

**SHIRE OF BRUCE ROCK**  
**MINUTES – ORDINARY MEETING 18 JULY 2019**

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SHIRE OF BRUCE ROCK  
MINUTES – ORDINARY MEETING 18 JULY 2019

**1. Declaration of Opening**

The Shire President Cr SA Strange declared the meeting open at 1.21pm.

**2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)**

President	Cr SA Strange
Deputy President	Cr R Rajagopalan
Councillors	Cr AR Crooks
	Cr IS Dolton
	Cr KP Foss
	Cr NC Kilminster
	Cr PG Negri
	Cr BJ Waight
	Chief Executive Officer
Deputy Chief Executive Officer	Mr A O’Toole
Executive Assistant	Mrs MJ Schilling
Environmental Health Officer	Mr J Goldacre (2.01pm to 2.42pm)
Manager of Works and Services	Mr G Casley (2.01pm to 3.07pm)
Manager of Finance	Mrs JL Bow (2.43pm to 3.41pm)
Leave of Absence	Cr MK Thornton

**3. Declarations of Interest**

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **financial** interest were made at the Council meeting.

Date	Name	Item No	Reason
17.07.19	Cr SA Strange	12.1.2	Joint Owner of Property

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.60B and 5.65 of the Local Government Act 1995 the following disclosures of **Proximity** interest were made at the Council meeting.

Date	Name	Item No	Reason

**4. Response to Previous Public Questions Taken on Notice**

**5. Public Question Time**

**6. Petitions/Deputations/Presentations/Submissions**

**7. Applications for Leave of Absence**

**COUNCIL DECISION**

Resolution OCM July 19 – 7.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

That Cr IS Dolton be granted leave of absence for the Ordinary Council Meeting held 15 August 2019.  
Carried 8/0

**8. Announcements by Presiding Member**

NAIDOC Week, function held on Friday to unveil the painted bench. In conjunction with the CRC, there were a few local women who made a great effort to run events throughout the week. It was great to see such a strong display of support from the community at the event.

Universal training for Councillors, prior learning will only consist of the Diploma of Local Government.

**9. Confirmation of Minutes**

**COUNCIL DECISION**

Resolution OCM July 19 – 9.1

Moved: Cr Waight

Seconded: Cr Rajagopalan

That the minutes of the Audit Committee Meeting held Thursday 20 June 2019 be received.

Carried 8/0

**COUNCIL DECISION**

Resolution OCM July 19 – 9.2

Moved: Cr Rajagopalan

Seconded: Cr Crooks

That the minutes of the Ordinary Meeting of Council held Thursday 20 June 2019 be confirmed as a true and correct record.

Carried 8/0

**COUNCIL DECISION**

Resolution OCM July 19 – 9.3

Moved: Cr Waight

Seconded: Cr Dolton

That the minutes of the Works and Services Meeting held Thursday 4 July 2019 be received.

Carried 8/0

**10. Status Report**

## Presentation of Status Report for June 2019 Resolutions

ITEM	RESOLUTION / ACTION REQUIRED	RESPONSIBLE OFFICER	RESPONSE OR STATUS
<p><b>Resolution June 19 – 12.1.2</b> Development Application for an oversized shed at 38 Westral Street, Bruce Rock</p>	<p>That Council approves</p> <p>1. Application for Development Approval described in Attachment 12.1.3-B on Lot 415 Westral Street Bruce Rock townsite for an overheight wall, ridge and building footprint outbuilding as detailed in Attachment 12.1.3-A of 4,200mm ridge height and 3,200mm wall height and 98.8m<sup>2</sup> footprint with the following conditions:</p> <p>a. The outbuilding south facing wall and ridge is to be moved by 100mm further away to accommodate a total setback distance of 1,100mm from the south boundary of Lot 415 Westral Street; and</p> <p>b. The outbuilding is to be constructed in full accordance with the plans provided in Attachment 12.1.2-A, except for the variation to accommodate the Planning Condition in this resolution being (2)(a) to accommodate the 1,100mm increased setback.</p> <p>That Council provides the following Advice Note to assist the applicant with requirements for stormwater management as required under other written laws and Code being:</p> <p>1. All stormwater collected by the outbuilding gutters and discharged through downpipes is required to be suitably plumbed into an approved stormwater drainage system on Lot 415 Westral Street. The stormwater discharge point is to not direct stormwater within the footprint area of the leach drains serving the apparatus for the treatment of sewerage. Should the stormwater drainage be onto the road as a new stormwater outlet this is to be discussed with the Shire of Bruce Rock Works Manager for the approval of the provision of a 'cut/s' into the street kerbing to accommodate the stormwater plumbing discharge.</p>	EHO	<p>Completed.</p> <p>CEO signed the letter of resolution and approval document posted to applicant.</p>
<p><b>Resolution June 19 – 12.2.2</b> Recreation Centre Drainage Costings</p>	<p>Additional information be provided to Council to address the rectification of drainage at the Bruce Rock District Club for consideration in the 19/20 budget deliberations.</p>	WORKS	<p>The Works Manager will provide information prior to the Council Meeting.</p>

<p><b>Resolution June 19 – 12.3.3</b> Write-Off of Rates Debt</p>	<p>That Council gives the CEO authority to write off the following from A556;</p> <ul style="list-style-type: none"> <li>i. Penalty interest of \$106.79,</li> <li>ii. ESL penalty interest of \$15.68,</li> <li>iii. Rubbish charges of \$261.00 and</li> <li>iv. Recycling charges of \$105.00</li> </ul>	<p>MOF</p>	<p>Rates written off.</p>
<p><b>Resolution June 19 – 12.3.4</b> Policy – Portable and Attractive Asset Register</p>	<p>That Council adopts the new Policy for the Portable and Attractive Asset Register to assist the CEO with preventing the theft or loss of portable and attractive items.</p>	<p>MOF</p>	<p>Policy Adopted and Process Commenced.</p>
<p><b>Resolution June 19 – 12.3.5</b> Budget Amendment – Assets Under \$5,000</p>	<p>That Council resolves to amend the 2018-19 Budget to reflect the changes to the Financial Management Regulations that assets under \$5,000 are not recognised and amend the following accounts with a nil effect to the budget;</p> <ul style="list-style-type: none"> <li>i. J11336 Consultant for Hockey Turf, reduce to \$nil;</li> <li>ii. GL 113215 EXPENSE - Consultants for Hockey Turf, increase to \$5,000;</li> <li>iii. J12107 Bundled Fuel &amp; Chemical Containers, reduce to \$nil;</li> <li>iv. GL 142225 EXPENSE – PWO – Tools &amp; Equipment, increase to \$3,400;</li> <li>v. J12141 Metro Road Counter x 2, reduce to \$nil;</li> <li>vi. GL 121218 EXPENSE – Property, Plant &amp; Equipment under \$5,000 – Transport, increase to \$8,060</li> <li>vii. J04201 Admin Computers, reduce to \$nil;</li> <li>viii. GL 042241 EXPENSE – Property, Plant &amp; Equipment under \$5,000 – Admin, increase to \$6,000</li> <li>ix. J07308 New Medical Centre Computers, reduce to \$nil;</li> <li>x. GL 073218 EXPENSE - Property, Plant &amp; Equipment under \$5,000 – Medical Centre, increase to \$6,200;</li> <li>xi. J11341 Glass Storage Racking System, reduce to \$nil; and</li> <li>xii. GL 113237 EXPENSE - Property, Plant &amp; Equipment under \$5,000 – Halls &amp; Rec Centre, increase to \$1,800.</li> </ul>	<p>MOF</p>	<p>Budget Amended.</p>
<p><b>Resolution June 19 – 12.3.6</b> Budget Amendment – Purchase Pump</p>	<p>That Council resolves to;</p> <ul style="list-style-type: none"> <li>i. Approve the purchase of the new pump which was made under section 6.8 1 (c) of the Local Government Act 1995; and</li> <li>ii. amend the 2018-19 Budget to reflect the purchase of the new</li> </ul>	<p>MOF</p>	<p>Budget Amended.</p>

	<p>pump for Currie Dam with the following amendment;</p> <p>a. J12163, Purchase Float BK9282, reduction of \$21,125; and</p> <p>b. J13601 Pump for Currie Dam, increase of \$21,125.</p>		
<p><b>Resolution June 19 – 12.4.2</b> Royal Commission National Redress Scheme</p>	<p>That in response to the Royal Commission into Institutional Responses to Child Sexual Abuse, the Shire opts to join the National Redress Scheme when applicable, and;</p> <p>As recommended by the Royal Commission, and at such time as is required, the Shire designates a Child Safety Officer from within the existing workforce.</p>	DCEO	<p>Awaiting further direction RE: Application of Scheme and timelines.</p>
<p><b>Resolution June 19 – 12.4.3</b> Staff Satisfaction Survey</p>	<p>That Council receives this Report of the 2019 Staff Satisfaction Survey.</p>	DCEO	<p>Report Received and feedback given to staff.</p>
<p><b>Resolution June 19 – 12.5.1</b> Factory Unit Lease (Unit 2/75 Johnson Street, Bruce Rock)</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. That Council lease its factory unit located at Unit 2/75 Johnson Street, Bruce Rock to Wheatbelt Refrigeration and Air-Conditioning (Melvyn Deering).</li> <li>2. That approval be granted to Mr Deering to sublease a portion of the factory unit to Mr Mitchell Hunter (boiler-maker) on the provision that no large machinery is to be parked on the site or street verge, and parameters around any excessive noise be sought.</li> <li>3. That Council considers the request from Mr Melvyn Deering for a reduction of rent for the first 12 months of the lease to assist him in relocating and establishing his business 'Wheatbelt Refrigeration and Air-Conditioning' within Bruce Rock.</li> <li>4. The new monthly rental fee of \$411.60 (inc. GST) is to be charged from 1st July 2019 and to be reviewed as part of the annual budget review process.</li> <li>5. Give public notice of 7 days of the intent to vary the Fee and Charge.</li> <li>6. That there is a requirement of the lease for business signage to be erected on the building.</li> </ol>	CEO	<p>The new rental agreement has been executed and the new tenant has commenced occupying.</p>
<p><b>Resolution June 19 – 12.5.2</b> Council Rebrand Strategy – Phase 2</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. That Council adopts the Shire of Bruce Rock Rebranding Strategy (Internal Document), prepared by Council staff, as presented.</li> <li>2. That Council makes budget provision for the implementation of</li> </ol>	CEO	<p>All administration staff have been given a presentation outlining phase 2 of the rebrand. The EA and CEO will schedule and action during July</p>

	phase 2 of the Rebranding Strategy in the 2019/2020 financial year.		2019.
<b>Resolution June 19 – 12.5.3</b> Business Townscape Development Grants 2019	That Council: 1. That Council adopts the Bruce Rock Local Business Townscape Development Grant (including guidelines) for 2019, as presented. 2. Council sets the percentage of contribution that they require from the business owner on individual projects as 10%. 3. That Council make a budget provision of \$20,000 for the 2019/2020 to be utilised for its Local Business Townscape Development Grants for 2019 round.	CEO	Grants have been advertised and will close on the 30 August in readiness to be presented for consideration at the September OCM. Staff will also hand deliver copies to Main Street Businesses.
<b>Resolution June 19 – 12.5.4</b> Proposed Speed Limit Changes	That the Chief Executive Officer prepares a submission on behalf of Council to request Main Roads WA to undertake an assessment and review of the following proposed speed limit reductions within the Shire of Bruce Rock; 1. Johnson Street, Bruce Rock reduced from 60km to 50km 2. The section of Noonajin Road, Bruce Rock set as 80km be reduced to 60km to be in line with the rest of Noonajin Road. 3. That all “built up areas” within all townsites of the Shire of Bruce Rock be reduced from 50km to 40km with the provision that townsite boundary roads such as Noonajin Road, Barr Street, Loller Street and Lethlean Street be internally reviewed first for appropriateness of current limit remaining.	CEO	Letter sent to Regional Manager of Main Roads Wheatbelt requesting the review of speed limits in Bruce Rock.
<b>Resolution June 19 – 12.5.5</b> Bruce Rock Memorial Hospital – Aged Care	1. That Council provide “in principle” support for the proposal to increase capacity for Residential High Care Beds at the Bruce Rock Hospital from 6 to 8 within the current footprint on the basis that there is no reduction in the number of acute beds or other impacts on services provided to the current status of hospital service. 2. That Council continues to lobby and work with the WA Country Health Service to retain Memorial House and seek appropriate usage of the building into the future. 3. Council continues to work with CEACA and other relevant bodies to lobby for improved access and provision of “Home Care Packages” for Bruce Rock and neighbouring areas. 4. That officers prepare a communique to be placed in the Rock Review explaining the Council decision and status regarding Memorial House and the proposals for the overall aged care accommodation for Bruce Rock.	CEO	Correspondence sent to Regional Manager WA Country Health Services Wheatbelt informing of Council’s decisions and concerns. A media release was published in the Rock Review outlining current situation with Memorial House and Aged Care Services. In addition, the CEO, DCEO and EA met with several locals regarding their concern with the issue.

