



Agenda

Ordinary Council Meeting
Wednesday 15 May 2024

Date	Wednesday 15 May 2024
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 10 May 2024



Notice of Meeting

Please be informed an Ordinary Council Meeting of the Council of the Shire of Wickepin will be held at 3:30pm on Wednesday 15 May 2024 at the Shire of Wickepin Council Chambers, 77 Wogolin Road, Wickepin WA 6370.

A handwritten signature in black ink, appearing to read "K Bartley".

Kellie Bartley
Chief Executive Officer

10 May 2024

Disclaimer

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In particular, and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member, employee or representative of the Shire of Wickepin during the course of any meeting is not intended to be, and is not to be, taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns anyone who has an application lodged with the Shire of Wickepin must obtain, and only should rely on, written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.

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1 Declaration of Opening

The Presiding Member declared the meeting open at [time].

2 Attendance

2.1 Present

Councillors

J Russell	Councillor
W Astbury	Councillor
T Miller	Councillor
F Allan	Councillor
L Corke	Councillor
J Mearns	Councillor
P Thompson	Councillor

Employees

K Bartley	Chief Executive Officer
E Clement	Deputy Chief Executive Officer
G Hedditch	Manager Works & Services
L Marchei	Executive Support Officer

3 Public Question Time

3.1 Responses to Previous Public Questions Taken On Notice

3.2 Public Question Time

[Public Question Time]

4 Apologies and Leave of Absence

4.1 Apologies

4.2 Previously Approved Leave of Absence

4.3 Requests for Leave of Absence

[Request for leave of Absence]

5 Petitions, Memorials and Deputations

5.1 Petitions

Nil

5.2 Memorials

Nil

5.3 Deputations

6 Declarations of Councillors and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

7 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Council Meeting held Wednesday 17 April 2024

Officer Recommendation

That Council confirm the minutes of the Ordinary Council Meeting held on Wednesday 17 April 2024, as included in Attachment 7.1.1, as a true and accurate record.

8 Status Report

Key

○ = in progress ✓ = completed ✕ =superseded

Item	Subject	Council Decision	Status	Action
1104-190820-11	Albert Facey Homestead Committee Recommendations	An inventory of all public artefacts and donations within the Shire is to be completed.	○	Commenced, not yet complete. Chief Executive Officer has contacted the Committee regarding progress of the project.
1161-150921-13	Townscape and Cultural Planning Committee Recommendations	That the current Wogolin Road Information Board not be re-sited and that a new board be redesigned.	○	Commenced, researching digital signage. Chief Executive Officer has contacted the Committee regarding progress of the project.
OCM-231213-04	Public Transport Authority – Draft Lease Template	That Council re-submit request to the Public Transport Authority to purchase railway reserve land south of the railway line.	○	Re-submitted and awaiting response.
OCM-210224-07	Proposed Fencing Law	<p>That Council:</p> <p>1. In accordance with section 3.12(3)(a) of the Local Government Act 1995, gives local public notice stating that it proposes to make a Fencing Local Law 2024, a summary of its purpose and effect being:</p> <p><u>Purpose</u> The purpose of this local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district.</p> <p><u>Effect</u> The effect of this local law is to establish the minimum requirements for fencing within the district.</p> <p>2. Notes that:</p>	○	Consultation period has commenced – closes 3 May 2024. Agenda item presented today for decision.

Item	Subject	Council Decision	Status	Action
		<p>a) Copies of the proposed Fencing Local Law 2024 may be inspected at the Shire's offices and will be made available on the Shire's website;</p> <p>b) Submissions regarding the proposed Fencing Local Law 2024 may be made to the Shire within a period of not more than 6 weeks after the public notice is given;</p> <p>c) In accordance with section 3.12(3)(b) of the Local Government Act 1995, as soon as the notice is given, a copy of the proposed Fencing Local Law 2024 will be provided to the Minister for Local Government; and</p> <p>d) In accordance with section 3.12(3) (c) of the Local Government Act 1995, a copy of the proposed Fencing Local Law 2024 will be supplied to any person requesting it.</p> <p>3. Notes that all submissions received will be presented to Council for consideration.</p>		
OCM-210224-08	Proposed Parking and Parking Facilities Local Law	<p>That Council:</p> <p>1. In accordance with section 3.12(3)(a) of the Local Government Act 1995, gives local public notice stating that it proposes to make a Parking and Parking Facilities Local Law 2024, a summary of its purpose and effect being: <u>Purpose</u></p>	○	<p>Consultation period has commenced – closes 3 May 2024. Agenda Item presented for consideration.</p>

Item	Subject	Council Decision	Status	Action
		<p>The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.</p> <p><u>Effect</u></p> <p>The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.</p> <p>2. Notes that:</p> <p>a) Copies of the proposed Parking and Parking Facilities Local Law 2024 may be inspected at the Shire’s offices and will be made available on the Shire’s website;</p> <p>b) Submissions regarding the proposed Parking and Parking Facilities Local Law 2024 may be made to the Shire within a period of not more than 6 weeks after the public notice is given;</p> <p>c) In accordance with section 3.12(3)(b) of the Local Government Act 1995, as soon as the notice is given, a copy of the proposed Parking and Parking Facilities Local Law 2024 will be provided to the Minister for Local Government; and</p>		

Item	Subject	Council Decision	Status	Action
		<p>d) In accordance with section 3.12(3)(c) of the Local Government Act 1995, a copy of the proposed Parking and Parking Facilities Local Law 2024 will be supplied to any person requesting it.</p> <p>3. Notes that all submissions received will be presented to Council for consideration.</p>		
OCM-210224-09	Consideration of Motion from 2024 Annual General Meeting of Electors – Annual Australia Day Event	<p>1. That Council commit to having an annual Australia Day event, either Shire managed or via a local community group with funding of the event by Council.</p> <p>2. That consideration/planning for the 2025 Australia Day event be scheduled to commence in July 2024 via discussion at that month's Forum.</p>	○	To be discussed at July Forum.
OCM-200324-12	Club Nights Light Program Grant Application – Wickepin Tennis Club	<p>1. That Council approve the submission of the Club Night Lights Program (CNLP) grant application by the Wickepin Tennis Club for upgrade of lighting at the tennis courts.</p> <p>2. The Council advises the Department of Local Government, Sport and Cultural Industries that Council ranks this grant application as Priority 1 of 1 for the current CNLP funding round for this Shire.</p> <p>3. That Council, in the event the application is successful, commits to funding its financial contribution (\$5,750 cash, \$4,016 in-kind) in the 2024/25 budget with</p>	○	Submitted

Item	Subject	Council Decision	Status	Action
		the cash component being funded from the 2024/25 community grants allocation.		
OCM-200324-13	Final Adoption Scheme Amendment No. 3 – Lot 7 (No. 56) Fisher Street, Wickepin	<p>That with respect to the proposed Scheme Amendment No. 3 at Lot 7 (No.56) Fisher Street, Wickepin, to rezone the land from “Recreation and Open Space” reserve to “Residential” zone with a density coding of R10, Council:</p> <ol style="list-style-type: none"> 1. Pursuant to Section 50(2) & (3)(a) of the Planning and Development (Local Planning Schemes) Regulations 2015, support the Standard Scheme Amendment No.3 without modifications to the Shire of Wickepin Local Planning Scheme No. 4 for final approval by: <ol style="list-style-type: none"> a. Amending the classification of Lot 7 on Deposited Plan189958 (No. 56) Fisher Street, Wickepin from ‘Recreation and Open Space’ reserve to ‘Residential’ zone with a density coding of R10. b. Amending the Scheme Map accordingly. 2. Authorise the Chief Executive Officer and President to endorse the amendment documentation for final approval and affix the Shire of Wickepin common seal. 3. Advise those persons who lodged submissions of the outcome. 4. Forward the endorsed scheme amendment 	○	In Progress

Item	Subject	Council Decision	Status	Action
		documentation to the Western Australian Planning Commission for its determination. 5. Write to the property owner advising of the potential spray drift from the agricultural property to the east.		
OCM-170424-06	Appointment of Bush Fire Related Officers 2024/2025	That Council, in relation to the appointment of Bush Fire Related Officers for 2024/2025 – 1. Pursuant to Section 38 of the Bush Fires Act 1954, appoints – • T Leeson as the Chief Bush Fire Control Officer, • L Lansdell as the Deputy Chief Bush Fire Control Officer, • P Russell, D White, G McDougall, W Astbury, J Hamilton, T Leeson, D Stacey, R Butler, L Lansdell, T Mullan, T Russell, and C Sims as a Fire Control Officer / Bush Fire Radio Operator / Fire Weather Instrument Officer, and • W Astbury and D White as a Clover Burning Permit Issuing Officer, 2. Pursuant to Section 40 of the Bush Fires Act 1954, requests the following Shires appoint the following persons as Dual Fire Control Officers – • Shire of Corrigin D Stacey and J Hamilton	○	In progress pending DFES final process.

