



Shire of  
**Plantagenet**

Mount Barker • Kendenup • Narrikup  
Porongurup • Rocky Gully

# ORDINARY AGENDA

**An Ordinary Meeting of Council will be held at the  
Shire of Plantagenet Council Chambers, Mount Barker  
at 5:00pm on Tuesday 17 December 2024**

**Julian Murphy**  
**CHIEF EXECUTIVE OFFICER**



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## 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

On establishing there is a quorum, the Presiding Member will declare the meeting open.

The Shire of Plantagenet acknowledges the traditional custodians of our area and their continuing connection to the land and community. We pay our respects to all members of the Menang Noongar community and their culture; and to Elders past, present and emerging.

## 2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Members Present:

In Attendance:

Apologies:

Members of the Public Present:

Previously Approved Leave of Absence:

## 3 PUBLIC QUESTION TIME

### 3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

#### 3.1.1 MR MICHAEL THORN REPRESENTING THE FOREST OF THE FALLEN, ASKED THE FOLLOWING QUESTIONS OF COUNCIL.

1. In the Shire's response to questions asked at the last council meeting, it is clear the Shire is relying solely on the TGA as the only authority they refer to in the matters raised. How can the Shire use the TGA as its sole source of information when doubt about its integrity is created by an ongoing 96% funding by the industry it is supposed to be regulating? This imbalance raises concerns about the TGA's independence and ability to prioritise public health over industry interests.

*Response*

*The Shire of Plantagenet will rely on information and advice provided by both the State and Federal Government health authorities including the*

*Australian Government Department of Health and Aged Care including the Therapeutic Goods Administration and the WA Government Department of Health. These Government organisations are the definitive authorities on public health matters in Western Australia.*

2. Can the Shire truly and solely rely on the TGA and its press release of the 18 November when evidence from worldwide analysis in independent research proves excessive DNA contamination in the mRNA vaccines in excess of 145 times the TGA legal limit? Where in fact is the misinformation in their claim yet they provide no evidence to back up their claim.

*Response*

*The Shire of Plantagenet will not enter into debate regarding the validity of advice from Government health authorities regarding public health matters.*

3. Will the Shire accept that the precautionary principle must apply in matters of public health and therefore support the suspension of the covid vaccine program until the scientific evidence is resolved?

*Response*

*The Shire of Plantagenet will not enter into debate regarding the validity of advice from Government health authorities regarding public health matters.*

4. We plead to the Shire requesting they seek their own evidence within the population of the Shire to inform them?

*Response*

*The Shire of Plantagenet recognises the State and Federal Government health authorities including the Australian Government Department of Health and Aged Care including the Therapeutic Goods Administration and the WA Government Department of Health as the definitive authorities on public health matters in Western Australia.*

### **3.1.2 MS SOBRANE SIMCOCK ASKED THE FOLLOWING QUESTIONS OF COUNCIL IN RELATION TO COVID VACCINES.**

1. What legal or public health mandate supports the Shire's involvement in promoting Covid 19 vaccination?

*Response*

*The Shire of Plantagenet is committed to working with the WA Department of Health to support public health initiatives when engaged to do so.*

2. How does this align with the Shire's core responsibilities to its residents under the Local Government Act?

*Response*

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*Local Government Act 1995 is the legislation that governs local governments in Western Australia as determined by the Parliament of Western Australia. Local Governments work with the laws of Western Australia and any suggestion that the Shire of Plantagenet would not comply with directives from the Government of Western Australia, or the rule of law is unrealistic and unreasonable.*

**3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995**

**4 PETITIONS / DEPUTATIONS / PRESENTATIONS**

**5 DISCLOSURE OF INTEREST**

Part 5 Division 6 Local Government Act 1995

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

Section 5.25 Local Government Act 1995

Nil

## **7 CONFIRMATION OF MINUTES**

### **7.1 ORDINARY MINUTES OF COUNCIL HELD 26 NOVEMBER 2024**

Minutes, as circulated, of the Ordinary Meeting of the Shire of Plantagenet, held on 26 November 2024.

#### **OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 26 November 2024 as circulated, be taken as read and adopted as a correct record.**

## **8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**



## 9 REPORTS OF COMMITTEES AND OFFICERS

### 9.1 DEVELOPMENT & REGULATORY SERVICES REPORTS

#### 9.1.1 LOT 701 (33) WARBURTON ROAD, MOUNT BARKER – CHILD CAR PREMISES

File Ref:	N65082
Attachment:	<a href="#">Applicant's Development Application Report</a> <a href="#">Marked Up Site Plan</a> <a href="#">Schedule of Submissions &amp; Responses</a> <a href="#">Gowrie Early Learning Floorplan</a>
Responsible Officer:	Andre Pinto – Executive Manager Development and Regulatory Services
Author:	Jayden Pope – Senior Town Planner (Altus Planning)
Proprietor/Applicant:	The Gowrie (WA) Inc / Harley Dykstra
Proposed Meeting Date:	17 December 2024

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#### PURPOSE

The purpose of this report is to determine the development application (P800) for a Child Care Premises at Lot 701 (33) Warburton Road, Mount Barker as the proposal is outside the authority delegated to staff.

#### BACKGROUND

The *Planning and Development Act 2005* legislates the use and development of land in Western Australia through the planning system. The Shire's Local Planning Scheme No. 5 (**LPS5**) is a key part of this planning system, controlling land use and development. This is supported by various local and state planning policies.

On 5 September 2024, the Shire accepted an application for 'Child Care Premises' (**proposed development** or **proposal**), at Lot 701 (33) Warburton Road, Mount Barker (**subject land** or **site**). The subject land is zoned as 'Residential' with a density coding of R2 under LPS5.

Under LPS5, a 'Child Care Premises' means "*premises where —*

- (a) *an education and care service as defined in the Education and Care Services National Law (Western Australia) section 5(1), other than a family day care service as defined in that section, is provided; or*
- (b) *a child care service as defined in the Child Care Services Act 2007 section 4 is provided*".

An amendment to LPS5 (Amendment 1) that varied the permissibility of the above land use in the Residential zone was gazetted on 2 August 2024. The previous

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permissibility under the zoning table was an 'X' (not permitted) use, to now an 'A' use.

An 'A' use means that the use is not permitted unless the Shire has exercised its discretion by granting development approval after advertising the proposal to potentially affected neighbours.

## **EXTERNAL CONSULTATION**

External Consultation has occurred and is discussed under 'Officer Comment' below.

## **STATUTORY ENVIRONMENT**

*Planning and Development Act 2005*

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

*Shire of Plantagenet Local Planning Scheme No. 5*

## **POLICY IMPLICATIONS**

Local Planning Policy No. 4 – Child Care Premises & Family Day Care

Town Planning Scheme Policy No. 22 – Advertising Signs

## **FINANCIAL IMPLICATIONS**

The application fee of \$4270.00 was received on 5 September 2024.

## **BUDGET IMPLICATIONS**

There are no budget implications for this report.

## **LEGAL IMPLICATIONS**

If an applicant or owner is aggrieved by a determination, there is a right of review by the State Administrative Tribunal under *Part 14* of the *Planning and Development Act 2005*.

## **ASSET MANAGEMENT IMPLICATIONS**

There are no asset management implications as no assets are being created or acquired.

