98,261.21	04/12/2023	21	19,845.29	4,515.85		
98,261.21	2,078.22	10,026.48	75.87	12,180.57	0.00	88,234.73	04/06/2024	22				
88,234.73	1,866.16	10,238.54	75.87	12,180.57	0.00	77,996.19	04/12/2024	23	20,693.62	3,667.52		
77,996.19	1,649.62	10,455.08	75.87	12,180.57	0.00	67,541.11	04/06/2025	24				
67,541.11	1,428.49	10,676.21	75.87	12,180.57	0.00	56,864.90	04/12/2025	25	21,578.22	2,782.92		
56,864.90	1,202.69	10,902.01	75.87	12,180.57	0.00	45,962.89	04/06/2026	26				
45,962.89	972.12	11,132.58	75.87	12,180.57	0.00	34,830.31	04/12/2026	27	22,500.62	1,860.52		
34,830.31	736.66	11,368.04	75.87	12,180.57	0.00	23,462.27	04/06/2027	28				
23,462.27	496.23	11,608.47	75.87	12,180.57	0.00	11,853.80	04/12/2027	29	23,462.27	898.68		
11,853.80	250.71	11,853.80	75.87	12,180.38	0.00	0.00	04/06/2028	30				

**ESTIMATED GOVERNMENT GUARANTEE FEE PAYMENTS**

Client Name: Shire of Gnowangerup

Please note that while WATC has made every effort to provide accurate estimates of future Government Guarantee Fee (GFE) payments the figures provided are indicative only.

WATC accepts no responsibility or liability for any errors made in this spreadsheet and amounts shown for future GFE invoices are binding and payable.

GFE payment estimates in this spreadsheet are provided at the individual loan level whereas all future invoices will be in aggregate.

Accrual start date	Accrual end date	Payment date	WATC Trade ID Client Loan ID	223150W 267	224046W 270	266986W 272	344030W 274	344032W 273	358304W 275	358306W 276	372395W 277	372397W 278	374890W 279
1/07/2015	31/12/2015	15/01/2016		156.97	151.11	136.33	192.13	686.17	449.68	199.86	1,858.97	443.29	799.67
1/01/2016	30/06/2016	15/07/2016		113.50	129.62	96.24	184.45	658.74	419.86	186.61	1,731.79	416.73	770.33
1/07/2016	31/12/2016	15/01/2017		71.01	110.19	-	180.68	645.29	398.58	177.15	1,640.96	398.98	756.71
1/01/2017	30/06/2017	15/07/2017		25.29	87.35	-	171.82	613.64	366.25	162.78	1,503.61	369.98	722.71
1/07/2017	31/12/2017	15/01/2018		-	66.59	-	168.58	602.09	345.39	153.51	1,414.30	352.87	711.67
1/01/2018	30/06/2018	15/07/2018		-	43.08	-	159.48	569.57	312.87	139.05	1,275.95	323.64	677.34
1/07/2018	31/12/2018	15/01/2019		-	20.40	-	155.62	555.80	290.01	128.90	1,178.03	304.76	664.82
1/01/2019	30/06/2019	15/07/2019		-	-	-	146.44	523.01	257.29	114.35	1,038.63	275.30	630.28
1/07/2019	31/12/2019	15/01/2020		-	-	-	141.85	506.60	232.69	103.42	931.72	254.56	615.98
1/01/2020	30/06/2020	15/07/2020		-	-	-	133.17	475.63	200.73	89.21	797.35	226.46	584.45
1/07/2020	31/12/2020	15/01/2021		-	-	-	127.24	454.45	172.35	76.60	675.67	202.34	565.04
1/01/2021	30/06/2021	15/07/2021		-	-	-	117.62	420.09	139.21	61.87	534.08	172.38	530.06
1/07/2021	31/12/2021	15/01/2022		-	-	-	111.73	399.03	109.88	48.84	407.30	147.55	512.23
1/01/2022	30/06/2022	15/07/2022		-	-	-	101.88	363.88	67.98	30.21	170.20	117.33	477.02
1/07/2022	31/12/2022	15/01/2023		-	-	-	95.24	340.13	-	-	-	90.53	456.70
1/01/2023	30/06/2023	15/07/2023		-	-	-	85.16	304.14	-	-	-	38.16	421.24
1/07/2023	31/12/2023	15/01/2024		-	-	-	77.81	277.89	-	-	-	-	398.80
1/01/2024	30/06/2024	15/07/2024		-	-	-	67.87	242.40	-	-	-	-	365.11
1/07/2024	31/12/2024	15/01/2025		-	-	-	59.08	211.01	-	-	-	-	338.58
1/01/2025	30/06/2025	15/07/2025		-	-	-	48.55	173.38	-	-	-	-	302.59
1/07/2025	31/12/2025	15/01/2026		-	-	-	39.29	140.31	-	-	-	-	275.79
1/01/2026	30/06/2026	15/07/2026		-	-	-	23.43	83.67	-	-	-	-	239.52
1/07/2026	31/12/2026	15/01/2027		-	-	-	-	-	-	-	-	-	210.31
1/01/2027	30/06/2027	15/07/2027		-	-	-	-	-	-	-	-	-	173.75
1/07/2027	31/12/2027	15/01/2028		-	-	-	-	-	-	-	-	-	142.42
1/01/2028	30/06/2028	15/07/2028		-	-	-	-	-	-	-	-	-	95.18
1/07/2028	31/12/2028	15/01/2029											
1/01/2029	30/06/2029	15/07/2029											
1/07/2029	31/12/2029	15/01/2030											
1/01/2030	30/06/2030	15/07/2030											
1/07/2030	31/12/2030	15/01/2031											
1/01/2031	30/06/2031	15/07/2031											
1/07/2031	31/12/2031	15/01/2032											
1/01/2032	30/06/2032	15/07/2032											
1/07/2032	31/12/2032	15/01/2033											
1/01/2033	30/06/2033	15/07/2033											
1/07/2033	31/12/2033	15/01/2034											
1/01/2034	30/06/2034	15/07/2034											
1/07/2034	31/12/2034	15/01/2035											
1/01/2035	30/06/2035	15/07/2035											
1/07/2035	31/12/2035	15/01/2036											
1/01/2036	30/06/2036	15/07/2036											
1/07/2036	31/12/2036	15/01/2037											
1/01/2037	30/06/2037	15/07/2037											
1/07/2037	31/12/2037	15/01/2038											
1/01/2038	30/06/2038	15/07/2038											
1/07/2038	31/12/2038	15/01/2039											
1/01/2039	30/06/2039	15/07/2039											
1/07/2039	31/12/2039	15/01/2040											
1/01/2040	30/06/2040	15/07/2040											
1/07/2040	31/12/2040	15/01/2041											
1/01/2041	30/06/2041	15/07/2041											
1/07/2041	31/12/2041	15/01/2042											
1/01/2042	30/06/2042	15/07/2042											
1/07/2042	31/12/2042	15/01/2043											



