



SHIRE OF
HARVEY



Ordinary Council Meeting **Agenda**

Australind Council Chamber

Tuesday, 26 July 2022

4PM

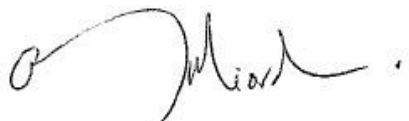
Shire of Harvey
Ordinary Council Meeting

Dear Councillor,

Notice is hereby given that the next meeting of the Harvey Shire Council will be held in the Australind Council Chamber, Mulgara Street, Australind, on Tuesday, 26 July 2022 commencing at 4pm.

The business to be transacted is shown in the Agenda hereunder.

Yours faithfully,



Annie Riordan
Chief Executive Officer

21 July 2022.

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1. Official Opening

Disclaimer

Members of the Public are advised that recommendations to Council contained within this Agenda can be subject to change. Applicants and other interested parties should refrain from taking any action until written advice is received confirming Council's decision with respect to any particular issue.

Any statement or insinuation of approval regarding any planning or development application made during an Ordinary Council Meeting, is not to be taken as notice of approval. Anyone who has an application lodged with the Shire must obtain, and should only rely on, written confirmation of the outcome of the application and any conditions attached to the decision made by Council.

Council Members and the Community are reminded that should an exception resolution be passed; this has the effect of making the decision to accept the Officer Recommendation stated in the Agenda as the Council's decision without change.

An audio and visual record will be made, by means of livestreaming, of these proceedings and uploaded to the Shire's YouTube page for viewing.

Acknowledgement of Country

The Shire of Harvey acknowledges the traditional custodians of the land and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

2. Record of Apologies and Leave of Absence

3. Applications for Leave of Absence

Leave of Absence:

Cr. Boylan

4. Reading from a Book of Learning and Wisdom

Read by Cr. Lovitt

5. Declarations of Members' and Officers' Personal Interest

6. Response to Previous Questions Taken on Notice

7. Public Question Time

8. Petitions/Deputations/Presentations

9. Announcements by Presiding Members or CEO Without Discussion

10. Confirmation of Minutes

Ordinary Council Meeting – Tuesday, 28 June 2022.

Recommendation

That the Minutes of the Council Meeting held on Tuesday, 28 June 2022, as printed be confirmed as a true and correct record.

Special Council Meeting – Tuesday, 5 July 2022.

Recommendation

That the Minutes of the Council Meeting held on Tuesday, 5 July 2022, as printed be confirmed as a true and correct record.

11. Receipt of Minutes and Recommendations from Committees

Alcoa Harvey Sustainability Fund Advisory Committee – Wednesday, 6 July 2022.

Recommendation

That the Minutes of the Council Meeting held on Wednesday, 6 July 2022 as printed be received and the recommendations therein be adopted by Council.

12. Officer's Reports

12.1. Chief Executive Officer

Item No.	12.1.1.
Subject:	Harvey Community Precinct Update for Direction
Proponent:	Shire of Harvey
Location:	Harvey
Reporting Officer:	Manager Special Projects
Authorising Officer:	Chief Executive Officer
File No.:	B000158
Attachments:	<ol style="list-style-type: none"> 1. Presentation of Option 1 and Option 2 [12.1.1.1 - 48 pages] 2. HCPRG Minutes 27 April 2022 [12.1.1.2 - 5 pages] 3. HCPRG Minutes 31 May 2022 [12.1.1.3 - 23 pages] 4. Meeting Notes 28 June 2022 [12.1.1.4 - 45 pages] 5. HCPRG Minutes 5 July 2022 [12.1.1.5 - 5 pages]

Summary

This report recommends that Council notes the Harvey Community Precinct Reference Group Minutes and provides direction to proceed with Design Development and Documentation in line with the preferred Option (refer **Attachment 1**).

Background

At the Ordinary Council Meeting (OCM) of 25 February 2020, it was resolved

“That Council:

- 1. Endorses the process for the development of a multi-use community development for a proposed Community and Civic Centre, as outlined in the report;*
- 2. Authorises the Chief Executive Officer to call Expressions of Interest for the provision of architectural and professional services for the ‘Masterplan and preliminary design stage’ for a multi-use community development to include concept design, documentation and administration services;*
- 3. Receives further progress reports on the preliminary design stage for the proposed multi-use community development as the proposal progresses; and*
- 4. Notes that the Masterplan development will require Council’s further consideration and determination of the extent of the development inclusive of costings and a funding strategy.”*

An independently facilitated Councillor Workshop was conducted on 18 June 2020 to discuss the scope of the project and at the OCM held of 23 June 2020 it was resolved:

“That Council:

- 1. Endorses the procurement of a Master Plan for the Development of the Harvey Community Hub; and*
- 2. Notes that the extent and scale of the development will be further determined once a Master Plan has been developed.”*

The Master Plan Design Contract was awarded to Christou Design Group (the Consultant) through due process in November 2020. A consultation process was conducted by the Consultant and the Shire, engaging stakeholders, and the community, during December 2020 and January 2021 to seek input on the design. The design was workshopped with Shire Officers and the draft Master Plan was provided at a Councillor Workshop held on 8 June 2021. Council requested that changes be made to the draft Master Plan based on preliminary consultation findings.

At the OCM held on 22 June 2021, Council received the Harvey Community Precinct Consultation Report and noted the proposed community consultation:

“That Council:

- 1. Receives the Draft Master Plan Report as provided by the Consultants, Christou Design Group at Confidential Attachment 1;*
- 2. Notes the six-week consultation period with community on the Draft Master Plan;*
- 3. Notes that a report on the Final Master Plan will be presented at the Ordinary Council Meeting of September 2021 for endorsement by Council after the consultation period.”*

At the OCM on 28 September 2021, the key findings of the additional consultation period were presented, and it was resolved:

“That Council:

- 1. Receives the feedback provided through the Australind and Harvey Community Precinct Consultation Report provided in Attachment 5.5.5.1;*
- 2. Requests the amendment to the Harvey Community Precinct Master Plan based on consultation findings; and*
- 3. Receives an amended Harvey Community Precinct Master Plan to guide future decisions on progressing this project.”*

The Consultant conducted a Councillor Workshop at the Concept Forum on 9 November 2021, and at the OCM held on 21 December 2021, it was resolved:

“That Council supports the:

- 1. Appointment of Christou Design Group to complete the Concept and Brief stage for the Harvey Community Precinct project;*
- 2. Establishment of a Harvey Precinct Community Reference Group; and*
- 3. Commencement of Tender preparation to progress to Design Development and Documentation.”*

Christou Design Group were appointed on 22 March 2022 to produce the Design Development and Documentation after a successful public Tender process.

The inaugural Harvey Community Precinct Reference Group (HCPRG) was held via Zoom on 27 April 2022 (refer **Attachment 2**). The Consultant presented the Master Plan. At this meeting, HCPRG members were able to provide comments about identified issues directly to the Consultant to incorporate into Design Development.

This was followed by individual stakeholder meetings held during May 2022, culminating in a second joint stakeholder meeting being held online via Zoom on 20 May 2022. During this meeting, two options were presented and opportunities and challenges for each option was explored and discussed.

On 31 May 2022, the second HCPRG meeting was held that presented an amended Master Plan based on feedback provided by the representatives of the fourteen stakeholder groups. During this meeting, two options were presented and opportunities and challenges for each option was explored and discussed. Option 1 was refinement of the original Master Plan with Option 2 retaining the existing Library position off Young Street. At this meeting, Option 1 for reasons outlined in the HCPRG Minutes (refer **Attachment 3**) was the preferred option.

At the Council Concept Forum held on 14 June 2022, the Consultant provided Council with an updated presentation that introduced the revised Option 1 and Option 2, followed by discussion. Subsequently, Councillors and members of the HCPRG indicated that some members of the public felt they were not being heard by the Shire. Based on those statements, a meeting was held between the Councillor representatives on the HCPRG, the Shire President, Deputy Shire President, Chief Executive Officer, Project Officers, and the Consultant. At this meeting, the two options were discussed with Option 2 deemed to be more acceptable to members of the HCPRG (Meeting notes are attached as **Attachment 4**).

A third meeting of the HCPRG was held on 5 July 2022. The Consultant had further amended Option 2(Revised) and the heritage Architect presented his outlook on the treatment of the heritage and historically important buildings. Additionally, the Consultant provided a further presentation based on the outcomes of the HCPRG discussion and decision to Council, at the Concept Forum held on 12 July 2022. The Community members expressed that they were impressed by the effort and were excited about the project moving forward (refer Unconfirmed Minutes at **Attachment 5**). The Chairperson of the HCPRG recommended that Option 2(Revised) be presented as the preferred Harvey Community Precinct Master Plan option to Council.

Comment

The key issues noted by the community with the original Master Plan have been:

- *The demolition of the old St Anne's school building.* There is sentiment from some community members that this building be retained noting that the Harvey District Creative Art Centre Inc. (known colloquially as the "Arts and Crafts Society") will be accommodated in the future Arts Precinct. This building could be retained in Option 2(Revised).
- *Parking and access to the buildings.* The Consultant has addressed the current and future needs, keeping within the scope of the brief, and answering all issues highlighted by the HCPRG. If the previous Infant Health building is retained (as in Option 2(Revised)), the proximity of accessible parking to the Arts Precinct is lost in both options.
- *Staff Administration and Civic requirements.* Requirements for both the administrative and civic requirements in Harvey was addressed by the Administration Operations Plan Report prepared by consultants APP for the Shire. Option 2(Revised) located the Shire offices and civic meeting room to Gibbs Street. Commentary from members of the HCPRG indicated a preference for a central business district location for these facilities.
- *Library and Child Play areas.* The facilities provide for the current and future needs of a growing community, allowing close access for the elderly and easy, inclusive access from the surrounding roads.

- *The Indigenous Centre.* The representatives are extremely satisfied with the way the plan answered the requirements.
- *Access, visibility, and connectivity issues* have all been answered in the plan named Option 1. Those issues are being worked on in Option 2(Revised).
- *Arts Precinct.* Some members were concerned that the facilities would not be used continuously. Consensus from the group noted that the Art Precinct addressed tourism, art, and user requirements.
- Further refinement and detailed requirements will be addressed during the design development stage.

Key issues relating to Option 2(Revised) include:

- The duplication of staff facilities within the various split offices with a potential increase to the project budget.
- The retention of the old School building and Infant Health building raise issues regarding the future use of these buildings and ongoing asset management costs.
- A lesser issue is the overlap of the library footings with the roots of the protected heritage tree. The engineering solutions required could impact the budget. The Consultant has resolved these issues by reducing area of the library and recommends using a proprietary footing system as root protection.

Pros and cons of the original Options 1 and 2 are included in the minutes of the second HCPRG Meeting (refer **Attachment 3**). These were based on the original brief prepared by Shire Officers in 2020. An updated discussion was held at the third HCPRG Meeting.

The Consultant presented the two options to Councillors at the Concept forum held on 12 July 2022, followed by a discussion on the outcomes of the Harvey Community Precinct Reference Group Meetings.

Statutory/Policy Environment

Nil

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- | | |
|----------------------|---|
| <i>Goal 1:</i> | <i>A diversified and thriving economy that offers a wide range of business and work opportunities as well as consumer choice.</i> |
| <i>Objective 1.1</i> | <i>The Shire is a tourist destination of choice.</i> |
| <i>Objective 1.2</i> | <i>Create a business friendly environment to support and attract investment, competition and productivity.</i> |
| <i>Goal 2:</i> | <i>A safe, accessible and connected community where everyone has the opportunity to contribute and belong.</i> |
| <i>Objective 2.6</i> | <i>The creative talent and cultural diversity of the community is recognised, supported and celebrated.</i> |
| <i>Goal 4:</i> | <i>A liveable, sustainable and well-designed built environment that is accessible to all.</i> |
| <i>Objective 4.5</i> | <i>Shire buildings, gardens and grounds are fit for purpose and well maintained.</i> |

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Presentations have been held to the Reference Group, Stakeholders and Council. Updates of the Master Plan have been presented, incorporating solutions to perceived issues.

Promise to the Community

Consult: We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.

A community-based Reference Group has been formed and consulted with, gleaning insight into the community aspirations and opinions on the design presented by the Consultant. Three meetings have been held to date.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Engagement Practices**. The Consequence could be **Reputational** if the Shire does not adequately involve and engage the community. This risk was mitigated during the public consultation process undertaken in 2021 and through the establishment of a Reference Group. The risk is considered **Moderate** and the likelihood is considered **Possible**, given that the Harvey residents are heavily vested in the detail of the Master Plan design. This results in a **Moderate** risk being present.

Budget Implications

The Shire's draft Budget 2022–2023 and the Forward Capital Works Plan for 2022–2023 includes adequate project management funds to undertake the necessary investigations, consultation, and reports.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Notes the Minutes of the Harvey Community Precinct Reference Group and other relevant meetings, as provided in **Attachments 2, 3, 4** and **5**.
2. Notes the two Options presented in **Attachment 1** and endorses Option 2(Revised) as the preferred Option.

3. Authorises the Chief Executive to provide direction to Christou Design Group to proceed with Design Development and Documentation in line with the endorsed Option.

Item No.	12.1.2.
Subject:	Corporate Business Plan 2021–2022 – Quarterly Report, Quarter Four
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Governance and Strategy
Authorising Officer:	Chief Executive Officer
File No.:	B000388
Attachments:	1. Quarterly Report Quarter 4 2021 2022 [12.1.2.1 - 66 pages]

Summary

The Integrated Planning and Reporting Framework and Operational Guidelines (2016) issued by the Department of Local Government, Sports and Cultural Industries (DLGSC) recommended that it is best practice for local governments to report quarterly progress against the Corporate Business Plan to Council. This Quarterly Report covers the period 1 April 2022 to 30 June 2022 (quarter four).

The Quarterly Report, Quarter Four 2021–2022 (refer **Attachment 1**) is now presented to Council to receive.

Background

Section 5.56(1) of the *Local Government Act 1995* requires all local governments to have a plan for the future of the district and under the Local Government (Administration) Regulations 1996, all local governments are required to have adopted two key documents – a Strategic Community Plan (SCP) and a Corporate Business Plan (CBP). These documents are supported by informing strategies. Together these documents drive the development of each local government’s annual budget.