## **STRATEGIC IMPLICATIONS**

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At Outcome 2.2 Infrastructure the following Strategy:

Strategy 2.2.2:

*'Encourage development that is consistent with the individual character of towns'*

At Outcome 4 Performance & Leadership the following Strategies:

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Strategy 4.1.1:

*‘A Shire that listens and considers the needs of each community.’*

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

**RISK MITIGATION IMPLICATIONS**

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Analysis</b>	<b>Mitigation</b>
<i>Operational</i> Lack of adequate landscaping onsite could create an undesirable design outcome.	<i>Likely</i>	<i>Moderate</i>	<i>Moderate</i>	<i>Condition for amended landscaping to be approved and implemented.</i>
<i>Operational</i> Lack of adequate traffic safety management could pose a risk to pedestrians and other vehicles.	<i>Possible</i>	<i>Major</i>	<i>High</i>	<i>Conditions for wheel stops, traffic calming device and a reversing bay to be approved and implemented.</i>
<i>Operational</i> Lack of adequate noise management may create adverse amenity impacts to surrounding properties.	<i>Likely</i>	<i>Moderate</i>	<i>Moderate</i>	<i>Condition for amended Environmental Acoustic Assessment and for the preparation of a Noise Management Plan.</i>
<p><b>Opportunity:</b></p> <ul style="list-style-type: none"> <li>Increased soft landscaping to enhance the streetscape and increase the sustainability of the development.</li> <li>Increased traffic safety measures to mitigate potential accidents.</li> <li>Noise management measures to mitigate any potential for adverse amenity impacts.</li> </ul>				

**STRATEGIC RISK IMPLICATIONS**

There are no strategic risk implications for this report.

**REGIONAL IMPLICATIONS**

There are no regional implications for this report.

**OFFICER COMMENT****Proposal**

The proposed development consists of the following:

- One (1) existing building.
- One (1) new modular building located to the northern side of the carpark.
- The existing car parking areas to be utilised with 25 bays.
- 15 staff and 71 children.
- The hours of operation to be 7.15am – 5.45pm Monday to Friday, as confirmed by the Applicant to the Shire.

**Strategic Considerations**

An amendment to LPS5 (Amendment 1) that varied the permissibility of the above land use in the Residential zone was gazetted on 2 August 2024. The previous permissibility under the zoning table was an 'X' (not permitted) use, to now an 'A' use.

There are no other strategic concerns relating to this proposal, the proposal is considered to align with the objectives of the Residential zone and is not an unexpected form of development within a residential area.

**Zone Objectives:**

Pursuant to Table 2 of LPS5, the objectives of the Residential zone are as follows.

1. *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
2. *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
3. *To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

Whilst the development is not a dwelling per se, the development of a Child Care Premises for the dwellings within the Residential area is considered to be a much-required need for the community.

The new building is located behind the existing building and is modular in nature. Subject to the recommended conditions being imposed, the development as a whole is considered to be of a high-quality design.

The development is classified a non-residential land use. The land use itself and the design of the development is considered to be complementary to the residential area.

The development is therefore considered to be consistent with the Residential zone objectives of LPS5.

### **Setbacks**

Clause 25, 26 and Table 7 (Additional requirements that apply to land in Scheme area) of LPS5 only contemplate residential development in the residential zone, that is development that is applicable to the Residential Design Codes (**R-Codes**).

With respect to the Residential zone objectives of LPS5 (as also assessed above), the residential standards have been considered. Whilst the development does not satisfy the deemed-to-comply requirements of the R-Codes where the side setback of the new building to the eastern boundary would require a setback of 10m, the development has been considered against the relevant design principles of clause 5.1.3 of the R-Codes. It has been determined that the proposal demonstrates compliance with the relevant design principles as the proposal is considered to have a relatively low bulk and scale to adjacent neighbours, and therefore warrants approval.

### **Local Planning Policy No. 4 – Child Care Premises & Family Day Care**

The development has been assessed against the Shire's newly created Local Planning Policy No. 4 – Child Care Premises & Family Day Care (**LPP04**). A summary of the key findings from the assessment against LPP04 is listed below.

- The external colours and materials, whilst shown on the elevations, has no specific details on the exact colours and materials to be used. A condition for a schedule of colours and materials is therefore recommended to be imposed.
- Landscaping of the driveway and carparking areas is minimal. It is noted that the aerial layer on the submitted Site Plan is not up to date with respect to the amount of landscaping within these areas. A site inspection was conducted by Shire officers, and the landscaping currently on site is significantly less than what has been represented on the Site Plan. A condition for a landscape plan that includes more landscaping within the carparking areas and on both sides of the driveway is therefore recommended to be imposed.
- A reversing bay is required within the main carpark to allow for cars to enter and exit the site in forward gear, should all bays be occupied. This is therefore recommended to be a condition of approval and would require one car bay to be removed from carparking calculations.
- 23 car bays are required, and 24 bays will be provided after the inclusion of the reversing bay. This is a surplus of one (1) car parking bay.
- Car parking bay 3 will have difficulty for access and egress of larger vehicles. Car bay 3 should be sign posted for small vehicles only, and/or as a dedicated staff bay where access to and from the bay will generally occur in off peak periods. A condition of approval to make this amendment is recommended to be imposed.
- The display on the sign is greater than 1m<sup>2</sup> in area, however the sign frame is existing. This variation proposed is considered acceptable due to the utilisation of the existing signage frame.

- The proposed bin store is considered to have some form of screening as described within the submitted Waste Management Plan; however specific details have not been provided. A condition for the screening of the bin store is recommended.

### **Town Planning Scheme Policy No. 22 – Advertising Signs**

As the signage of the proposed development is not exempt from development approval, the requirements of the Town Planning Scheme Policy No. 22 – Advertising Signs (**Advertising Signs Policy**) apply.

The sign departs from the requirements of the Advertising Signs Policy as the sign is located between the existing building and the street boundary, and also that the Advertising Signs Policy does not permit for Hoarding Signs within any zone.

However, as the sign frame itself is existing, it is considered to be acceptable. It is further considered that the proposal generally meets the intent of the Advertising Signs Policy. The sign is relatively small and is the only sign on site, therefore reducing visual clutter and respecting the distinctive character of the area.

### **Traffic & Safety**

Vehicular access is to remain from Warburton Road, with no modifications to the existing crossover proposed.

A Traffic Impact Statement (**TIS**) has been provided with the application by the Applicant. The TIS has been assessed by the Shire and the TIS has been determined to be acceptable.

The proposal has been calculated to generate approximately 56 vehicles during the AM peak hour, 57 vehicles during the PM peak hour, and 290 daily trips. Assessing officers have agreed with the TIS that this increase is considered to be minimal and the surrounding road networks are capable of this containing this increase.

The assessing officers however have determined that there is a substantial risk to traffic safety via the long, straight driveway that leads to a 90-degree corner. It is recommended that a traffic calming device, such as a speed bump, is incorporated into the driveway to ensure the speed of traffic entering and exiting the site is at an acceptable speed.

Additionally, wheel stops are also recommended to be implemented into any car bays that are adjacent to a footpath to ensure that pedestrian safety is maintained.

### **Waste Management**

A Waste Management Plan has been prepared and submitted by the Applicant as part of this proposal. The Applicant proposes to utilise the entirety of the verge for waste collection by the Shire's private contractor.

After discussions with the Applicant, it has been determined that the proposed management of waste is not supported by Shire officers for the following reasons:

- The bins will be placed on the full length of the verge and would create an adverse visual amenity impact for the locality.

- When waste collection occurs, this may create a risk to traffic safety.
- It is common practice for Child Care Premises within Western Australia to provide for their own private waste collection after hours.
- It is considered that there is enough room internally for a Waste vehicle to safely collect waste after hours.