<p><b>Resolution June 19 – 12.5.6</b> Tender - Supply &amp; Installation of Hockey Field Lighting and Associated Electrical Works</p>	<p>That Council awards Tender 8.2018/19 Supply &amp; Installation of hockey field Lighting and associated electrical works to Greenlite Electrical Contractors Pty Ltd for \$253,104.91 ex GST.</p>	<p>CEO</p>	<p>Correspondence sent to Tenderers advising of Council’s decision. Purchase Order issued. Bruce Rock Hockey Club have also been provided with verbal written update.</p>
<p><b>Resolution June 19 – 12.5.7</b> <i>Proposed Shire of Bruce Rock Fencing Amendment Local Law 2019</i></p>	<p>That Council -</p> <ol style="list-style-type: none"> <li>1. In accordance with sections 3.12(3)(a) and (3a) of the Local Government Act 1995, gives State wide and local public notice stating that: <ol style="list-style-type: none"> <li>a. It is proposed to make a Shire of Bruce Rock Fencing Amendment Local Law, and a summary of its purpose and effect;</li> <li>b. Copies of the proposed local law may be inspected at the Shire offices;</li> <li>c. Submissions about the proposed local law may be made to the Shire within a period of not less than 6 weeks after the notice is given;</li> </ol> </li> <li>2. In accordance with s3.12(3)(b), as soon as the notice is given a copy of the proposed local law be sent to the Ministers for Local Government and Commerce;</li> <li>3. In accordance with s3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it; and</li> <li>4. Notes that that the results will be presented to Council for consideration of any submissions received.</li> </ol>	<p>CEO</p>	<p>Actions currently being undertaken in line with the review process.</p>
<p><b>Resolution June 19 – 12.5.8</b> <i>Proposed Shire of Bruce Rock Cemeteries Amendment Local Law 2019</i></p>	<p>That Council -</p> <ol style="list-style-type: none"> <li>1. In accordance with sections 3.12(3)(a) and (3a) of the Local Government Act 1995, gives State wide and local public notice stating that: <ol style="list-style-type: none"> <li>a. It is proposed to make a Shire of Bruce Rock Cemeteries Amendment Local Law, and a summary of its purpose and effect;</li> <li>b. Copies of the proposed local law may be inspected at the Shire offices;</li> <li>c. Submissions about the proposed local law may be made to the Shire within a period of not less than 6 weeks after the notice is given;</li> </ol> </li> <li>2. In accordance with s3.12(3)(b), as soon as the notice is given a copy of the proposed local law be sent to the Minister for Local Government;</li> </ol>	<p>CEO</p>	<p>Actions currently being undertaken in line with the review process.</p>



	<p>3. In accordance with s3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it; and</p> <p>4. Notes that that the results will be presented to Council for consideration of any submissions</p>		
<p><b>Resolution June 19 – 12.5.9</b>  <i>Proposed Shire of Bruce Rock Local Government Property Local Law 2019</i></p>	<p>That Council -</p> <p>1. In accordance with sections 3.12(3)(a) and (3a) of the Local Government Act 1995, gives State wide and local public notice stating that:</p> <p style="padding-left: 40px;">a. It is proposed to make a Shire of Bruce Rock Local Government Property Amendment Local Law, and a summary of its purpose and effect;</p> <p style="padding-left: 40px;">b. Copies of the proposed local law may be inspected at the Shire offices;</p> <p style="padding-left: 40px;">c. Submissions about the proposed local law may be made to the Shire within a period of not less than 6 weeks after the notice is given;</p> <p>2. In accordance with s3.12(3)(b), as soon as the notice is given a copy of the proposed local law be sent to the Minister for Local Government;</p> <p>3. In accordance with s3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it; and</p> <p>4. Notes that that the results will be presented to Council for consideration of any submissions received.</p>	<p>CEO</p>	<p>Actions currently being undertaken in line with the review process.</p>
<p><b>Resolution June 19 – 13.1</b>  CEACA Meeting June 2019 and Budget Request</p>	<p>1. That Council receives the minutes and endorses the actions and resolutions of the CEACA Minutes from the Special Committee Meeting held on the 5th June 2019 at the Merredin Community and Centre.</p> <p>2. That Council endorses the 2019/2020 CEACA Budget, including the annual membership contribution of \$20,000 and direct the CEACA delegate to vote in support.</p> <p>3. That Council approves CEACA’s request to delay the implementation of the valuation of the CEACA independent Living Units, once completed, until the 1st July 2020 and direct the CEACA delegate to vote in support.</p>	<p>CEO</p>	<p>CEACA Executive advised on Council’s decisions. Both were actioned at Special CEACA Meeting on 3 July 2019. The process in relation to rates will need to be explored and reported back to Council.</p>

## Status Report

Ongoing items as at July 2019

ITEM	RESOLUTION / ACTION REQUIRED	RESPONSIBLE OFFICER	RESPONSE OR STATUS
<b>Resolution August 16–13.1.10</b> Duplicate Road Name – Buller Road	Council resolved to request that Buller Road outside of the town site be renamed to Buller North Road, and the Buller Road within the gazetted town site be renamed to Buller St.	MOF	Address matching completed by Landgate. Slow process going through addresses one by one. Will look into duplicate road names once process of updating addresses is completed.
<b>Resolution December 17 – 12.5.4</b> Rental Accommodation	That staff engage an appropriate consultant to prepare a Housing Needs Analysis focusing on Rental Accommodation for the Shire.	CEO	The CEO is still seeking a consultant for Housing Needs Analysis for Bruce Rock.
<b>Resolution Mar 18 – 12.5.6</b> Request for BMX Track	That Council staff undertake initial consultation with key groups to ascertain the best location and wants/needs of the youth for the establishment of a BMX track within Bruce Rock town site. With further information to be presented to Council on the insurance and compliance matters that may be associated with the establishment of a track and its location. And That Council staff investigates the options available and potential required area for any future expansion of the Bruce Rock Caravan Park located on Reserve 24756 and report details back to Council for consideration.	CEO	With current workloads of the CEO and CDO, this will be deferred and dealt with in the next financial year.
<b>Resolution July 2018 – 12.3.4</b> STED Scheme	That Council agrees to provide a financial subsidy to property owners within the STED Scheme area to connect to the STED Scheme within 3 years from the date the Water Corporation deems the Scheme operational, subject to the following; a. The subsidy to be paid will be; i) \$1,000 for the owners of residential or commercial properties; ii) \$1,250 for the owners of residential properties that are registered Seniors with the Shire under the Pensioner Rebate Scheme; or iii) \$1,500 for the owners of residential properties that are registered pensioners (including Seniors with Commonwealth Senior Health Cards) under the Pensioner Rebate Scheme. b. Council will only subsidise one connection per rateable assessment;	MOF	Waiting for Water Corporation to advise STED is operational. Application form also still to be developed. Water Corporation have now recommenced works on the STED scheme.

	<p>c. Adopt the new policy regarding connections to the STED Scheme;</p> <p>d. The subsidy will be payable direct to the plumber after the works have been completed and the invoice issued to the property owner and a copy provided to the Shire Administration Office.</p> <p>e. Council will provide appropriate sand or fill for the decommissioning of the land owner’s leach drains.</p>		
<p><b>Resolution Sep 2018 – 12.3.4</b> Rates – Sale of Land</p> <p><b>Resolution Mar 2019 – 12.3.3</b> Sale of Land for Recovery of Unpaid Rates and Setting Auction Date</p>	<p>That Council pursuant to Section 6.64(1) (b) of the Local Government Act 1995 proceed to sell the properties listed hereunder which have rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balances which total \$48,799.74;</p> <p>That Council resolves to hold the auction for the sale of land to recover unpaid rates in accordance with the Local Government Act 1995 on Friday 16<sup>th</sup> August 2019.</p>	MOF	<p>Auction date has been set for Friday 16<sup>th</sup> August 2019 at 1.00pm.</p> <p>Auctioneer appointed as Will Morris, Elders Real Estate</p> <p>Advertising in the Rock Review and the West Australian to follow.</p>
<p><b>Resolution Dec 2018 - 12.5.1</b> Sale of Lots 226,227,228 Butcher Street Bruce Rock</p>	<p>That Council:</p> <p>1. That there being no written public submissions and in accordance with section 3.58 of the Local Government Act Council resolves to dispose of the following lots to Damion Michael Verhoogt as to one undivided third share and Brenton Ryan Verhoogt and Joanne Kate Horne as to one undivided third share as joint tenants and Keenan Shane Verhoogt as to one undivided third share, all care of 15 Swan St Bruce Rock WA 6418 as tenants in common for the amounts stated below;</p> <p>106 (Lot 226) Butcher St, Bruce Rock \$3,000 plus GST 108 (Lot 227) Butcher St, Bruce Rock \$3,000 plus GST 110 (Lot 228) Butcher St, Bruce Rock \$3,000 plus GST</p> <p>2. That Council resolves to vary the 2018/2019 budget to include income of \$9,000 for the Sale of Vacant Land.</p> <p>3. That Council staff undertake works for the realignment of the fence to meet the correct boundary line of 106 and 104 Butcher St, Bruce Rock.</p>	CEO	<p>Transfer of Land documents have been received by the Settlement Agency and are now awaiting signed copies from Bruce Rock Engineering.</p> <p>All documentation have been completed, settlement is due to take place on Friday 12 July 2019.</p>
<p><b>Resolution Feb 19 – 13.1</b> Bruce Rock Quarry Lease Update</p>	<p>That Council:</p> <p>i) Approve Mineral and Crushing Services Pty Ltd’s request to defer the commencement date of the Bruce Rock Quarry Lease until 1st July 2019</p> <p>ii) Approve that Mineral and Crushing Services Pty Ltd be invoiced for the fee for the preparation of the Bruce Rock Quarry Lease.</p>	DCEO	<p>Lease signed, operations due to commence August 2019.</p>

<p><b>Resolution March 19 – 12.5.3</b> Acceptance of Gifted Land - Shackleton District Club Inc. Lot 26, 27 &amp; 28 Mills Street, Shackleton WA</p>	<p>2. That Council staff assist the Shackleton Bowling Club in the preparation of an application to fund the installation of a synthetic bowling green in Shackleton through the Department of Sport and Recreation Annual CSRFF grants program for the 2020/21 financial year.</p> <p>3. That Council declines the transfer of Lot 26 Mills Street, Shackleton as gifted by the Shackleton District Club Inc. due to the current condition of the building and until further investigation has been undertaken as to possible solutions or alternatives have been agreed upon by the Shire of Bruce Rock, Shackleton District Club and Shackleton Bowling Club.</p> <p>4. That Council staff work with representatives of the Shackleton Bowling Club to prepare a full proposal including building options, costings and any potential funding opportunities for the replacement of the Shackleton Bowling Club building located on Lot 26 Mills Street, Shackleton.</p>	<p>CEO</p>	<p>Correspondence sent to Shackleton District Club and Shackleton Bowling Club advising of Council’s decision.</p> <p>Staff have commenced research into options and costings for a bowling club building.</p>
<p><b>Resolution April 19 – 12.3.3</b> Community Budget Requests</p>	<p>1. That staff include selected community budget requests as determined by Council in the 2019/20 budget deliberations.</p> <p>2. That staff work with identified Community Groups on their project to seek alternative funding sources.</p>	<p>MOF</p>	<p>Information and costings will be included in the Annual Budget. Community groups have been notified by CDO.</p>
<p><b>Resolution May 19 – 13.13</b> Proposed Shire of Bruce Rock Activities on Thoroughfares and Trading in Public Places Amendment Local Law 2019</p>	<p>That Council -</p> <p>1. In accordance with sections 3.12(3)(a) and (3a) of the Local Government Act 1995, gives State wide and local public notice stating that:</p> <p>a. It is proposed to make a Shire of Bruce Rock Activities on Thoroughfares and Public Places and Trading Amendment Local Law, and a summary of its purpose and effect;</p> <p>b. Copies of the proposed local law may be inspected at the Shire offices;</p> <p>c. Submissions about the proposed local law may be made to the Shire within a period of not less than 6 weeks after the notice is given;</p> <p>2. In accordance with s3.12(3)(b), as soon as the notice is given a copy of the proposed local law be sent to the Minister for Local Government;</p> <p>3. In accordance with s3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it; and</p> <p>4. Notes that that the results will be presented to Council for consideration of any submissions received.</p>	<p>CEO</p>	<p>Advertising has commenced and letter sent to the Minister.</p>
<p><b>Resolution May 19 – 13.2</b> <b>Proposed Shire of Bruce Rock Dogs Amendment Local Law</b></p>	<p>1. In accordance with sections 3.12(3)(a) and (3a) of the Local Government Act 1995, gives State wide and local public notice stating that:</p> <p>a. It is proposed to make a Shire of Bruce Rock Dogs Amendment Local</p>	<p>CEO</p>	<p>Advertising has commenced and letter sent to the Minister.</p>