The Integrated Planning and Reporting Framework and Operational Guidelines (2016) issued by DLGSC, which guide the SCP and CBP process, require that regular monitoring and reporting of these plans are undertaken. Quarterly updates form part of this key reporting process.

The Corporate Business Plan 2021–2025 sets out the projects and services the Shire aims to deliver over the next four years to work towards achieving the goals identified in the SCP. The Corporate Business Plan is a key business planning tool for the Shire and acts as the intermediary document between the SCP and Shire’s Annual Budget. It is reviewed and updated every year, with progress and achievements reported on in the Annual Report.

The Corporate Business Plan 2021–2025 was adopted by Council on 27 July 2021.

Comment

The Quarterly Report is designed to provide information on the progress and milestones of key projects in the Shire’s CBP 2021–2025.

The projects in the Quarterly Report, Quarter Four 2021–2022 are presented with a commentary on the timeline for completion of the project, progress of the project and updates of specific actions relating to the project.

The targets for the corporate performance indicators are, unless stated otherwise, the annual targets from the CBP. These are part of the review process and are adjusted if targets that provide better clarity are identified. For Council’s information, a note has been placed against the relevant actions to indicate those that have been changed in the Quarterly Report (refer **Attachment 1**).

Projects not planned to start during the current financial year in the CBP 2021–2025 are not reported until scheduled. Projects marked as ‘Not started yet’ are planned to begin this financial year but to be

started later in the year. Due to projects not planned to start this financial year not being reported on, some actions have no projects listed underneath as all the projects for that action are planned for future financial years.

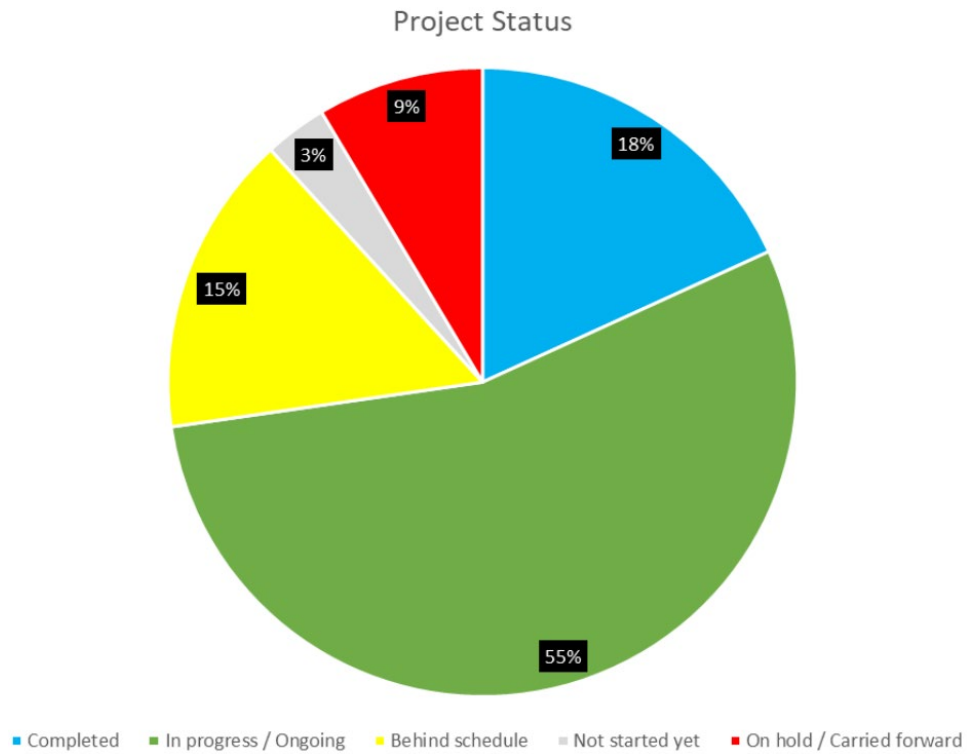
Quarter Four Results

Of the 187 projects reported against:

- 34 are blue ('Completed')
- 102 are green ('In Progress' or 'Ongoing' meaning they are on track and to be delivered on time and on budget)
- 29 are yellow ('Behind schedule')
- 6 are grey ('Not started yet')
- 16 are red ('On hold' or 'Carried forward' meaning action has been taken to hold or defer the item).

Projects reported on as 'Behind Schedule,' 'On hold,' or 'Carried forward' will continue to be monitored and required consideration of changes will be addressed through the budget development and review process as well as the CBP review process and amendments will be made where necessary.

Project status	Definition	Number of projects	%
Completed	These projects are completed in full.	34	18%
In progress/Ongoing	These projects are on track to be delivered on time and budget.	102	55%
Behind schedule	These projects have fallen behind their projected timeline or suffered a setback that has put them at risk.	29	15%
Not started yet	These projects have not started yet.	6	3%
On hold/Carried forward	These projects have had action taken to hold or defer them.	16	9%
Total		187	100%



Details of all 187 projects are outlined in the Quarterly Report, Quarter Four 2021–2022 (refer **Attachment 1**).

Statutory/Policy Environment

Local Government Act 1995 – Section 5.56 requests Western Australian local governments to produce a plan for the future of the district.

Local Government (Administration) Regulations 1996 states:

“A Strategic Community Plan and a Corporate Business Plan, together for a Plan for the Future of a district.”

Strategic Framework

The Shire’s Strategic Community Plan 2021–2031, states:

Goal 5: A representative leadership that is future thinking, transparent and accountable
Objective 5.5 Integrated strategic planning and reporting to drive continuous improvement

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

No stakeholder feedback was required for the Quarterly Report however, the projects reported on in this report were included in the CBP after extensive community consultation as part of the creation of the SCP. Once the report is adopted it will be advertised widely as well as being publicly available.

Promise to the Community

Inform: We will keep you informed.

The adopted Quarterly Report, Quarter Four 2021–2022 will be available on the Shire’s website, with public notices made via online and print media channels (Facebook, 4 O’clock Report) as well as being disseminated through the Place Advisory Groups.

Risk Management

The Risk Theme Profile identified as part of this report is **Failure to Fulfil Compliance Requirements**. The consequence could be **Compliance** if the requirements of both the *Local Government Act 1995* and the Local Government (Administration) Regulations 1996 are not met in terms of the Shire having a plan for the future of the district. Another consequence could be **Reputational** if the public perceives that the Shire does not have the business planning tools in place to manage ratepayer money in transparent and accountable manner. The measure of Consequence is **Minor**, and the likelihood is **Unlikely**, giving an overall risk rating of **Low**. Both risks will be mitigated through adherence to the Integrated Planning and Reporting framework.

Budget Implications

The cost of the projects and actions contained within the Quarterly Report, Quarter Four 2021–2022 are as per the Annual Budget and Forward Capital Works Program.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council e.g., adopting plans and reports, accepting tenders, directing operations, setting, and amending budgets.

Voting Requirements

Simple Majority.

Officer’s Recommendation

That Council receives Quarterly Report, Quarter Four 2021–2022 as shown in **Attachment 1**.

Item No.	12.1.3.
Subject:	Corporate Business Plan 2022–2026
Proponent:	Shire of Harvey
Location:	Australind
Reporting Officer:	Coordinator Corporate Planning and Performance
Authorising Officer:	Chief Executive Officer
File No.:	B000366
Attachments:	1. Corporate Business Plan 2022 - 2026 [12.1.3.1 - 70 pages]

Summary

In compliance with the *Local Government Act 1995* and Local Government (Administration) Regulations 1996, Council is presented the Corporate Business Plan 2022–2026 (**Attachment 1**) for adoption.

Background

The *Local Government Act 1995* requires local governments to plan for the future of the district. Amendments made in August 2011 to the Local Government (Administration) Regulations 1996 require that as a minimum, a Strategic Community Plan (SCP) and a Corporate Business Plan form this plan for the future.

The Corporate Business Plan 2022–2026 sets out the projects and services the Shire aims to deliver over the next four years that work towards achieving the goals identified in the SCP. The Corporate Business Plan is a key business planning tool for the Shire and acts as the intermediary between the SCP and the Shire's Annual Budget. It is reviewed and updated every year with progress and achievements reported on quarterly in the Council Progress Report, and annually in the Annual Report.

Comment

Consultation

Unlike the SCP, a Corporate Business Plan does not require a period of public comment prior to being presented to Council for adoption. However, the plan being presented has been fully informed by the community engagement process conducted during the development of the SCP. The priorities, goals and objectives of the SCP have created the framework for the key projects and actions outlined in the Corporate Business Plan.

Identification of the key projects was informed through several mechanisms including the Shire's regular consultation with Place Advisory Group members and by working in partnerships with community groups and government agencies. Many projects are influenced by statutory requirements (for example maintaining road infrastructure) and some have also carried over from the previous Corporate Business Plan as they are still relevant in terms of meeting the strategic direction of the Shire.

The Corporate Business Plan 2022–2026 has also been heavily informed by the Forward Capital Works Plan which was workshopped with Councillors and received by Council at the 28 June 2022 Ordinary Council Meeting.

Internal consultation with Directors and Managers of each business unit helped to refine the structure and content of the Plan which was presented at a workshop with Council on 28 June 2022.

Structure

The Corporate Business Plan is a dynamic document that can be used to inform all aspects of decision making by Council and Administration. To facilitate this, the Corporate Business Plan contains a great level of detail including:

- Detailing whether the project is funded through the Shire's operating budget or if it is capital expenditure.
- For capital items, the total project cost is shown, noting the Shire's contribution via the budget and loans, and how much is required from external sources such as grants and contributions, if the project is to proceed.
- The adopted Forward Capital Works Plan has been included to give the reader full oversight of the Shire's proposed capital works expenditure for a four-year period, including asset improvement and renewal, as well as new infrastructure projects.

This level of detail will clarify the Shire's financial commitments to its projects, which in many cases is only a small proportion of the total cost. It will also better support Council's decision making if new projects need to be funded or priorities change.

The Corporate Business Plan 2022–2026 also includes information relating to service areas such as the responsible business unit, whether the service is mandatory or discretionary, the proposed level of service, and the links to the goals of the SCP. The purpose of this information is to provide Officers, Councillors and members of the public a clear line of sight between the Shire's regular (core) services and the community's broader strategic aspirations. An investigation into service area planning has been completed, and over the next 12 months, comprehensive Service Area Plans will be developed to include resource considerations such as budget and workforce levels for each area, again to inform decision making regarding service provision.

Priorities and Major Projects

The Corporate Business Plan 2022–2026 responds to the community priorities identified in the SCP, those being:

- Playgrounds, parks and reserves.
- Crime prevention and safety.
- Youth services.
- Local roads.
- Footpaths, trails and cycleways.
- Communication.
- Streetscapes, trees and verges.
- Mosquito and pest management.

The Plan also responds to existing priorities such as economic development through the creation of tourism and business opportunities in the Region, and the redevelopment of essential infrastructure such as the Harvey Senior Citizens Centre.

Some of the major proposed projects for the next four-year period are:

- Development of the Australind and Harvey Community Precincts.
- Construction of the Brunswick River Cottages, Stage 3.
- Expansion of the Leschenault Leisure Centre Indoor Courts.
- Upgrade of the Harvey Football Club Changeroom and Arthur Marshall Grandstand roof structure.
- Completion of capital works at the Stanley Road Refuse Facility.
- Construction of the Yarloop Workshops Interpretive Centre and Men's Shed Stage 1.
- Redevelopment of Binningup Beach.
- Development of the Harvey Region Trails and Adventure Precinct.
- Upgrade of the Harvey Senior Citizens Centre.
- Redevelopment of Ridley Place Foreshore.

Some of the key achievements from the previous Corporate Business Plan are:

- Development of the Harvey Region Tourism Road Map 2031.
- Upgrade and reclassification of Marriott Road.
- Adoption of several informing strategies including the Bright Futures: Early Years Strategy, Ageing Together: Age Friendly Strategy, Video Surveillance Strategy, Library Vision 2022-2032.
- Development of the Waterwise Council Action Plan.
- Moka City Friendship Agreement.
- Provision of a Youth Trainee Position.
- Development of the first Shire Place Plan for Brunswick Junction.
- Major upgrades to path lighting.
- Establishment of a Co-Design Panel for the Shire infrastructure projects, plans and strategies.
- Completion of the Binningup Dune Restoration Project in partnership with Binningup Coastcare and Environment Group and Coastwest.
- Promotional video for the Shire showcasing the diversity of services provided.

Integration of Risk Management

The Shire's Risk Management Policy documents the commitment and objectives regarding managing uncertainty that may impact the Shire's strategies, goals or objectives. It's a key informing document to the Corporate Business Plan and work will be undertaken in the coming 12 months to fully

integrate risk assessments into the Corporate Business Plan.

Performance Monitoring and Reporting

The progress of the key actions in the Corporate Business Plan will be monitored through the quarterly reporting process. This will be critical in identifying emerging issues and will ensure Council is able to make informed decisions about any changes in direction throughout the year. Quarterly reporting will be against both the actions contained in the Plan and identified Corporate Performance Indicators. Any amendments made in-year will be reported to Council and a final report of the progress and achievements will be made in the Annual Report.

Statutory/Policy Environment

Local Government Act 1995

Section 5.56 requires local governments to plan for the future and ensure that plans are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

Regulation 19DA provides the requirements for Corporate Business Plans which are to:

- Cover the period specified in the plan, which is to be at least four financial years.
- Set out, consistently with any relevant priorities in the SCP, a local government's priorities for dealing with the objectives and aspirations of the community.
- Govern a local government's internal business planning by expressing its priorities by reference to operations that are within the capacity of resources.
- Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- Review the current Corporate Business Plan every year.

This Regulation also provides local governments the ability to modify a Corporate Business Plan, including extending the period of the plan due to modification of the SCP.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
Objective 5.5 Integrated strategic planning and reporting to drive continuous improvement.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Whilst there is no statutory requirement for the Shire to seek stakeholder and community feedback on the Corporate Business Plan, once adopted it will be advertised widely as being publicly available.

Promise to the Community

Inform: We will keep you informed.

The adopted Corporate Business Plan will be available on the Shire's website with public notices made via online and print media channels such as Facebook and the Harvey Waroona Reporter, as well as being disseminated through the Place Advisory Groups.