It is therefore recommended that a condition of approval is imposed for an amended Waste Management Plan with the aim of reducing proposed bin numbers to a more reasonable amount.

### **Noise**

An Environmental Acoustic Assessment (**Acoustic Assessment**) has been prepared and submitted by the Applicant as part of this proposal. The Acoustic Assessment has been reviewed by Shire officers and it has been determined that several amendments are required to be made for compliance.

However, it is considered by Shire officers that these requirements will not ultimately change the form of the development nor create any adverse impacts and the report is generally consistent with the *Environmental Protection (Noise) Regulations 1997*. Therefore, it is considered acceptable for the proposal to be conditioned as such.

As part of the submitted Acoustic Assessment, Colorbond fencing is required to be installed around the entire property. The Colorbond fence is supported as an acceptable acoustic mitigation measure. It is however noted that items hitting the fence may cause an adverse noise impact due to the reverberating sound. As a masonry wall around the entire outdoor play areas is considered to be excessive, a Noise Management Plan is recommended to be conditioned in this regard.

### **Consultation**

As the development is an 'A' use within LPS5, the application was advertised from 7 November to 25 November to adjacent neighbours / properties within a 500m radius of the site. In response, a total of 5 submissions were received, of which 4 objected to the proposal and one of support.

A response to the submissions by the Applicant and assessing officer is contained within the Schedule of submissions.

### **Conclusion**

The proposal is consistent with the planning framework and is considered to be an acceptable form of development for the area. It is therefore recommended that the proposal be approved subject to appropriate conditions as listed in the officer recommendation.

## **VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION**

That Council approves the Development Application (P800) received 29 August 2024 for a Child Care Premises at Lot 701 (33) Warburton Road, Mount Barker, subject to the following conditions:

**Conditions:**

1. Development shall be carried out in accordance with the terms of the application as approved herein and any approved plan (including any amendments marked in red).
2. Prior to applying for a Building Permit and/or Occupancy permit, the Floor Plan of the existing building is to be amended to outline the current proposal with corresponding room names, to the satisfaction of the Shire of Plantagenet.
3. Prior to applying for a Building Permit and/or Occupancy permit, the Site Plan is to be amended to outline the location and dimensions of the proposed Colorbond fencing, to the satisfaction of the Shire of Plantagenet.
4. Prior to applying for a Building Permit and/or Occupancy permit, the Waste Management Plan prepared by *Stantec Australia Pty Ltd* and dated 14 August 2024 is to be amended, lodged and approved by the Shire of Plantagenet. The amendment is to show that all waste is to be collected by the landowner's/operator's private waste contractor on-site and not from the verge.

The development must be designed and all works must be carried out in accordance with the amended Waste Management Plan, to the satisfaction of the Shire of Plantagenet for the duration of development.

5. Prior to applying for a Building Permit and/or Occupancy permit, the Environmental Acoustic Assessment prepared by Herring Storer Acoustics and dated 19 August 2024 is to be amended, lodged and approved by the Shire of Plantagenet. The amendment is to show the following:
  - a. Ensure that all references within the report reflect both buildings, and not just the new building.
  - b. A site plan that identifies all receivers of the noise and reflects the location of Colorbond fencing.
  - c. Reference to boundary fencing as a noise mitigation measure.
  - d. Calculations and maps for each of the receiving properties.
  - e. A noise contour map identifying receiving premises and the noise contours.
  - f. Justification on how the 'Standard building construction' has been defined to arrive at the conclusion it will meet the regulations. Should



the justification be inadequate at the discretion of the Shire of Plantagenet, amended plans and reporting will be required.

- g. Modelling results for LAMAX criteria for outdoor play areas. Amendments to the report and/or sufficient justification is required.

Prior to occupation or use of the development, the development must be designed and all works must be carried out in accordance with the amended Environmental Acoustic Assessment, to the satisfaction of the Shire of Plantagenet for the duration of the development.

- 6. Prior to applying for a Building Permit and/or Occupancy permit, a schedule of materials, finishes and colours shall be submitted to and approved by the Shire of Plantagenet.

Prior to the occupation of the development, the approved external finishes and colour schemes are to be implemented to the satisfaction of the Shire of Plantagenet and maintained thereafter.

- 7. Prior to applying for a Building Permit and/or Occupancy permit, a Landscape Plan for the development site is to be submitted to and approved by the Shire of Plantagenet. The following details are to be included:

- a. Existing street trees and other vegetation.
- b. Vegetation to be retained on the site.
- c. Landscape treatments such as lawn and mulch areas.
- d. The location, species, quantity and pot size of proposed trees and shrubs.
- e. Areas to be irrigated.
- f. Lighting to carparking areas.

- 8. Within 9 months of the date of this approval, the landscaping and irrigation of the development site is to be installed in accordance with an approved landscape plan and thereafter maintained in perpetuity to the satisfaction of the Shire of Plantagenet.

- 9. Prior to occupation or use of the development, a Noise Management Plan is to be prepared, lodged and approved by the Shire of Plantagenet. The use of the development is to be in accordance with the approved Noise Management Plan thereafter, to the satisfaction of the Shire of Plantagenet.

- 10. Prior to occupation or use of the development, vehicle parking, manoeuvring and circulation areas shall be designed, constructed, sealed, drained, line-marked and kerbed in accordance with:

- a. The approved plan(s);
- b. Australian/New Zealand Standard AS/NZS 2890.1:2004, Parking facilities, Part 1: Off-street car parking;

- c. Australian/New Zealand Standard AS/NZS 2890.6:2009, Parking facilities, Part 6: Off-street parking for people with disabilities;
- d. Australian Standard AS 1428.1-2009, Design for access and mobility, Part 1: General Requirements for access-New building work (by providing a link to the main entrance of the development by a continuous accessible path of travel);
- e. Council's engineering requirements and design guidelines.

The car parking is to be maintained to the satisfaction of the Shire of Plantagenet for the duration of the development.

11. Prior to occupation or use of the development, wheel stops are to be provided to all car bays and reversing bays that abut a footpath.
12. Prior to occupation or use of the development, a traffic calming device is to be installed within the driveway, to the satisfaction of the Shire of Plantagenet.
13. Prior to occupation or use of the development, the sub floor void is to be screened to the satisfaction of the Shire of Plantagenet.
14. Prior to occupation or use of the development, the bin store is to be constructed in accordance with the amended Waste Management Plan and screened to the satisfaction of the Shire of Plantagenet.
15. All stormwater must be contained and disposed of on-site. All stormwater infrastructure must be maintained for the duration of the development.
16. The hours of operation are restricted to between 7:15am and 5:45pm, Monday to Friday.
17. A maximum of 15 staff are to be on-site at any one time.
18. Prior to occupation or use of the development, screening of air conditioners and any other service infrastructure that is visible from adjoining properties or the nearby public realm, to the satisfaction of the Shire of Plantagenet.
19. All vehicle parking shall be accommodated within the boundaries of the subject lot.
20. Prior to occupation or use of the development, an Aerobic Treatment Unit (ATU) for the treatment of sewage or another suitable secondary treatment system is to be approved by the Shire of Plantagenet and installed. The secondary treatment system is to be maintained thereafter to the satisfaction of the Shire of Plantagenet.
21. Prior to the commencement of site works, a Construction Management Plan (CMP) for the construction phase of the development shall be submitted to and approved by the Shire of Plantagenet, and thereafter implemented, that at a minimum:

- a. Ensures site works, machinery and materials on the site do not generate unreasonable levels of noise, vibration, dust, wastewater, or waste products; and
- b. Outlines the location of construction amenities.