<p><b>2019</b></p>	<p>Law, and a summary of its purpose and effect;</p> <ul style="list-style-type: none"> <li>b. Copies of the proposed local law may be inspected at the Shire offices;</li> <li>c. Submissions about the proposed local law may be made to the Shire within a period of not less than 6 weeks after the notice is given;</li> </ul> <ul style="list-style-type: none"> <li>2. In accordance with s3.12(3)(b), as soon as the notice is given a copy of the proposed local law be sent to the Minister for Local Government;</li> <li>3. In accordance with s3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it;</li> <li>4. Notes that that the results will be presented to Council for consideration of any submissions received; and</li> <li>5. Gives local public notice under s31(3A) of the Dog Act 1976 of the areas where dogs are prohibited and where dogs may be exercised off leash as attached to the report of the CEO.</li> </ul>		
<p><b>Resolution May 19 – 13.3 Proposed Shire of Bruce Rock Repeal Local Law 2019</b></p>	<ul style="list-style-type: none"> <li>1. In accordance with sections 3.12(3)(a) and (3a) of the Local Government Act 1995, gives State wide and local public notice stating that:             <ul style="list-style-type: none"> <li>a. It is proposed to make a Shire of Bruce Repeal Local Law, and a summary of its purpose and effect;</li> <li>b. Copies of the proposed local law may be inspected at the Shire offices;</li> <li>c. Submissions about the proposed local law may be made to the Shire within a period of not less than 6 weeks after the notice is given;</li> </ul> </li> <li>2. In accordance with s3.12(3)(b), as soon as the notice is given a copy of the proposed local law be sent to the Ministers for Local Government and Commerce;</li> <li>3. In accordance with s3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it; and</li> <li>4. Notes that that the results will be presented to Council for consideration of any submissions received.</li> </ul>	<p>CEO</p>	<p>Advertising has commenced and letter sent to the Minister.</p>

**COUNCIL DECISION**

**Resolution OCM July 19 – 10.1**

**Moved: Cr Foss**

**Seconded: Cr Kilminster**

**That Council receives the Status Reports as presented.**

**Carried 8/0**

## 11. Regional Reports

**Agenda Reference and Subject:**

**11.1** WEROC Executive Meeting June 2019

**File Reference:**

1.6.9.1 WEROC Executive Meetings

**Reporting Officer:**

Darren Mollenoyux, Chief Executive Officer

**Disclosure of Interest**

Nil

### Summary

Council is asked to receive the minutes from the previous WEROC Council Meeting.

### Background

The last WEROC Council Meeting was held on Wednesday 26<sup>th</sup> June 2019 at the Kellerberrin Recreation and Leisure Centre.

### Comment

To encourage the WEROC partnership and promote a better understanding by all Councillors it is recommended that WEROC minutes be read and received by Council.

The following items are highlighted for Council's attention:

#### 3.1 Establishment of Solar Farms Presentation

BSC Solar are seeking expressions of interest from local governments across the Wheatbelt to be involved in small scale solar farm projects which would see participating local governments develop a revenue stream through the sale of power generated by the solar farms established on Council owned land.

Representatives from BSC Solar provided the meeting with a presentation and the meeting agreed to the following actions:

*That the Executive Officer make contact with relevant people who have been involved in similar projects to ascertain if they were in a position to assist WEROC in developing a strategy related to solar farms.*

*The Executive Officer raised the possibility of having a conversation during Local Government Week. It was agreed to leave this as an option for a meeting.*

#### 5.3 WEROC 2019 / 2020 Budget

The 2019/2020 budget was presented on the basis of combining Wheatbelt Communities Inc. and WEROC and that memberships be set at \$12,000. Each Council's comments are outlined in the WEROC Council Meeting minutes, including Bruce Rock's concerns relating to the membership amount and future direction of WEROC.

Concern was also raised as to the high cost for the ongoing management costs of the WEROC App.

#### 6.1 The Future Governance for WEROC and Wheatbelt Communities Inc

It is requested that Councillors refer to the minutes from the WEROC Council Meeting to assist in understanding the direction for future governance arrangements for WEROC and Wheatbelt Communities Inc.

As per the information provided in the minutes, consideration as to which constitution arrangements would best suit the organisations going forward. The Executive Officer of WEROC

has been asked to develop a draft constitution in line with considerations raised at the meeting and provide to Member Councils for comments to be provided back to WEROC Council.

The Meeting made the following resolution:

*RESOLUTION: Moved: Cr Strange Seconded: Mr Criddle*

*That:*

- a) The Executive Officer's Report be received;*
- b) That two members from each local government as appointed by the individual Member Councils be appointed to the WEROC Committee and the draft constitution be amended to reflect that arrangement in regard to membership;*
- c) That a draft constitution be developed and referred to Member Councils for comment prior to the WEROC Council Meeting on 21 August 2019; and*
- d) That WEROC Executive Committee only meet on an as needs basis.*

## 6.2 Records Management in Local Government

Western Australia's Auditor General recently released a report on the topic of records management in Local Government. The audit objective was to determine if local government entities effectively manage their records to promote accountable and transparent decision making.

Based on these findings the Auditor General made the following recommendations: All LGs, including those not sampled in this audit, should review their recordkeeping policies and procedures to ensure they adequately support their RKP.

LGs should implement:

- regular and thorough records training
- regular reviews of staff recordkeeping practices
- timely disposal of records
- adequate protection over digital records.

Under section 7.12A of the Local Government Act 1995, all sampled LGs are required to prepare an action plan addressing significant matters relevant to their entity for submission to the Minister for Local Government within 3 months of this report being tabled in Parliament and for publication on the entity's website. The action plan for every LG in our sample should address each point above.

The WEROC Executive considered whether a review of recordkeeping policies and procedures as recommended by the Auditor General should be undertaken as a group project. The WEROC Council made the following resolution:

*Resolution*

*That WEROC seek quotations from suitably qualified records management consultants to undertake a review of Member Councils' recordkeeping policies and procedures to ensure they adequately support their respective Record Keeping Policies.*

In addition to this the Shire of Bruce Rock are already undertaking an internal review of the compliance and effectiveness of our record keeping through Reg 17 and as part of our Project Aware program with Civic Legal.

A full copy of the minutes has been provided to Councillors for information.

<b>Consultation</b>	Nil
<b>Statutory Implications</b>	Nil
<b>Policy Implications</b>	Nil
<b>Financial Implications</b>	Nil

**Strategic Implications**

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

- Goal 12 Council leads the organisation in a strategic and flexible manner  
12.2 Continue to build our voice and strategic projects within our regional groupings

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 11.1**

**Moved: Cr Kilminster**  
**Seconded: Cr Rajagopalan**

**That Council receives the minutes of the WEROC Council Meeting held on Wednesday 26th June 2019 at the Kellerberrin Recreation and Leisure Centre.**

**Carried 8/0**

*Mr A O’Toole left the Council Chambers at 1.54pm.*  
*Mr A O’Toole returned to the Council Chambers at 2.01pm.*  
*Mr J Goldacre entered the Council Chambers at 2.01pm.*  
*Mr G Casley entered the Council Chambers at 2.01pm.*



**Agenda Reference and Subject:**

**11.2** WALGA Zone Meeting June 2019

**File Reference:**

1.6.5.6 Great Eastern Ward Zone Meetings and Agenda

**Reporting Officer:**

Darren Mollenoyux, Chief Executive Officer

**Disclosure of Interest**

Nil

**Summary**

Council is asked to receive the minutes from the previous WALGA Great Eastern Zone Meeting.

**Background**

The last Great Eastern Zone Meeting was held on the 27<sup>th</sup> June 2019 at the Merredin Recreation and Leisure Centre.

**Comment**

To encourage the improved awareness and promote a better understanding by all Councillors it is recommended that WALGA Zone minutes be read and received by Council.

The following items from the minutes are drawn to Councillors attention:

**5.1 Education Forum**

An Education Forum was held at the WALGA Zone Meeting where Education Department Staff and Principals provided presentations. The forum was interesting and provided an overall picture of education in the Eastern Wheatbelt.

Those making presentations included:

Mr Noel Chamberlain, Principal, School of Isolated Distance Education

Ms Sally Panizza, Principal, WA College of Agriculture

Alby Hutts, Principal, Merredin College

Mr Neil Darby, Regional Executive Director, Wheatbelt Education Region

Copies of some of the presentations have been provided in electronic format for Councillors' information.

**6.2 Telstra – Power Outages Affecting Telecommunications**

The following are the responses received to this issue:

1. SEMC responded:

There is no easy answer to this issue (I assume they are all mobile/cell related?). One is of coverage, the other of course is of the resilience of the infrastructure itself during extended power outages. The issue has been raised at every level of government and the Telcos say they do what they can to improve their performance - often with Government subsidy in rural areas. All SEMC can do is continue to raise it formally and informally at all available forums.

2. The DEMC Executive Officer indicated that in lieu of a formal state or federal resolution to this matter they were implementing local solutions including have satellite phones for critical communications and exploring the Crisp Wireless network.

3. In December 2018, WALGA's IT Manager recommended the following:

It is understood that the Great Eastern Country Zone of WALGA (GECZ) is concerned that during a power outage, some exchanges and mobile phone towers are not consistently switching over to battery back-up; in addition, the back-up battery is not lasting long enough for Telstra

technicians to start generators at various sites. GECZ are afraid that this could have great implications for telecommunications. GECZ are also concerned about the time it takes between power failure, activation of back-up batteries and starting the generators.

It may be the exchanges and mobile phone towers that are having issues need their batteries replaced as they are nearing end of life. We are suggesting that each Local Government that make up the GECZ make a complaint to the Telecommunications Industry Ombudsman. The complaints need to be made by individuals (each Shire as a business) as the Telecommunication Industry Ombudsman may not respond to complaints made on behalf of others; they will respond to actual users reporting issues. Please make sure the complaints made are detailed and include dates of failures.

The Telecommunications Industry Ombudsman is able to handle complaints about telephone and internet services, including by collecting any documents or information relevant to the complaint. They have the authority to decide the resolution of a complaint (the telecommunications company is legally obliged to implement) up to \$50,000, and make recommendations up to \$100,000.

## 8.2 Local Government Agricultural Freight Group

Cr Forsyth advised that the Agricultural Freight Group next meeting will be on 12 July 2019. The State Government have asked for comment on the “The Draft Revitalising Agricultural Region Freight Strategy” which will be discussed at the meeting.

Cr Ricky Storer provided an update on the Wheatbelt Secondary Freight Network (WSFN) progress. An announcement by Minister MacTiernan of \$100,000 through the Regional Economic Development (RED) fund to the Shire of Koorda, as lead agency in the application, to assist with the project management of the WSFN project for both the pre-construction and actual on ground work.

It is estimated that it will be a 3 to 4-year timeframe, depending on the capacity of LGs and contractors, for the delivery of the works.

A request has been made to all 42 Local Governments for a consideration to contribute \$6,000 for the unsuccessful BBRF application to a co-contribution towards the RED’s funding announcement.

A full copy of the minutes has been provided to Councillors.

<b>Consultation</b>	Nil
<b>Statutory Implications</b>	Nil
<b>Policy Implications</b>	Nil
<b>Financial Implications</b>	Nil

### Strategic Implications

*Shire of Bruce Rock – Strategic Community Plan 2017-2027*

#### Governance

Goal 12	Council leads the organisation in a strategic and flexible manner
12.2	Continue to build our voice and strategic projects within our regional groupings

<b>Voting Requirements</b>	Simple Majority
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**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 11.2**

**Moved: Cr Negri**

**Seconded: Cr Crooks**

**That Council receives the minutes of the WALGA Great Eastern Zone Meeting held on the 27th June 2019 at the Merredin Recreation and Leisure Centre.**

**Carried 8/0**

**Agenda Reference and Subject:**

**11.3** CEACA Special Meeting July 2019

**File Reference:**

**4.1.10.1** Central East Aged Care Alliance

**Reporting Officer:**

Darren Mollenoyux, Chief Executive Officer

**Disclosure of Interest**

Nil

**Summary**

Council is asked to receive the minutes from the previous CEACA Meeting.