Risk Management

The Risk Theme Profile identified as part of this report is **Failure to Fulfil Compliance Requirements**. One consequence could be **Compliance** if the requirements of both the *Local Government Act 1995* and the Local Government (Administration) Regulations 1996 are not met in terms of the Shire having a plan for the future. Another consequence could be **Reputational** if the public perceives that the Shire does not have the business planning tools in place to manage ratepayer money in a transparent and accountable manner. The measure of consequence is **Moderate**, and the likelihood is **Unlikely**, giving an overall risk rating of **Moderate**. Both risks will be mitigated through adherence to the Integrated Planning and Reporting Framework.

Budget Implications

The Corporate Business Plan has been developed in-house by Shire Officers with no financial resources required.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council adopts the Corporate Business Plan 2022–2026 as per **Attachment 1**.

BY ABSOLUTE MAJORITY

Item No.	12.1.4.
Subject:	Workforce and Diversity Plan
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Governance and Strategy
Authorising Officer:	Chief Executive Officer
File No.:	B0000388
Attachments:	1. Shire of Harvey Workforce Diversity Plan 2022-2026 [12.1.4.1 - 27 pages]

Summary

For Council to endorse the Shire of Harvey Workforce and Diversity Plan 2022–2026 as at **Attachment 1**.

Background

The Integrated Planning and Reporting Framework (IPRF), is the overarching umbrella which encompasses a set of strategic and operational documents, including workforce planning, which the Shire is required by legislation to prepare.

Workforce planning is the continuous process of shaping and mapping the workforce to ensure that it can deliver organisational objectives now and into the future. Workforce planning should be a continuous process not a once off activity, which is agile and shapes the workforce through a clearly identified purpose, anticipating future resourcing requirements and achieving organisational goals.

The Shire of Harvey Workforce and Diversity Plan is a business planning tool that identifies the capacity and capability needs of the Shire to deliver the projects and activities mapped out in the Corporate Business Plan. The Plan highlights workforce strategies that help shape the workforce to deliver services, operations, projects and initiatives for the local government within a defined period.

To develop the Workforce and Diversity Plan, the Shire engaged an external consultant Localise to undertake the 16-week project and produce the finalised Plan. Working with the Administration and the Chief Executive Officer, Localise undertook a deep dive analysis of the Shire of Harvey's workforce, labour market and workforce trends to understand the priority gaps and workforce actions required to develop goals and medium-term strategies.

Shire of Harvey Staff were extensively consulted in the development of the Plan. In the planning phase, a Staff Survey was conducted independently by Localise to consider key issues effecting the workforce. Demographical information, wellness, barriers and constraints, training and development, resourcing, communication and engagement were surveyed with the Staff, with the result framing workforce strengths, issues and priority gaps. An inaugural survey, this survey will set a benchmark to monitor future success and employee wellness and will be repeated bi-annually.

A Senior Leadership Meeting was also held with the Executive and Managers where key issues were workshopped. These workshops helped to develop the strategy and actions section of the Plan, with further one-on-one meetings held with Senior Leaders to refine these actions. The Executive Leadership Team with Localise, extensively workshopped the service levels in the organisation to develop a comprehensive plan and prioritise new positions to achieve the Shire's operational objectives and strategic goals.

The Shire's informing plans and strategies were also reviewed by the consultant to develop the Plan, with assistance by the Administration to ensure the Workforce and Diversity Plan's integration into the IPRF.

Comment

A number of strategies are located within the plan, which broadly captures the investment of planning and resource commitments required to deliver the Shire's goals. Areas of focus will be around employee attraction, well-being, engagement, and performance. Significant research and consultation has occurred to ensure that the Plan is fit for purpose, fiscally responsible and meets the strategic needs of Council. While the strategies will be delivered in-house, the Plan highlights several priority gaps and key positions required over the four years of the Plan.

The Shire has several challenges it will face in resourcing, which are highlighted in the Plan. The Shire is struggling to maintain a competitive advantage against salaries offered in other local governments and nearby industry, making it difficult to recruit and retain experienced employees.

There are significant legacy issues in Information Technology, and an Enterprise Resource Planning System is greatly needed to reach full efficiency. This should be supported by a Strategic Information Communication Technology (ICT) Plan, which helps deliver on the objectives of the IPR Framework.

The Shire's labour profile also highlighted an aging workforce with succession planning and injury becoming an increased risk to the Shire. There will be an increased focus on work health and safety to ensure that the Shire is putting the welfare of employees at forefront of what we do. There will be a focus on professional development to ensure Staff are appropriately skilled in their roles, so that business continuity and succession planning can occur more efficiently.

It was further recognised that the Shire needs to more rigorously review service areas, to ensure that the Shire is effective and efficient in delivering its operations. This will include a review of the Leschenault Leisure Centre structure foremost, and then a desktop review of the overall operational structure, given it has been in place for over two years. The Shire has already been progressively improving performance management systems, which included the refinement and integration of key performance indicators at all service levels and will continue with the implementation of individual development plans.

A number of success measures have been referenced within the Plan, which for the most part fit neatly into the Shire's existing planning and performance framework. These include:

- Time to recruit
- Diversity
- Health and Safety
- Staff Satisfaction
- Turnover
- Community perception.

These measures will be used to report on the success of the Plan, and a desktop review of the Plan will occur at least bi-annually in line with the Staff Wellbeing Survey to ensure effective future planning.

Statutory/Policy Environment

Local Government Act 1995

“S.5.56. Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.”

Strategic Framework

The Shire’s Strategic Community Plan 2021–2031, states:

Goal 5: A representative leadership that is future thinking, transparent and accountable.

Objective 5.3 Accountable leadership supported by a professional and skilled administration.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial** or **Reputational** should the plan not achieve the Shire’s strategic and operational measures. The risk consequence is considered **Moderate** and the likelihood **Unlikely**. The risk is mitigated by the Administration employing an independent consultant who completed significant consultation and research to arrive at a Plan which meets the Shire’s objectives and is integrated into the Council planning framework. As such it is considered that a **Low** risk is present.

Budget Implications

The financial implications are highlighted within the Workforce and Diversity Plan (**Attachment 1**).

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council endorses the Shire of Harvey Workforce and Diversity Plan 2022–2026 as at ***Attachment 1***.

Item No.	12.1.5.
Subject:	Lease Renewal – Hope Christian College Inc.
Proponent:	Shire of Harvey
Location:	86 Government Road Roelands
Reporting Officer:	Coordinator Governance and Risk
Authorising Officer:	Chief Executive Officer
File No.:	C/Z/039
Attachments:	<ol style="list-style-type: none"> 1. Lease Agreement [12.1.5.1 - 14 pages] 2. Draft Lease Agreement [12.1.5.2 - 32 pages]

Summary

Hope Christian College Inc. (HCC) is responsible for management of the Hope Christian College under lease agreement with the Shire. The current lease agreement expires on 30 June 2022 and the HCC has requested a new lease agreement be established. It is recommended that Council approves a new lease agreement to be granted for a five-year term with the option of a further five-year term.

Background

In July 2002, the Shire of Harvey entered into a lease agreement with the HCC for a period of twenty years expiring on 30 June 2022 (refer **Attachment 1**). At an Ordinary Council Meeting 7 September 2010, Council resolved to increase student numbers at the HCC up to 240 Students with a sliding rental increase to increase with the number of students. The amount was capped at 240 unless the HCC undertook capital works to improve and increase the provision of parking. The rent was to be reviewed yearly to consider the existing student numbers. In 2021 the HCC had 205 Students.

Comment

HCC has confirmed in writing to the Shire that it wishes to renew the lease under the same terms and conditions as the existing lease agreement, with the addition of a change in rent to reflect the Council Resolution in 2010, as well as the maximum number of students at the HCC increasing to 240 (refer **Attachment 2**).

Shire Officers are not aware of any breach of the lease by HCC during the term of the lease and there are no unresolved difficulties arising from the leasehold relationship between HCC and the Shire of Harvey.

In summary, it is recommended that Council approves a new lease agreement (refer **Attachment 2**) being granted to HCC for a period of five years, commencing 1 July 2022 and expiring on 30 June 2027, with an option to extend for a further five-year period.

Statutory/Policy Environment

- *Local Government Act 1995* – section 3.58 refers to the disposal of property, including leasing.
- Local Government (Functions and General) Regulations 1996 – Clause 30 refers to property disposals that are exempt from 3.58 of the Act.
- Shire of Harvey Policy 1.1.13 – Community Lease Policy.

Strategic Framework

The Shire’s Strategic Community Plan 2021–2031, states:

- Goal 2: *A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.2 *Create a community where people are safe.*
- Objective 2.3 *Active and resilient community groups and volunteers.*

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Business and Community Disruption**. The consequences identified are **Reputation and Property**. The risks are mitigated by having a lease agreement drafted by the Shire’s legal service providers. The Risk Consequence rating associated with this matter is **Moderate** and the Likelihood is **Unlikely**, resulting in a **Moderate** risk being present.

Budget Implications

Rent for the lease will be based on a sliding scale with rent being charged between \$3,000 and \$6,000 depending on the number of students present as per the 2010 Council Resolution:

0 to 50	=	\$3000
51 to 100	=	\$4000
101 to 150	=	\$5000
151 to 200	=	\$6000

The cost of the preparation of the document is to be reimbursed by the Lessor.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Approves the granting of a new lease agreement to Hope Christian College for the management of Lot 1, Part Reserve No. 8969, 86 Government Road Roelands, for a period of five years, commencing 1 July 2022 and expiring 1 July 2027, with an option to extend for a further five-year period.
2. Authorises the Chief Executive Officer and Shire President to execute the Draft Lease Agreement as at **Attachment 2** with any minor amendments and to sign and affix the common seal.

Item No.	12.1.6.
Subject:	Council Action Register January 2022 to June 2022
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Governance and Strategy
Authorising Officer:	Chief Executive Officer
File No.:	CC/C/0126
Attachments:	<ol style="list-style-type: none"> 1. Action Register January to June 2022 [12.1.6.1 - 14 pages] 2. Action Register Prior 2022 [12.1.6.2 - 11 pages]

Summary

This report provides the action status of Council resolutions for the period January – June 2022 and allows Councillors to track the progress of those item.

Background

Council is required to responsibly govern the local government’s affairs under the *Local Government Act 1995* and does so by making well informed and considered decisions at Ordinary Council Meetings and any Special Council Meetings that are held.

As actions occur, updates on the progress of Council decisions are made to the Council Decision Action Register and then tabled at Council on a regular basis. In total there were 89 Council Decisions requiring action between January and June 2022 (**Attachment 1**). Included separately are Council Actions from resolutions in previous years which have not yet been reported as complete or are still ongoing (**Attachment 2**).

Comment

A Council Decision Action Register has been developed to ensure that Council resolutions are implemented in a timely manner. The action status against resolutions and recommendations are updated regularly by Officers so that progress can be tracked and reported back to Council during the year if necessary. It is encouraged that Council review the Action Register and consider any further Council resolution which may direct the Administration in the delivery of and prioritisation of previous resolutions.

A snapshot of the progress of previous Council resolutions is highlighted in the below table:

Council Resolutions	Number of Items	Action Status
Council Action Register 2022	89	63 completed 25 in progress 1 not commenced
Outstanding Actions Prior 2022	65	15 completed 48 in progress 2 not commenced

Statutory/Policy Environment

Local Government Act 1995 – Section 5.20.

Strategic Framework

The Shire's Strategic Community Plan 2021 – 2031, states:

- Goal 5: A representative leadership that is future thinking, transparent and accountable*
Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Compliance** if due process is not followed in terms of the *Local Government Act 1995*. The Risk Consequence is considered to be **Minor** and the likelihood **Unlikely** resulting in a **Low** risk being present.

Budget Implications

Nil.

Authority/Discretion

Information Purposes: Includes items provided to Council for information purposes only, that do not require a decision of Council (i.e. - for 'noting').

Voting Requirements

Simple Majority.

Officer's Recommendation

That Council notes the resolutions and actions of its Ordinary and Special Council Meetings, as outlined in **Attachment 1** and **Attachment 2**.

12.2. Infrastructure Services

Item No.	12.2.1.
Subject:	WALGA Advocacy Position on the Management of Bush Fire Brigades
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Waste and Safety Services
Authorising Officer:	Chief Executive Officer
File No.:	GR/L/004
Attachments:	1. WALGA Proposed Advocacy Position BFBs [12.2.1.1 - 14 pages]

Summary

The WA Local Government Association (WALGA) are seeking formal Council resolution on a new Advocacy Position on the management of Bush Fire Brigades (BFBs). This proposed Advocacy Position will guide WALGA’s emergency management advocacy on behalf of Local Government, and in particular its engagement with the State Government on the development of the *Consolidated Emergency Services Act*.

Background

In Western Australia (WA), Local Governments have extensive roles and responsibilities prescribed in the State Emergency Management Framework across the emergency management activities of prevention, preparedness, response, and recovery.

WA is the only State in Australia in which Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs) (pursuant to the *Bush Fires Act 1954*). 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers. The Bush Fire Service is the largest volunteer emergency service by a significant margin.

The Department of Fire and Emergency Services (DFES) (previously FESA) was established for the purpose of improving coordination of the State’s emergency services, replacing the Fire Brigades and Bush Fires Boards. DFES provides strategic leadership for emergency services across WA.

DFES manages the career fire and rescue service, as well as several volunteer emergency services:

- Volunteer Fire and Emergency Services (VFES).
- Volunteer Fire and Rescue Service (VFRS).
- State Emergency Services (SES).
- Marine Rescue Western Australia.

The introduction of the *Work Health and Safety Act 2020* has increased the focus on the Local Governments responsibilities for managing BFBs. In addition, the State Government is currently drafting the *Consolidated Emergency Services Act*, which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill in early 2023.

WALGA Local Government Survey

In 2021, Local Governments were asked about their level of satisfaction with current arrangements

for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs.
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

Detailed comments provided in the WALGA survey indicated a strong preference for the State Government to be responsible for all emergency management matters in Western Australia, including the management of BFBs.

Previous reviews of State Emergency Management Framework

The Ferguson Report on the 2016 Waroona Bushfire recommended that the State Government establish a rural fire service to address perceived issues in rural fire management, including insufficient capacity and unsuitable governance to deliver rural fire services.

The 2017 Economic Regulation Authority Review of the Emergency Services Levy (ESL) considered the extent to which the ESL should be available to fund the administrative and/ or operational costs of a rural fire service.