Advice Notes:

1. The applicant is advised with regard to the Landscaping Plan, one (1) canopy tree at a rate of every four (4) bays is required for the northern car parking bays. Further, additional landscaping is to be located on the northern side of the carpark and on both sides of the driveway, to the satisfaction of the Shire of Plantagenet.
2. The Noise Management Plan is to detail how noise will be managed to an acceptable standard on site, including but not limited to outdoor play and play equipment hitting the Colorbond fencing.
3. Any damage or disruption to infrastructure within the road reserves is to be remediated at the proponent's cost.
4. This Development Approval does not constitute a Building Permit. The applicant is advised of the need to obtain a Building Permit prior to the commencement of work. The submitted Building Permit application plans are to be consistent with the plans that form part of the relevant Development Approval, to the satisfaction of the Shire of Plantagenet.
5. The applicant is advised that the proposed development is required to comply with all other relevant legislation, including but not limited to, the Environmental Protection Act 1986 and Regulations, Health (Miscellaneous Provisions) Act 1911 and Regulations, Contaminated Sites Act 2003 and the National Construction Code.
6. The applicant is advised of the following to minimise the impact of development works:
  - a. All development works must be carried out in accordance with Control of Noise Practices set out in section 6 of AS2436-1981. For further details please contact the Department of Water and Environmental Regulation.
  - b. Development work shall only be permitted between 0700 hours and 1900 hours on any day which is not a Sunday or public holiday, without the written approval of the Shire.
  - c. Development work shall comply in all respects with the Environmental Protection (Noise) Regulations 1997.

## 9.2 INFRASTRUCTURE AND ASSETS REPORTS

### 9.2.1 PARKING RESTRICTIONS – MEAD STREET

<b>File Ref:</b>	<b>N65099</b>
<b>Attachment:</b>	<u>Site Map Showing Parking Restrictions</u>
<b>Responsible Officer:</b>	<b>Kevin Hemmings</b> <b>Executive Manager Infrastructure and Assets</b>
<b>Author:</b>	<b>Amy Chadbourne</b> <b>Senior Administration Infrastructure and Assets</b>
<b>Proposed Meeting Date:</b>	<b>17 December 2024</b>

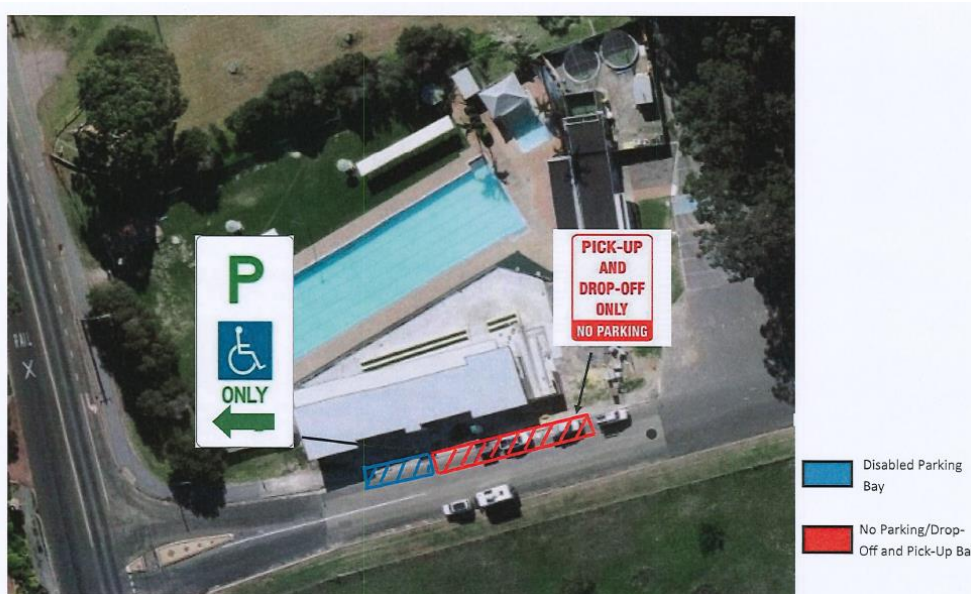
#### PURPOSE

The purpose of this report is to assign parking restrictions to the roadside and verge on the south side of Mead Street.

#### BACKGROUND

During the start of the 2023/2024 swimming pool season, No Parking on Verge signs were installed along the south side of Mead Street as a deterrent to cars parking on the verge and roadside opposite to the entry. The signs were installed in response to concern from stakeholders for children running across the road to the pool entrance.

Following a Forum report in January 2024, a report was presented to Council on 27 February 2024 where parking time restrictions were approved for the Mead Street pull-in parking bay adjacent to the entrance of the pool. Signs were installed shortly after. See diagram below.



A report was presented to the Council Forum held on 10 December 2024. The report highlighted the lack of success of the No Parking on Verge signs on the south

side of Mead Street. Pool users ignore the signs and continue to park on the verge and the roadside and then cross the road to access the pool.

### EXTERNAL CONSULTATION

Consultation has taken place with swimming pool staff.

### STATUTORY ENVIRONMENT

Local Government Act 1995

Shire of Plantagenet Parking and Parking Facilities Local Law 2008, Part 2 Clause 2.6 Powers of Local Government

*'The local government may, by resolution, prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region but must do so consistently within the provisions of this local law.'*

### POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

### FINANCIAL IMPLICATIONS

The costs associated with removing existing signs and installing new ones will come from the relevant road maintenance budget.

### ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

### STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 2 Environment (natural and built)* the following:

Strategy 2.1.1:

*'Maintain and further develop Shire roads, drainage and pathways at appropriate standards.'*

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

### RISK MITIGATION IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Service interruption, financial and reputational	Possible	Moderate	Moderate	Council approve No Parking signs for Mead Street

				roadside and verge
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### STRATEGIC RISK IMPLICATIONS

The Shire's Strategic Risk Register (Asset Sustainability Practices) incorporates a key control for a routine maintenance schedule. The control for both these items is labelled 'adequate' and the Executive Manager Infrastructure and Assets is listed as being responsible.

### REGIONAL IMPLICATIONS

There are no regional implications for this report.

### OFFICER COMMENT

As highlighted in the report to Council of 27 February 2024, concern has been expressed by pool staff and pool users for the safety of pedestrians crossing from parked cars on the south side of Mead Street to the pool entry gate.

To ensure there will be sufficient parking for all pool users in busy times, a gravel based overflow car park will be installed at Apex Park on the north side of the pool. This will be a makeshift installation until funding is acquired for the full redevelopment of the pool site which will incorporate formalisation of the car park.

The No Parking on Verge signs will be installed following the completion of the overflow car park. See Attachment One for the sign placement on the south side of Mead Street.

### VOTING REQUIREMENTS

Simple Majority

### OFFICER RECOMMENDATION

That Council approves:

1. In accordance with Part 2, Clause 2.6 of the Shire of Plantagenet Parking and Parking Facilities Local Law 2008, parking restrictions on Mead Street as shown on the proposed plan; and
2. The new parking restrictions to be advertised locally and at the site to notify users of the Mount Barker Memorial Swimming Pool.