**Background**

The 11-member Councils of the Central Eastern Aged Care Alliance (CEACA) held two special meetings on 3<sup>rd</sup> July 2019 at the Kellerberrin Recreation and Leisure Centre. The first meeting was to deal with the CEACA Constitution and the second was to address various matters of urgency.

**Comment**

To assist with the Councillors' continued understanding and updates on CEACA and its associated projects, the minutes will be presented for receiving after each CEACA Meeting.

The following items are highlighted for Councillors' attention:

**SPECIAL GENERAL MEETING**

**4.1 Adoption of New Constitution for CEACA Inc**

Following the draft being endorsed by individual Councils and with a variation of wording around representation, which was approved by our CEACA's legal advisors, the following resolution was made to endorse the new constitution:

*RESOLUTION: Moved: Quentin Davies, Seconded: Darren Mollenoyux*

*That the proposed Central East Aged Care Alliance Inc Constitution be amended as follows:*

*a) That Rule 2.2 in line 1 the word "papers" be amended to read "appears"; and*

*b) That Rule 14.4(h) be amended to read:*

*"All Members, or other guests, may attend Management Committee Meetings if invited by the Management Committee but the person shall not have any right to comment without invitation, or any right to vote."*

**CARRIED**

*SPECIAL RESOLUTION: Moved: Eileen O'Connell, Seconded: Rachel Kirby*

*That Central East Aged Care Alliance Inc adopt by Special Resolution the Constitution of the Association (new Constitution) as detailed in the attached Central East Aged Care Alliance Inc Constitution in substitution for the existing constitution.*

**CARRIED (10/0)**

**SPECIAL COMMITTEE MEETING**

**4.1 Adoption of CEACA Budget 2019/2020**

All member Councils had considered the proposed budget and membership fees for 2019/2020 and provided support. The meeting resolved to approve the budget and membership will be set at \$20,000 for 2019/2020.

**8.7 Sale Price on Independent Living Units**

Lengthy discussion was held in relation to setting a reasonable sale price and best approach for selling some of the CEACA independent living units. No resolution was made at this point in time, however the following meeting comment is provided:

*“The Chair advised the meeting that following discussions and negotiations with Force Realty it had been agreed by the CEACA Executive Committee to appoint Force Realty to manage the rental of CEACA Independent Living Units for a 12-month period.*

*The Chair also advised that he had met with Hon Terry Redman MLA who had confirmed that the original intention of the project grant was for the money from the sale of houses to be provided to CEACA for future development.*

*The Chair has also met Mr Col Thurley, Chief of Staff for the Minister for Regional Development to keep him and in turn the Minister informed of the progress of the CEACA project.*

*During discussions it was observed that it may not be reasonable to sell the houses in the smaller communities as the sale price in larger communities such as Merredin, Bruce Rock and Kellerberrin is likely to attract a higher price.”*

A copy of the minutes and the new CEACA Constitution has been provided to Councillors.

### **Consultation**

Discussions were held at the CEACA Committee Meeting

Discussions have also been held with Council’s Manager of Finance, Jennifer Bow in relation to the budget and rates request.

**Statutory Implications** Nil

**Policy Implications** Nil

### **Financial Implications**

Council will need to make a budget provision of \$20,000 for its CEACA Membership in the 2019/2020 financial year. This is the same amount as the previous budget.

### **Strategic Implications**

*Shire of Bruce Rock – Strategic Community Plan 2017-2027*

#### **Community**

- Goal 7 Community are engaged and have a healthy lifestyle
- 7.1 Encourage and help facilitate the administration of the planned CEACA units
  - 7.3 Continue to work towards achieving the strategies of the Age Friendly Community Plan

#### **Governance**

- Goal 12 Council leads the organisation in a strategic and flexible manner
- 12.2 Continue to build our voice and strategic projects within our regional groupings

### **Voting Requirements**

Absolute majority

#### **OFFICER RECOMMENDATION AND COUNCIL DECISION**

##### **Resolution OCM July 19 – 11.3**

**Moved: Cr Foss**

**Seconded: Cr Kilminster**

- 1. That Council receives the minutes of the CEACA Special General Meeting held on the 3rd July 2019 at the Kellerberrin Recreation and Leisure Centre.**
- 2. That Council receives the minutes of the CEACA Special Committee Meeting held on the 3rd July 2019 at the Kellerberrin Recreation and Leisure Centre.**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

*Mr A O’Toole left the Council Chambers at 2.13pm.*

*Mr A O’Toole returned to the Council Chambers at 2.15pm.*

## 12. Officers' Reports

### 12.1 Environmental Health Officer

<b>Agenda Reference and Subject:</b>	
	<b>12.1.1</b> Application for 'Workforce Accommodation' (inclusive of car parking areas and building for kitchen, dining, laundry storage, and social amenity) to be built on Lots 226,227,228 & 463 Butcher Street, Bruce Rock.
<b>File Reference:</b>	A566 15 Swan Street, Bruce Rock WA
<b>Reporting Officer:</b>	Julian Goldacre, Environmental Health Officer
<b>Disclosure of Interest</b>	Nil

#### Summary

Council grant development approval for 'Workforce Accommodation and other works' which includes 12 accommodation units each with four bedrooms with ensuite totalling 48 rooms, one single story lounge and dining building, one single story commercial kitchen inclusive of cool room and freezer room, one patio area, one single storey building adjacent to the patio for a barbeque kitchen facility, one single story laundry and cleaners building, car parking onsite for up to 38 vehicles, kitchen loading and service vehicles area, water storage tank, pathways for access to facilities and accommodation, grassed area, fencing, and two road access crossovers at Lots 226, 227, 228 and 463 Butcher Street, Bruce Rock and subject to seven conditions, and eight advice notes provided.

#### Background

A development application for Workforce Accommodation inclusive of other works was lodged by the applicant Mr Brendon Scott of RSA Consulting Engineers (Applicant) on behalf of Bruce Rock Engineering with the Shire of Bruce Rock on 27 June 2019 (**Attachments 12.1.1 A, B & C**). The Workforce Accommodation inclusive of other works as presented in **Attachments 12.1.1 – B & C** consists of:

- 12 accommodation units each with four bedrooms with ensuite totalling 48 rooms;
- One single storey lounge and dining building;
- One single storey commercial kitchen inclusive of cool room and freezer room;
- One patio area;
- One single storey building adjacent to the patio for a barbeque kitchen facility;
- One single storey laundry and cleaners building;
- Car parking for up to 38 vehicles;
- Kitchen loading and service vehicles area;
- Water storage tank;
- Pathways for access to facilities and accommodation;
- Grassed area;
- Fencing; and
- Two road access crossovers;

The proposed location for this Workforce Accommodation and other works is to be built on the presently vacant Lots 226, 227, 228 (Freehold) & 463 Butcher Street (Vacant Crown Land), Bruce Rock. The four Lots are all zoned 'Residential' under the Shire of Bruce Rock Local Planning Scheme N°3 (Scheme) which is shown in **Attachment 12.1.1 - D**. The Workforce Accommodation and other works is to support the accommodation of the existing and future workforce including the staff to manage the accommodation and day to day operations for Bruce Rock Engineering, a trailer manufacturer business established in 1980 within the townsite of Bruce Rock.

### Comment

This Workforce Accommodation and other works as presented has been assessed as meeting the definition of 'Workforce Accommodation' as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulation). Workforce Accommodation is primarily concerned with accommodation of workers on a short-term basis engaged in industries. Accommodation buildings can be modular and relocatable including associated catering and recreation facilities for the occupants and authorised visitors. The use 'Workforce Accommodation' is a use not specifically mentioned in the Scheme 'Zoning Table' therefore needs to be assessed to be found consistent with the objectives for land zoned 'Residential' in order for the use to be permitted. The objectives for land zoned Residential is to:

- Provide for predominantly residential development with a variety of housing to meet the needs of different household types through the application of the Residential Design Codes of Western Australia (R Codes);
- Non-residential uses shall be compatible in character, scale and operation with the predominant residential use; and
- A non-residential use shall only be permitted if the use does not detract from the amenity of the area.

Furthermore, advertising is required to be undertaken when considering a land use not mentioned in the Scheme and this was undertaken for the required 14 days concluding on the 16 July 2019.

Assessment of this Workforce Accommodation and other works application use was undertaken using the R Codes that consider the character, scale and operation of a proposed residential development. The R Codes assessment has been done for the residential density of R25 in anticipation that Lots 226, 227 and 228 are to be amalgamated as advised by Mr D Verhoogt the Managing Director of Bruce Rock Engineering to the EHO. A planning condition in the Officer's recommendation will require the three Lots mentioned to be amalgamated. The following points list the outcomes of the R Codes assessment for this proposed Workforce Accommodation and other works:

- The R Codes objectives for residential development encourages design consideration of the social and economic opportunities possible from new housing – the proposed Workforce Accommodation and other works will enhance economic opportunity by accommodating employees, and potentially providing associated service activities to contribute to the local economy, create social integration opportunities, and recreational endeavours;
- The R Codes objectives for 'character' is discussed to some length in the Clauses 5 assessments further in this report. Given the nature of the proposed Workforce Accommodation and other works, it is prudent to detail the areas of character that require more detail. The Workforce Accommodation and other works is deemed a suitable development given it is contiguous to 'light industry' zoned land thus ameliorating the aspect of residential land use by the fact that the accommodation is for a workforce servicing the industrial area of the townsite (**Attachments 12.1.1 – E & F**). The proposed Workforce Accommodation and other works will be a workplace and therefore requires, for safety as well as security, lighting to be provided that would be reasonably expected to exceed what a residential dwelling may require or use at night. There is the possibility of light spillage occurring across the property boundary to the south and the east towards the established dwellings on Butcher Street. A condition will be placed in the Officer recommendation requiring an External Lighting Plan being finalised prior to occupation, and implemented to the satisfaction of the Local Government of Bruce Rock;
- The proposed Workforce Accommodation and other works landscaping (detailed below in this report) is intended to augment the amenity of the developed area after the transition from vacant land to residential development. The current streetscape is a mix of vacant land, some dwellings and light industry activity. The proposed Workforce Accommodation and other works is to set an appropriate standard of landscaping taking into account the unique alignment of residential and light industry zone uses in this location;
- R Codes Clause 5.1.1 Site area – Deemed to be compliant;
- R Codes Clause 5.1.2 Street setback – Deemed to be compliant;
- R Codes Clause 5.1.3 Lot boundary setback – Deemed to be compliant;
- R Codes Clause 5.1.4 Open space – Deemed to be compliant;
- R Codes Clause 5.1.5 Communal open space (grouped dwellings only) – Deemed to be compliant;

- R Codes Clause 5.1.6 Building height – Deemed to be compliant;
- R Codes Clause 5.2.3 – Street surveillance – Compliance with design principles;
- R Codes Clause 5.2.3 – Entry Points – Compliance with design principles;
- R Codes Clause 5.2.4 Street walls and fences – Deemed to be compliant;
- R Codes Clause 5.2.5 Sightlines – Deemed to be compliant;
- R Codes Clause 5.3.1 Outdoor living areas – Deemed to be compliant;
- R Codes Clause 5.3.2 Landscaping and Clause 5.3.4 Design of car parking spaces – ‘Landscaping between each six consecutive external car parking spaces to include shade trees’ Compliance with design principles - the deemed provisions for landscaping of the car park will create the issue of restricting further the required car parking spaces. Compliance with design principles is used by retaining the existing tree on the site which is native and established and adds suitable amenity and maintains local sense of place;
- R Codes Clause 5.3.3 Parking – Compliance with design principles required (detailed specific detail required as provided below ‘Concerning Clause 5.3.3’)
- R Codes Clause 5.3.5 Vehicular access – maximum aggregate width greater than 9 meters for the two driveways proposed. Compliance with design principles used given the second driveway is servicing the kitchen loading and service vehicles area and vehicle access safety is required due to the size of food service vehicles servicing the regional areas being larger than typical vehicles found in larger suburban areas. The proposed 6 meter wide driveway is a requirement to accommodate the larger service vehicles;
- R Codes Clause 5.3.9 Stormwater management - Compliance with design principles; due to fact that ground conditions onsite do not permit the effective retention of stormwater on-site due to rock and clay soil types observed during a site inspection. Stormwater will be discharged in compliance with the *Shire of Bruce Rock Animals, Environment and Nuisance Local Law 2016* and subject to a stormwater disposal plan. The townsite of Bruce Rock road infrastructure harvests stormwater into the dams south of this development and is an approved drainage system. A condition will be placed in the Officer’s recommendation requiring a stormwater disposal plan to be provided to the satisfaction of Local Government; and
- R Codes Clause 5.4.4 External facilities – There is no provision for enclosed lockable storeroom in the accommodation units provided. The nature of the accommodation is for a workforce employed to undertake work as and when work contracts arise. The accommodation units provide a ‘bedsit’ arrangement and are not intended for long stays where accumulation of personal items would occur justifying the need for a storeroom. The rooms provided do have cupboard space for use as advised by Mr Damion Verhoogt.