Item	Subject	Council Decision	Status	Action
		<ul style="list-style-type: none"> • Shire of Narrogin T Leeson, L Lansdell and P Russell • Shire of Cuballing T Leeson, R Butler and L Lansdell • Shire of Dumbleyung G McDougall and W Astbury • Shire of Wagin L Lansdell and D White • Shire of Pingelly R Butler and J Hamilton • Shire of Kulin W Astbury, D Stacey and T Mullan 		
OCM-170424-07	Dual Fire Control Officers	That Council appoint the following Dual Fire Control Officers for the Shire of Wickepin from adjoining Shire for the 2024/2025 Bush Fire Season: Shire of Corrigin Craig Jespersen & Joel Bell	✓	Completed.
OCM-170424-08	District Fire Break Notice Approval 2024/2025	That Council, pursuant to clause 14.1(i) of the Shire of Wickepin Local Laws relating to Standing Orders 1998, request that the District Fire Break Notice for 2024/2025 and pursuant to Section 33 of the Bush Fires Act 1954, lie on the table with the reason to seek clarification over the fencing clearing requirements. REASON: To seek further clarification on fencing requirements.	○	Item laid on table and is being represented to Council May 2024.
OCM-170424-10	Local Emergency Management Committee Review – Combined Shires	Recommendation 1 That Council may resolve to seek a variation to separate from the combined	○	In progress, meeting to be held Monday 13 May 2024 for next step. CEO has been in contact with DFES,

Item	Subject	Council Decision	Status	Action
	Wickepin, Cuballing and Narrogin	LEMC with the Shire of Cuballing, seeking to stand alone and conduct the LEMC with the Shire of Wickepin only. Recommendation 2 That Council authorises the Shire President and Chief Executive Officer to proceed to engage and seek the opportunities to apply for a Community Emergency Services Manager for the Shire of Wickepin and surrounding local governments that may have interest.		DEMC for requirements and advised by CEO's of Narrogin and Cuballing of outcomes.

Where a resolution is formal, procedural or lost it has not been recorded e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc.

9 Motions of Which Notice Has Been Given

10 Receipt of Committee Minutes or Reports and Consideration of Recommendations

11 President's Report

To be tabled.

12 Report by the Chief Executive Officer

To be tabled.

Delegations exercised –

No.	Delegation Name	Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation	CEO	Payment of Accounts Refer to FM report item. 14.1 List of Accounts		CEO, DCEO.
A2	Septic Tank Application Approvals	EHO			
A3	Building Approvals	BO			
A4	Road Side Advertising	CEO			
A5	Application for Planning Consent	CEO			
A6	Appointment and Termination of Staff	CEO			
A7	Rates Recovery – Instalment Payments	CEO			
A8	Issue of Orders	CEO			
A9	Legal Advice	CEO			
A10	Permits to Use Explosives	CEO			
A11	Street Stalls	CEO			
A12	Liquor Consumption on Shire Owned Property	CEO	Facey Group	05/05/24	
A13	Hire of Community Halls / Community Centre	CEO	Facey Group Yealering PS T Higginson – Winter Weekend	09/05/24 29/04/24 19/04/24	
A14	The Food Act 2008 and the Food Regulations 2009	CEO	Wickepin Arts & Craft Primal Alternative Wickepin Ladies Hockey Club	08/05/24 08/05/24 08/05/24	
A15	The Public Health Act 2016	CEO			
A16	Sponsorship, contributions and donations to sporting and community groups	CEO			

13 Notices of Motions for the Following Meeting

Nil.

14 Reports and Information

14.1 Monthly Schedule of Accounts Paid – April 2024

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	10 April 2024
Attachments	14.1.1 - Monthly Schedule of Accounts Paid – April 2024

Summary

Council is required to have a Schedule of Accounts Paid produced each month containing relevant information, as legislated.

The purpose of this report is to present the –

- Schedule of Creditor Accounts Paid, including Corporate Credit Card Reconciliations, for April 2024

Council is requested to confirm the Monthly Schedule of Accounts Paid, as included in the attachments.

Background

The *Local Government (Financial Management) Regulations 1996* requires Shire officers to, monthly and within a prescribed timeframe, prepare a schedule of payments made from the Municipal Fund and the Trust Fund and present this to Council for confirmation.

Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and this is attached.

The schedule of accounts, covering vouchers as listed below, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

For the month under review the following summarised details are presented –

Municipal Fund	Vouchers	Amounts
Electronic Funds Transfer	EFT14447 - 14520	\$ 549,614.62
Cheques	15927 - 15930	\$ 37,142.66
Direct Deductions	April 2024	\$ 1,095.05
Superannuation	April 2024	\$ 15,348.12
Credit Card	April 2024	\$ 0
BPay Payments	April 2024	\$ 3,568.44
Payroll	April 2024	\$ 100,154.00
Licensing	April 2024	\$ 23,387.63
Municipal Fund Total	April 2024	\$ 730,310.52
Trust Fund		
Electronic Funds Transfer		\$ 0
Cheques		\$ 0
Trust Fund Total		\$ 0
Total		\$ 730,310.52

Statutory Environment

Local Government (Financial Management) Regulations 1996 – Regulation 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

Where the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing details for each account paid.

This list is to be presented to the council at the next ordinary meeting of the council and recorded in the minutes.

Policy Implications

Council Policy 3.1.7 – EFT Payment and Cheque Issue

Council has authorised the Chief Executive Officer to make payments from the municipal fund and the trust fund.

Financial Implications

Current Financial Year

Payments included on the Schedule of Accounts Paid have been undertaken in accordance with appropriate processes and the Annual Budget.

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$730,310.52 for April 2024.

14.2 Statement of Financial Activity – April 2024

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	FM.FR.1212
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	8 May 2024
Attachments	14.2.1 - Statement of Financial Activity – April 2024

Summary

Council is required to have a Statement of Financial Activity produced each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the period ended April 2024.

Council is requested to accept the Statement of Financial Activity.

Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare financial reports covering prescribed information and present these to Council.

Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements, and this is attached.

Statutory Environment

Local Government Act 1995 – Section 6.4 Financial report

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

Local Government (Financial Management) Regulations 1996 – Regulation 34 Financial activity statement required each month (Act s. 6.4)

Shire officers are to prepare each month a statement of financial activity reporting on revenue and expenditure as set out in the annual budget. Each statement of financial activity is to be accompanied by information explaining the composition of net assets less committed and restricted assets, any material variances and any other supporting information considered relevant.

Policy Implications

Council Policy 3.1.14.2 – Monthly Financial Reporting

The Chief Executive Officer shall ensure a monthly statement of financial activity complies with all aspects of the Act and *Local Government (Financial Management) Regulations 1996*.

Financial Implications

Current Financial Year

Commentary on the current financial position is outlined within the body of the attached reports.

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for the period ending April 2024, as included in the attachments.

14.3 10 Year Plant Replacement Program

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	Shire of Wickepin
File Reference	PS.MAI.2113/FM.BU.1209
Author/s	Kellie Bartley – Chief Executive Officer Graeme Hedditch – Manager Works & Services
Interest Disclosures	The author/s have no financial, proximity or impartiality interests in this item.
Report Written Date	28 April 2024
Attachments	14.3.1 - Draft 10 Year Plant Replacement Program

Summary

This report is for Council to consider a draft 10 Year Plant Replacement Program for the 2024/2025 financial year.

Background

The Plant Replacement Program aims to address the need for ongoing optimisation of plant operations, the reduction of changeover costs, minimisation of downtime, and plant repair expenses in a financial responsibility and sustainable manner. The Shire of Wickepin has continued to manage and keep the current plant replacement program to a standard that it meets the operational requirements for the Shire.

Comments

While the plant replacement program serves as a long-term guide for the Council's intentions, annual budget decisions may still be made based on condition and serviceability of individual plant. The proposed plan includes estimated of changeover costs and considers trade-in values. All costs are presented in current dollars, without considering inflation, interest or increases in the Council's rate income.

In the 2023/2024 financial year the Shire purchased a new loader and mower along with the changeover of 2 light vehicles. The draft plan for consideration includes the purchase of a 6 wheel tip truck, replacement of 3 light vehicles, and consideration of the Community Bus. Shire Officers will consider grant opportunities for the replacement of the Community Bus.

The replacement of the Facey Group vehicle has been moved into the following financial year due to the memorandum of understanding in current review. The current vehicle has reasonable low kilometres and further consideration is required for the best possible outcome with the vehicle and changeover options.

Council anticipates to allocate \$400,000 into the plant reserve however this may change pending the review of the draft 2024/2025 Annual Budget.

The draft 10 Year Plant Replacement Program is contained in **Attachment 14.3.1**.

Statutory Environment

The development and adoption of the 10 Year Plant Replacement program forms a component of the Council obligation to produce a plan for the future under Section 5.56 (1) of the *Local Government Act 1995*.

Policy Implications

Council Policy 3.1.12 – Deprecation of Fixed Assets provide clear parameters in relation to the depreciation of fixed assets which includes the Plant and Equipment for both heavy and light vehicles.