Work Health and Safety Act 2020

The requirements of the *Work Health and Safety Act 2020* has heightened concerns in the sector regarding risk and liability in the management of BFBs, resourcing requirements and training and competency.

The shared responsibility for the health and safety of BFB volunteers adds further complexity to the management of BFBs and responsibilities. Local Governments, DFES, and in some cases the Department of Biodiversity, Conservation and Attractions (DBCA), have a shared duty of care to BFB volunteers due to Controlling Agency activities at incidents.

In determining an Advocacy Position, WALGA has also considered the following:

- Volunteer insurance - Local Governments are responsible for providing compensation for injury caused to present and former BFB volunteers as a result of their duties. The aggregate limit of liability has increased by 300% with annual cost of insurance has nearly doubled in the last 10 years.
- Capacity, Capability and Resourcing – Local Governments vary in their capability, capacity, and resources to manage BFBs, as well as their other extensive legislative responsibilities and requirements.
- Bush Fire Service and Volunteerism – Many BFBs operate in an independent and self-sufficient way, as this contributes to expansion of the volunteer network in the local community, while also building community networks and resilience.

Options for future management of BFBs

There are four options that have been identified for the future management of BFBs:

1. *Status quo* – continue with the current arrangements for management of BFBs whereby the

majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).

2. *Improvements* – continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. *Hybrid Model* – Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. *Transfer* – Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

Proposed Position

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey and the other considerations outlined above, it is considered appropriate for the Association to support a hybrid model for the management of BFBs.

A hybrid model would enable the continued management of BFBs by those Local Governments with capacity, capability and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government does not.

Comment

The Shire of Harvey is responsible for the management of eight BFBs, comprising of 220 members. The Shire appreciates and values the service that our BFBs provide to our community.

Officers presented WALGA's proposed Advocacy Position at the Shire's Bush Fire Advisory Committee Meeting held on 20 June 2022 and contacted each BFB requesting any feedback on the position. Officers have directly consulted with the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officers.

The feedback from the BFB's has been consistent with the consensus of respondents supportive of the Shire continuing to manage BFB's. There was unanimous support for reviewing the Emergency Services Levy (ESL) and Local Government Grant Scheme (LGGs) as BFB's feel that there is not equality across the emergency services sector.

Officers have considered the feedback received and experience with managing BFB's. It is acknowledged that the resources required to manage BFB's, and emergency management has increased and that some Local Governments may not have this capacity.

Work Health and Safety Act 2020

The requirements of the *Work Health and Safety Act 2020*, enacted in March 2022, have heightened concerns in the sector regarding risk and liability in the management of BFBs, resourcing requirements and training and competency. This Act may have increased awareness of liabilities but the risks for the Shire has always been there under the previous Occupational Health and Safety legislation.

The Shire has proactively set a minimum training requirement for BFB volunteers including specific requirements for leadership roles. These minimum training requirements align with DFES training recommendations. However, there is a common frustration shared with BFB volunteers with the recognition of prior learning, experience, and competency.

The level of training is delivered through a combination of voluntary, Community Emergency Services Manager (CESM) and DFES Officers. Most of the training is delivered by volunteers with the CESM coordinating/assisting.

Future management of BFBs

The Shire and the BFB's are content to continue with the current management arrangements. It is acknowledged that there may be other Local Governments that these arrangements may not suit all parties. Officers consider that the transfer arrangements would require intensive consultation between the affected BFB's, Local Government and DFES.

Additional support and resourcing

As outlined within the Advocacy Position document, Local Governments with responsibility for management of BFBs require additional support and resourcing which should be provided by the State Government. This support and resourcing are to include:

- Guidelines and resources to assist in the management of BFBs.
- Access to the CESM program or similar role which is funded.
- Access to funded training including trainers.
- The recognition of prior learning, experience and competency of BFB volunteers.

Statutory/Policy Environment

Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades pursuant to the *Bush Fires Act 1954*.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.2 Create a community where people are safe.*
- Objective 2.3 Active and resilient community groups and volunteers.*
- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
- Objective 5.2 Build partnerships and work collaboratively to amplify the outcomes that can be achieved.*

Community Engagement

Community Participation Goal

Consult: To provide the public feedback on analysis, alternatives and/or decisions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Engagement Practices**. The Consequence could be **Reputational** if the Shire does not adequately involve and engage. This risk is mitigated through the proposed consultation process. The Risk Consequence is considered to be **Minor** and the likelihood **Possible** resulting in a **Moderate** level of risk.

Budget Implications

Nil budget implications with an advocacy position.

Authority/Discretion

Advocacy: When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Endorses the following Advocacy Position on the management of volunteer Bush Fire Brigades:
 - a) The Association advocates that the State Government must provide for:
 - i. A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government. This is to include consultation with the impacted Bush Fire Brigade(s).
 - ii. The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades.
 - iii. Standardised mandatory and minimum training requirements for Bush Fire Brigade volunteers supported and resources through Emergency Services Levy (ESL) and Local Government Grant Scheme (LGGS) with assistance from the Department of Fire and Emergency Services (DFES).
 - iv. The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
 - b) That a Working Group comprising representatives of WALGA, Local Governments with significant practical experience in supporting Bush Fire Brigades and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with a(i).
 - c) Where management of Bush Fire Brigades is transferred to DFES in accordance with a(i), DFES should be resourced to undertake the additional responsibility.
 - d) The State Government to review the Emergency Services Levy (ESL) and Local Government Grant Scheme (LGGS) to assist with the resourcing and management of Bush Fire Brigades.

2. Authorises the Chief Executive Officer to write to:
 - a) WA Local Government Association (WALGA) advising them of Council's resolution.
 - b) All Shire of Harvey's Bush Fire Brigades to reinforce the Shire's preference to continue to support the management of our Bush Fire Brigades.

Item No.	12.2.2.
Subject:	Sienna Grove/Tuscany Green, Binningup – London Plane Trees – Further Report
Proponent:	Shire of Harvey
Location:	Binningup
Reporting Officer:	Director Infrastructure Services/Manager Parks Services
Authorising Officer:	Chief Executive Officer
File No.:	B/SL/004
Attachments:	1. London Plane Trees - community consultation.docx [12.2.2.1 - 4 pages]

Summary

Council, at its Ordinary Meeting held on 24 May 2022, considered a report on the existing London Plane (Plane) trees in Sienna Grove/Tuscany Green, Binningup.

The report was prepared following a request from several residents for the Shire to address concerns they had with the Plane trees, particularly Plane trees adjacent to their properties and discussed the development of a strategy to manage the potential issues associated with the existing Plane trees.

Following consideration of the matter, Council resolved to consult with residents from Sienna Grove/Tuscany Green and adjoining streets, including the Coastal Place Advisory Group, seeking their comments on a preferred way forward.

This report outlines the results of the Community consultation and makes recommendations based on the feedback received.

Background

Ordinary Council Meeting – 24 May 2022

Council considered a report on London Plane trees in Binningup and resolved as follows:

“That Council:

1. *Notes the request received to consider removing the existing Plane trees in Sienna Grove/Tuscany Green, in Binningup as shown in Attachment 1.*
2. *Notes that Option 1, to remove only the existing 26 trees on the residential property side of the streets estimated to cost \$19,500 without any replacement, is the preferred option.*
3. *Consults with residents in Sienna Grove/Tuscany Green and adjoining streets including the Coastal Place Advisory Group regarding the four tree removal Options as discussed in the report.*
4. *Receives a further report at the close of consultation once the feedback received have been assessed.”*

Comment

Community Consultation

In accordance with Clause 3 of Council’s decision, on 2 June 2022, 21 consultation packs were sent to residents including Coastal Place Advisory Group members. The consultation was also advertised on “Have Your Say” on the Shire’s website.

The consultation pack included background details of Council’s decision, a feedback form where respondents were encouraged to indicate whether they supported, objected, or neither supported nor objected to the proposal with an opportunity to provide comments.

The following four options were presented to residents:

- Option 1 – Remove only the existing 26 Plane trees on the residential property side of the streets, without any replacement.
- Option 2 – Remove every second tree or remove two out of three Plane trees.
- Option 3 – Progressively remove all Plane trees over three financial years and progressively replant with other more suitable species.
- Option 4 – Remove all Plane trees and undertake no replacement.

Discussion/Conclusion

The comments and feedback received are contained in **Attachment 1**. As can be seen, the comments are varied with mixed views on whether the Plane trees should be retained or progressively removed. Those that moved into the area because of the Plane trees acknowledged that they are causing problems. Other comments related to the environmental benefits of the Plane trees and that the Shire should consider retaining the Plane trees on environmental grounds.

Overall, the majority of respondents preferred Option 3 to “*progressively remove all Plane trees over three financial years and progressively replant with other more suitable species*”. Refer table below.

Option	Support	Object	Other	Comments
1	3	6	–	<ul style="list-style-type: none"> • Support of option with one supporter contingent on the Plane trees outside their property being retained
2	3	4	–	<ul style="list-style-type: none"> • Bought in the street due to the Plane trees
3	7	2	–	<ul style="list-style-type: none"> • Majority support for this option: • Replacement tree species need to be carefully considered • Some support contingent on the Plane trees outside their properties retained • Suggested more regular pruning
4	2	2	–	<ul style="list-style-type: none"> • Mixed views

Recommended Way Forward

There appeared to be general support to have all, or selected Plane trees removed in the longer term with some support to retain the existing Plane trees in front of specific properties and some support for the retention of all Plane trees.

There were comments that the Plane trees were an attractor for some residents moving into the area but there was also some recognition that some Plane trees were causing issues.

Therefore, the recommended way forward, while not falling into one or another of the four options is as follows:

Phase 1 – 2022–2023

Liases with all residents of Sienna Grove and Tuscany Green to identify which Plane trees on the property side verge should be removed, as a priority, which Plane trees should be retained within a budget allocation of \$20,000 and decide on suitable replacement tree species for the property side of the street to be implemented in Phase 2.

Phase 2 – 2023–2024

Consider listing appropriate funding for consideration in the 2023–2024 draft Budget to undertake additional works including additional Plane tree removals if required.

Determine any further requirements in relation to tree retention/removal/planting for 2024–2025.

Phase 3 – 2024–2025

Consider listing appropriate funding for consideration in the 2024–2025 draft Budget for any further works including the removal of every second verge Plane tree on the park side of the streets.

Statutory/Policy Environment

Nil.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

Goal 5: A representative leadership that is future thinking, transparent and accountable.

Objective 5.1 Effective communication and engagement with the community.

Community Engagement**Community Participation Goal**

Consult: To provide the public feedback on analysis, alternatives and/or decisions.

Promise to the Community

Consult: We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Environmental Management**. The consequence could impact **Property** and **Environment** should the Shire not take a pro-active approach to minimising damage to property under its care control and management and minimise the risk of damage being caused to private property. The Risk Consequence is considered to be **Moderate** and the likelihood **Unlikely** resulting in a **Moderate** Risk being present.

Budget Implications

The estimated cost to remove a Plane tree is in the order of \$800 and to supply and plant a replacement tree is estimated to be in the order of \$1,200 per tree.

It is proposed that \$20,000 be allowed to undertake Phase 1 of the project in 2022–2023, as recommended.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Notes the results of the community consultation regarding the existing Plane trees in Sienna Grove/Tuscany Green, in Binningup as shown in **Attachment 1**.
2. During 2022–2023, as part of Phase 1 works, liaises with all residents of Sienna Grove and Tuscany Green to identify which Plane trees on the property side verge should be removed, as a priority, which trees should be retained within a budget allocation of \$20,000 and decide on suitable replacement tree species for the property side of the street to be implemented in Phase 2.
3. Considers listing appropriate funding for consideration in the 2023–2024 draft Budget to undertake additional works including additional Plane tree removals, if required, as part of proposed Phase 2 works.
4. As part of Phase 2 works, determines any further requirements in relation to tree retention/removal/planting and considers listing appropriate funding for consideration in the 2024–2025 draft Budget any further works including the removal of every second verge Plane tree on the park side of the streets.
5. Advises all residents in Sienna Grove/Tuscany Green of its decision.
6. Receives a further progress report on the matter in March 2023 prior to preparing the 2023–2024 draft Budget.

Item No.	12.2.3.
Subject:	Bridge No. 4930 Collie River Road – Further Report
Proponent:	Shire of Harvey
Location:	Roelands
Reporting Officer:	Director Infrastructure Services
Authorising Officer:	Chief Executive Officer
File No.:	ESR802 & W000002
Attachments:	1. Bridge No. 4930 photos. [12.2.3.1 - 5 pages] 2. Unibridge Details [12.2.3.2 - 3 pages]

Summary

As previously reported to Council, Bridge No. 4930 (the bridge) Collie River Road has a long history as whilst most of the structure is located within the Shire of Harvey, it can only be accessed from the Shire of Dardanup (SoD) via Collie River Road. In addition, the bridge only services one property.

In May 2022, Main Roads WA (MRWA) undertook a detailed structural assessment of Bridge No. 4930 and advised that it was possible that catastrophic failure could occur especially due to the poor condition of two piers.

Based on the advice from MRWA, in May 2022, the bridge was closed until further notice and the property owner advised.

This report outlines progress to date and makes recommendations on a preferred way forward.

Background

Ordinary Council Meeting 17 May 2022

Following correspondence received from the Shire of Dardanup in October 2021 advising of their Council's position, a report was considered by Council where the following decision was made:

"That Council:

1. *Advises the Shire of Dardanup that it does not support their position to no longer contribute to any further maintenance and repairs on Bridge No. 4930 over the Collie River (Krone's Bridge) as a portion of the bridge structure is located within the Shire of Dardanup and it has been used by its residents to access the north side of the river reserve for many years.*
2. *Authorises the Chief Executive Officer to:*
 - a. *Enter into discussions with the Shire of Dardanup regarding the preparation of an interim maintenance Memorandum of Understanding for Bridge No. 4930.*
 - b. *Undertake urgent discussions with Main Roads WA, Shire of Dardanup and Dr Krone on possible cost effective options and cost sharing arrangements for the replacement/refurbishment of Bridge No. 4930.*
3. *Supports, in principle, the Shire of Dardanup's suggestions which include permanently closing a portion of Collie River Road including disposal options for the closed road and disposal of the bridge asset, subject to a favourable outcome to Clause 2 above.*
4. *Receives further progress reports on this matter as additional information becomes available."*

The Shire of Dardanup were advised accordingly.