Concerning R Codes Clause 5.3.3 ‘Parking’ that does not comply with the ‘deemed to comply’ provisions the ‘design principles’ are instead applied. Whilst the Workforce Accommodation is for 48 persons, the work can be spread over work shifts as well as dependant on orders received, therefore the workforce number will vary and it is not anticipated to be at 48 persons for a significant period. The onsite parking bays presented in **Attachment 12.1.1 – C**, show a 38 car parking bays, which is 70 percent of what is required for persons staying at the Workforce Accommodation units. It is noted that due to Lot 463 being for solely car parking (with a further three on Lot 228) the requirement for landscaping requires that a tree will need to remain which could affect the final number of bays.

Street parking is available and has been calculated at up to 10 bays at 6 meters length (not including the driveway accesses) along the frontage of Lots 226, 227, 228 and 463. Inclusive of the street parking on the local government-controlled road, this brings the number of car park bays up to a potential 48. The provision of visitor parking needs to be considered also which is best suited to be on the street given the Workforce Accommodation site is deemed a ‘workplace’ despite being residential. The availability of parking located nearby the Workforce Accommodation provided by the employer has potential to compensate for the required parking for maximum demand and is available for accommodated employees’ use. Mr D Verhoogt has advised that at any one-time 33 percent of employees would be ‘on break’ so demand for parking is reduced and this is assuming everyone accommodated has one vehicle each.

It is deemed that the parking arrangements have potential to comply with the available variety of parking options discussed for the proposed Workforce Accommodation inclusive of visitor parking spaces. A



planning condition will be placed in the Officer recommendation requiring the submission of a carpark design prior to the commencement of works to be approved to the satisfaction of the Local Government of Bruce Rock.

**Attachment 12.1.1 – D** provides the detailed R Codes Assessment Checklist covering the Workforce Accommodation and other works that assisted the Officer to undertake the R Codes assessment and contains notations and further details.

Clause 67 of the Regulations set out matters to be considered by the Local Government when considering an application for a development approval. Other relevant matters under Clause 67 not already previously covered above and relevant to this Workforce Accommodation and other works is detailed as follows:

- The Shire of Bruce Rock Local Planning Strategy (Strategy) sets out the vision to make Bruce Rock a sustainable community to meet the needs of current and future generations through integration of economic prosperity. The proposed Workforce Accommodation and other works is the result of economic and commercial drivers requiring specialised accommodation to meet the growing business demands of Bruce Rock Engineering. The Strategy vision remarks that the townsite of Bruce Rock develops as a vibrant key urban centre focusing on development of recreation, commercial and residential activity for which the proposed Workforce Accommodation for up to 48 workforce persons will contribute to that endeavour.

The Strategy contains Objectives that focus on making the Bruce Rock townsite the key living, business and community settlement within the Shire by ensuring sustainable development utilising available land for a wide variety of housing that would include for consideration Workforce Accommodation. Other Objectives are to strengthen and broaden the townsite economic base by providing employment opportunities for the community, which is achieved as Bruce Rock Engineering expands their business and draws in more people to the townsite by being able to provide appropriate and available accommodation. The proposed land for the Workforce Accommodation has been able to be considered as an alternative housing style by the provision of the reticulated sewer provided by the State Government which has been a Strategy 'Action' to assist land owned by the Shire to be developed. The proposed Workforce Accommodation and other works is consistent with the Shire of Bruce Rock Local Planning Strategy;

- State Planning Policy 1 - State Planning Framework (November 2017) provides for the 'Position Statement: Workforce Accommodation' (Position Statement) endorsement. The Position Statement informs that workforce accommodation should be provided in established towns, and integrated with town services, and in the locations suitable to its context, and to facilitate their ongoing sustainability. The proposed Workforce Accommodation and other works is consistent with this Position Statement having considered the suitability of the development site in the context of surrounding existing land uses, access and egress to the site by vehicles and pedestrians, and facility design and use including the availability and access to recreation, entertainment and community services;
- The Shire of Bruce Rock Town Planning Scheme Policy N<sup>o</sup>. 2 Moveable Buildings (Town Policy) is relevant to this Workforce Accommodation and other works as it utilised 'moveable buildings'. The assessment of the Town Policy reveals that the proposed Workforce Accommodation and other works is consistent with the objectives of the Town Policy;
- The adequate provision for landscaping for the Workforce Accommodation and other works given its predominantly transportable nature does need some consideration. Mr D Verhoogt has been invited to look at options to landscape the proposed development in a way to soften the moveable buildings' onsite visual appearances. It is submitted by Mr D Verhoogt that street fencing with vertically arranged railway sleepers that is a common garden landscape feature, interspersed with some corten panels (custom cut and shaped metal sheet with rusted appearance) would be considered. A further landscaping feature where visual observation of the side aspect of the accommodation units and other buildings is possible is to set up alongside decorative feature panels with garden arrangements forming a suitable 'partition' landscaping endeavour. Where existing trees can be retained this will be encouraged. A condition will be placed in the Officer recommendation requiring the provision of landscaping inclusive of suitable fencing and screening to the satisfaction of the Local Government of Bruce Rock to enhance the amenity of the Workforce Accommodation and other works development proposed;
- The social impacts of the Workforce Accommodation operations needs consideration given the capacity for up to 48 persons who fall under the terminology of 'lodgers' due to meals being served and use of the

facilities such as outdoor social and barbecue areas. This Workforce Accommodation and other works is considered a 'workplace' despite being 'residential' in nature which gives an advantage for the implementation of 'rules' which is an acceptable practice for boarding and lodging houses. Mr D Verhoogt has agreed to provide a draft 'rules' document that will be required by Bruce Rock Engineering employees to be understood and signed as part of the employment process to employees. The proposed rules will outline acceptable and unacceptable behaviour and set out the acceptable neighbourly conduct for persons accommodated. A condition will be placed in the Officer recommendation requiring the provision of a rules document to the satisfaction of the Local Government of Bruce Rock to ensure guidance to employees boarding at the Workforce Accommodation and other works' development;

- The Regulations require that an application for a habitable building must be accompanied by a Bushfire Attack Level (BAL) Assessment to comply with the principal objective of State Planning Policy 3.7. The proposed development site for Workforce Accommodation and other works has been determined to have a BAL-12.5. The Australian Standard 3959:2018 states that the bushfire risk for BAL-12.5 is considered low, as there is a risk of ember attack rather than from radiant heat. The BAL assessment was undertaken by Mr Geoffrey Lush of 'Lush Fire and Planning', an accredited Level 2 Practitioner. It is noted the term 'Worker's Accommodation' used in this report is suitable as is defined in Schedule 1 of the Regulations being the Model Scheme Text for existing Schemes before the Regulations came into effect which now refer to 'Workforce Accommodation'; and
- Required public advertising of the development application for the Workforce Accommodation and other works commenced on the 1 July 2019 to persons adjacent to the proposal (letters to owners), on the Shire of Bruce Rock Administration office and outside Notice boards, and on the Shire webpage under 'Public Documents'. Advertising concluded at the close of business hours on 16 July 2019. Any submissions received will be presented to the Council Meeting.

The following Advice Notes will be presented to advise of the requirements under other written law, but not limited to, and is provided in good faith as follows:

1. This development approval decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two-year period, the approval shall lapse and be of no further effect;
2. A Building Permit is required for the approved development, prior to works commencing, in accordance with the *Building Act 2011*. Fees apply;
3. Before a Building Permit can be issued by the Local Government of Bruce Rock, a completed 'application to construct or install an apparatus for the treatment of sewage' in accordance with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* is required to be submitted to the Local Government of Bruce Rock. The application and a report by the Local Government of Bruce Rock Environmental Health Officer will be forwarded to the Department of Health Water Unit who will assess the application and provide comment and/or issue an approval to construct. Fees apply;
4. In relation to Condition 6, lighting is to be designed to mitigate potential impacts on surrounding residential properties. The *Shire of Bruce Rock Animals, Environment and Nuisance Local Law 2016* Part 4 Nuisances and Dangerous Things, Division 1 – Light, can assist in compliance with this Local Law;
5. In relation to Condition 5, the detailed landscaping plan needs to provide for landscaping inclusive of garden features such as fencing and partitions that contribute to improved appearance from Butcher Street road frontage, particularly at the two entries to the development where visual access to the accommodation units could be afforded. With regards to plants, best endeavours should be made to source endemic species and mature plantings locally where possible, rather than replacing them with species that are not of a local type and/or available within the central Wheatbelt region. The Shire of Bruce Rock can assist in identifying species to assist in this endeavour;
6. Under the *Food Act 2008*, food businesses must comply with the Food Standards Code therefore food business registration is required before commencement of the preparation and processing of food at the commercial kitchen for the Workforce Accommodation boarders. An application for 'Registration and Notification of a Food Business' that includes detailed plans of the proposed layout and fit out of the food preparation, processing, and storage inclusive of dry storage and temperature controlled storage, and associated facilities must be submitted to the Local Government of Bruce Rock Environmental Health Officer to undertake the food business registration process;

7. Under the *Shire of Bruce Rock Health Local Law 2016*, the facility must comply with requirements under Part 8 for registration as a Lodging House as required. An application for registration must be submitted to the Local Government of Bruce Rock Environmental Health Officer to undertake the Lodging House registration. Fees apply; and
8. Under the *Health (Public Buildings) Regulations 1992*, the maximum accommodation of areas falling within the definition of a 'Public Building' such as the dining area and patio with barbeque area where it can be reasonable to anticipate the public accessing for social events and the like, the maximum number of persons that may be accommodated needs to be calculated and a certificate of approval (Form 4) outlining these figures issued. A 'Form 1' application for approval should be submitted to the Local Government of Bruce Rock Environmental Health Officer to undertake this procedure as required. Fees apply.

#### **Additional Officers Comment at the Meeting**

*"At the close public comment, there were no written submissions received"*

#### **Consultation**

Mr Darren Mollenoyux, Chief Executive Officer;  
Mr Mark Johnston, Senior Planner, Department of Planning, Lands and Heritage;  
Mrs Rowena O'Brien, Senior Planner, Department of Planning, Lands and Heritage;  
Mr Geoffrey Lush, Lush Fire and Planning;  
Mr Damion Verhoogt, Managing Director, Bruce Rock Engineering  
Mr Brendon Scott, Managing Director, RSA Consulting Engineers;  
Mr Richard Gayler, Gayler Professional Engineering Pty Ltd;  
Mr Alexander Mane, Acting Assistant Manager, Department of Planning, Lands and Heritage;  
Mr Chris Ziatas, Manager, Department of Planning, Lands and Heritage;  
Mr Graham Hayward, Team Leader- Network Expansion Development Services, Water Corporation;  
Mr John Todd, Head of Development Services Assets Planning Group, Water Corporation; and  
Mr Paul Kilpa, Senior Project Manager - Assets Delivery Project Management, Water Corporation;

#### **Statutory Implications**

*Planning and Development Act 2005;*  
*Planning and Development (Local Planning Schemes) Regulations 2015;*  
*Shire of Bruce Rock Local Planning Scheme N°3; and*  
*Shire of Bruce Rock Animals, Environment and Nuisance Local Law 2016*

#### **Policy Implications**

State Planning Policy 3.7 - Planning in Bushfire Prone Areas;  
State Planning Policy N°. 1: State Planning Framework;  
State Planning Policy 3.1 - Residential Design Codes; and  
Shire of Bruce Rock Town Planning Scheme Policy N°. 2 Moveable Buildings

#### **Financial Implications**

Development Application fee of \$960. Building Permit Fee (determined subject to final costs of construction). Food Act 2008 Registration and Notification Fee: \$225 and consequent inspection fees: \$104.50. Lodging house registration fee (per annum): \$104.50. Public Building assessment and Form 4 issue fee not yet allocated in Budget Fees and Charges. Fee for the apparatus for the treatment of sewerage: \$420.