### 9.3 CORPORATE AND COMMUNITY SERVICES REPORTS

#### 9.3.1 LIST OF ACCOUNTS – NOVEMBER 2024

<b>File Ref:</b>	<b>N65108</b>
<b>Attachment:</b>	<u>List of Accounts – November 2024</u>
<b>Responsible Officer:</b>	<b>Anthony Middleton</b> <b>Executive Manager – Corporate &amp; Community</b>
<b>Author:</b>	<b>Kylie Caley</b> <b>Manager of Finance</b>
<b>Proposed Meeting Date:</b>	<b>17 December 2024</b>

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#### **PURPOSE**

The purpose of this report is to present the list of payments that were made during the month of November 2024.

#### **EXTERNAL CONSULTATION**

No external consultation has occurred in relation to this report.

#### **STATUTORY ENVIRONMENT**

This information is provided to Council monthly in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996* provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* provides that a list of payments must be prepared and presented to Council each month for all credit, debit, or purchasing cards utilised by authorised employees during the month.

#### **POLICY IMPLICATIONS**

Council Policy F/FM/17 – Purchasing Policy

Council Policy F/FM/18 – Corporate Credit Card Policy

**FINANCIAL IMPLICATIONS**

Expenditure is in accordance with the 2024/2025 Annual Budget.

**BUDGET IMPLICATIONS**

There are no budget implications for this report.

**LEGAL IMPLICATIONS**

There are no legal implications for this report.

**ASSET MANAGEMENT IMPLICATIONS**

There are no asset management implications as no assets are being created or acquired.

**STRATEGIC IMPLICATIONS**

There are no strategic implications for this report.

**RISK MITIGATION IMPLICATIONS**

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Analysis</b>	<b>Mitigation</b>
Reputational  That Council does not receive the list of payments	Rare	Insignificant	Low	That Council receives the list of payments as required by legislation.

**STRATEGIC RISK IMPLICATIONS**

There are no strategic risk implications for this report.

**REGIONAL IMPLICATIONS**

There are no regional implications for this report.

**OFFICER COMMENT**

Accountability in local government encompasses various dimensions, as councils strive to fulfill a range of social, political, and financial objectives for the community's benefit.

These accountability principles are rooted in strong financial integrity, adherence to conflict of interest standards, and the expectation that local governments are fully responsible for community resources.

Council has delegated authority to the Chief Executive Officer to make payments from the Shire's Municipal and Trust funds as required.

All payments are independently evaluated by the Manager of Finance to verify that expenditures are for the Shire of Plantagenet and comply with Council policies,



procedures, the *Local Government Act 1995*, and relevant regulations. The review also ensures there is no misuse of corporate credit or fuel purchase cards.

### VOTING REQUIREMENTS

Simple Majority

### OFFICER RECOMMENDATION

That Council receives the list of accounts paid during the month of November 2024 as per the attached Schedule of Payments, and as summarised below:

#### **Municipal Account (inclusive of credit card and fuel card purchases**

EFT Payments	EFT6805 – EFT6971	\$786,847.55
Direct Debit Payments		\$137,377.63
EFT Payroll Payments		\$390,680.06
<b>Total Municipal Account Payments</b>		<b>\$1,314,905.24</b>

**9.3.2 MONTHLY FINANCIAL REPORT – NOVEMBER 2024**

<b>File Ref:</b>	<b>N65112</b>
<b>Responsible Officer:</b>	<b>Anthony Middleton Executive Manager – Corporate &amp; Community</b>
<b>Author:</b>	<b>Kylie Caley Manager of Finance</b>
<b>Proposed Meeting Date:</b>	<b>17 December 2024</b>

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**PURPOSE**

The purpose of this report is to provide Council with the monthly financial report for the month ending 30 November 2024.

**BACKGROUND**

The *Local Government (Financial Management) Regulations 1996*, regulation 34 states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget.

Variances between budgeted and actual expenditure including the required material variances (10% with a minimum value of \$20,000) are included in the variance report.

**EXTERNAL CONSULTATION**

Nil

**STATUTORY ENVIRONMENT**

s.6.4 Local Government Act 1995, Part 6 - Financial Management  
r. 34 Local Government (Financial Management) Regulations 1996  
r. 35 Local Government (Financial Management) Regulations 1996

**POLICY IMPLICATIONS**

There are no policy implications for this report.

**FINANCIAL IMPLICATIONS**

This item reports on the current financial position of the Shire. The recommendation does not in itself have a financial implication.

**BUDGET IMPLICATIONS**

There are no budget implications for this report.

**LEGAL IMPLICATIONS**

There are no legal implications for this report.

## ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

## STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 4 Performance & Leadership* the following Strategies:

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

## STRATEGIC RISK IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputational</i>  That Council does not receive the financial activity statements as required by S6.4 of the LG Act 1995	<i>Rare</i>	<i>Insignificant</i>	<i>Low</i>	That Council receives the financial activity statements as required by legislation.

## REGIONAL IMPLICATIONS

There are no regional implications for this report.

## OFFICER COMMENT

The attached Statement of Financial Activity for the period 1 July 2023 to 30 November 2024 represent five (5) months, or 42% of the year. The following items are worthy of noting:

- Closing surplus position of \$9.5m;
- Operating results:
  - 85% of budgeted operating revenue has been received; and
  - 16% of budgeted operating expenditure spent (no depreciation has been raised until after the prior year’s audit is finalised);
- Capital expenditure achieved 7% of budgeted projects.
- Cash holdings of \$14.8m of which \$6.9m is held in cash backed reserve accounts;
- Rates debtors outstanding equate to 23.83% of total rates raised for 2024/2025; and

- Page 10 of the statements detail major variations from year to date (amended) budgets.

### **VOTING REQUIREMENTS**

Simple Majority

### **OFFICER RECOMMENDATION**

**That Council accepts the Statement of Financial Activity for the month ending 30 November 2024 as proposed, along with notes of any material variances.**

### 9.3.3 MOUNT BARKER SWIMMING POOL REDEVELOPMENT – REVISED MASTER PLAN FOR STAGE 1B AND STAGE 2

<b>File Ref:</b>	<b>N65069</b>
<b>Attachment:</b>	<u>Mount Barker Swimming Pool – Revised Master Plan &amp; Preliminary Design 2024</u>
<b>Responsible Officer:</b>	<b>Anthony Middleton</b> <b>Executive Manager Corporate and Community Services</b>
<b>Author:</b>	<b>Nicole Selesnew</b> <b>Manager Community and Recreation Services</b>
<b>Proposed Meeting Date:</b>	<b>17 December 2024</b>

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#### **PURPOSE**

The purpose of this report is to seek the Council's endorsement of a revised Master Plan for Stage 1B and Stage 2 – Mount Barker Swimming Pool redevelopment.

#### **BACKGROUND**

The Council endorsed a concept plan for Stage 1B of the Mount Barker Swimming Pool redevelopment at its ordinary meeting held on 19 December 2023. The plan comprised a new Splash Pool, Learn to Swim Pool, plant and filtration system and heating.

At that meeting, the Council also resolved to progress to the detailed design plan phase for Stage 1B, including any refurbishment work required for the 50m pool. Engineers advised that further investigation was required to determine the condition of the 50m pool bowl before a refurbishment plan could be prepared.

The 'Mount Barker Pool – Forensic Investigation of 50m Outdoor Pool' report, providing a detailed condition assessment of the pool bowl, was received by the Council at its ordinary meeting held on 24 September 2024. The report states that the pool floor is in poor condition and has approximately seven years of serviceable life, if left in its current condition.