**17. CONFIDENTIAL ITEMS**

**PROCEDURAL MOTION**

**Moved: Cr F Hmeljak**

**Seconded: Cr B Gaze**

**0917.107 That Council:**

**Close the meeting to members of the public to discuss items 17.1 as the item is considered confidential pursuant, respectively, to Section 5.23(2)(e)(iii) of the Local Government Act 1995 as the matter relates to a business and the financial affairs of a person.**

**UNANIMOUSLY CARRIED: 8/0**

Greg Stewart and Chris Thomas left the room at 4:11pm

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**17.1 WAIVER OF 2017/2018 RATES ON LOT 196 STUTLEY ST,  
GNOWANGERUP**

**Proponent:** Randall Smith (Lessor) and Graeme Savage (Lessee)  
**File Ref:** ADM  
**Date of Report:** 14 September 2017  
**Business Unit:** Corporate Services  
**Officer:** V. Fordham Lamont – Deputy CEO  
**Disclosure of Interest:** Nil

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**COUNCIL RESOLUTION**

**Moved: Cr B Gaze**

**Seconded: S Hmeljak**

**0917.109 That Council:**

1. Pursuant to s6.47 of the Local Government Act 1995, waive the 2017/2018 property rate on A1211.
2. Authorise the CEO to write to both parties respectively and advise them of Council's decision.
3. Pursuant to s6.8 of the Local Government Act 1995, approve changes to the 2017/2018 adopted budget as follows:
  - Decrease budgeted transfer to Future Fund Reserve (GL Account 95001).
  - Increase budgeted expenditure for Rates Waivers (GL Account 02052).
4. Authorise the CEO to prepare an appropriate policy that informs the following but is not limited to:
  - The principles for providing rates concessions;
  - The merits required to be evidenced by an applicant;
  - The supporting documentation required to be provided by an applicant (e.g. audited annual profit & loss statement);
  - The \$ value limit (if any) of rate concessions that may be granted in any single financial year; and
  - The limits on who can/cannot apply (i.e. whether a ratepayer can apply every year or can only receive a once-off concession).

**UNANIMOUSLY CARRIED: 8/0**

**PROCEDURAL MOTION**

**Moved: Cr S Hmeljak**

**Seconded: Cr F Gaze**

**0917.110      That Council:**

**Reopen the meeting to members of the public**

**UNANIMOUSLY CARRIED: 8/0**

Chris Thomas and Greg Stewart returned to the meeting at 4:16pm

**OTHER BUSINESS AND CLOSING PROCEDURES**

**18. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL**

**19. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**20. DATE OF NEXT MEETING**

That the next Ordinary Council Meeting will be held on the 25<sup>th</sup> October 2017.

**21. CLOSURE**

The Shire President thanked council and staff for their time and declared the meeting closed at 4:20pm.