#### **Strategic Implications**

*Shire of Bruce Rock – Strategic Community Plan 2017-2027*

#### **Economy**

Goal	3	Assist the local economy to grow
	3.7	Leverage economic opportunities and developments from successful local businesses
Goal	4	Workers and their families can work and reside in the Shire

- 4.3 Promote existing residential land and plan for future commercial and residential land developments to meet current and future needs; and

Shire of Bruce Rock Local Planning Strategy

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 12.1.1**

**Moved: Cr Kilminster**

**Seconded: Cr Rajagopalan**

**Council grant development approval for ‘Workforce Accommodation and other works’ which includes 12 accommodation units each with four bedrooms with ensuite totalling 48 rooms, one single storey lounge and dining building, one single storey commercial kitchen inclusive of cool room and freezer room, one patio area, one single storey building adjacent to the patio for a barbeque kitchen facility, one single storey laundry and cleaners building, car parking onsite for up to 38 vehicles, kitchen loading and service vehicles area, water storage tank, pathways for access to facilities and accommodation, grassed area, fencing, and two road access crossovers at Lots 226, 227, 228 and 463 Butcher Street, Bruce Rock and subject to the following conditions:**

- 1. This development approval is for a Workforce Accommodation use as defined by the Planning and Development (Local Planning Schemes) Regulations 2019 and for the works shown on the stamped approved plans with application reference number ‘BKE Workforce Accommodation JUNE-2019’ only;**
- 2. Bruce Rock Engineering or a person acting on behalf of Bruce Rock Engineering is to commence within one year of the date of the signed ‘Notice of determination on application for development approval’ to undertake to amalgamate Lots 226 and 227 and 228 into one Lot using a Licensed Land Surveyor, as required, and the due process commenced for the issuing by Landgate of a Certificate of Title for the new single Lot;**
- 3. Stormwater that is intended to be discharged onto any road including Right of Way from Lots 226 and 227 and 228 and 463 or any single Lot being created out of the present three or four Lots will require Bruce Rock Engineering, or a person acting on behalf of Bruce Rock Engineering before the submission of an application for a Building Permit, to provide a stormwater disposal plan with details and calculations to be submitted for approval to the Local Government of Bruce Rock and is to be subsequently implemented, constructed and maintained to the satisfaction of the Local Government of Bruce Rock;**
- 4. Bruce Rock Engineering or a person acting on behalf of Bruce Rock Engineering shall submit a carpark design prior to the commencement of works to be approved to the satisfaction of the Local Government of Bruce Rock that details:**
  - a. A carpark design which complies with Australian Standard AS/NZS 2890.1:2004, covering, but not limited to, aisle widths, circulation areas, driveway/s and points of ingress and egress and signage;**
  - b. A carpark design which complies with AS/NZS 1428 if required;**
  - c. The carpark design needs to cater for anticipated accommodated workforce numbers each day and is to be inclusive of car parking spaces on Lot 463 or the area of Lot 463 in the event of an amalgamation of land, shown on the approved plans;**
  - d. The carpark design needs to show the proposed street parking along the front of Lots 226 and 227 and 228 and 463 being the west side of Butcher Street.**
  - e. The carpark design needs to show designating available car parking spaces to be available for accommodated workers at the Bruce Rock Engineering workplace on Swan Street.**
  - f. The car park design is to detail designated visitor bays; and**

- g. Prior to occupation or use of the approved development for 'Workforce Accommodation and other works' the approved carpark design must be implemented, constructed and thereafter maintained for the life of the development.**
- 5. Bruce Rock Engineering, or a person acting on behalf of Bruce Rock Engineering will prior to the submission of an application for a Building Permit, provide a detailed landscaping plan for the approved development for 'Workforce Accommodation and other works' subject site to be submitted to, and approved, to the satisfaction of the Local Government of Bruce Rock. The landscaping plan is to include details of:**
  - a. the style and finish of the boundary fencing proposed to moderate positively the visual status of the proposed buildings of the Workforce Accommodation and other works;**
  - b. the style and finish of the visual partitions, as required, to shield off the sides of the accommodation units visible from Butcher Street;**
  - c. The location, number and type of any proposed trees and shrubs either in ground or planter boxes and the planting density; and**
  - d. existing vegetation to be retained; and, any proposed verge treatments.**

**The approved landscaping shall be implemented within the first available planting season after the initial occupation of this approved development and maintained thereafter to the satisfaction of the Local Government;**
- 6. Bruce Rock Engineering, or a person acting on behalf of Bruce Rock Engineering shall prior to occupation of the Workforce Accommodation, provide an External Lighting Plan being finalised prior to occupation and implemented to the satisfaction of the Local Government of Bruce Rock; and**
- 7. Bruce Rock Engineering, or a person acting on behalf of Bruce Rock Engineering shall prior to occupation of the Workforce Accommodation, provide a 'rules' document created for persons being accommodated that set out acceptable conduct for the purpose of harmonising the 48-person Workforce Accommodation and other works use within the residential neighbourhood to the satisfaction of the Local Government of Bruce Rock.**

**Advice Notes of requirements under other written laws, but not limited to, and are provided in good faith for the purpose to assist Bruce Rock Engineering or a person acting on behalf of Bruce Rock Engineering as follows:**

- 1. This development approval decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two-year period, the approval shall lapse and be of no further effect;**
- 2. A Building Permit is required for the approved development, prior to works commencing, in accordance with the Building Act 2011. Fees apply;**
- 3. Before a Building Permit can be issued by the Local Government of Bruce Rock, a completed 'application to construct or install an apparatus for the treatment of sewage' in accordance with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 is required to be submitted to the Local Government of Bruce Rock. The application and a report by the Local Government of Bruce Rock Environmental Health Officer will be forwarded to the Department of Health Water Unit who will assess the application and provide comment and/or issue an approval to construct. Fees apply;**
- 4. In relation to Condition 6, lighting is to be designed to mitigate potential impacts on surrounding residential properties. The Shire of Bruce Rock Animals, Environment and Nuisance Local Law 2016 Part 4 Nuisances and Dangerous Things, Division 1 – Light, can assist in compliance with this Local Law;**
- 5. In relation to Condition 5, the detailed landscaping plan needs to provide for landscaping inclusive of garden features such as fencing and partitions that contribute to improved appearance from Butcher Street road frontage, particularly at the two entries to the development where visual access to the accommodation units could be afforded. With regards to plants, best endeavours should be made to source endemic species and mature plantings locally where possible, rather than replacing them with species that are not of a local type and/or available within the central Wheatbelt region. The Shire of Bruce Rock can assist in identifying species to assist in this endeavour;**

- 6. Under the Food Act 2008, food businesses must comply with the Food Standards Code therefore food business registration is required before commencement of the preparation and processing of food at the commercial kitchen for the Workforce Accommodation boarders. An application for 'Registration and Notification of a Food Business' that includes detailed plans of the proposed layout and fit out of the food preparation, processing, and storage inclusive of dry storage and temperature-controlled storage, and associated facilities must be submitted to the Local Government of Bruce Rock Environmental Health Officer to undertake the food business registration process;**
- 7. Under the Shire of Bruce Rock Health Local Law 2016, the facility must comply with requirements under Part 8 for registration as a Lodging House as required. An application for registration must be submitted to the Local Government of Bruce Rock Environmental Health Officer to undertake the Lodging House registration. Fees apply; and**
- 8. Under the Health (Public Buildings) Regulations 1992, the maximum accommodation of areas falling within the definition of a 'Public Building' such as the dining area and patio with barbeque area where it can be reasonable to anticipate the public accessing for social events and the like, the maximum number of persons that may be accommodated needs to be calculated and a certificate of approval (Form 4) outlining these figures issued. A 'Form 1' application for approval should be submitted to the Local Government of Bruce Rock Environmental Health Officer to undertake this procedure as required. Fees apply.**

**Carried 8/0**

**Agenda Reference and Subject:**

**12.1.2** Development Application for a Home Business Studio used for Hairdressing, Photography and Art located on Lot 22384, Yad Yaddin Road Bruce Rock

**File Reference:**

A2594 Loc 22384 Yad Yaddin Road Bruce Rock

**Reporting Officer:**

Julian Goldacre, Environmental Health Officer

**Disclosure of Interest**

President SA Strange - Financial

*President SA Strange declared an interest and left the Council Chambers at 2.38pm.*

*As Deputy President, Cr R Rajagopalan assumed the Chair at 2.38pm.*

**Summary**

Council grant development approval for a home business Studio used for Hairdressing, Photography and Art located on Lot 22384, Yad Yaddin Road, Bruce Rock and subject to one condition. Six advice notes are also provided to assist the applicant.

**Background**

A development application was lodged by the applicant Mrs De-Anne Strange on the 16 June 2019 for the purpose of a studio used for hairdressing and photography and art (**Attachments A & B**). The proposed Studio detailed in Attachment 12.1.2 – B shows an open plan building of 40m<sup>2</sup> with windows and a single door being a moveable building to be placed onsite. The location for the proposed Studio is on Lot 22384 Yad Yaddin Road in the Bruce Rock Shire which is zoned 'Rural' under the *Shire of Bruce Rock Local Planning Scheme N<sup>o</sup>3* (Scheme).

**Comment**

The proposed studio as presented in the development application has been assessed as meeting the definition of a 'home business' as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulation). The zoning Table 1 of the Scheme shows that a home business use within a Rural zoned area is a 'D' use therefore not permitted unless the local government has exercised its discretion by granting development approval. An assessment of this development application has been undertaken and found to comply with and/or align with:

- the aims, and objectives, and land use permissibility of the Scheme;
- the Regulation definition for 'home business' listed in Clause 38 'land use terms used' in Schedule 1, Part 6;
- the Shire of Bruce Rock Town Planning Scheme Policy N<sup>o</sup>. 2 Moveable Buildings; and
- the Strategy Actions of the Shire of Bruce Rock Planning Strategy.

The following Advice Notes will be presented to advise of the requirements under other written law, but not limited to, and is provided in good faith as follows:

1. This development approval decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two-year period, the approval shall lapse and be of no further effect;
2. A Building Permit is required for the approved development, prior to works commencing, in accordance with the *Building Act 2011*. Fees apply;
3. A Certificate of Construction Compliance and a Occupancy Permit may be required dependant on the Building Class assigned pursuant to the *Building Act 2011*;
4. Before a Building Permit can be issued by the Local Government of Bruce Rock, in the event that the proposed studio is to be fitted out with plumbing fixtures and cannot connect to the existing apparatus for the treatment of sewerage, then a completed 'application to construct or install an apparatus for the

treatment of sewage' in accordance with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* is required to be submitted to the Local Government of Bruce Rock. Fees apply;

5. The Studio fit out to accommodate the hairdressing component is required to comply with the *Hairdressing Establishment Regulations 1972* and particular attention is drawn to the requirement of Regulation 7(2) that requires '...any portion of the premises in which hairdressing practices are conducted shall be separated from the rest of the premises by a substantial wall or partition extending from the floor to the ceiling'; and
6. Under the *Health (Public Buildings) Regulations 1992*, the maximum accommodation of areas falling within the definition of a 'Public Building' such as an art gallery and/or exhibition area where it can be reasonable to anticipate the public accessing, the maximum number of persons that may be accommodated needs to be calculated and a certificate of approval (Form 4) outlining these figures issued. A 'Form 1' application for approval should be submitted to the Local Government of Bruce Rock Environmental Health Officer to undertake this procedure as required. Fees apply.

### Consultation

Nil.

### Statutory Implications

*Planning and Development Act 2005;*

*Planning and Development (Local Planning Schemes) Regulations 2015;*

*Shire of Bruce Rock Local Planning Scheme N<sup>o</sup> 3;* and

### Policy Implications

*Shire of Bruce Rock Town Planning Scheme Policy N<sup>o</sup>. 2 Moveable Buildings*

### Financial Implications

Development application fee of \$147. Fee for the application for an apparatus for the treatment of sewerage and permit to use, if required, \$236. Building Permit fee to be determined subject to building costs (percentage of). Occupancy Permit application fee \$105.00, if required.