The report detailed several options to progress which the Council reviewed. The Council resolved to plan for the replacement of the 50m pool and to initiate the detailed design process for Stage 1B and Stage 2, with Stage 2 comprising a new 50m pool.

A revised Master Plan and Preliminary Design Plan have been prepared for Stage 1B and Stage 2 (attached). These documents will guide the preparation of detailed design plans, once endorsed.

## EXTERNAL CONSULTATION

Consultation has occurred with an aquatic and civil engineer representing Built Environment Collective Pty Ltd (BEC). BEC subcontracted an architect to prepare the attached Master Plan.

## STATUTORY ENVIRONMENT

The Health (Aquatic Facilities) Regulations 2007 and Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities 2020 apply.

The Department of Health administers the Regulations and Code. As the pool development plans move from concept status to detailed design status, the Department becomes involved to ensure the design will meet requirements for public safety and water quality.

## POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

## FINANCIAL IMPLICATIONS

The detailed design planning process includes a review of the plans by a Quantity Surveyor to provide an accurate cost for construction. This will give the Council a clear indication of the total redevelopment cost, along with a breakdown of costs for different options for the redevelopment.

The potential to stage the redevelopment has been discussed with an Aquatic Engineering and Design firm. Preliminary advice is that separating Stage 1B and Stage 2 will add an estimated 25 – 30% to construction costs and create construction challenges, specifically:

- Temporary filtration and chemical dosing systems will be required for the 50m pool while the demolition of the existing Plant Room and construction of the new Plant Room is underway;
- A temporary balance tank for the 50m pool, along with temporary pipework to the Plant Room, will be required until the redevelopment is complete;
- Access to Stage 2 for demolition and construction activities (if Stage 1B is complete) will likely require a temporary road through Apex Park, cross-over to Albany Highway and traffic management on Albany Highway during busy construction times such as demolition and concreting;
- A risk of damage to existing pool infrastructure while constructing new components; and
- Safety considerations with the public located in close proximity to a construction site.

If the project is staged, there is a likelihood that the pool will be closed to the public over multiple swimming seasons.

The recommendation from pool designers and builders is to progress as one construction project. If this occurs, the timeframe for the redevelopment will be heavily dependent on the Shire's ability to raise \$8 - \$10million to build Stage 1B and Stage 2.

### **BUDGET IMPLICATIONS**

There are no budget implications for this report.

### **LEGAL IMPLICATIONS**

There are no legal implications for this report.

### **ASSET MANAGEMENT IMPLICATIONS**

The remaining serviceable life of the 50m pool shell is predicted to be seven years if no preventative measures are taken.

During the next five years the cost of maintaining the pool will increase due to water leakage and increased chemical costs, caused by diminishing water quality. The pool does not meet the requirements detailed in the Code and non-compliance will continue to decline.

Delayed action may lead to catastrophic failure and / or complete closure of the 50m pool.

A Plant Room Condition Report completed by Shenton Aquatics approximately seven years ago identified several critical items of plant that had reached the age and level of condition where they are beyond repair and require replacement. The report concluded that an upgrade of the entire plant system is required, including the building that houses the plant room.

Facility assessments by Shenton Aquatics, GHD, Norman Disney Young and BEC have all identified that the pool does not meet the Department of Health standards and both water bodies are non-compliant.

Substantial capital works are required to address the ageing pool infrastructure. In order to progress a redevelopment, detailed design plans and costings will be required.

The attached Master Plan and Preliminary Design Plan is based on maximising the use of all aquatic spaces, streamlining construction costs where possible and providing the appropriate infrastructure to meet community needs for the next 60+ year lifespan of the facility.

### **STRATEGIC IMPLICATIONS**

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 1.3 Health and Wellbeing* the following strategy:

Strategy 1.3.2:

'A healthy and active community'

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At Outcome 1.4 Support for community groups and volunteers the following strategy:

Strategy 1.4.3:

‘Ensure Council buildings, facilities and public amenities are provided and maintained to an appropriate standard’.

At a review of *Major Projects*, recognition of Stage 1B – Mount Barker Swimming Pool is identified as a project for attention.

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

**RISK MITIGATION IMPLICATIONS**

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Analysis</b>	<b>Mitigation</b>
<i>Financial and Operational</i> That the existing pool plant and operating system fails during the pool season	<i>Likely</i>	<i>Major</i>	<i>High</i>	<i>Plan and progress the replacement of the pool plant and operating system, ensuring compliance with Health requirements.</i>
<i>Financial and Operational</i> Failure of the 50m pool bowl structure	<i>Unlikely</i>	<i>Major</i>	<i>Moderate</i>	<i>Plan and progress the replacement of the pool.</i>
Opportunity: <ul style="list-style-type: none"> <li>To undertake a pool refurbishment that will meet the needs of the Plantagenet community for the next 60+ years, maximises patronage, streamlines operating costs and complies with health and safety requirements.</li> </ul>				

**STRATEGIC RISK IMPLICATIONS**

The condition of the 50m swimming pool and associated infrastructure is aged and failing. Reports identify that items in the plant room are beyond repair and require replacement. The Council has considered options for refurbishing the 50m pool but decided that replacement was the preferred option.

The previously adopted pool concept plan was based on the construction of Stage 1B only. A later Council decision to progress Stage 1B and Stage 2 created an opportunity to re-draft the concept plans, opening up the usable space across the facility, relocating plant and equipment to streamline construction and operating



costs, realign the 50m pool to better suit the site and plan for community needs for the 60+yr lifespan of a new facility.

The attached Master Plan and Preliminary Design Plan capture these opportunities.

Completing the required upgrades in two stages presents significant risks to infrastructure, costs and facility closures as outlined in the Financial Implications section of this report. How the project will progress is dependent on the ability to raise sufficient funding.

## REGIONAL IMPLICATIONS

The Mount Barker Memorial Swimming Pool is the only 50m pool in the lower Great Southern area, with Kojonup and Katanning pools the next closest 50m water bodies.

The pool is regularly attended by Albany and Denmark swimmers, with the Denmark Primary School hosting their inter-school carnival at Mount Barker Pool in 2024.

The pool draws regular users from Cranbrook and Frankland.

The attached Master Plan includes features to increase 'all day' visitation of the pool, such as dry recreation and BBQ areas, improved water heating and water features to entertain / service children through to adults.

## OFFICER COMMENT

A revised Master Plan and Preliminary Design Plan have been prepared for Stage 1B and Stage 2 (attached).

There are several proposed changes to the Master Plan from the previously adopted concept plan. These are detailed in Table One.