Correspondence from Main Road WA – 6 May 2022

“Inspection on 4930 is currently underway with the inspectors identifying a number of elements with severe deterioration as follows

- *Pier 3, Pile 3*
- *Pier 7 - showing lateral movement to the LHS; A tractor with three hay bales was observed driving over bridge with inspectors reporting significant longitudinal at lateral movement of Pier 7; No connections at T brackets. All bolts have corroded away and walers have fallen off and bracing connections are missing*

*Once the inspection has been completed I will discuss closure of the bridge or emergency repairs with you. (refer photos attached) Refer **Attachment 1.**”*

Comment

Bridge Closure

Following advice from MRWA that catastrophic failure could occur especially due to the poor condition of Pier 3 and 7 Shire officers considered that keeping the bridge open created an unacceptable risk and arranged for the bridge to be closed.

Quotations were arranged for the emergency propping of Pier 3 and 7 as recommended by MRWA.

At the time of writing this report the bridge remains closed.

Cost of temporary repairs

Due to the age of the bridge, over the years significant funds have been expended on routine maintenance to ensure the bridge remained structurally sound. This is entirely funded by the local governments. The estimated cost to undertake the emergency repairs as determined by MRWA to enable the bridge to be opened is in the order of \$50,000.

Experience has shown that the identified repairs will only address issues for a period of time until other components that make up the bridge require repair/replacing.

Discussion on Possible Solutions

The closure of the bridge has had a severe impact on the property owner it serves. While the owner has an alternative access to Coalfields Highway via other properties he owns, this route is very steep and difficult to use during winter. Alternative temporary access is also possible via State Government owned land to the east however this is also problematic.

Following a recent crisis meeting with MRWA and the Shire of Dardanup to brainstorm possible solutions, MRWA advised as follows:

- A waterways assessment for Bridge 4930 had been completed at their cost.
- The assessment confirmed that a single span, 45m long bridge would provide the appropriate level of serviceability (ie similar to the existing bridge).
- MRWA, in liaison with Unibridge Australasia P/L, had identified a suitable, second hand, 45m long Unibridge (refer **Attachment 2**).

- No design, including geotechnical investigation, had been undertaken at this stage.
- Depending on the ground conditions, different bridge foundations would be required, with resulting cost implications.

Possible Bridge Replacement Proposal

- MRWA could purchase the Unibridge and arrange transport to Western Australia (the bridge is currently on the east coast).
- Subject to the necessary internal approvals, MRWA could fund the cost of the Unibridge including transportation.
- MRWA could also arrange and fund the design and geotechnical investigation.
- Others (Shire of Harvey, Shire of Dardanup and the owner) could then fund the installation of the Unibridge including:
 - Demolition of the existing bridge.
 - Embankment construction.
 - Reinforced concrete abutment construction (including restraint brackets).
 - Rock protection.
 - Installation of the Unibridge (assembly, cartage etc.).
 - Off bridge guardrail (the on-bridge guardrail comes with the Unibridge).
 - Overheads (contract management etc.)
- The estimated cost of these activities is \$500,000 noting the discussion in the report above.

The owner did offer “in kind” assistance, however Worksafe requires that the demolition of public infrastructure must be undertaken by a contractor who has a demolition licence. The construction of bridge abutments must also be undertaken by a suitably experienced bridge contractor. The proposed replacement of Bridge 4930 requires financial contributions to cover the cost of installation of the Unibridge.

Discussion

As provided above, MRWA has a possible solution where the cost to both Shires and the owner will be in the order of \$500,000 with MRWA covering the remaining costs.

This is an opportunity that should be supported as the alternative is to expend in the order of \$3M on a conventional bridge structure and ongoing ‘band aid’ maintenance and repairs costs on the existing structure, which is well past its use by date and will only continue to add up.

It is recommended that Council support the MRWA proposal and authorises the Chief Executive Officer to enter into urgent discussions with Main Roads WA, the Shire of Dardanup and the owner to progress the matter and determine the value of monetary contributions from stakeholders.

Statutory/Policy Environment

Local governments are the asset owners of bridges located on local government roads

Strategic Framework

The Shire's Strategic Community Plan 2021 – 2031, states:

- Goal 4: A liveable, sustainable and well-designed built environment that is accessible to all.*
- Objective 4.2 A connected and well maintained network of local roads, footpaths, cycle ways and trails.*
- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
- Objective 5.1 Effective communication and engagement with the community.*

Community Engagement

Community Participation Goal

Collaborate: To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.

Promise to the Community

Collaborate: We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.

Risk Management

The Risk Theme Profile identified as part of this report is **Inaccurate Asset Sustainability Practices**. The Consequence could be **Property** and **Financial Impact** should a suitable and sustainable outcome to the property access at Lot 28 Collie River Road remain unresolved. The risk is considered to be **Minor** as it has been mitigated in the short term by undertaking the urgent recommended repairs to the bridge and in the longer term by developing a strategy in consultation with the affected stakeholders resulting in a **Moderate** risk being present.

Budget Implications

Due to the age of the bridge, significant funds have been expended on routine maintenance to ensure the bridge remains structurally sound. This is entirely funded by the local governments. The current estimated cost to undertake temporary remedial works is in the order of \$50,000 and it won't be long before additional significant expenditure for more band aid solutions will be required.

MRWA have a possible permanent solution where the cost to both Shires and the affected landowner will be in the order of \$500,000 with MRWA covering the remaining costs.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Notes that Main Roads WA have provided information to the Shires of Harvey and Dardanup of a cost-effective replacement proposal for Bridge No. 4930 (refer **Attachment 2**).
2. Supports the MRWA proposal, as outlined in the report and authorises the Chief Executive Officer to enter into urgent discussions with Main Roads WA, the Shire of Dardanup and the affected landowner to progress the matter and determine the value of monetary contributions from stakeholders.
3. Receives a further progress report once clause 2 above has been progressed.

12.3. Sustainable Development

Item No.	12.3.1.
Subject:	Development Application (DAP) Use Not Listed (Workforce Accommodation) – Lot 101 (No. 96) Binningup Road, Binningup
Proponent:	Element
Location:	Lot 101 (No. 96) Binningup Road, Binningup
Reporting Officer:	Manager Planning Services
Authorising Officer:	Director Sustainable Development
File No.:	A014951
Attachments:	<ol style="list-style-type: none"> 1. Application [12.3.1.1 - 604 pages] 2. Location Plan [12.3.1.2 - 1 page] 3. Environmental Constraints [12.3.1.3 - 1 page] 4. Temporary Construction Camp (Concept) [12.3.1.4 - 1 page]

Summary

An Application for Development Approval to be determined by the Development Assessment Panel (DAP) has been received for a 'Use Not Listed' (Workforce Accommodation) on Lot 101 (No. 96) Binningup Road, Binningup (refer **Attachment 1**). Despite, Council not being the determining authority for this application, it is referred to Council in the first instance as Officers do not have delegation to determine that a 'Use Not Listed' may be consistent with the purpose and objectives of the "General Farming" zone.

It is recommended that Council determines the proposed 'Use Not Listed' may be consistent with the objectives of the zone and advertises the proposal.

At the completion of advertising, Officers will prepare the required Responsible Authority Report (RAR) for determination by the DAP.

Background

Site Description

Lot 101 (No. 96) Binningup Road, Binningup is zoned "General Farming" under the Shire's District Planning Scheme No. 1 (the Scheme) and is located within between Binningup and Taranto Roads. The site is of regular shape with a battleaxe access to Taranto Road. It has an area of 144.5ha with a portion of approximately 28ha that is utilised for horticulture (refer **Attachment 2**). A portion of the site contains (refer **Attachment 3**):

- A small Multiple Use Wetland in the south-east corner.
- A Conservation Category Wetland located over the western portion.
- Possible Tuart Woodland Threatened Ecological Community.

Proposal

The application proposes to utilise a 24.47ha portion of Lot 101 to develop an accommodation village to provide accommodation and associated facilities for up to 500 construction workers for the expansion of Albemarle's Lithium Plant in Kemerton (Trains 3 to 5). The proposal includes the following components:

- 128 accommodation villas of single and executive configurations to accommodation up to 500 workers.
- Office, reception and check-in.
- Commercial kitchen.
- Communal dining hall and upper-level function area.
- Recreation and wellness centre including outdoor swimming pool, basketball courts, gymnasium and mini golf.
- Seven laundries accessible to the accommodation villas.
- 'Back of house' service areas for deliveries, storage, waste.
- Bus and coach drop-off/pick-up bays.
- 29 bay car park for visitors.
- 350 bay car park for long term parking by the workers.
- Vehicle access road between Binningup Road and Taranto Road.
- Forward works incorporating:
 - Temporary construction camp (refer **Attachment 4**) area (including 50 accommodation rooms, kitchen/diner, offices, recreation room, water tanks and treatment system, waste water tanks, power generators, parking).
 - Construction access from Taranto Road.
 - Construction of the long term car park.
 - Clearing ground cover, grubbing of tree roots, cut/fill, building pad and shaping swales.
 - Undergrounding of power lines.

The use of the site for the proposal will be secured by a 10 to 15 year lease with the landowner. The village has been designed with a light footprint that supports opportunities for adaptive reuse or a return to a rural use.

Comment

Land Use

The proposed use of "Workforce Accommodation" is defined in the Planning and Development (Local Planning Schemes) Regulations 2015 (Model Scheme Text) as:

"premises, which may include modular or relocatable buildings, used -

(a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and

(b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors”

Clause 4.2.4(b) of the Scheme makes provision for a ‘Use Not Listed’ to be considered and provides that Council can “*determine by absolute majority that the proposed use may be consistent with the objectives and purpose of the zone*”. The Scheme does not provide much guidance on the objectives of the General Farming zone, however the Policy Statement contained within Tables 27 to 29 (General Farming zone) of the Scheme refers to:

- Encouraging these areas to continue to be used for viable large-scale farming activity.
- Encouraging and promoting good farming, animal husbandry and soil conservation.
- Consideration of some limited tourist and recreational activity where it does not impact of the primary agricultural purpose of the zone.

The Model Scheme Text provides model objectives for the Rural zone, including:

- Providing for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.

The proposed use will not impact on the agricultural purpose of the lot and given its potential for reuse, Officers consider that the use may be consistent with the objectives and purpose of the zone.

The Shire’s draft Local Planning Scheme No. 2 (currently awaiting consent to advertise from the Western Australian Planning Commission) proposes ‘Workforce Accommodation’ to be an ‘A’ use in the Rural zone. This is a use that can be considered after advertising for public comment.

Advertising

If Council determines that the proposed “Workforce Accommodation” use may be consistent with the objectives and purposes of the zone, pursuant to Clause 64 of the Planning and Development (Local Planning Schemes) Regulation 2015 (the Deemed Provisions), the application is required to be advertised for a period of at least 14 days for public comment.

In addition, pursuant to Clause 66 of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Deemed Provisions), the application is required to be referred to relevant authorities for comments and recommendations. Further, Clause 66 of the Deemed Provisions requires a local government to allow a period of 42 days for comments from the relevant authorities.

Development Assessment Panel

Pursuant to Clause 12 of the Planning and Development (Development Assessment Panels) Regulations 2011 (DAP Regulations), Officers are required to prepare and submit an RAR to the DAP including a determination recommendation. The results of submissions received during the advertising period will be summarised and included in the RAR.

Clause 75 of the Deemed Provisions provides that an application advertised under Clause 64 or referred to relevant authorities under Clause 66 is to be determined within 90 days from the date on which the application is considered complete and accepted for assessment. The subject application was accepted for assessment on 12 July 2022. Pursuant to Clause 12(3) of the DAP Regulations, the RAR will be due to the DAP around day 78 in order for the application to be determined by the DAP within 90 days. The following provides an estimated processing timeline for the application and RAR:

Stage	Approximate Date	Day
Application accepted	12 July 2022	0
Council resolution for Use Not Listed	26 July 2022	14
Public advertising	4 August 2022 to 18 August 2022	37
Authority referrals	12 July 2022 to 23 August 2022	42
Council Meeting	20 September 2022	70
RAR due	28 September 2022	76

As evident from the above timeline estimate, there will be sufficient time at the conclusion of the advertising and referral period for the RAR to be referred to Council for endorsement. This will provide the community with an opportunity to make deputations to Council on their submission.

In addition, a DAP meeting is open to the public pursuant to Clause 40 of the DAP Regulations and the public can request to make a presentation or submission to the DAP in respect to the application.

Conclusion

The proposed Workforce Accommodation use will not impact on the intended agricultural purpose of the lot. If Council determines that the proposed use may be consistent with the objectives and purpose of the General Farming zone, the application will require advertising prior to Officers preparing a Responsible Authority Report for the application to be determined by the DAP. It is recommended that Council determines that the proposed use may be consistent with the objectives and purpose of the General Farming zone.

Statutory/Policy Environment

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

- Schedule 1 – Model Scheme Text
- Schedule 2 – Deemed Provisions, Section 64 – Advertising Applications

Planning and Development (Development Assessment Panels) Regulations 2011

- Clause 5 – Mandatory DAP applications
- Clause 12 – Responsible authority must report to DAP

Shire of Harvey District Planning Scheme No.1

- Clause 4.2.4 – Zoning and Development Tables
- Tables 27 to 29 – Zoning and Development Standards (General Farming zone):

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 1: A diversified and thriving economy that offers a wide range of business and work opportunities as well as consumer choice.*
- Objective 1.3 Sustainable urban, rural and industrial development*
- Goal 3: A natural environment that is highly valued, protected and enjoyed.*

- Objective 3.1 Adopt and encourage sustainable development practices.*
Objective 3.2 Manage and protect natural habitats, ecosystems and reserves.
Objective 3.3 Sustainable resource use and waste management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequences could be **Environmental, Financial, Reputational or Compliance** if an incorrect assessment of the land use occurs or insufficient community engagement occurs. The risk is considered **Minor** and the likelihood **Unlikely**, given that the report has been thoroughly researched, peer reviewed and provided by a qualified Shire Officer with a recommendation for the proposal to be advertised. This results in a **Low** risk being present.

Budget Implications

Nil.