Council Policy 6.2.5 – Community Bus use, clause 6.2.5.5 – Replacement, refers to the 10 Year Plant Replacement Program and for consideration in this draft 2024/2025 Annual Budget.

Council Policy 9.3.2 – Facey Group Vehicle – there is current provisions in the MOU for the Shire to consider a vehicle.

Financial Implications

The funds associated with the projected vehicle purchases are to be taken into account in the draft 2024/2025 Annual Budget. The Council has provisions in the Plant Reserve should funding be required and will be further considered through budget deliberations. Current Plant Reserve total is \$690,998 as at 31 March 2024.

The Shire will seek grant funding with regards to the Community Bus. Also reviewing the opportunities to expand the use of the bus with consideration of Access and Inclusion for community members, groups and agencies.

Strategic Implications

Goal - Infrastructure

Objective: 1 Roads are the key economic drive across the Shire.

Strategy: 1.3 Plant and equipment maintenance and replacement is planned.

Voting Requirement

Simple Majority

Officer Recommendation

That Council adopts the draft 10 Year Plant Replacement Program as contained in **Attachment 14.3.1** for the 2024/2025 financial year.

14.4 New Policy – Disposal of Property (Other than Land) & New Delegation – A18 – Disposal of Property

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	CM.POL.403
Author	Kellie Bartley – Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	1 May 2024
Attachments	14.4.1 - Draft Disposal of Property (Other than Land) Policy 14.4.2 - New Delegation – A18 - Disposal of Property

Summary

The purpose of this report is to recommend to Council to adopt new Council Policy – Disposal of Property (Other than Land) and New Delegation – A18 – Disposal of Property, for the purpose of disposal of assets that the Shire of Wickepin may dispose, sell or donate.

Background

The Shire of Wickepin require to dispose of assets at any given time. There is a number of small minor assets that the Shire now has become available and requires to dispose of these in the manner that meets any legislative requirements.

On review of operational matters associated with the current plant and equipment that is due for replacement, Council does not currently have a policy to define the guidelines or a delegation for the Chief Executive Officer to support the process.

Comments

These two documents will allow for the Chief Executive Officer (CEO) and staff to operate within legislative requirements and be able to dispose, sell or donate minor assets and other assets within the thresholds listed. The policy will provide for best practices approach to procurement and disposals by providing a transparent, equitable and competitive purchasing and disposal practices.

The delegation provides the authority for the CEO and staff members to proceed without the requirement to advise Council on disposal of property under \$20,000.

The Officer's recommendation is to support Council to endorse the new Council Policy – Disposal of Property (Other than Land) and the new Delegation – A18 – Disposal of Property. The policy and delegation are contained in **Attachment 14.4.1** and **Attachment 14.4.2**.

Statutory Environment

Section 2.7 of the *Local Government Act 1995*, states:

2.7. Role of council

(1) *The council —*

- (a) *governs the local government's affairs; and*
- (b) *is responsible for the performance of the local government's functions.*

(2) *Without limiting subsection (1), the council is to —*

- (a) *oversee the allocation of the local government's finances and resources; and*
- (b) *determine the local government's policies.*

Furthermore, Section 5.42 of the *Local Government Act 1995*, provides further guidance for delegation of powers, it states:

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
- (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* Absolute majority required.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Policy Implications

The policy has been detailed in the item that is being presented.

Financial Implications

There are no financial implications associated with this item. All items for disposal are generally adopted through the Annual Budget process. Minor equipment/assets that fall under \$5,000 will be taken as income received.

Strategic Implications

Theme - Infrastructure

Objective: 4 Maintain Shire owned facilities in a strategic manner and also to meet community needs

Strategy: 4.1 Ensure currency of the Asset Management Plan; fund and deliver the asset preservation needs for the organisation's assets including roads, buildings, plant and equipment

Strategy: 4.2 Support improvement and maintenance of assets in a strategic manner

Voting Requirement

Recommendation 1 - Simple Majority

Recommendation 2 - Absolute Majority

Officer Recommendation 1

That Council adopts the Council Policy – Disposal of Property (Other than Land) as contained in Attachment 14.3.1 effective 15th May 2024.

Officer Recommendation 2

That Council adopts, by absolute majority, that the Delegation A18 – Disposal of Property as contained in Attachment 14.3.2 effective 15th May 2024.

14.5 Policy Review – Council Policy - 2.1.5 – Councillors Resources and Council Policy – 2.1.9 – IPAD Policy

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	CM.POL.403
Author	Kellie Bartley – Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	22 April 2024
Attachments	14.5.1 – Current Council Policy – 2.1.5 – Councillor Resources 14.5.2 – Revised Council Policy – 2.1.5 – Councillor Resources 14.5.3 – Current Council Policy – 2.1.9 – IPAD Policy 14.5.4 – Revised Council Policy 2.1.9 – Councillor ICT Policy

Summary

This report is for Council to consider a draft Council Policies – 2.1.5 – Councillor Resources and 2.1.9 – Councillor ICT Policy, that provides the parameters on the provision, use, support and replacement of digital tablet devices for the Shire of Wickepin Councillors.

Background

The Shire of Wickepin has provided iPads to Councillors since 2015, primarily for the purpose of accessing Council business papers (agendas and minutes) in a digital format. The provision of the digital business papers has been through the use of share point concept.

Council recently upgraded the outdated iPads to support the upgrade to Office365. The supply of the tablets and relevant training has been through staff officers advising elected members with the support of the Shire's IT contractor.

Comments

Recently the Shire updated the ICT software from iPads to Surface Pro's along with the creation of Councillor email addresses to help reduce the risk of cyber/data breaches that could possibly occur.

The review of the two council policies addresses provision and use of digital tablet devices, replacement, support and purchase of decommissioned digital tablet devices, whilst updating standard guidelines for the use of digital tablet devices. The changes are noted in **RED** for additional wording and the deletions are noted with ~~STRIKE-OUT~~ in **BLUE**.

The policies provide for a sound understanding for both Shire Officers and Councillors with the provisions and use of the current Shire's ICT equipment provided. The two policies are contained in **Attachments 14.5.2** and **Attachment 14.5.4**.

Statutory Environment

Section 2.7 of the Local Government Act 1995, states:

2.7. Role of council

(1) *The council —*

(a) *governs the local government's affairs; and*

(b) *is responsible for the performance of the local government's functions.*

- (2) *Without limiting subsection (1), the council is to —*
- (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

Furthermore, section 5.41 of the *Local Government Act 1995* notes that one of the CEO's functions is to ensure that advice and information is available to Council so that informed decisions can be made.

Policy Implications

The recommendation proposes changes to the current two policies with the latest changes that are consistent with the intent of the legislation and has been prepared to include reference to all Shire of Wickepin Councillors and employees who will be required to maintain the service delivery of these devices.

The policies will provide for the objective of specific resources and guidelines on the appropriate use of Council issued equipment.

Financial Implications

The financial costs of the new Surface Pro's have already been factored into the 2023/2024 Annual Budget. No further costs have been noted however the income will be received should a Councillor wish to purchase.

Strategic Implications

GOAL - Governance

Objective: 10 Our organisation is well positioned and has capacity for the future.

Strategy: 10.3 Identify Councillor training needs.

Objective: 12 Our communities are informed via multiple channels of regular intervals.

Strategy: 12.1 Provide meaningful communication that delivers information regularly and succinctly.

Voting Requirement

Simple Majority

Officer Recommendation

*That Council adopts the revised Council Policies – Council Policy – 2.1.5 Councillor Resources and Council Policy – 2.1.9 Councillor ICT Policy with the relevant changes noted and contained in **Attachments 14.5.2 and 14.5.4.***

14.6 District Firebreak Notice Approval 24/25

Submission to	Ordinary Council
Location / Address	-
Name of Applicant	-
File Reference	ES.MEE.904
Author	E Clement – Deputy Chief Executive Officer K Bartley - Chief Executive Officer
Interest Disclosures	The author/s have no financial, proximity or impartiality interests in this item.
Report Written Date	11 April 2024 4 May 2024
Attachments	-

This item was tabled at the Ordinary Council Meeting – 17th April 2024 and was laid on the table for Shire Officers to present further information in relation to the distance for the fencing requirements. Changes to the original report are written in red.

Summary

Council is requested to approve the wording for the 2024/2025 Fire Break Notice which is distributed to all owners and occupiers in the district.

Background

The Bush Fire Control Officers meeting held on Tuesday 26 March 2024 proposed no amendments to the annual Fire Break Notice.

As per legislation, a local government may require an occupier of land to plough or clear a fire break to the satisfaction of the local government or a duly authorised officer.

The requirement includes all or any of the following things –

- To plough, cultivate, scarify, burn or otherwise clear upon the land fire breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as determined,
- To maintain the fire breaks, clear of inflammable matter, and
- To act as and when specified with respect to anything which is upon the land which is, or is likely to be, conducive to the outbreak of a bush fire or the spread or extension of a bush fire.