**Table One: Mount Barker Swimming Pool – Concept Plan and Master Plan Comparison**

Concept Plan – November 2023	Master Plan – November 2024	Reason for Change
	50m pool realigned parallel to the Changeroom / Kiosk building and Mead Street	<ul style="list-style-type: none"> <li>Improves Lifeguard views of the north eastern and south western corners of the pool from the kiosk area;</li> <li>Increases the distance between the 50m pool and Learn to Swim pool to improve safety and people movements through this space; and</li> <li>Enhances the use of space at the western end of the 50m pool.</li> </ul>
Splash Pool and Learn to Swim pool	Splash Pool and Learn to Swim Pool	<ul style="list-style-type: none"> <li>Increases the distance between the 50m pool and Learn to Swim pool to improve</li> </ul>

Concept Plan – November 2023	Master Plan – November 2024	Reason for Change
orientation east – west	orientation north – south	<p>safety and people movements through this space;</p> <ul style="list-style-type: none"> <li>• Allows for underground Balance Tanks adjacent to the 50m Pool and Learn to Swim Pools, rather than located separately which is currently the case. The new Balance Tank location provides the following advantages: <ul style="list-style-type: none"> <li>◦ cheaper construction as the excavation works are integrated into the pool bowl excavation and the Balance Tank shares a concrete wall with the pool;</li> <li>◦ Balance Tank will have the same lifespan as the pool as it will be constructed from the same materials;</li> <li>◦ underground Balance Tanks retain water heat better than above ground tanks, providing heating cost savings; and</li> <li>◦ minimises the loss of water by evaporation and the amount of impurities (leaves, blossom, rain etc) entering the Balance Tank, reducing the amount of chemical dosage required.</li> </ul> </li> </ul>
Plant Room located north of the Learn to Swim Pool	Realigned Plant Room and Chemical Store	<ul style="list-style-type: none"> <li>• Opens up the space available for the Plant Room and Chemical Storage area; and</li> <li>• Retains vehicle access to the area for deliveries.</li> </ul>
Utilising Existing Tanks as Backwash Tanks	New Backwash Tank and Splash Pool Balance Tank located underground in the Plant Room (also shown on the Preliminary Design drawing)	<ul style="list-style-type: none"> <li>• One Backwash Tank required for all water filters;</li> <li>• Aligning both Tanks next to each other will provide cost savings in terms of excavation and concrete; and</li> <li>• Splash Pool Balance Tank is better located in the Plant Room as it will require regular topping up due to the high water loss from splashing and evaporation. The water lines will be located in the Plant Room.</li> </ul>
Equipment Store located at the	Equipment Store located at the south western corner of the	<ul style="list-style-type: none"> <li>• Utilises the space in this corner of the property and ensures there's no surveillance issues in this area;</li> </ul>

Concept Plan – November 2023	Master Plan – November 2024	Reason for Change
northern end of the Pool	site (adjacent to the Changeroom / Kiosk building)	<ul style="list-style-type: none"> <li>Increases the storage area available for the Pool, VacSwim and Swim Club, future proofing storage needs for the 60+ yrs of facility life; and</li> <li>Will provide a windbreak from south-westerly winds.</li> </ul>
Shade Structures designed to hold solar panels	Shade Structures spread across the site	<ul style="list-style-type: none"> <li>Restrictions around solar panel placement limits the opportunity to install panels on shade structures. Existing buildings have adequate roof area;</li> <li>Reduces the need to ‘over-engineer’ shade structures to hold solar panels;</li> <li>Increases the amount of shade available to patrons and encourages them to use all areas in the pool site;</li> <li>Shade structures on the western end of the pool will have a dual-use during swimming carnivals, providing a sheltered space for time keepers, marshalls etc (minimising the need for temporary marquees); and</li> <li>Roof area of the Plant Room and Chemical Store will be designed to hold solar panels from the outset, minimising the need to run services and water lines across to shade structures.</li> </ul>
Carparking area along the eastern side of the site	Carparking area extended to the north eastern end of the site  ‘One Way Exit Turnstile’ to the northern most parking area	<ul style="list-style-type: none"> <li>Additional parking bays to accommodate an increase in patrons;</li> <li>Turnstile to allow for an easy exit from the pool to the north eastern carpark at the end of a pool visit; and</li> <li>Turnstile reduces the movement of people by the Kiosk / Office area, improving visibility for Lifeguards if based in the kiosk.</li> </ul>
	500mm deep ledge incorporated into the Learn to Swim Pool design (as shown on the Preliminary Design drawing)	<ul style="list-style-type: none"> <li>Provides an area for people to balance while doing exercises – the ledge is a common feature in hydrotherapy pools; and</li> <li>Provides a seating area for use during lessons avoiding wind-chill when wet children sit on the outside edge of the pool during lessons.</li> </ul>

Concept Plan – November 2023	Master Plan – November 2024	Reason for Change
	<p><b>*Option:</b></p> <p>Swim Wall in the 50m pool</p> <p>*Recommend incorporating into the construction tender documents as an Option, so Council can consider cost / benefit and make a decision</p>	<ul style="list-style-type: none"> <li>• Moveable aquatic wall system that enables a 50m pool to be divided into different segments, such as two 25m pools, to expand the programmable space;</li> <li>• Increased patronage and program flexibility in the 50m pool (ie lap swimmers can use the pool while swimming lessons are occurring, lap swimmers or water walking can occur at the same time as after school casual use etc.);</li> <li>• Expands the options for lap swimmers and Swim Club activities, eg 50m and 25m lap swims offered concurrently;</li> <li>• No electronics or outside mechanics – system is operated by air and water; and</li> <li>• Highly dependent on cost.</li> </ul>
	<p><b>*Optional:</b></p> <p>Increase 50m pool from 6 to 8 lanes</p> <p>*Recommend incorporating into the construction tender documents as an Option, so Council can consider cost / benefit and make a decision</p>	<ul style="list-style-type: none"> <li>• Caters for pool needs over a 60+yr period;</li> <li>• Enables the pool to host Interschool Carnivals and higher grade swim competitions; and</li> <li>• Highly dependent on cost.</li> </ul>
	<p><b>Future Development:</b></p> <p>Extending the pool site to the north to increase family areas and create a dry land recreation / play space.</p> <p>Expansion of space to be contained on the existing Pool Lot (the current fence is not the property boundary).</p>	<ul style="list-style-type: none"> <li>• Pool becomes a day destination for users, encouraging people to travel to Mount Barker for extensive stays (ie Cranbrook, Frankland, Tambellup and South Stirlings families);</li> <li>• Allows families to move into a 'dry area' to relax and picnic / host parties and celebrations without the concerns of children in close proximity to water; and</li> <li>• 'Dry play' facilities at the Pool highlighted as a community need in the Pool Community / Stakeholder engagement report (2019).</li> </ul>

Concept Plan – November 2023	Master Plan – November 2024	Reason for Change
	<p><b>Future Development:</b></p> <p>Reshaping and realigning the tiered seating area at the front of the Changeroom / Kiosk building</p>	<ul style="list-style-type: none"> <li>• Current tiers are steep and people with movement limitations are unable to access them. The height minimises use by families with young children due to trip / fall concerns;</li> <li>• Suggest reshaping the tiers and installing a third step to reduce the height between the tiers, plus increase the depth of the tiers to extend use; and</li> <li>• Improves the alignment of the 50m pool in the site.</li> </ul>

Once the Stage 1B and Stage 2 revised Master Plan is adopted, the project will move on to Detailed Design Plans, accurate costings and the production of a Construction Tender document.

### VOTING REQUIREMENTS

Simple Majority

### OFFICER RECOMMENDATION

That Council:

1. Endorses the Mount Barker Swimming Pool – Revised Master Plan and Preliminary Design 2024, as proposed.
2. Proceeds to Detailed Design Plans based on the Mount Barker Swimming Pool – Revised Master Plan and Preliminary Design 2024.

## 9.4 EXECUTIVE SERVICES REPORTS

### 9.4.1 STRATEGIC COMMUNITY PLAN – MINOR REVIEW

<b>File Ref:</b>	<b>N65077</b>
<b>Attachments:</b>	<u>1. Imagine Plantagenet: Strategic Community Plan 2022/2023 – 2032/2033</u> <u>2. Draft Strategic Community Plan 2025-2035</u>
<b>Responsible Officer:</b>	<b>Julian Murphy</b> <b>Chief Executive Officer</b>
<b>Author:</b>	<b>Anthony Middleton</b> <b>Executive Manager – Corporate &amp; Community Services</b>
<b>Proposed Meeting Date:</b>	<b>17 December 2024</b>

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#### PURPOSE

The purpose of this report is to consider the draft Strategic Community Plan 2025-2035 prior to it being advertised to seek community feedback.