Authority/Discretion

Quasi-Judicial: When Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include development applications, building permits, applications for other permits/licenses (e.g., under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Voting Requirements

Recommendation 1 of 2 – Absolute Majority

Recommendation 2 or 2 – Simple Majority

Officer's Recommendation 1 of 2

That Council, pursuant to Clause 4.2.4(b) of the Shire of Harvey's District Planning Scheme No. 1, determines that the proposed 'Use Not Listed' detailed in the Application for Development Approval for Lot 101 (No. 96) Binningup Road, Binningup can be considered as "Workforce Accommodation" which may be consistent with the objectives and purposes of the General Farming zone.

BY ABSOLUTE MAJORITY

Officer's Recommendation 2 of 2

That Council:

1. Pursuant to Clause 4.2.4(b) of the Shire of Harvey's District Planning Scheme No. 1, advertise for public comment the proposed 'Use Not Listed' (Workforce Accommodation) detailed in the Application for Development Approval for Lot 101 (No. 96) Binningup Road, Binningup in accordance with Section 64(3)(a) of the Planning and Development (Local Planning Schemes) Regulations 2015.
2. Notes that Officers will refer the application and Responsible Authority Report to the Ordinary Council Meeting of 20 September 2022.

Item No.	12.3.2.
Subject:	Final adoption of reviewed Local Planning Policies
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Senior Planning Officer
Authorising Officer:	Director Sustainable Development
File No.:	PS/P/003
Attachments:	1. Attachment 1 - Amended Local Planning Policies [12.3.2.1 - 29 pages]

Summary

At the Ordinary Council Meeting of 26 April 2022 Council resolved (Resolution 22/040) to advertise the following amended Local Planning Policies (LPP's) pursuant to Part 2, Division 2 clause 5(1) of the Planning and Development (Local Planning Schemes) Regulations 2015:

- 4.1.2 Home Occupations
- 4.1.10 Structures on Farming Land
- 4.1.11 Reflective Materials within a "Place of Landscape Value"
- 4.1.15 Advertisements

The LPP's were advertised to the public for a period of 21 days, during which time there were no submissions received. It is recommended that Council proceeds with the amended LPP's without further modification.

Background

The four advertised amended LPP's as summarised below are recommended for adoption as presented in **Attachment 1**.

4.1.2 – Home Occupations

This LPP was originally adopted on 24 March 1997 and was last amended on 19 September 2017. Key changes are proposed to update legislation references and improve the efficiency of processing Home Occupation applications. Application criteria for mobile businesses (hairdressers or mobile mechanics etc) that involve the storage of a Commercial Vehicle or storage of goods at the property, but not operating a business on premises, have been updated to specifically address customer-based services where the operator attends the clients' homes or public place instead of clients visiting the property directly.

On 18 December 2020, the Deemed Provisions introduced exemptions from requiring Development Approval relating to land uses listed as Class D uses (AA) under clause 61. This exemption includes Home Occupations proposed in "Special Residential" and "Special Rural" zones where there is no proposed 'works' component.

The amendment also introduces a Policy provision allowing the Manager Planning Services to waive the advertising requirements where it is clearly demonstrated that no external impacts will be present at all.

4.1.10 – Structures on Farming Land

This LPP was originally adopted on 25 January 2011 and last amended on 19 September 2017. It provides guidance on the setback of structures within the rural areas other than dwellings. Proposed

amendments introduce additional clarification on the structures that are to be assessed under this LPP and allows for exemptions from the requirement to obtain Development Approval for structures on vacant farming land where the proposal meets all the requirements of the Scheme and this LPP. The name of the LPP has been amended to remove the word “setbacks’ from the title.

4.1.11 – Reflective Materials within a “Place of Landscape Value”

This LPP was originally adopted on 17 April 2012 and last amended on 19 September 2017. It provides the circumstances when the use of highly reflective materials is not appropriate based on their solar absorption value. The LPP is proposed to be amended to exempt the requirement for Development Approval where the development complies with the LPP and all other relevant provisions of the Scheme.

4.1.15 – Advertisements

The LPP was originally adopted on 25 June 2019 and has not been amended since. Proposed amendments include additional exemptions for classes of advertisements that comply with the development standards of the LPP. Previous sections relating to exemptions under the current LPP have been removed where inconsistent with the Deemed Provisions. Definitions have been updated to reflect amendments to the Deemed Provisions. For example, “Advertising signs” are referred to as “Advertisements” in the model scheme text, therefore the LPP Title and definitions have been updated accordingly.

Comment

LPPs are required to be advertised for a period of at least 21 days, unless an exemption applies under the Deemed Provisions. For the LPP’s the subject of this report, the advertising period was conducted from 26 May 2022 until close of business on 16 June 2022.

No comments were received during the public consultation period.

Statutory/Policy Environment

Planning and Development (Local Planning Schemes) Regulations 2015

- Schedule 2 – Deemed Provisions, Part 2 – Local planning framework, Division 2 – Local Planning Policies

Clause 3 – Local planning policies.

Clause 4 – Procedure for making local planning policy.

Clause 5 – Procedure for amending local planning policy.

Strategic Framework

The Shire’s Strategic Community Plan 2021–2031, states:

- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Failure to Fulfil Compliance Requirements**. The Consequence could be **Compliance** or **Reputation** if the Local Planning Policies are not reviewed against current statutory documents. The risk is considered **Minor** and the likelihood **Unlikely**, given the report and Local Planning Policy review has been thoroughly researched, peer reviewed and provided by a qualified Shire Officer, resulting in **Low** risk being present.

Budget Implications

Advertising costs associated with printing the Notice of Adoption in the local newspaper.

Authority/Discretion

Quasi-Judicial: When Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town development applications, building permits, applications for other permits/licenses (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council, pursuant to Schedule 2, Part 2, Division 2, Clause 4(3) of the Planning and Development (Local Planning Schemes) Regulations 2015, adopts the following amended Local Planning Policies as presented in **Attachment 1**:

- 4.1.2 Home Occupations.
- 4.1.10 Structures on Farming Land.
- 4.1.11 Reflective Materials within a "Place of Landscape Value".
- 4.1.15 Advertisements.

12.4. Corporate Services

Item No.	12.4.1.
Subject:	Long Term Financial Plan 2022–2032
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Finance
Authorising Officer:	Director Corporate Services
File No.:	EQ/O/007
Attachments:	1. Long Term Financial Plan 2022-2032 [12.4.1.1 - 44 pages]

Summary

This report presents the Shire’s Long Term Financial Plan (LTFP) 2022–2032 as part of the Integrated Planning and Reporting Framework (IPR) requirements prescribed under the *Local Government Act 1995*.

The LTFP highlights the income streams of the Shire as well as future financial impositions. It is a model which aids in the decision-making process as to what rates and other funding sources are required to maintain the Shire’s existing services and assets as well as the provision of new services or assets as highlighted in the Shire’s Forward Capital Works Plan.

It is recommended the Long Term Financial Plan 2022–2032 be adopted (refer **Attachment 1**).

Background

The LTFP is a ten-year rolling plan that informs the Corporate Business Plan in the activation of Strategic Community Plan priorities. The LTFP includes operating forecasts as well as capital items fed from the Shire’s Forward Capital Works Plan and other informing strategies. The Plan is built around a number of assumptions relating to population growth, CPI increases, rates increases, utility cost increases etc. Where available, assumptions are based on current government approved economic data. Although these assumptions may alter from year to year, they are required to more accurately identify the Shire’s sustainability into the future.

The Department of Local Government, Sport and Cultural Industries has provided guidelines for the production of the LTFP as it forms a key document in the Integrated Planning and Reporting process.

At its meeting of 22 June 2021, Council adopted the 2021–2031 LTFP. This plan was based on various assumptions, one of which is indexation from one year to the next. Officers included the most current CPI forecast at the time from the WA Department of Treasury with CPI forecast for 2022–2023 at 1.75% and 2.0% in subsequent years. There was still some level of uncertainty around the economic impact of the COVID-19 pandemic however the parameters in this LTFP assumed a continued bounce back to the State’s economy including ongoing growth to the Shire’s population and economy.

Comment

The LTFP expresses, in financial terms, the activities the Shire intends to undertake over the next 10 years to achieve the outcomes of the Shire’s Strategic Community Plan. Some of the key purposes of the LTFP are:

- To assist in the future planning of the Shire’s financial operations in regard to key components such as rate increases, service levels to the community and infrastructure asset

replacement / renewal. It also serves to guide the Shire's financial decisions, such as loan indebtedness and internal cash reserve utilisation.

- To act as a financial barometer for future actions and encourages the Shire to consider the impact decisions made today will have on the Shire's long-term sustainability.
- To be a medium for linking the Annual Budget to the Asset Management Plan, ensuring the Shire is aware of future expenditure needs for renewal or replacement of existing assets.

The LTFP assumes that the Shire intends to maintain its existing assets in a sustainable manner. It also assumes that the Shire will maintain its current service levels (including asset condition levels) and that the Shire is planning for a positive and sustainable future.

Included in the LTFP is the anticipated operating income and expenditure of the Shire plus capital expenditure and income derived from the Shire's existing Forward Capital Works Plan.

The LTFP model is based on various assumptions, one of which is indexation from one year to the next. Officers have included the most current CPI forecast from the WA Department of Treasury with CPI forecast for 2022–2023 at 7%. With an assumed CPI for 2023–2024 at 2.20% and in subsequent years.

The LTFP assumed the raising of a new loan in 2023–2024 of \$2 million for works to the Richardson Road refuse site.

Included in the LTFP is the introduction of a Refuse Infrastructure levy on all rateable assessment in 2023–2024. The purpose of the levy is to fund the loan repayments for the Standley Road Refuse Capital Works and other future refuse capital work requirements.

Statutory/Policy Environment

Local Government Act 1995, Section 5.56 – deals with planning for the future.

Local Government (Administration) Regulations 1996, Regulation 19DA(3)(c) – develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

Local Government (Financial Management) Regulations 1996, regulation 5(2)(a) – The CEO is to ensure that the resources of the local government are effectively and efficiently managed.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
Objective 5.4 Sound governance, including financial, asset and risk management.
Objective 5.5 Integrated strategic planning and reporting to drive continuous improvement.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial** and **Reputational** should inappropriate or unrealistic assumptions be used in the LTFP model. The Risk is mitigated by reviewing annual comparative figures and comparing the document information to a base year. As such it is considered that a **Low** risk is present.

Budget Implications

The LTFP is a tool which filters projects through to the Annual Budget and guides the Shire in the financial management and decisions it makes towards a sustainable future.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council adopts the Long Term Financial Plan 2022–2032 as at **Attachment 1**.

Item No.	12.4.2.
Subject:	Asset Management Plan 2022–2032
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Finance
Authorising Officer:	Director Corporate Services
File No.:	FMB001
Attachments:	1. Asset Management Plan 2022-2032 [12.4.2.1 - 49 pages]

Summary

This report presents the Shire’s Asset Management Plan (AMP) 2022–2032 for Council endorsement (refer **Attachment 1**).

Background

The AMP covers the assets that serve the Shire of Harvey community’s needs. These assets include transport infrastructure, playgrounds, drainage infrastructure, emergency services and recreation facilities throughout the community area. The aim of the AMP is to enhance the sustainable management of local government assets by encouraging ‘whole of life’ and ‘whole of organisation’ approaches, and the effective identification and management of risks associated with the use of assets. It encourages a long-term view of asset management and requires the Shire to understand and then meet the impacts of social, economic and environmental change in ways that ensure sustainable use of physical and financial resources. Asset management planning is a comprehensive process to ensure delivery of services from assets is provided in a financially sustainable manner.

Comment

The Shire of Harvey asset network comprises of Roads, Drainage, Bridges, Footpaths, Buildings, and Parks and Structures. These assets have a replacement value in the AMP of \$606.9M.

The attached AMP includes the projected outlays necessary to continue to provide the services covered by those assets. The cost of operations, maintenance and renewal of existing assets over the 10-year planning period is \$226M or \$22.6M on average per year. Estimated available funding for this period is \$226M or \$22.6M on average per year, which is 100% of the cost to provide the service. There is no funding shortfall over the life of the plan. Projected expenditure required to provide services in the AMP are included in the Shire’s LTFFP.

Statutory/Policy Environment

Local Government Act 1995

S.5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 4: A liveable, sustainable and well-designed built environment that is accessible to all.*
- Objective 4.1 Playgrounds and parks are vibrant, accessible and well maintained.*
- Objective 4.2 A connected and well maintained network of local roads, footpaths, cycle ways and trails.*
- Objective 4.4 Places with current or potential heritage or cultural significance are protected and preserved for future generations.*
- Objective 4.5 Shire buildings, gardens and grounds are fit for purpose and well maintained.*
- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
- Objective 5.4 Sound governance, including financial, asset and risk management.*
- Objective 5.5 Integrated strategic planning and reporting to drive continuous improvement.*

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial** and **Reputational** should inappropriate or unrealistic assumptions be used in the AMP. The Risk is mitigated by reviewing the AMP annually. As such it is considered that a **Low** risk is present.

Budget Implications

The AMP is a tool which filters projects through to the Annual Budget and guides the Shire in the financial management and decisions it makes towards a sustainable future.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council endorses the Shire of Harvey Asset Management Plan 2022–2032 as at **Attachment 1**.

Item No.	12.4.3.
Subject:	Annual Budget 2022–2023
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Finance
Authorising Officer:	Director Corporate Services
File No.:	FM/B/001
Attachments:	1. Draft Budget Financial Year 2022-2023 [12.4.3.1 - 187 pages]

Summary

The purpose of this report is for Council to consider and adopt the 2022–2023 Budget, together with associated matters such as the Schedule of Fees and Charges, Councillor Fees and Allowances along with Rates and Charges for 2022–2023. A copy of the 2022–2023 draft Budget, which has resulted from the Special Council Meeting, held on 5 July 2022 is included as **Attachment 1**.

Background

On 5 July 2022, a Special Council Meeting was held to review the 2022–2023 draft Budget. That meeting included a page-by-page in-depth review of the draft Budget, including operating income and expenses as well as capital works. The draft Budget has been prepared with reference to the Shire's Integrated Planning documents such as the Strategic Community Plan, Corporate Business Plan, Workforce Plan, Forward Capital Works Plan (FCWP), Asset Management Plan, Long Term Financial Plan and other strategic planning documents.