Comments

The Bush Fire Control Officers have made no changes to the fire break notice previously passed by Council.

At the Ordinary Council Meeting held on 17 April 2024, Council requested further details in relation to the firebreak requirements with regards to the fencing requirements of the distance.

Procedural Motion

Council Decision

Resolution OCM-170424-08

Moved Cr L Corke

Second Cr P Thompson

That Council, pursuant to clause 14.1(i) of the Shire of Wickepin Local Laws relating to Standing Orders 1998, request that the District Fire Break Notice for 2024/2025 and pursuant to Section 33 of the Bush Fires Act 1954, lie on the table with the reason to seek clarification over the fencing clearing requirements.

REASON: To seek further clarification on fencing requirements.

Carried 6/0

For Cr J Russell, Cr W Astbury, Cr L Corke, Cr J Mearns, Cr F Allan, Cr P Thompson

Against Nil

Shire Officers will be seeking a full view of the bush fire notice for the 2025 season to be tabled at the next Bush Fire Control Officer's meeting for discussion. The Shire will also review the Bush Fire Notice against WALGA's guidance note – Section 33 Fire Break Notices.

The Bush Fire Notice is under the requirements of the *Bush Fires Act 1954*, providing the requirement of a local government to be able to direct individuals directly or on all owners and occupiers of land by publishing the notice in the Government Gazette and a local newspaper.

It is recommended that to approve the current Bush Fire Notice with the shire officers to engage with the Bush Fire Control Officers with a full review of the Bush Fire Notice for the 2025/2026 season.

Further information will be updated on the Shire's website and through the mail out with the rates notice for town areas to gain a better understanding for general fire requirements within a townsite.

Statutory Environment

Bush Fires Act 1954 – Section 33. Local government may require occupier of land to plough or clear fire-break.

A local government may, from time to time, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire, give notice to an owner or occupier of land within the district requiring them to undertake activities on the land to remove items which is, or is likely to be, conducive to the outbreak of a bush fire or the spread or extension of a bush fire.

Policy Implications

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Years

Nil

Strategic Implications

Nil

Voting Requirement

Simple majority

Officer Recommendation 1

That Council, in relation to the District Fire Break Notice for 2024/2025 and pursuant to Section 33 of the Bush Fires Act 1954 approves the following text –

*Bush Fires Act 1954
Shire of Wickepin
Annual Firebreak Notice 2024/2025*

Action is required by owners and / or occupiers of all land in the Shire of Wickepin. Please read this notice carefully.

Any queries should be directed to the Shire of Wickepin Administration Centre or Local Shire Bush Fire Control Officer.

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, owners and occupiers of property within the Shire of Wickepin are hereby required on or before 1 October 2024 and thereafter to 14 April 2025 to plough, scarify or otherwise provide and maintain firebreaks clear of all inflammable material at least 2.5 metres wide as follows –

Rural Land

Inside the boundary of all land held by each owner or occupier, firebreaks need not follow the perimeter of any paddock and will be acceptable following land contours in an endeavour to overcome water erosion –

- To subdivide each holding into lots of no greater than 400 hectares; and*
- To surround the homestead, out buildings and fuel storages on any such land.*

From 15 October all harvesting, baling and stubble crunching (including cutting and raking) operations, there shall be an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1,200 litres of available water, located in or immediately adjacent to the paddock being harvested and / or baled. The minimum capacity of any single firefighting unit shall be 600 litres of available water. The responsibility to supply and operate the firefighting unit lies with the landowner and / or occupier.

Townsite Land

All lots within the townsites of Harrismith, Tincurrin, Toolibin, Wickepin and Yealering are required to be cleared and maintained free of all debris or inflammable material. Failure to comply with these requirements renders the owner or occupier liable to a penalty of \$5,000.

Clearing of Fence Lines

When clearing for new fence lines adjoining road reserves, you must have written approval from the Shire of Wickepin prior to commencement of clearing works. Landholders are asked to consider locating the fence three (3) metres inside the boundary to avoid any clearing on road reserves. Old fences should first be removed. If landholders wish to place the fence on the boundary, they may clear no more than one (1) metre beyond the boundary. This may be varied in special circumstances at the discretion of the Chief Executive Officer of the Shire of Wickepin. Any timber removed from the road reserve is to be pushed onto the owner's property.

Fencing of Road Reserves

Council encourages farmers to fence off road reserves running through properties to protect trees on these reserves and to allow new growth of vegetation.

Burning on Roadsides

Should property owners wish to carry out burning of the road reserve adjacent to the property, it is necessary to obtain Shire approval prior to any burning taking place.

Burning Periods

Restricted Burning – 1 October 2024 to 13 November 2024

Prohibited Burning – 14 November 2024 to 7 February 2025

Restricted Burning – 8 February 2025 to 14 April 2025

Harvest and Fire Ban 2024/2025 Season

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

Officer Recommendation 2

That Council authorises the Chief Executive Officer to undertake a review of the Bush Fire Notice in line with WALGA's guidance note whilst collaborating with DFES, Area Officer and the Shire of Wickepin Bush Fire Control Officers for the preseason meeting to be held in October 2024.

14.7 Adoption – Shire of Wickepin Parking and Parking Facilities Local Law 2024

Submission to	Ordinary Council Meeting
Location / Address	Whole of District
Name of Applicant	Shire of Wickepin
File Reference	LD.LL.14
Author	K Bartley – Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	4 May 2024
Attachments	14.7.1 - Shire of Wickepin Parking and Parking Facilities Local Law 2024 14.7.2 - Shire of Wickepin Parking and Parking Facilities Local Law 2024 with minor changes 14.7.3 - Shire of Wickepin Parking and Parking Facilities Local Law 2024 – FINAL

Summary

The purpose of this report is to enable the Council to consider making the *Shire of Wickepin Parking and Parking Facilities Local Law 2024* following public advertising.

Background

At the 21 February 2024 Ordinary Council Meeting, Council resolved to advertise the *Shire of Wickepin Parking and Parking Facilities Local Law 2024* as part of the process required by legislation to make local laws. In the advertising of the local law, in accordance with legislation, Council resolved that:

- The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.
- The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.

As required by the *Local Government Act 1995* (the Act), copies of the law were provided to the Minister of Department of Local Government, Sport and Cultural Industries.

Comments

In accordance with section 3.12 of the Act prior to making any local law, the Shire is required to give local public notice of the draft law and consider any submissions made and make the local law as proposed or make a local law that is not significantly different from what was proposed.

Following Council's resolution, the public notice intention to make the local law was published in the Watershed, 5 March 2024, the Narrogin Observer on 14th March 2024, the Shire's website and notice board from the 6th March 2024. Submissions on the proposed local law closed at 4.00pm on 4 May 2024. The period for public advertising exceeded the minimum of 6 weeks required by legislation.

Submissions on the proposed local law were invited until 4.00pm on 4 May 2024. At the close of the public consultation period, no public submissions were received however, feedback was received from the Department of Local Government, Sport and Cultural Industries (DLGSC).

DLGSC Feedback

The DLGSC provided comments back on minor edits.

Minor Edits

The following minor edits are suggested:

- a) Clause 1.1 - Change citation to italics.
- b) Clause 1.4 - ensure that the definition of “authorized person” and “authorized vehicle” is amended to use the correct spelling “authorised”.
- c) Clause 2.2(1)(b) – Amend the clause to remove extra space between “stall;” “and”.
- d) Clause 2.3(1)(c) - Amend the clause to remove extra space between “vehicle;” and “or”.
- e) Schedule 1 – Amend the title to remove extra space between “Schedule 1” and “-”.
- f) Schedule 1 Clause 2 - Amend the title to remove the extra space between “Main Roads;” and “and”.
- g) Remove page numbers from contents as they won’t match the Government Gazette’s existing page system.
- h) Schedules: After the Schedule title, include a bracket reference to the applicable clause.
- i) The Shire should ensure it double checks all references and cross references.

The comments received from the DLGSC were all reviewed, and the minor edits suggested have been actioned, as required. The changes have been made and are contained in **Attachment 14.7.2** which have been marked out in red.

The purpose and effect of the proposed Shire of Wickepin Parking and Parking Facilities Local Law 2024, are as follows:

Purpose

The purpose of this local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.

Effect

The effect of this local law is to control parking throughout the district to ensure the safe, fair and equitable use of parking facilities under the care and control of the local government.

In the event that Council resolves to make the local law, the next steps are:

- Affixing the common seal;
- Publishing a copy in the Government Gazette and providing a copy to the relevant Minister;
- Issuing a local public notice following gazettal;
- Providing copies of the local law to Parliament within 10 working days of the Gazette publication date with the information required *Local Laws Explanatory Memoranda Directions 2010*, including an explanatory memorandum.

Following the public submission period and consideration of the DLGSC, the Officer recommends that Council proceed with making the Shire of Wickepin Parking and Parking Facilities Local Law 2024 as contained in **Attachment 14.7.3**.