### Strategic Implications

*Shire of Bruce Rock – Strategic Community Plan 2017-2027*

#### Economy

- |      |     |  |
|------|-----|--|
| Goal | 3   | Assist the local economy to grow   |
|      | 1.7 | Leverage economic opportunities and developments from successful local businesses  |
| Goal | 4   | Workers and their families can work and reside in the Shire  |
|      | 4.3 | Promote existing residential land and plan for future commercial and residential land developments to meet current and future needs; and |

*Shire of Bruce Rock Local Planning Strategy.*

### Voting Requirements

Simple Majority

#### OFFICER RECOMMENDATION AND COUNCIL DECISION

##### Resolution OCM July 19 – 12.1.2

Moved: Cr Dolton

Seconded: Cr Foss

**Council grant development approval for a home business Studio used for Hairdressing, Photography and Art located on Lot 22384, Yad Yaddin Road, Bruce Rock and subject to the following condition:**



1. This development approval is for a home business use as defined by the Planning and Development (Local Planning Schemes) Regulations 2019 and for the works shown on the stamped approved plans with application reference number 'STRANGE-STUDIO-16-6-19 DA' only;

Advice Notes of requirements under other written laws, but not limited to, and is provided in good faith for the purpose to assist Mrs De-Anne Strange is provided as follows:

1. This development approval decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two-year period, the approval shall lapse and be of no further effect;
2. A Building Permit is required for the approved development, prior to works commencing, in accordance with the Building Act 2011. Fees apply;
3. A Certificate of Construction Compliance and a Occupancy Permit may be required dependant on the Building Class assigned pursuant to the Building Act 2011;
4. Before a Building Permit can be issued by the Local Government of Bruce Rock, in the event that the proposed studio is to be fitted out with plumbing fixtures and cannot connect to the existing apparatus for the treatment of sewerage, then a completed 'application to construct or install an apparatus for the treatment of sewage' in accordance with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 is required to be submitted to the Local Government of Bruce Rock. Fees apply;
5. The Studio fit out to accommodate the hairdressing component is required to comply with the Hairdressing Establishment Regulations 1972 and particular attention is drawn to the requirement of Regulation 7(2) that requires '...any portion of the premises in which hairdressing practices are conducted shall be separated from the rest of the premises by a substantial wall or partition extending from the floor to the ceiling'; and
6. Under the Health (Public Buildings) Regulations 1992, the maximum accommodation of areas falling within the definition of a 'Public Building' such as an art gallery and/or exhibition area where it can be reasonable to anticipate the public accessing, the maximum number of persons that may be accommodated needs to be calculated and a certificate of approval (Form 4) outlining these figures issued. A 'Form 1' application for approval should be submitted to the Local Government of Bruce Rock Environmental Health Officer to undertake this procedure as required. Fees apply.

Carried 7/0

*President SA Strange returned to the Council Chambers at 2.40pm and resumed the chair.*

*Mr J Goldacre left the Council Chambers at 2.41pm and did not return.*

*Mr D Mollenoyux left the Council Chambers at 2.42pm.*

*Mr D Mollenoyux returned to the Council Chambers at 2.43pm.*

*Mrs JL Bow entered the Council Chambers at 2.43pm.*

## 12.2 Manager of Works & Services

<b>Agenda Reference and Subject:</b>	<b>12.2.1</b> Works & Services Information Report
<b>File Reference:</b>	
<b>Reporting Officer:</b>	Glenn Casley, Manager of Works & Services
<b>Disclosure of Interest:</b>	Nil

### Town & Gardening Crew

- Main street tidied up
- Footpaths blown free of debris
- Batching plant has had a full tidy up
- Footpath repairs carried out
- Private works - footings and driveway completed
- Shackleton town site slashed and tidied
- 2 Bridge inspections
- Sculpture Park tidied up
- Open drain down slip lane cleaned
- Main Street garden beds weeded
- Street sweeping completed
- New house pad completed, ready for footings
- Rec. Centre garden beds prepared for planting

### Construction Crew

- Maintenance Grading is well underway
- Road patching staff are focusing on the potholes on our sealed road network.
- Spray program has commenced.

### Workshop

- BK04 Ute service
- BK08 Ute service
- BK010 Ute fit two-way radio
- BK409 grader replace blade circle ball stud
- BK377 bus 80 000 km service
- BK2 Hyundai repairs from hitting kangaroo
- BK9354 dolly replace ball race, brake boosters, air hoses and repairs to guards
- BK660 bobcat service
- BK024 truck service, replace rear brake shoes, drums, repack all wheel hubs and replace PTO pump
- BK05 Ute service
- BK510 grader service and replace batteries
- BK505 agi truck replace shute hydraulic valve
- 20 vehicle inspections

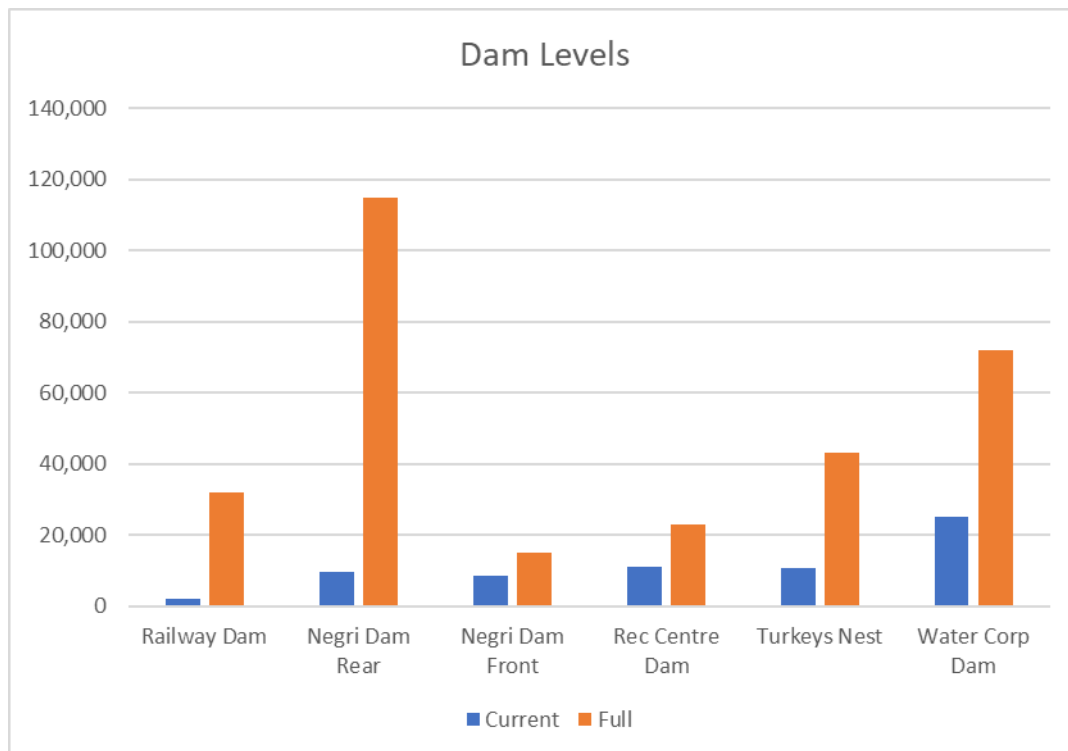
**Recreation Centre**

- Oval Mowed
- Sprayed fungicide on oval
- Hockey field surrounds tidied up
- Recreation Centre surrounds tidied
- Weeds sprayed
- Recreation Centre entrance preparing garden beds
- Curlew Drive entrance garden bed prepared for plants

**Vehicles/Machinery Changeover**

**Dams**

• Dam	• Current	• Capacity
• Railway Dam	• 1,500kl	• 32,000kl full
• Negri Dam Rear	• 9,500kl	• 115000kl full
• Negri Dam Front	• 8,500kl	• 15000kl full
• Rec Centre Dam	• 11,000kl	• 23000kl full
• Turkeys Nest	• 10,500kl	• 43000kl full
• Water Corp Dam	• 25,000kl	• 71808kl full



**Bruce Rock District High School Request for old Street Signs**

The MOWS was approached by the Principal at the School enquiring about the old street plate signs that will be of no further use to the Shire due to the rebranding program. Mrs Yeats would like to know if the Shire would allow the school to have these signs to auction them off as a fundraiser for the school.

**Clearing Permit Process**

At the Council meeting the MOWS will explain to Council the process of applying for a clearing permit through the Department of Water and Environmental Regulation, some of the issues that hold them up for so long and the outcomes.

**Rec. Centre Costings**

The MOWS will have the costings for the meeting. Council and MOWS can walk through prior to lunch to assist to come up with a solution to get the work completed.

**Installation of Speed Humps at Rec. Centre**

There are still quite a few people speeding on the road to the District Club car park, and especially past the Hockey Field there is concern that someone, particularly a child, might be struck by a car. The MOWS would like to install 2 speed humps on this road to slow the traffic down both ways and keep everyone safe. Costings will be provided at the meeting.

**Capital Works Chart**

A chart with the 2018/19 Capital Works costings and actuals is in the Information Bulletin for Council to consider and view the percentages from each job and to compare the actuals are much closer than in past years.

**COUNCIL DECISION**

**Resolution OCM July 19 – 12.2.1**

**Moved: Cr Rajagopalan**

**Seconded: Cr Foss**

**That the Manager of Works and Services Information Report be received.**

**Carried 8/0**

*Mr G Casley left the Council Meeting at 3.07pm and did not return.*

*Council adjourned for afternoon tea at 3.07pm.*

*Council meeting resumed at 3.29pm with all staff and Councillors present.*

### 12.3 Manager of Finance

**Agenda Reference and Subject:**

**12.3.1** Statement of Financial Activity

**File Reference:**

8.2.6.2 Financial Reporting

**Reporting Officer:**

Jennifer Bow, Manager of Finance

**Disclosure of Interest**

Nil

**Summary**

A statement of financial activity must be produced monthly and presented to Council.

**Background**

In accordance with the Local Government Act 1995, a Statement of Financial Activity must be presented to each Council meeting, including a comparison of actual year to date to the budget year to date and variances from it. It must also include explanations of any variances and any other associated information that would be useful for readers of the report.

**Comment**

The financial statements for the month ending 30<sup>th</sup> June 2019 are available on the website for download.

**Consultation**

Chief Executive Officer  
Deputy Chief Executive Officer  
Manager of Finance  
Manager of Works and Services  
Senior Finance Officer and other staff

**Statutory Implications**

r. 34 Local Government (Financial Management) Regulations 1996

**Policy Implications**

Nil

**Financial Implications**

Comparison of actual year to date to the 2018/19 Budget

**Strategic Implications**

*Shire of Bruce Rock – Strategic Community Plan 2017-2027*

**Governance**

Goal 12 Council leads the organisation in a strategic and flexible manner

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 12.3.1**

**Moved: Cr Rajagopalan**

**Seconded: Cr Dolton**

**That the Statements of Financial Activity for the month ending 30<sup>th</sup> June 2019 as presented be received.**  
**Carried 8/0**

**Agenda Reference and Subject:**

**12.3.2** List of Payments

**File Reference:**

8.2.3.3 Accounts Payable (Creditors)

**Reporting Officer:**

Jennifer Bow, Manager of Finance Officer

**Author:**

Mike Darby, Senior Finance Officer

**Disclosure of Interest:**

Nil

**Summary**

List of payments made since the last Ordinary Council Meeting.

**Background**

As the Chief Executive Officer has been delegated the authority to make payments from the municipal and trust funds, a list of payments made is to be presented to Council each month. Also, in accordance with Finance Policy Number 2.3, included is a list of payments made with the CEO's credit card.

**Comment**

Following is a list of payments made from Council's Municipal and Trust Accounts and also payments made with the CEO's credit card for the month of June 2019.

If you have any queries regarding the list of payments, please advise prior to the meeting to enable staff to seek relevant information.

**Consultation**

Nil

**Statutory Implications**

s.6.10 Local Government Act 1995

r.13(1) Local Government (Financial Management) Regulations 1996

**Policy Implications**

Nil

**Financial Implications**

Payments must be made in accordance with 2018/19 Budget

**Strategic Implications**

*Shire of Bruce Rock – Strategic Community Plan 2017-2027*

**Governance**

Goal 12 Council leads the organisation in a strategic and flexible manner

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 12.3.2**

**Moved: Cr Rajagopalan**

**Seconded: Cr Waight**

**That Council endorse the list of payments from the:**

- 1. Municipal Account consisting of;**
  - a. EFT voucher numbers EFT14363 to EFT14465 totalling \$296,974.48**
  - b. Cheque number 23922 to 23931 totalling \$24,902.75**
  - c. Trust Cheques totalling NIL**
  - d. Wages and Superannuation payments totalling \$169,168.11 and**
  - e. Credit Card payments totalling \$720.74**

**With all payments totalling \$491,075.34 for the month of June 2019.**

**Carried 8/0**

**Agenda Reference and Subject:**

**12.3.3** Budget Amendment – Advance Payment for Federal Assistant Grants for 2018/19

**File Reference:**

8.2.7.1 Annual Budget

**Reporting Officer:**

Jennifer Bow, Manager of Finance

**Disclosure of Interest**

Nil

**Summary**

To amend the 2018-19 Budget to reflect the advance payment of \$1,260,574 received from the Western Australian Local Government Grants Commission in June 2019.