In considering the level of rating required to undertake the proposed capital works listed in the FCWP, as included in the draft Budget as well as continuing the provision of goods and services, the Shire undertook and adopted a Rating Strategy at the Special Council Meeting of 5 July 2022. The process undertaken in the Rating Strategy included a review of the Shire's strategic objectives and a review of the general principles of equity, fairness and consistency. The Strategy included two workshops with Council, a review of the Shire's existing rates, and a review of other Western Australian local government's rates. As part of this review, the Strategy also considered the imposition of differential general rates on vacant land, industrial land and commercial land. It was determined in the review that pursuing these differential general rates currently held little advantage for the Shire.

The Western Australian Land Information Authority (Landgate) conducted a revaluation of all rateable gross rental valuation (GRV) land and unimproved valuation (UV) land within the Shire for the 2022 – 2023 financial year. The last review of the GRV land occurred five years ago. In modelling the impact of the revaluation, it was found that the changes were reflected relatively evenly across the Shire. Although there is consistency throughout the Shire in the revaluation results, there will still be some ratepayers that will experience greater rates increase than others and they will be afforded the opportunity to appeal the valuation provided with Landgate.

Comment

Rates

The Shire of Harvey is the only local government in the South West that provides a discount incentive for the timely payment of rates. The draft Budget sees the retention of a discount with a reduction in the discount rate from 5.5% to 3.0%.

The proposed minimum rate included in the draft Budget increases to \$1,220, which is approximately the same as that of the Shire of Waroona and remains lower than the Cities of Bunbury and Busselton and the Shires of Dardanup, Capel and Augusta-Margaret River.

Following a revaluation of the GRV and UV land values by Landgate, the average general rate increase in the draft Budget reflects an increase of 7%.

Growth of the Shire

The draft Budget highlights the expansionary phase of the Shire as the Shire continues to grow in population and development. It includes major works and service improvements as listed in the Shire’s FCWP. These budgeted works highlight the growing nature of the Shire and include areas such as road and pathway networks, recreation centres and playgrounds, administration services and library facilities, social and environmental services and many other areas where services have been requested and are seen as a priority of the Shire.

Capital expenditure included in the draft Budget include:

Building Capital Works	–	\$46 million
Road Capital Works	–	\$5 million
Footpaths and Drainage Capital Works	–	\$1 million
Parks, Gardens and reserve capital works	–	\$1 million
Other Infrastructure and refuse capital works	–	\$4 million

Also included in the draft Budget is operating expenses for:

Roads and drainage maintenance	–	\$8.3 million
Parks, gardens and grounds maintenance	–	\$6.6 million
Sanitation and refuse management	–	\$4.3 million
Fire and animal control, law and order	–	\$1.7 million
Destination Harvey Region	–	\$1.1 million
Other Sustainable development	–	\$3.7 million
Libraries	–	\$1.3 million
Recreation and cultural centres	–	\$5.3 million
Community, Welfare and Cultural services	–	\$3.8 million
Transfers to reserves	–	\$2.4 million
Governance, rates and unclassified	–	\$4.2 million

The 2022–2023 draft Budget (refer **Attachment 1**) includes any changes made at the Special Council Meeting of 5 July 2022 in addition to a number of amendments, all of which are listed in the table below. The 2022 –2023 draft Budget is now presented in the required statutory format for adoption.

GL No.	Descriptions	Changes	Budget
40132	Councillor Training	\$8,000 reduced from budget of \$28,000.	\$20,000
150302	Transfer to Office Equipment Reserve	\$8,000 increased from budget of \$157,000.	\$165,000
41324	Vehicle Purchase H9092	Replacement of Vehicle number H9092, missed in the draft budget. (\$18,000 to be funded from Plant reserve GL 41426, \$24,000 to be funded from trade in)	\$42,000
92033	Brunswick Recreation Ground Masterplan-Lighting	Budget increased from \$1,340,000 to \$1,347,000 (to be funded \$550,000 from CSRFF, \$350,000 from Rec. facilities reserve, \$80,000 from ALCOA, \$177,000 from Contribution by football club, \$40,000 from WA Football Comm., \$150,000 from Loan.	\$1,347,000

70294	Harvey Rec. Ground – Upgrade football club change room	Project cost reduced from \$400,000 to \$220,000 (to be funded \$52,000 from ALCOA, \$69,000 from CSRFF, Club contribution \$23,000, \$76,000 Loan.	\$220,000
114507	Yarloop Bowling Club – Solar invertor upgrade	ALCOA grant funding project added (to be funded from ALCOA grant)	\$7,500
New	Galway Green Irrigation Improvements	Project cost reduced from \$420,000 to \$385,000 (savings transferred back to Plant & Equipment reserve)	\$35,000

Statutory/Policy Environment

Local Government Act 1995, Section 6.2 – Requirement for local governments to prepare and adopt in the prescribed manner an annual budget, by absolute majority.

Strategic Framework

The Shire’s Strategic Community Plan 2021–2031, states:

- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
- Objective 5.4 Sound governance, including financial, asset and risk management.*
- Objective 5.5 Integrated strategic planning and reporting to drive continuous improvement.*

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/information**. The Consequence could be **Financial** and **Compliance**. Note that by Council working through its proven budget process helps to mitigate or control financial risk. As such it is considered that a **Low** risk is present.

Budget Implications

The draft Budget has been formulated with consideration given to Integrated Planning documents such as the Strategic Community Plan, Forward Capital Works Plan, Corporate Business Plan and Long Term Financial Plan.

The adoption of the Budget will allow for the imposition of rates revenue for the 2022–2023 year as well as the commencement of new works as highlighted in the Budget document.

Authority/Discretion

Legislative: Includes adopting local laws, town planning schemes and policies. It is also when Council reviews decisions made by Officers.

Voting Requirements

Recommendation 1 to 4 of 5 – Absolute Majority
 Recommendation 5 of 5 – Simple Majority

Officer Recommendation

Officer’s Recommendation 1 of 5

Schedule of Fees and Charges 2022–2023

That Council reaffirms the adoption of its Schedule of Fees and Charges, as included in the Budget document.

BY ABSOLUTE MAJORITY

Officer’s Recommendation 2 of 5

Councillor Fees and Allowances

That Council adopts the following Councillor fees and allowances (which represents a 2.5% increase), be adopted for the 2022–2023 Financial Year:

Annual attendance fee (Councillors)	-	\$17,056
Annual attendance fee (Shire President)	-	\$31,928
Communications allowance	-	\$ 1,420
Presidential allowance	-	\$45,387
Deputy Presidential allowance	-	\$11,347

BY ABSOLUTE MAJORITY

Officer’s Recommendation 3 of 5

Adoption of Draft 2022–2023 Budget

That Council adopts the 2022–2023 Municipal Fund Budget, showing expenditure and payments of \$99,879,097 and receipts of \$65,855,143 with an amount of \$24,015,842 to be acquired by the imposition of general rates, be adopted by Council.

BY ABSOLUTE MAJORITY

Officer’s Recommendation 4 of 5

Rates, Concessions, Charges, Payment Options, Penalties and Discounts

That Council adopts the following rates and charges and related payment options be imposed on rateable properties within the Shire of Harvey for the 2022 - 2023 Financial Year:

Schedule of Rates, Concessions, Charges, Fees, Penalties and Discounts

General Rates

8.7205 cents in the \$ on Gross Rental Valuations. 0.5457 cents in the \$ on Unimproved Valuations.

Minimum Rate (on general Rates)

\$1,220 per assessment on both Gross Rental Valuations and Unimproved Valuations.

Specified Area Rate – Kingston Landscaping Maintenance

0.8504 cents in the \$ on Gross Rental Valuations on properties within the Kingston Estate. **Specified**

Area Rate – Galway Green Landscaping Maintenance

0.8861 cents in the \$ on Gross Rental Valuations on properties within the Galway Green Estate.

Specified Area Rate – Lakewood Shores Landscaping Maintenance

0.9499 cents in the \$ on Gross Rental Valuations on properties within the Lakewood Shores Estate.

Specified Area Rate – Treendale Landscaping Maintenance

1.1480 cents in the \$ on Gross Rental Valuations on properties within Treendale.

Specified Area Rate – Treendale District Centre Landscaping Maintenance

0.7589 cents in the \$ on Gross Rental Valuations on properties within the Treendale District Centre.

Residential Rubbish Charge

\$370 per annum for the weekly removal of one 240 litre mobile 'Organics' garbage bin, fortnightly removal of one 240 litre mobile 'General Waste' garbage bin and fortnightly removal of one 240 litre mobile 'Recycling' Bin plus one tip pass (includes four standard tip entries).

Commercial and Non-Residential Rubbish Charge

\$215 per annum for the weekly removal of one 240 litre mobile 'General Waste' garbage bin only.

Rural Rubbish Charge

\$120 per annum for a rural rubbish charge on those rural properties which do not have a 240 litre Mobile Garbage Bin Service – provides one tip pass which includes 26 standard tip entries (for the disposal of domestic waste only with a vehicle listed in the light vehicle category only)

Swimming Pool Inspection Fee

\$17 per annum (GST Exempt).

Rates, Charges and Fees Due and Payable

The General Rates, Specified Area Rates and Rubbish Charges are due and payable by 30 September 2022.

Interim Rates and Interim Rubbish Charges will be due and payable by the 35th day after the date of service of the interim notice.

Discounts

A discount of 3.0% on all current general rates issued and payments received in full at the Shire of Harvey Offices up to 4.00pm on the 30 September 2022, and a discount of 3.0% on all interim general rates paid in full by the 35th day after the date of service of the interim notice.

Options for Payment of Rates, Rubbish Charges and Fees*Option 1 – Prompt Payment*

Due no later than 4.00pm on 30 September 2022 and subject to a 3.0% discount on the current general rates.

Option 2 – Two Equal Instalments

1. First Instalment due no later than 4.00pm on 30 September 2022.
2. Second Instalment due no later than 4.00pm on 2 December 2022.

Administration Charge for Payment by Option 2 – \$6.00.

Instalment plan interest rate charge of 0% applies.

Note: No Discount Applicable to Option 2.

Option 3 – Four Equal Instalments

1. First Instalment due no later than 4.00pm on 30 September 2022.
2. Second Instalment due no later than 4.00pm on 2 December 2022.
3. Third Instalment due no later than 4.00pm on 3 February 2023.
4. Final Instalment due no later than 4.00pm on 6 April 2023.

Administration Charge for Payment by Option 3 – \$18.00.

Instalment plan interest rate charge of 0% applies.

Note: No Discount Applicable to Option 3

Interest Charged on Overdue Rates, Rubbish and Other Charges

Rate of Interest – 5% per annum calculated on a daily basis.

Interest will be charged on all General Rates, Accrued Interest, Rubbish Charges and Instalment Administration Charges outstanding as at 30 June 2022, calculated on a simple interest basis at the rate of 5% per annum.

Where no election has been made to pay the rate notice by instalments, interest will be charged on the General Rates and/or Rubbish Charges raised for the 2022–2023 financial year, that remain outstanding 42 days after the date of issue of the rate notice, for the number of days until the day before the day on which a payment is received, calculated on a simple interest basis at the rate of 5% per annum.

Where an election has been made to pay the rate notice by instalments and an instalment remains unpaid, interest will be charged for the number of days until the day before the day on which a payment is received, calculated on a simple interest basis at the rate of 5% per annum.

Entitled Pensioners will be exempt from being charged the interest charge on Deferred Rates, Current Rates and Current Rubbish Charges.

BY ABSOLUTE MAJORITY

Officer's Recommendation 5 of 5

That Council adopts an amount of \$20,000 in any one account, transaction or variance as considered to be material.

12.5. Community and Lifestyle

Item No.	12.5.1.
Subject:	Grow Cook Eat Create Request for Fee Waiver
Proponent:	Grow Cook Eat Create Inc.
Location:	Shire of Harvey
Reporting Officer:	Manager Place
Authorising Officer:	Director Community and Lifestyle
File No.:	A005529
Attachments:	Nil

Summary

This report requests Council continue to waive normal hire fees for Grow Cook Eat Create (GCEC) for use of the Pat Rutherford Room at the Leschenault Leisure Centre (LLC) for three days a week. It is recommended that the Shire continue with its current level of support for the GCEC program for a further 12-month period.

Background

GCEC is a not-for-profit organisation that offers an inclusive program for participants of all abilities to take part in cooking, craft, and gardening activities. Since 2017, Council has been supportive of the use of the Pat Rutherford Room at the LLC by GCEC as outlined below.

At the Ordinary Council Meeting (OCM) of 27 June 2017, Council resolved to waive the normal hire fees for use of the room on Wednesdays during the school term for a six-month trial period.

Following the initial trial period, a second report on the program was presented at the OCM of 24 April 2018, with a request to continue the program and waive the normal hire fees for an additional day of use of the Pat Rutherford Room. Council supported this request and resolved to waive the normal hire fees for use of the room on Wednesdays and Fridays during the school term.

A third report was submitted to the OCM of 6 August 2019 with a further request from GCEC for an additional day of use. Council was supportive of this request and resolved to waive the normal hire fees for use of the room on Mondays, Wednesdays, and Fridays during the school term.

A fourth report was considered at the OCM of 28 July 2020, and Council resolved to waive the normal hire fees for use of the room on Mondays, Wednesdays, and Fridays during the school term, with normal hire rates applicable to any an additional usage of the facility.

During 2020, the Shire was in conversation with GCEC regarding the establishment of a joint sinking fund for a five-year period to support the development of a fit for purpose facility. GCEC however rejected this proposal citing the need for a more immediate solution.

Prior to this agreement expiring in 2021, GCEC made a request to continue with this current arrangement. This request was considered at the OCM of 24 August 2021 and the following decision was made:

“That Council:

- 1. Subject to room availability, normal conditions of hire, insurance and bond requirements, grants approval for the Grow Cook Eat Create (GCEC) program to use the Pat Rutherford Room at the Leschenault Leisure Centre on Mondays, Wednesdays, and Fridays during the school term between the hours of 9am and 2pm for a further 12-month period and agrees to waive the normal hire fees for use of the room;*

2. *Notes that normal hire rates would apply for any requested additional use of the facilities;*
3. *Requests GCEC to provide quarterly Summary of Activities reports and six-monthly Financial Statements;*
4. *Notes that this agreement will expire at the end of the 12-month period of this approval.”*

Comment

The GCEC program has continued to expand over the last 12 months with all sessions now at capacity.