Statutory Environment

Section 3.12 of the *Local Government Act 1995* sets out the process to be followed when making, amending or repealing local laws.

Policy Implications

There is no policy related to this item.

Financial Implications

The costs associated with publication of the local law are accommodated within the related Shire's budget allocation.

Strategic Implications

GOAL - Governance

Objective: 12 Our communities are informed via multiple channels of regular intervals

Strategy: 12.1 Provide meaningful communication that delivers information regularly and succinctly.

Voting Requirement

Absolute Majority

Officer Recommendation

That with respect to the proposed Shire of Wickepin Parking and Parking Facilities Local Law 2024, that Council:

1. *Makes the local law as detailed in **Attachment 14.7.3**, pursuant to section 3.12 (4) of the Local Government Act 1995;*
2. *Notes the submissions received during the public advertising period required by the Local Government Act 1995 and the responses taken to the proposed Local Law.*
3. *Authorises the Shire President and Chief Executive Officer to affix the common seal to the Shire of Wickepin Parking and Parking Facilities Local Law 2024 as contained in **Attachment 14.7.3**.*
4. *Instructs the Chief Executive Officer to:*
 - a) *Publish the local law in the Government Gazette in accordance with section 3.12(5) of the Local Government Act 1995;*
 - b) *Provide a copy of this local law to the Minister of Local Government once published in the Government Gazette;*
 - c) *Give local public notice pursuant to section 1.7 of the Local Government Act 1995 following publication in the Government Gazette, stating the title and purpose and effect of this local law, and that the local law is published on the Shire website and that copies may be inspected at, or obtained from the Shire's administration officers; and*
 - d) *Prepare and submit to the Joint Standing Committee on Delegated Legislation, a copy of this local law, an explanatory memorandum (jointly signed by the Shire President and Chief Executive Officer) along with the checklist and any other supporting information on the local law made.*

14.8 Shire of Wickepin Fencing Local Law 2024

Submission to	Ordinary Council Meeting
Location / Address	Whole of District
Name of Applicant	Shire of Wickepin
File Reference	LD.LL.14
Author	K Bartley – Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	4 May 2024
Attachments	14.8.1 - Shire of Wickepin Fencing Local Law 2024 14.8.2 - Shire of Wickepin Fencing Local Law 2024 with minor changes 14.8.3 - Shire of Wickepin Fencing Local Law 2024 - FINAL

Summary

The purpose of this report is to enable the Council to consider making the *Shire of Wickepin Fencing Local Law 2024* following public advertising.

Background

At the 21 February 2024 Ordinary Council Meeting, Council resolved to advertise the *Shire of Wickepin Fencing Local Law 2024* as part of the process required by legislation to make local laws. In the advertising of the local law, in accordance with legislation, Council resolved that:

- The purpose of this local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district.
- The effect of this local law is to establish the minimum requirements for fencing within the district.

As required by the *Local Government Act 1995* (the Act), copies of the law were provided to the Minister of Department of Local Government, Sport and Cultural Industries and Minister of Commerce.

Comments

In accordance with section 3.12 of the Act prior to making any local law, the Shire is required to give local public notice of the draft law and consider any submissions made and make the local law as proposed or make a local law that is not significantly different from what was proposed.

Following Council's resolution, the public notice intention to make the local law was published in the Watershed, 5 March 2024, the Narrogin Observer on 14th March 2024, the Shire's website and notice board from the 6th March 2024. Submissions on the proposed local law closed at 4.00pm on 4 May 2024. The period for public advertising exceeded the minimum of 6 weeks required by legislation.

At the close of the public consultation period, 3 submissions were received with feedback received from the Department of Local Government, Sport and Cultural Industries (DLGSC) and the Department of Commerce (DoC).

Details of the submissions and the associated Officer responses are shown in the table below:

Source of submission	Submission	Officer Response
Department of Local Government, Sport and Cultural Industries	<ol style="list-style-type: none"> 1. Notifying the relevant minister under section 3.12 of the <i>Local Government Act 1995</i>. 2. Use of Australian/New Zealand Standards 3. Minor Edits <ul style="list-style-type: none"> • Clause 2.3 – The subclause (1) designator is unnecessary, as the clause doesn't have any other subclauses. • Ensure that all references and cross-references are double checked for accuracy. 	<p>The Australian/New Zealand Standards – The shire would be required to purchase these Standards, however would not necessarily be available for the public to view online. The Shire would be required to purchase and have these available for viewing free of charge at the Shire Administration Office.</p> <p>The minor edits to formatting and language requested by the Department have been made. Minor changes made and are available in Attachment 14.8.2 and noted in RED.</p>
Department of Commerce	<p>Hon Minister Ellery (Minister for Commerce).</p> <p>Department of Commerce acknowledges and notes the proposed Fencing Local Law 2024.</p>	<p>Noted. No further action required.</p>
Ryan Tilbrook	<p>I oppose the proposed new local Fencing Law 2024 due to it being too restrictive.</p>	<p>Noted. No changes recommended.</p>

At the Council Briefing Session on 17 April 2024, Councillors requested that further information regarding the fencing requirements and the definitions to be noted as they did not align or identify with the "Agricultural" Zoning. Further wording for "Special Rural" versus the zoning codes were not aligned with the Town Planning Scheme No. 4. Council did request further information on the use of certain materials for fencing on agricultural land and how would this effect the district.

Shire Officer's sought further information from WALGA's Governance Team, providing information for officers to seek further clarification with regards to the comparison of the draft local law against the Dividing Fences Act 1961, guidelines for clearing fence lines and the use of razor wire. This will take officers time to investigate the additional information to understand these points raised.

The purpose and effect of the proposed Shire of Wickepin Fencing Local Law 2024, are as follows:

Purpose

The purpose of this local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district.

Effect

The effect of this local law is to establish the minimum requirements for fencing within the district.

In the event that Council resolves to make the local law, the next steps are:

- Affixing the common seal;
- Publishing a copy in the Government Gazette and providing a copy to the relevant Ministers;
- Issuing a local public notice following gazettal;
- Providing copies of the local law to Parliament within 10 working days of the Gazette publication date with the information required *Local Laws Explanatory Memoranda Directions 2010*, including an explanatory memorandum.

The following officer recommendations are details as below with two options to be considered.

Option 1

That with respect to the proposed Shire of Wickepin Fencing Local Law 2024, that Council:

1. *Makes the local law as detailed in **Attachment 14.8.3**, pursuant to section 3.12 (4) of the Local Government Act 1995;*
2. *Notes the submissions received during the public advertising period required by the Local Government Act 1995 and the responses taken to the proposed Local Law.*
3. *Authorises the Shire President and Chief Executive Officer to affix the common seal to the Shire of Wickepin Fencing Local Law 2024 as contained in **Attachment 14.8.3**.*
4. *Instructs the Chief Executive Officer to:*
 - a) Publish the local law in the Government Gazette in accordance with section 3.12(5) of the *Local Government Act 1995*;
 - b) Provide a copy of this local law to the Minister of Local Government once published in the Government Gazette;
 - c) Give local public notice pursuant to section 1.7 of the Local Government Act 1995 following publication in the Government Gazette, stating the title and purpose and effect of this local law, and that the local law is published on the Shire website and that copies may be inspected at, or obtained from the Shire's administration officers; and
 - d) Prepare and submit to the Joint Standing Committee on Delegated Legislation, a copy of this local law, an explanatory memorandum (jointly signed by the Shire President and Chief Executive Officer) along with the checklist and any other supporting information on the local law made.

Option 2

Based on further advice from WALGA and Council's consultation, seek to:

The Council DOES NOT MAKE the Shire of Wickepin Fences Local Law 2024.

Option 2 is the Officer's Recommendation.

Statutory Environment

Section 3.12 of the *Local Government Act 1995* sets out the process to be followed when making, amending or repealing local laws.

Policy Implications

There is no policy related to this item.

Financial Implications

The costs associated with publication of the local law are accommodated within the related Shire's budget allocation.

Strategic Implications

GOAL - Governance

Objective: 12 Our communities are informed via multiple channels of regular intervals.

Strategy: 12.1 Provide meaningful communication that delivers information regularly and succinctly.

Voting Requirement

Absolute Majority

Officer Recommendation

That with respect to the proposed Shire of Wickepin Fencing Local Law 2024, that Council DOES NOT MAKE the Shire of Wickepin Fencing Local Law 2024.

14.9 Financial Support – Facey Festival 2025

Submission to	Ordinary Council Meeting
Location / Address	All of the district
Name of Applicant	Albert Facey Reference Group
File Reference	CR.MEE.208
Author	O Melville-Main – Community Economic Development Officer K Bartley – Chief Executive Officer
Interest Disclosures	The author/s have no financial, proximity or impartiality interests in this item.
Report Written Date	9 May 2024
Attachments	-

Summary

This report is for Council to consider the request from the Albert Facey Working Reference Group to support the opportunity of a community event – Facey Festival 2025, with financial support. The event is scheduled for March 2025 with opportunity to seek further grant funding.