**Background**

The Western Australian Local Government Grants Commission (WALGGC) advised that the Commonwealth Government will be making an advance payment of the Federal Assistance Grants (FAGS) in late June 2019.

**Comment**

A budget amendment is required to reflect the advance payment of \$1,260,574 received from the WALGGC in June 2019. It is important to note that these payments do not reflect 50% of the 2019/20 grant allocation. The advance payment was calculated using data from the 2018/19 payments.

There will still be four quarterly payments in 2019/20 however the total payment will be reduced by the advance payment. Council are able to spend these funds in 2018/19 if budgeted for, however it is foreseen that the bulk of the advance payment will be carried forward for the 2019/20 Budget.

The amendments will be to the following general ledger accounts;

032300 – WALGGC – Local Roads Grant (FAGS)

032301 – Grants Commission Grant

**Consultation**

CEO, DCEO & MOF

**Statutory Implications**

Part 6 of the Local Government Act 1995 and accompanying regulations.

**Policy Implications**

Nil

**Financial Implications**

An increase to the income received for 2018/19.

**Strategic Implications**

Shire of Bruce Rock Strategic Community Plan 2017-2027

Shire of Bruce Rock Strategic Resource Plan 2018-2033

Shire of Bruce Rock Corporate Business Plan 2018/19 – 2012/22

The budget was compiled with all four priority areas of the Strategic Community Plan including the Strategic Resource Plan and the Corporate Business Plan.



**Voting Requirements**

Absolute Majority

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 12.3.3**

**Moved: Cr Dolton**

**Seconded: Cr Rajagopalan**

**That Council resolves to amend the 2018/19 budget to reflect the increase in funding received from the Western Australian Local Government Grants Commission by the advance payment scheduled to be received in June 2018 and amend the following accounts;**

**i. GL – 032300 - WALGGC – Local Roads Grant (FAGS) - \$ 427,085**

**ii. GL – 032301 – Grants Commission Grant - \$ 833,489**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

*Mrs JL Bow left the Council Chambers at 3.41pm.*

**Agenda Reference and Subject:**

**12.3.4** Draft 2019/20 Budget

**File Reference:**

8.2.7.1 Annual Budget

**Reporting Officer:**

Jennifer Bow, Manager of Finance

**Disclosure of Interest**

Nil

**Summary**

To review the draft 2019/20 Annual Budget.

**Background**

Section 6.2 of the Local Government Act 1995 instructs that Council must prepare an annual budget for each financial year, in the manner and form prescribed.

**Comment**

The draft budget for 2019/20 will be presented to the Council meeting for consideration.

A full budget will be presented to Council at a later date for adoption.

Minor changes may still be required to the budget following a more accurate estimation of Council's surplus as at 30th June 2019.

**Consultation**

CEO, DCEO, MOF, MOWS, EHO

**Statutory Implications**

The 2019-20 Annual Budget will have to be completed in compliance with the section 6.2 of the Local Government Act 1995 and sections 22 to 32 of the Local Government (Financial Management) Regulations 1996.

**Policy Implications**

Nil

**Financial Implications**

The 2019/20 Annual Budget provides the direction for expenditure during the next financial year. This is a cash budget at this stage.

**Strategic Implications**

The draft budget has been compiled considering the Strategic Community Plan 2017-2027.

*Shire of Bruce Rock Strategic Community Plan 2013-2023*

**Governance**

Goal 12 Council leads the organisation in a strategic and flexible manner

**Voting Requirements** Simple Majority

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 12.3.4**

**Moved: Cr Dolton**

**Seconded: Cr Kilminster**

- 1. That Council endorse the 2019/20 Draft Budget as presented, with amendment to include the reseal of the Bruce Rock East Road under the Roads to Recovery Program.**
- 2. That a Special Meeting of Council be held on Monday 29 July 2019 at 6.00pm to adopt the 2019/2020 Budget.**

**Carried 8/0**

## 12.4 Deputy Chief Executive Officer

### Agenda Reference and Subject:

**12.4.1** Shire President Stamp

### File Reference:

### Reporting Officer:

Alan O’Toole, Deputy Chief Executive Officer

### Author:

Melissa Schilling, Executive Assistant

### Disclosure of Interest

Nil

### Summary

Use of Shire President Stamp in June 2019.

### Background

Nil

### Comment

As per Council’s policy, the Shire President Stamp has been used during the month of June 2019 as follows:

- Tourism MOU Agreement – CRC and Shire of Bruce Rock

### Consultation

Nil

### Statutory Implications

Council Policy

### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

*Shire of Bruce Rock Strategic Community Plan 2017-2027*

### Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

### Voting Requirements

Simple Majority

### OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM July 19 – 12.4.1

Moved: Cr Rajagopalan

Seconded: Cr Waight

That Council endorse the use of the Shire President Stamp during June 2019.

Carried 8/0

**Agenda Reference and Subject:**

**12.4.2** Shire Seal

**File Reference:**

**Reporting Officer:**

Alan O’Toole, Deputy Chief Executive Officer

**Author:**

Melissa Schilling, Executive Assistant

**Disclosure of Interest**

Nil

**Summary**

Use of Shire Seal in June 2019.

**Background**

Nil

**Comment**

As per Council’s policy, the Shire Seal has been used during the month of June 2019 as follows:

- Proposed Sale of Lot 56 & 57 Butcher Street (CEACA ILU’s)
- Proposed Sale of Land 26,27 & 28 Butcher Street (CEACA ILU’s)

**Consultation**

Nil

**Statutory Implications**

Council Policy

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Corporate Governance

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 12.4.2**

**Moved: Cr Waight**

**Seconded: Cr Dolton**

**That Council endorse the use of the Shire Seal during June 2019**

**Carried 8/0**

**12.5 Chief Executive Officer**

<b>Agenda Reference and Subject:</b>	<b>12.5.1</b> WALGA Annual General Meeting Motions
<b>File Reference:</b>	1.6.5.5 General Correspondence WALGA
<b>Reporting Officer:</b>	Darren Mollenoyux, Chief Executive Officer
<b>Disclosure of Interest</b>	Nil

**Summary**

Council needs to determine its position on the motions put forward for the 2019 WALGA Annual General Meeting.

**Background**

Council has received the agenda for the WALGA Annual General Meeting to be held on Wednesday 7<sup>th</sup> August 2019. Council has already appointed Cr Strange and Cr Rajagopalan as voting delegates and this item will assist in providing them with direction whilst voting at the meeting.

**Comment**

Council direction is sought on the following items, the CEO has provided a brief comment and proposed response on each item:

3.1 Coastal Erosion

*This item is based around seeking that WALGA advocate for more resources to Coastal Councils to manage coastal hazards and that an Intergovernmental Agreement be developed to facilitate a coordinated approach to coastal issues. Whilst this has no direct impact it is a logical approach.*

**Support**

3.2 Department of Housing Leasing Residential Properties to Charitable Organisations

*The Department of Housing policy and practice to lease housing assets to not for profit organisations is eroding Local Government's rate base. Council has not been impacted by this policy to date but it is policy that should be ceased and may impact Council in the future.*

**Support**

3.3 Motorist Taxation Revenue and Spending in WA

*This item should be supported as it is seeking to have a fair distribution of funding from motorists' taxation to maintenance, congestion and road safety.*

**Support**

3.4 Biosecurity Groups

*The recommendation is that WALGA revokes its current policy position of not supporting the establishment and operations of Recognised Biosecurity Groups (RBGs) and that the decision on whether to support RBGs is to rest with individual Local Governments.*

*The Minister for Agriculture has indicated that the review of the Biosecurity and Agriculture Management Act (2007) will occur in the second quarter of 2020.*

*It is envisaged that the current Policy Position will be reviewed in response to any proposed changes to the Act. The policy review will include the provision of a discussion paper on any potential changes to the Act, and a series of workshops for members across the State in order for members, the WALGA zones, and ultimately State Council, to make their respective determinations.*

**Support**

3.5 WALGA Members Support for Waste to Energy

*The recommendation is that WALGA continue to support Western Australia's Waste Avoidance and Resource Recovery Strategy 2030 and seek firm commitments from the State Government about how the waste avoidance, resource recovery and diversion from landfill targets will be achieved, including local options for reprocessing, recycling and waste to energy.*

*In particular these commitments should clearly indicate how the State Government will cease the proliferation of landfills in the non-metropolitan areas which are predominantly taking metropolitan waste or waste generated elsewhere in the state including mining and construction camps. These commitments should encourage alternative options and outline what incentives the Government will put in place to reduce, and eventually eliminate, our reliance on landfill.*

**Support**

3.6 Membership of Development Assessment Panels (DAP)

*DAP includes 3 experts and 2 elected members, which is considered by DoPLH as a balanced decision-making framework. The submitting Local Government believes there is a need to strengthen transparency and increase public respect for the DAP process. The submitting Local Government is proposing that WALGA advocate for increasing local government membership on DAP.*

*To date the Shire of Bruce Rock has not had to be involved in a Development Assessment Panel for any decisions. Concern in relation to the paperwork and training that may be required for additional Council members for a matter that is not likely to be dealt with at our Council. There is concern that increasing membership may not be of benefit to our Council.*

**Not Support**

3.7 Review of the Mining Act 1978

*The Shire of Dundas requests that FIFO and DIDO be limited in a reviewed Mining Act, similar to the Stronger Resource Communities Act in Qld. They are seeking that an MOU with Councils is addressed as a compulsory part of the mining application process and that the MOU forms part of the Audit process of the relevant Local Government.*

*Whilst the Shire of Bruce Rock is not currently impacted by this, it should be considered as it impacts regional local governments and its communities.*

**Support**

3.8 Financial Assistance Grant

*The motion put is that WALGA requests the Hon. Minister of Local Government and Communities David Templeman to assist all Local Governments to Lobby the Federal Government to retain the Financial Assistance Grant at one percent of the of Commonwealth Taxation Revenue.*

**Support**

3.9 Third Party Appeal Rights

*The City of Bayswater is requesting:*

- 1. That there be an amendment to the Third-Party Appeals Process Preferred Model, being that third parties in addition to Local Governments are able to make an appeal.*
- 2. That there be an amendment to the Third-Party Appeals Process Preferred Model, being that third parties are able to appeal decisions made by the Western Australian Planning Commission and the State Administrative Tribunal, in addition to Development Assessment Panels.*

*The Shire of Bruce Rock has not been involved in this process and has no precedent or experience in this area.*

**Delegates to consider based on views of Council and the debate put forward at the AGM**

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<b>Consultation</b>	Nil
<b>Statutory Implications</b>	Nil
<b>Policy Implications</b>	Nil
<b>Financial Implications</b>	Nil

**Strategic Implications**

Shire of Bruce Rock – Strategic Community Plan 2017-2027

**Governance**

- Goal 10 Our organisation is well positioned and has capacity for the future  
Goal 12 Council leads the organisation in a strategic and flexible manner

**Voting Requirements** Simple Majority

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM June 19 – 12.5.1**

**Moved: Cr Dolton**

**Seconded: Cr Foss**

**That Council consider the motions for the WALGA Annual General Meeting to be held on the 7th August 2019 and provide guidance to the voting delegates.**

**Carried 8/0**



**13. New Business of an urgent nature introduced by discussion of the meeting**

Cr Rajagopalan thanked his fellow team members, Councillors and the Bruce Rock Community for the support and fundraising efforts for the Stair Climb for MS.

Cr Foss advised that the Bruce Rock Swimming Club just missed out on the Aus Swim club of the year, second to Busselton.

**14. Confidential Items**

**15. Confirmation and receipt of Information Bulletins.**

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 15.1**

**Moved: Cr Crooks**

**Seconded: Cr Kilminster**

**That Information Bulletin 1 be received.**

**Carried 8/0**

**OFFICER RECOMMENDATION AND COUNCIL DECISION**

**Resolution OCM July 19 – 15.2**

**Moved: Cr Rajagopalan**

**Seconded: Cr Waight**

**That Information Bulletin 2 be received.**

**Carried 8/0**

**16. Closure of Meeting.**

The Shire President, Stephen Strange thanked everyone for their attendance and declared the meeting closed at 5.14pm.

These minutes were confirmed at a meeting on 15 August 2019.

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Cr Stephen Strange  
Shire President  
15 August 2019