GCEC's current arrangement at the LLC is ideal for location, facility provision and financial arrangements through what the Shire has afforded the organisation. However, the Pat Rutherford Room continues to be a multipurpose space with competing bookings, including the LLC's School Holiday Program. GCEC is beginning to outgrow the limitations of availability of the current facility.

As such, GCEC have indicated they require a permanent facility in the immediate future and continue to explore options to fulfil this, however, have been unable to secure an alternative agreement for use of another facility. The Shire is cognisant that there is a distinct lack of fit for purpose facilities across the Shire and is currently developing concept plans for the Australind Community Precinct to address this shortage. The Manager of GCEC is a member of the Australind Community Precinct Reference Group.

By providing a further 12-month agreement for use of the Pat Rutherford Room, the Shire is contributing to the continuation of service delivery for over 100 people with disability that access the program.

Statutory/Policy Environment

Section 6.12(1)(b) of the *Local Government Act* allows Council to waive a fee.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.

Objective 2.1 To support people through all stages of life.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Reputational** if Council decided not to support the application. The risk is considered **Moderate** and the likelihood **Possible**, resulting in a **Moderate** level of risk.

Budget Implications

This report recommends that the Shire continues to waive normal hire fees for the use of the Pat Rutherford Room for a further 12 months which could result in a potential loss of income of \$31,800 if there was demand to use the facility from other user groups. Some additional indirect costs for electricity and water consumption would be incurred however these costs are not expected to be significant.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Subject to room availability, normal conditions of hire, insurance and bond requirements grants approval for the Grow Cook Eat Create program to use the Pat Rutherford Room at the Leschenault Leisure Centre on Mondays, Wednesdays, and Fridays during the school term between the hours of 9am and 2pm for a further 12-month period and agrees to waive the normal hire fees for use of the room.
2. Notes that normal hire rates would apply for any requested additional use of the facility.
3. Requests Grow Cook Eat Create to provide quarterly Summary of Activities reports and six-monthly Financial Statements.
4. Authorises the Chief Executive Officer to execute further agreements on an annual basis.

Item No.	12.5.2.
Subject:	Community Sporting and Recreational Facilities Fund – Harvey Bulls Football Club
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Place
Authorising Officer:	Director Community and Lifestyle
File No.:	B000143
Attachments:	Nil

Summary

The report recommends that Council supports a Community Sporting and Recreation Facilities Fund (CSRFF) grant application for proposed change room upgrades at Harvey Bulls Football Club (HBFC) and authorises the Chief Executive Officer to submit this application to the Department of Local Government Sport and Cultural Industries (DLGSC) CSRFF funding round by the closing date of 31 August 2022.

Background

Each year, CSRFF grant applications are invited from local governments and community groups that provide facilities and infrastructure for sport and recreation. The program aims to increase participation in sport and recreation through rational development of high quality, well designed and well utilised facilities.

The HBFC change room upgrade project involves upgrading and extending the existing rooms underneath the Arthur Marshall Grandstand at the Harvey Recreation Ground. The project was identified in the Harvey Recreation Ground (HRG) Needs Assessment Final Report endorsed by Council at the Ordinary Council Meeting (OCM) in December 2020, and the HRG Community Consultation Report and HRG Master Plan Final Report 2021 endorsed by Council at the OCM in April 2021.

Shire Officers have undertaken extensive investigations due to the need to upgrade the change rooms which are situated beneath the heritage listed Arthur Marshall Grandstand. This is a significant heritage structure both within the Shire and the greater South West, and is undergoing restorative works. The Shire has nominated \$257,000 in the 2022–2023 Annual Budget to complete the restorative works that include water proofing and strengthening the integrity of the structure that are essential to accommodate change room additions to the lower level of the grandstand.

Comment

Officers work with local clubs and associations through the Shire’s Sport and Recreation Advisory Group to prioritise and maximise opportunities for funding.

HBFC applied to the Alcoa Harvey Sustainability Fund during 2021–2022 however were unsuccessful. Since then, the Club has liaised with Shire Officers to ensure success of the application in the current financial year.

The upgrade to change rooms involves replacing the old shower block with new modern unisex change rooms and ablutions for both home and away teams that meet current expectations and standards.

The proposed funding arrangement for the facility renewal at the HBFC is:

Shire of Harvey (2022–2023 draft Budget allocation)	\$76,000
CSRFF grant application	\$69,000
Alcoa Harvey Sustainability Fund	\$52,000
Harvey Bulls Football Club	\$23,000
Total	\$220,000

An Alcoa Harvey Sustainability Fund 2022–2023 application has been received from HBFC with the minutes of the Alcoa Harvey Sustainability Fund Committee meeting held on 6 July 2022 to be presented as part of this Council agenda.

This project is considered a high priority for the Shire and is the only application for the 2022–2023 CSRFF August round that the Shire will be submitting. It is therefore recommended that the application be allocated a number 1 priority rating.

Statutory/Policy Environment

Policy 3.1.3 Financial Assistance to Clubs and Organisations relates to financial assistance by the Shire to clubs and organisations for new or upgraded facilities and identifies eligibility and assessment criteria for consideration of funding requests. This project meets the criteria set out in Council's policy.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.7 An active and healthy community.*
- Goal 4: A liveable, sustainable and well-designed built environment that is accessible to all.*
- Objective 4.5 Shire buildings, gardens and grounds are fit for purpose and well maintained.*

Community Engagement

Community Participation Goal

Involve: To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

Promise to the Community

Involve: We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Reputational** and **Financial** should Council not adopt the recommendation to support this grant application. The Consequence rating is considered **Minor** and the likelihood **Unlikely**, therefore it is deemed that there is a **Low** risk present.

Budget Implications

An allocation of \$220,000 is listed in the Shire's draft Budget 2022–2023 to support the Harvey Bulls Football Club project.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council authorises the Chief Executive Officer to submit the following Community Sporting and Recreational Facilities Fund grant application to the Department of Local Government, Sport and Cultural Industries:

Priority	Description	Shire	CSRFF	Alcoa	Club	Total
1	Harvey Bulls Football Club change room upgrade	\$76,000	\$69,000	\$52,000	\$23,000	\$220,000

Item No.	12.5.3.
Subject:	Coastal Communities Fund
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Place
Authorising Officer:	Director Community and Lifestyle
File No.:	F000283
Attachments:	1. Binningup Community Garden Coastal Communities Fund Application [12.5.3.1 - 31 pages]

Summary

The Shire of Harvey Coastal Communities Fund provides an annual funding opportunity for community development and infrastructure projects in and around Binningup and Myalup. During the 2022–2023 grant round, the Coastal Community Fund received one submission.

This report recommends that Council considers this application from Binningup Community Garden for \$100,000 as part of the Shire’s Annual Budget 2022–2023.

Background

The Coastal Communities Fund was provided by the Water Corporation as a result of the Southern Seawater Desalination Plant project. The fund was established in 2009 and since that time has funded 39 projects with a total allocation of \$1,075,414. It has been set up as a long-term reserve fund, managed and operated by the Shire of Harvey for the benefit of residents in and around the towns of Binningup and Myalup.

Incorporated community groups within Binningup and Myalup were invited to apply for funding through the Coastal Communities Fund for community development and infrastructure projects that provide a benefit to their local communities.

Submissions are assessed against the following criteria:

- Provide long term sustainable outcomes.
- Demonstrate enhancement of leadership, knowledge, enterprise and innovation.
- Incorporate community participation.
- Demonstrate community benefit.
- Demonstrate partnerships with other groups or organisations.

Comment

A summary of the grant application received is outlined below with the submission presented in **Attachment 1**.

Community Group	Project	Amount Requested	Amount Proposed
Binningup Community Garden	Binningup Skatepark Redesign and Redevelopment	\$100,000	\$100,000
Total		\$100,000	\$100,000

Binningup Community Garden Inc. will auspice the grant on behalf of Binningup residents who are eager and willing to redesign and redevelop the current Binningup skatepark as outlined in the letters of support tabled in the submission.

Based on community requests, Officers recommended listing the Binningup Skatepark project in the Shire's Forward Capital Works Plan 2023–2024 with an allocation for construction of \$350,000.

This submission from the Binningup Community Garden Inc. to design and contribute to the costs of the skatepark is an opportunity to work with the Shire, develop a strong partnership with the Binningup community and complete plans necessary to develop the skatepark in future years, as well as contribute to the cost of construction.

The Shire has six skateparks in Australind, Binningup, Brunswick Junction, Harvey, Roelands and Yarloop. As part of the consultation for the development of the Shire's Sport and Recreation Strategy, a survey has been distributed to community to gain an understanding of a long-term plan for these skateparks to meet the needs of each community. The Strategy will provide an asset management, replacement schedule and prioritisation of works required to all six skateparks.

Statutory/Policy Environment

Southern Seawater Desalination Plant Community Benefits Package Agreement 2009 provides guidelines for the allocating and managing the Coastal Communities Reserve Account.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.3 Active and resilient community groups and volunteers.*

Community Engagement

Community Participation Goal

Involve: To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

Promise to the Community

Involve: We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Reputational** and **Financial** should Council not adopt the recommendation to support the grant applications. The Consequence rating is considered **Minor** and the likelihood **Unlikely**, therefore it is deemed that there is a **Low** risk present.

Budget Implications

Funding for these applications can be made from the Coastal Communities Reserve Account, which has a projected year end closing balance of \$1,323,007.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer’s Recommendation

That Council lists for consideration of funding in its 2022–2023 draft Budget the following allocation:

Community Group	Project	Amount Proposed
Binningup Community Garden	Binningup Skatepark Design and Redevelopment	\$100,000
	Total	\$100,000

13. Elected Members Motions of Which Previous Notice Has Been Given**Motion:**

Cr. Campbell requests that the following Notice of Motion be placed in the Ordinary Council Meeting Agenda for 26 July 2022.

That the Community Grant Funding Guidelines are reviewed, with consideration given as to whether they remain as guidelines or a policy is developed, or both. That Council is provided the opportunity to workshop them, with all information provided for consideration.

Reason: I feel the process needs to be tightened, particularly around the ability for the community groups to meet some of the requirements and that Council is provided the opportunity to discuss all Community Grant Funding applications.

Comment:

At the Ordinary Council Meeting in March 2022, Council endorsed a review of the Shire's Grant Funding Program which presented a set of revised categories and guidelines to administer and award community groups and organisations with grant funding. The applications received under the new program were presented at the Ordinary Council Meeting of June 2022.

Following the 2022–2023 funding round, it is acknowledged that the new process required further refinement and improvement. The specific areas for review include:

- The criteria for all grant categories
- Further consideration as to how funding is distributed with reference to the Partnership and Infrastructure categories
- To review the total funding pool of the annual grant program and provide a recommendation on a sustainable funding model
- To develop a Community Grant Funding Policy
- When reviewing the process to include a Councillor Workshop before final endorsement is presented to Council.

Officer's Recommendation

That Council authorises the Chief Executive Officer to prepare a report on the Community Grant Funding Review to be presented to Council at its meeting in December 2022.

14. Notice of Motion for Following Meeting**15. Questions by Members of Which Due Notice Has Been Given****16. Reports of Members**

17. New Business of an Urgent Nature Introduced by Decision of Meeting

18. Matters Behind Closed Doors

18.1. Infrastructure Services

18.1.1. Tender T052022 Provision of Galway Green Bore Australind

Reason for Confidentiality as per the *Local Government Act 1995*:

s.5.23(2)(c): “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.”

s.5.23(2)(e)(iii): “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person or than the local government.”

Item No.	18.1.1.
Subject:	Tender T052022 – Provision of Galway Green Bore – Australind
Proponent:	Shire of Harvey
Location:	Galway Green, Australind
Reporting Officer:	Manager Parks Services
Authorising Officer:	Director Infrastructure Services
File No.:	T052022
Attachments:	Nil

Summary

Tender T052022 for the Provision of a new irrigation production bore at Galway Green Estate, Australind closed on Monday 30 May 2022. Two tender submissions were received.

Following a detailed assessment of the tender submissions, the evaluation panel considered that one of the tenderers represented the best value for the Shire’s operations.

It is therefore recommended that Council awards Tender No. T052022 for the Construction of an Irrigation Production Bore as per the Officers Recommendation in the Confidential Agenda.

Voting Requirements

Simple Majority

18.1.2. Tender T0702019 Construction Concrete Footpaths

Reason for Confidentiality as per the *Local Government Act 1995*:

s.5.23(2)(c): *“a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.”*

s.5.23(2)(e)(iii): *“a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person or than the local government.”*

Item No.	18.1.2.
Subject:	Tender T072022 – Construction of Concrete Footpaths
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Director Infrastructure Services
Authorising Officer:	Chief Executive Officer
File No.:	T072022
Attachments:	Nil

Summary

Tenders for the Construction of Concrete Footpaths closed on Thursday 30 June 2022 and at the close of tender two submissions were received.

The scope, as described in the tender specification, for Construction of Concrete Footpaths is for a two-year period commencing August 2022, with an option to extend for a further 12 months on application to the Shire.

Following a detailed assessment of tender submissions, the evaluation panel considered that one of the tenderers represented the best value for the Shire’s operations.

It is recommended that Council accepts Tender No. T072022, as per the Officers Recommendation in the Confidential Agenda, for Construction of Concrete Footpaths, in accordance with the submitted schedule of prices.

Voting Requirements

Simple Majority

18.2. Community and Lifestyle

18.2.1. Tender T062022 Leschenault Leisure Centre Pool Tiles

Reason for Confidentiality as per the *Local Government Act 1995*:

s.5.23(2)(c): *“a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.”*

s.5.23(2)(e)(iii): *“a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person or than the local government.”*

Item No.	18.2.1.
Subject:	Tender T062022 Leschenault Leisure Centre Pool Tiles
Proponent:	Shire of Harvey
Location:	Leschenault Leisure Centre
Reporting Officer:	Director Community and Lifestyle
Authorising Officer:	Chief Executive Officer
File No.:	A005529
Attachments:	1. Confidential Attachment 1 [7.2.1.1 - 21 pages]

Summary

It is recommended that Council award Tender T062022 Leschenault Leisure Centre Indoor 25m Pool Tiling as per the Officers Recommendation in the Confidential Agenda.

Voting Requirements

Simple Majority

19. Closure of Meeting