Background

The first Facey Festival was held by the Shire in 2018 and was collaborated with community and the shire to achieve the event. With the support of Theatre 180, the Albert Facey Homestead committee was able to bring “A Fortunate Life” back to Wickepin. The event helped to bring together the arts, culture and agriculture industry into a live performance.

Theatre 180 will be applying for a grant to once again bring this to life and had approached members of the Albert Facey Homestead Reference Group for consideration to bring this unique and emergent style of theatre back to Wickepin.

The festival will feature a captivating theatre production by Theatre Company Theatre 180, live enactments at Cave Rock, engaging bush poetry performances, and lively entertainment market stalls, promising a weekend of cultural immersion and community spirit. Given the Reference Group's lack of incorporation, they have requested the Wickepin Shire to submit funding applications to Lotteries West and other current grant funding organisations to ensure the festival's success. This funding will support essential components of the event, fostering community enrichment and preserving local heritage through a vibrant celebration of Albert Facey's life.

The Albert Facey Homestead Reference Group met on 26 March 2024 and 24 April 24, respectively, and have now formed as a Working Reference Group. Chaired now, by newly appointed, Linley Rose and attended by 5 others in the working group, Libby Heffernan and Linley Rose provided information to the Chief Executive Officer (CEO) regarding a proposed Facey Festival to be held in March 2025.

Comments

The aim of the Facey Festival is to bring visitors to the Shire aligning to the Shire's Strategic Community Plan with regards to tourism and to support local businesses to thrive. Whilst providing the opportunity to showcase Wickepin's natural assets and community sense of spirit.

The group presented the Facey Festival concept at the April 2024 Council Forum, proposing a dynamic cultural event in Wickepin, scheduled for March 2025. The concept of the event is to bring locals residents and surrounding districts along with the opportunity for tourists to visit and experience the Albert

Facey historical story and list of weekend of events. Whilst providing the community to contribute and benefit from visitors coming to Wickepin.

The working group has been working on the concept which underscores Council's intent to pursue funding from Lotterywest and other grants for the Facey Festival. In response, a detailed document has been produced, outlining the festival's objectives, activities, budget, and anticipated outcomes. Emphasising the event's cultural significance and its potential community impact, the proposal will specify how funds from Lotterywest and other grants, will be utilised and aims to secure the necessary financial support for the Facey Festival concept, contingent upon the success of the funding applications.

The Shire Officers, in collaboration with the Albert Facey Reference Working Group are preparing grant applications to Lotteries West and Elders to assist with funding for the event. The working group have prepared a comprehensive working document for the concept, underscoring Council's intent to pursue funding from Lotterywest and other grants for the Facey Festival.

In response, a detailed document has been produced, outlining the festival's objectives, activities, budget, and anticipated outcomes. Emphasising the event's cultural significance and its potential community impact, the proposal will specify how funds from Lotterywest and other grants, will be utilised and aims to secure the necessary financial support for the Facey Festival concept, contingent upon the success of the funding applications.

Members of the working group have managed to seek the Facey Family to be involved, Fremantle Press have given verbal support to utilise the Facey context and the support of so far 12 community groups who are willing to partake in activities and the opportunity to fundraise as part of the event.

A number of activities have so far been planned, some are listed below:

- Pioneer Lunch with billy tea and damper near the Heritage Walk Trail area.
- Albert Facey Homestead open
- Toolseum open
- Demonstrations of Blade Shearing, Rope making and Wool spinning
- Old household and farm equipment on display and working: Gramophone, Coolgardie Safe.
- Market stalls with consumables and plants
- Tenth Light Horse from Bunbury Display
- Band playing near Homestead
- Grandma Carr and Uncle Archie wandering through the crowd
- Bus tour of the Albert Facey Heritage trail including Cave Rock and an appearance of Albert Facey.
- Narrogin Arts Facey exhibition
- Performance of A Fortunate Life – Theatre 180
- Projections of TV series on the front of the town hall
- Poets breakfast

This event will create tourism for local businesses and the ability for the Shire to be able to provide RV Camping experience within the towns of Wickepin, Yealering and Harrismith.

The Event costings are yet to be finalised however the group is seeking support in principle from the Shire for the in-kind costs for Shire Officer's time, facility hire and additional costs that may not be covered by any grant opportunities.

Officers recommend supporting this event and through the draft 2024/025 Annual Budget process provide the financial costs to be considered should all grants be approved.

Statutory Environment

This request aligns to Section 6.8 of the *Local Government Act 1995*, which states:

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) *is authorised in advance by resolution*;* or
 - (c) *is authorised in advance by the mayor or president in an emergency.*

* *Absolute majority required.*

Policy Implications

There is no policy associated with this item.

Financial Implications

Consultation with the working group, Theatre 180 will be applying for grant funding for the performance, whilst Shire Officers will continue to work with Lotterywest and Elders Community Giving Projects for most of the funding, the Shire will require to support the in-kind costs associated with staff time, facility hire, insurances, hire of equipment and costs for marquees.

The costs associated with at present will be approximately up to \$5,000.

Theatre 180 are applying for the grant for the performance of \$9,000. The Shire Officers will be applying for further grants with Lotterywest and Elders for the additional funds. To date these costs are approximately at \$20,000.

Shire Officers have been in contact with Lotterywest who are supportive of this event and have given the guidelines to support the process of the event.

Ticket sales will be a source of income along with assisting local groups to activate the programs for the event. Therefore, benefiting in fundraising, donations and assisting local groups to enhance the social and community inclusion to the community.

Strategic Implications

Goal – Economy

Objective: Tourism opportunities create value to our communities

Strategy: Promote (and partner where appropriate) festivals and events that showcase the district's natural assets and community.

Voting Requirement

Absolute Majority

Officer Recommendation

The Council:

- 1. considers the financial amount of up to \$5,000 to be presented in the draft Annual Financial Budget 2024/2025 for the Facey Festival 2025; and*
- 2. authorises the Chief Executive Officer to seek additional grant funding on behalf of the Albert Facey Homestead Reference Group for the Facey Festival 2025.*

14.10 Grant Application – Solar Panels – Wickepin Community Centre

Submission to	Ordinary Council Meeting
Location / Address	49 Campbell Street, Wickepin
Name of Applicant	Shire of Wickepin
File Reference	GS.PRG.1514/CP.DAC.514
Author	O Melville-Main – Community Economic Development Officer K Bartley – Chief Executive Officer
Interest Disclosures	The author/s have no financial, proximity or impartiality interests in this item.
Report Written Date	7 May 2024
Attachments	Nil

Summary

This report recommends to Council to endorse the proposed Grant Application and financial support for Community Energy Upgrades Fund Round 1 - Installation of Solar Panels on Wickepin Community Centre 2024/2025.

Background

The Department of Climate Change, Energy, the Environment and Water (DCCEEW) has introduced the Community Energy Upgrades Fund who will deliver \$100 million over 2 funding rounds and will run over 3 years from 2024/2025. The program will co-fund energy efficiency and electrification upgrades for local governments to deliver reduced energy bills and emissions from local government owned and/or operated facilities.

The program will contribute to Australia meeting its emissions reduction targets of 43 percent by 2030, net zero emissions by 2050, and support 82% renewable electricity generation by 2030. It will also support the Commonwealth-led National Energy Performance Strategy (NEPS).

The objectives of the program are to support:

- the Government's broader efforts to reduce emissions and improve energy performance and contribute to Australia meeting its emission reduction targets of 43 percent by 2030, Net-Zero emissions by 2050 and 82% renewable electricity generation by 2030
- local governments to decarbonise their operations and reduce energy bills through energy efficiency and load flexibility upgrades and electrification of their facilities
- the improvement in energy performance necessary to more easily utilise renewable electricity and improve system reliability.

The intended outcomes of the program are:

- reduced energy bills and emissions from local government owned and/or operated facilities
- installed energy efficiency, load flexibility and electrification technology that is commercially available
- improved capability of local governments and the wider community to implement energy upgrades and electrification projects in their facilities.
- increased capacity of domestic supply chains and labour force to support significant future investment in energy efficiency upgrades
- improved workforce skills in delivering and operating energy transition projects.

Comments

Transitioning our local government facilities to renewable energy will decrease costs, prevent penalties for non-renewable energy use, and free up funds for community projects, fostering sustainability and development.

The Wickepin Community Centre serves as a multifunctional space, accommodating community groups, sporting events, and Shire meetings, and is vital as an evacuation centre during emergencies. Recognising its importance, it was considered important for the Shire to consider an application for the opportunity of Community Energy Upgrades Fund, Round 1. Recently, our Community & Economic Development Officer and Works Manager collaborated on a grant application to the Commonwealth Government's Department of Resources, Science, and Resources.

This application seeks a 50% subsidy to install a 39.6kW solar system, potentially leading to up to 91.41% savings on the facility's monthly utility bill from \$865.78 to \$74.50 (after solar). The system would produce an estimate of 55,939kWh/year, calculating for an emissions reduction of 16.22 tCO₂e/year.

The Wickepin Community Centre was chosen this opportunity due to its large, accessible roof space, ease of construction, and accessibility. The swimming pool, caravan park and Shire administration building also have high energy consumption. Applying for the upgrade in round 2 would align with these significant assets, ensuring long-term operational cost savings and decreased ongoing expenses.

The strategic implications of the project are multifaceted, with a primary focus on achieving lower costs through renewable energy adoption.

Cost Reduction: Transitioning to renewable energy sources presents a significant opportunity for the Shire of Wickepin to lower operational costs. By reducing reliance on conventional energy sources, the Shire can decrease electricity expenses associated with powering the Community Centre, freeing up resources for other essential community initiatives.

Sustainability Integration: In addition to cost savings, adopting renewable energy aligns the Shire with broader sustainability goals, actively reducing its carbon footprint and contributing to environmental preservation.

Infrastructure Enhancement: The transition to renewable energy enhances the resilience and efficiency of Council-owned assets, ensuring their long-term viability while decreasing reliance on conventional energy sources.

Emergency Preparedness: Renewable energy adoption bolsters resilience during emergencies, particularly given the Community Centre's role as an evacuation centre. By providing a dependable energy source independent of the grid, the Shire may look to upgrading this infrastructure to battery storage, enduring continued functionality during crises, and where generators add to the preparedness.

Future Considerations: While solar panel installation serves as the initial focus, subsequent stages may explore independent renewable and sustainable energy solutions. This approach fosters ongoing adaptability and innovation in asset management, ensuring the Shire remains at the forefront of sustainable practices.

Notably, the grant opportunity requires a minimum project expenditure of \$50,000.00 (minimum grant amount \$25,000). The objective of the energy upgrade is to install 90 solar panels on the roof of the Wickepin Community Centre, utilising its vast roof area of almost 3,000 sqm, to generate renewable energy and reduce the facility's reliance on traditional energy sources.

The officer is requesting to support this application and the contribution of \$25,000 to be considered in the 2024/2025 draft Annual Financial Budget.

Statutory Environment

This request aligns to Section 6.8 of the *Local Government Act 1995*, which states:

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) *is authorised in advance by resolution*; or*
 - (c) *is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required.*

Policy Implications

There is no current policy that is associated with this item.

Financial Implications

The financial implications entail allocating funds to support the project, capturing the generous funding opportunity from the Commonwealth in Funding Round 1. However, this means the project must commence in September 2024 to meet grant requirements. The request to support 50% of the funding is required with the application and to be requested to be in the 2024/2025 Draft Annual Budget.

The current monthly utility bill for the Community Centre (Before Solar) is \$865.78. The after 39.6kW system monthly utility bill is \$ 74.50, a reduction = 91.41%, representing long-term operational cost savings and a substantial decrease in ongoing expenses for energy consumption for the Shire of Wickepin.

Strategic Implications

SCP | Infrastructure: Goal 4 | Maintain Shire owned facilities in a strategic manner and also to meet community needs.

- 4.1 Ensure currency of the Asset Management Plan; fund and deliver the asset preservation needs for the organisation's assets including roads, buildings, plant and equipment.
- 4.2 Support the improvement and maintenance of assets in a strategic manner.
- 4.3 Encourage greater usage of Shire facilities.

The policy implications suggest that the Shire of Wickepin lacks a current strategy for adopting renewable assets or infrastructure powered by renewable energy. Interest lies in aligning renewable energy initiatives with existing strategic priorities outlined in the Strategic Community Plan. Specifically, these initiatives aim to support asset improvement and maintenance, as well as land use planning for residential and industrial growth. By integrating renewable energy into these priorities, the Shire can attract new populations, stimulate local economic growth, and enhance environmental sustainability, thus maximising the value and impact of Council-owned infrastructure and services.

Voting Requirement

Absolute Majority

Officer Recommendation

The Council;

- 1. considers the financial amount of \$25,000 for support (in principle) the Energy Upgrade Project for the Solar Panels at the Wickepin Community Centre to be included in the draft 2024/2025 Annual Financial Budget; and*
- 2. approves the Chief Executive Officer to use the \$25,000 from the Future Projects Reserve in the Draft 2024/2025 Annual Financial Budget.*

14.11 Proposed Workforce Accommodation – Lot 55 Williams Kondinin Road, Wickepin

Submission to	Ordinary Council Meeting
Location / Address	Lot 55 Williams Kondinin Road, Wickepin
Name of Applicant	Co-operative Bulk Handling
File Reference	A6346
Author	Azhar Awang – Executive Manager Development & Regulatory Services, Shire of Narrogin
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	9 May 2024
Attachments	14.11.1 - Application for Development Approval Form – Shire of Wickepin 14.11.2 - CBH Covering Letter 14.11.3 - Certificate of Title - Lot 55 on Deposited Plan 412971, Wickepin 14.11.4 - Feature Survey – Wickepin 14.11.5 - Proposed Plans of Development – Wickepin 14.11.6 - Colorbond Material and Colour Palette 14.11.7 - Example of ‘as constructed’ accommodation units 14.11.8 - Stormwater Management Plan – Wickepin 14.11.9 - Post Development Catchment Plan - Wickepin 14.11.10 - Site and Soil Evaluation – Wickepin 14.11.11 - Letter of Delegation to sign Development Application Form

Summary

Council is requested to consider the proposed Workforce Accommodation at Lot 55 Williams Kondinin Road, Wickepin.

As a “Use not listed” under the Shire of Wickepin Local Planning Scheme No.4 (LPS 4), the proposal is presented to Council for its consideration as to whether such use is consistent with the objectives of the particular zone.

Background

The Shire has received a Planning Application from CBH Group proposing a Worker’s Accommodation at Lot 55 Williams Kondinin Road, Wickepin. The proposal consists of the following:

- Stage 1 – Onsite accommodation comprising of 2x4 single person living quates;
- Stage 2 – Onsite accommodation comprising of 2x4 single person living quates;
- Shared amenities including kitchen. Laundry, dining and common areas;
- Covered areas, verandas and associated amenities;
- Car parking (total 15 bays);
- Onsite Effluent disposal system;
- internal access roads; and
- associated stormwater drainage system.

Access onto the property is via an existing crossover on Williams Kondinin Road and no additional access has been proposed.

The applicant has also included in **Attachments 14.11.1 – 14.11.11** a comprehensive report supporting the proposed development.

Comments

Zoning & Land Use Permissibility

Lot 55 Williams Kondinin Road, Wickepin, is zoned 'RES Development' for Residential purposes under LPS 4. The objectives of the Development Zone are:

- To make provision for future residential and industrial development; and
- To ensure that development zoned areas are developed in an orderly manner in accordance with an approved Structure Plan.

The proposed use as "Workforce Accommodation" is not defined under LPS 4. On that basis clause 3.4.2, LPS 4 makes the following provisions:

- 3.4.2 *If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may –*
- a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
 - b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for development approval; or*
 - c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

Under Schedule 1 – Model Provisions for Local Planning Schemes, in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015, Workforce Accommodation is defined as premises, which may include modular or relocatable buildings, used —

- (a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and
- (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.

The subject land abuts the existing residential development to the east and the CBH operation to the north, west and south west of the property. The proposed Workforce accommodation is to accommodate the CBH employees that work in the area.

As the proposal is not to subdivide the subject property, it is not a requirement for a structure plan to be developed.

Given the close proximity of the Workforce Accommodation to existing residential to the east of the site, it is recommended that the Council advertise the proposal and seek written comments from the adjoining and impacted properties in accordance with clause 9.5.

However, it is noted that an inconsistency exists in the current LPS 4, where clause 9.5 is absent, possibly due to oversight in previous scheme amendments. In the absence of such a clause, the reference to advertising is made in clause 64(4) of Schedule 2 Deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, which stipulates the following provisions:

- (4) *For the purposes of subclause (1)(b) or (c), an application that is not a complex application is advertised by doing any or all of the following, as determined by the local government —*
 - (a) publishing in accordance with clause 87 —*
 - (i) a notice of the proposed development in the form set out in clause 86(3); and*

- (ii) *the application for development approval; and*
 - (iii) *any accompanying material in relation to the application that the local government considers should be published;*
- (b) *giving notice of the proposed development to owners and occupiers of properties in the vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval;*
- (c) *erecting, in the manner and form approved by the Commission, a sign or signs in a conspicuous place on the land the subject of the application giving notice of the proposed development in the form set out in clause 86(3).*

It is considered that the proposed development could primarily affect the existing residential properties situated to the east of the proposed site. Therefore, it is advised that written notification be sent to the adjoining residential properties to the east of the proposed development, allowing a 21-day period for response from the date of the notice.

Compliance with Development Standards

LPS 4 does not contain any specific standards governing the development and use of land for 'RES Development'. As such any planning application received in this regard must be considered and determine on its merits with due regard for its potential impacts

Clause 4.21 of the LPS 4, makes reference to Development in the Development Zone, which states as follows:

4.21.1 Development in the Development zone will be subject to:

- a) The availability of services adequate to accommodate the proposed development.
- b) The preparation of a Structure Plan prepared in accordance with the provisions of Sub-Clause 4.10 and Part 4 of the deemed provisions and approved by the Commission.

The applicant will need to ensure that they liaise with the relevant services authorities regarding power, water and sewer. As there is no underground reticulated, the proposed development must comply with the *Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974* and the relevant Code of Practices and to obtain the approval from the Department of Health.

In regards to part (b) of the clause, the proposal does not involve subdivision and therefore a structure plan is not proposed for the site. The applicant has also indicated that due to the close proximity of the site to the CBH operation, the site would not be suitable for residential subdivision due to its close proximity to the industrial activity on the site.

Landscaping

Considering that the proposed development to the east adjoins existing residential development and acknowledging the presence of remnant vegetation along the eastern boundary of the proposed development site, it is advisable to preserve this existing vegetation. Additionally, it is recommended that the applicant enhance landscaping to the south of the property.

Car Parking

The applicant has proposed to designate a combined total of 15 car parking bays for both stage one and stage two of the development. While there is no explicit requirement in the 'RES Development' zone, the scheme does indicate a need for 1 car bay per bedroom or accommodation unit.

Accordingly, it is advised that a total of 16 car bays will be necessary for the development. Additionally, to mitigate potential dust issues arising from vehicle movement in close proximity to existing residences, it is recommended that the applicant mark and seal the parking area.

Stormwater Management

The stormwater drainage system proposed for the accommodation, as outlined by BG & E Resources in the accompanying document and based on Design Specification TS10A and Australian Rainfall & Runoff guidelines, is designed to manage a 20-year Average Recurrence Interval (ARI) rainfall event.

To minimize flooding and safeguard critical infrastructure, surface runoff within the site will be carefully managed. The report indicates that runoff up to the 20-year ARI event will be channelled through an open drainage system. Additionally, surface water from the same event will be detained onsite, with controlled outflow restricted to predevelopment flow rates.

The accommodation and carpark area, totalling 1,010m² of impervious surface, will result in a post-development stormwater discharge of 26 L/s compared to a pre-development discharge of 6 L/s. Stormwater runoff from the facility will be directed to a detention basin via a network of downpipes, as delineated in the post-development catchment plan.

As per the report, the proposed catchment is not anticipated to impact the existing stormwater drainage system, as detailed in BG&E's Stormwater Management Plan submitted with the development application.

Policy Manual – 10.3.4 Temporary Accommodation Camps

The aim of this policy is to ensure consistent, fair, thorough, and prompt assessment of applications for the development of temporary accommodation camps. These camps are recognised as a 'use not listed' in the Shire of Wickepin Town Planning Scheme No.4. The policy provides guidance to various stakeholders, including Councillors, employees, government agencies, landowners, developers, consultants, and the public, regarding the evaluation of such applications. It also aims to facilitate the development of temporary accommodation camps in a manner that maximises social benefits while minimising social costs.

According to the policy, where a Temporary Accommodation Camp is located within a gazetted town site of the Shire, it must:

- Be strategically located within walking distance to a range of services including social, recreational, educational, commercial, retail and medical.
- Be accessible to bitumen sealed road (7.0 metre seal) and reticulated power, water and sewerage.
- In the opinion of the Council, not be located in an area of perceived environmental, social or visual sensitivity.
- Accord with the Shire of Wickepin's current planning instruments (i.e. Town Planning Scheme, Local Planning Strategy) in demonstrating a 'value added' benefit for possible re-use of some or the entire camp infrastructure beyond the life of the temporary accommodation camp use.

The site selected is located within the Shire of Wickepin Townsite as depicted in the Shire of Wickepin Local Planning Scheme No. 4 (Wickepin Townsite).

Based on the above assessments, it is considered that the proposed Workforce Accommodation may be considered consistent with clause 3.4.2(b) of the LPS 4 and therefore it is recommended that the proposal be advertised in accordance with clause 64(4) in Schedule 2 Deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, in particular part

- (b): *giving notice of the proposed development to owners and occupiers of properties in the vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval.*

Furthermore, it is suggested that if no adverse submissions are received during the notification period, the Council should approve the proposed development, subject to the specified conditions.

Statutory Environment

- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Shire of Wickepin Local Planning Scheme No. 4.*

Policy Implications

This policy is covered by Planning Policy - 10.3.4 – Temporary Accommodation Camps.

Financial Implications

The cost associated with planning fee for the proposed development is based on the cost of development. The application submitted stated the total cost of development to be \$2 million. Based on this total cost of development, the planning fee payable is \$5,555.

Strategic Implications

Shire of Wickepin Strategic Community Plan 2023 - 2033

GOAL 6: New Businesses are attracted and existing business grow.

Strategy 6.1 Support local business to thrive.

6.2 Plan in a Local Planning Strategy and Town Planning Scheme for a diverse range of land, housing and development opportunities for facilitation of growth in residential and industrial land use – to meet current and future needs.

Voting Requirements

Simple majority

Recommendation 1

That with respect to the proposed Workforce Accommodation at Lot 55 Williams Kondinin Road, Wickepin, Council:

1. *In accordance with clause 3.4.2 b) of the Shire of Wickepin Local Planning Scheme No 4, determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures with clause 64(4) in Schedule 2 Deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, in particular part (b); by giving notice of the proposed development to owners and occupiers of properties in the vicinity of the development who, are likely to be affected by the granting of development approval.*
2. *The notification is for a period of 21 days from the date of notification.*
3. *Any objections received will be presented at the next available Council meeting after assessment of the submissions received.*

Recommendation 2

In the event that no negative objection is received during the notification period, the application for *planning approval submitted by Co-Operative Bulk Handling Ltd (CBH) with respect to the proposed Workforce Accommodation at Lot 55 Williams Kondinin Road, Wickepin, be APPROVED subject to the following condition:*

1. *The development approved shall be in accordance with the plans and specifications submitted with the application and there shall not be altered or modified without the prior written approval of Council.*
2. *The approval is for a period of five (5) years from the date of approval plus the option for a further extension of additional 5 years.*
3. *Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.*
4. *The approval shall expire if the development permitted is not completed within two (2) years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.*
5. *All stormwater generated by the proposed development shall be managed and disposed of in accordance with the Stormwater Management Plan prepared by BG & E Resources to the specifications and satisfaction of the Shire's Chief Executive Officer.*
6. *A total of 16 car bay will be required for the development to be line marked and sealed to the satisfaction of the Chief Executive Officer.*
7. *All on-site vehicle accessways and parking areas associated with the proposed new accommodation building shall be constructed and maintained in accordance with the internal road layout depicted on the development plan with appropriate measures for drainage and disposal of surface water to the specifications and satisfaction of the Shire's Chief Executive Officer.*
8. *Suitable drought tolerant landscaping shall be provided adjacent to the new building on the eastern property boundary within three (3) months of the building being sited on the land and maintained at all times to the satisfaction of the Shire's Chief Executive Officer.*
9. *The sub-floor area of the building shall be enclosed with brick, stone, vermin battens or other means acceptable to the Shire's Chief Executive Officer.*
10. *Any floodlights / security lights that need to be installed are not to be positioned or operated in such manner as to cause the light source to be directly visible to the travelling public or adjoining properties or cause annoyance to the surrounding area.*
11. *All rubbish generated on-site shall be managed and disposed of to the specifications and satisfaction of the Shire's Chief Executive Officer.*
12. *The property shall be maintained in a neat and tidy condition at all times to the specifications and satisfaction of the Shire's Chief Executive Officer.*

Advice Notes

1. *This approval is not an authority to ignore any constraint to development on the land that may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether it has been drawn to the local government's attention.*
2. *An application to construct or install an apparatus for the treatment of sewage must be submitted and approved by the local government's Environmental Health Officers or Chief Health Officer of Public Health before the commencement of construction for the new dwelling. Statutory fees apply and are to be paid on submission of the application.*
3. *An approved on-site effluent disposal system, as determined by the local government's Environmental Health Officers or Chief Health Officer of Public Health, shall be installed to the specifications and satisfaction of the local government's Environmental Health Officer or Chief Health Officer of Public Health. A permit to use the on-site effluent disposal apparatus must be issued by the local government's Environmental Health Officer or Chief Health Officer of Public Health prior to occupation and use of the proposed dwelling.*
4. *This is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.*

5. *In accordance with the Building Act 2011 and Building Regulations 2012, a Building Permit Application must be submitted to and approved by the local government's Building Surveyor prior to the commencement of development, including any proposed earthworks.*
6. *The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.*
7. *No construction works shall commence prior to 7.00am without the Shire's written approval.*
8. *If the applicant and/or owner are aggrieved by this decision as a result of the conditions of approval or by a determination of refusal, there may be a right of review under the provisions of Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.*

15 Confidential Reports and Information

Nil

16 Urgent Business

Nil

17 Closure

The Presiding Member declared the meeting closed at [time].