#### BACKGROUND

The current Shire of Plantagenet Strategic Community Plan, titled 'Imagine Plantagenet' and covering the years 2022/2023 – 2032/2033, was adopted by the Council on 24 May 2022.

A copy of the existing (2022) plan is attached.

#### EXTERNAL CONSULTATION

This report recommends advertising to invite community feedback on the proposed draft Strategic Community Plan 2025 - 2035.

#### STATUTORY ENVIRONMENT

*Local Government (Administration) Regulations 1996* regulations 19C stipulates the minimum requirements for inclusion in the plan and the process for adoption and modification of a plan.

Whilst relevant legislation only requires a local government to review the current strategic community plan (SCP) for its district at least once every 4 years (due 2026), it is prudent to undertake a minor review in-between times to ensure goals remain relevant and contemporary, particularly in light of a growing population base.

The State Government is currently proposing to amend the legislative requirements for forward planning in local government as part of their Local Government Reform

agenda. The changes to the regulations are currently being developed and the Department's website provides the following information:

*'The reforms propose that local governments prepare, adopt and publish a council plan to plan for the future services and facilities that are to be provided by the local government for the district. This is intended to replace the requirement for strategic community plans.'*

A summary of this reform proposals are:

- *simplified, short-form council plans that replace strategic community plans and set high-level objectives over an 8-year period*
- *simplified asset management plans to consistently forecast costs of maintaining assets*
- *simplified long-term financial plans that outline long-term financial management and sustainability issues, and any investments and debts.*

*Regulations are being developed to ensure the framework meets the needs of the sector and provide for an avenue for local governments to plan for the short, medium and long term.'*

#### **POLICY IMPLICATIONS**

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications for this report.

#### **BUDGET IMPLICATIONS**

There are no budget implications for this report.

#### **LEGAL IMPLICATIONS**

There are no legal implications for this report.

#### **ASSET MANAGEMENT IMPLICATIONS**

There are no asset management implications as no assets are being created or acquired.

#### **STRATEGIC IMPLICATIONS**

This item is the first step in establishing a new, albeit minor revision of the existing, strategic direction. The existing Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 4 Performance & Leadership* the following Strategies:

Strategy 4.1.1:

*'A Shire that listens and considers the needs of each community.'*

And

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

## REGIONAL IMPLICATIONS

There are no regional implications for this report.

## OFFICER COMMENT

Notwithstanding the pending legislative changes in this area, the Strategic Community Plan (SCP) sets the direction for the organisation via the wishes of the community, and subsequently the actions required to achieve these wishes defined in the Corporate Business Plan. As such, it is important that the contents of the plan remain relevant and up to date. Accordingly, this minor review is being undertaken.

A high-level assessment of *Imagine Plantagenet*, the 2022/2023 - 2032/2033 SCP reveals the following framework:

Key Pillar:	Number of Focus Areas	Number of Strategic Priorities
Community	4	13
Environment (Built & Natural)	4	10
Economy	2	5
Performance & Leadership	1	4
<b>Total</b>	<b>11</b>	<b>32</b>

As can be seen above, the SCP is content heavy in the first two key pillars (23 of the 32 strategic priorities) with the third and fourth key pillars being somewhat of an afterthought. The ‘Economy’ key pillar, essential to growth and prosperity, is especially underdone.

The eleven (11) focus areas of *Imagine Plantagenet* are formulated based on “who” a service is for, rather than “why” or “what” service is being delivered. Also, a lot of the terminology used is non-committal. Strategic goals that commence with the words “where possible” need to be amended to be more measurable and actionable.

Lastly, there are some key issues completely missing from the 32 established strategic priorities, for example, housing development and water resource security.

Consequently, a review has been undertaken to fine-tune the intent and structure of *Imagine Plantagenet*. The minor review undertaken has addressed these three



issues identified above to result in a more balanced framework, around which a Corporate Business Plan can be formulated. This will ensure that the next step of preparing the Corporate Business Plan (identifying 4 or 5 actionable tasks to achieve for each strategic priority) is focussed on achieving all of the communities and Council’s strategic goals. Numbering has also been added to each key pillar and strategic priority to improve referencing and the allocation of responsible managers.

The review has produced the draft Strategic Community Plan 2025-2035 as attached.

The structure of the attached draft SCP is more balanced and can be summarised as follows:

Key Pillar	Number of Focus Areas	Number of Strategic Priorities
1. Community	3	10
2. Environment	2	8
3. Economy	3	9
4. Leadership	2	7
<b>Totals</b>	<b>10</b>	<b>34</b>

A lot of the changes proposed above are quite subtle yet make an important improvement with a focus on action. For example, terms such as “*where possible...*” have been removed to bolster the intent. Also, rewording a strategic priority from “*Develop and implement policies and initiatives to attract inward migration and investment*” to simply “*Attract inward migration and investment*” has improved the whole document and better demonstrates the commitment to achieve.

Legislation requires that the electors and ratepayers of the district are consulted during the development *or modifications* of a strategic community plan. As such, the following timeline is suggested for this review:

- December Council Meeting - Draft SCP 2025-2035 document ‘approve for advertising’;
- December 2024 to February 2025 – Draft SCP advertised seeking community feedback; and
- February 2025 Council Meeting - Draft SCP 2025-2035 document and any community feedback considered for final adoption.

A review of the Corporate Business Plan (required to be completed annually) is being undertaken by staff concurrently with SCP review. Also, a Strategic Resource Plan (a single document that incorporates a long-term financial plan, asset management plan and workforce plan) is presently being prepared.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION**

That Council approve for advertising, the draft Strategic Community Plan 2025-2035 as proposed.

**9.4.2 COUNCIL CHAMBERS AUDIO VISUAL UPGRADE**

<b>File Ref:</b>	<b>N65090</b>
<b>Responsible Officer:</b>	<b>Julian Murphy Chief Executive Officer</b>
<b>Author:</b>	<b>Anthony Middleton Executive Manager – Corporate &amp; Community Services</b>
<b>Proposed Meeting Date:</b>	<b>17 December 2024</b>

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**PURPOSE**

The purpose of this report is to consider approving out of budget expenditure for the upgrade of audio-visual capability of the Council Chambers.

**BACKGROUND**

As of 1 January 2025, band 3 and 4 local government are required to record the audio of its Council meetings and make publicly available on its website for 5 years. The existing microphone system within the Council chambers adequately meets this requirement, however, there is no integration between the microphone system and the very basic video conferencing technology used in the Chamber. In addition to the poor quality currently experienced for video meetings in the Council Chambers, Elected Members attending a meeting electronically may struggle to be picked up by the microphone recording.

To address this disconnect, quotations have been sought for a fully integrated video conferencing system, with appropriate screens for both members of the public and meeting participants.

**EXTERNAL CONSULTATION**

Quotes have been sourced from external suppliers for appropriate products and system design.

**STATUTORY ENVIRONMENT**

*Local Government (Administration) Regulations 1996* regulations 14I (Local governments to make recordings of council meetings) requires tier 3 and 4 local governments to record the audio of its Council meetings and make publicly available on its web site for a minimum of 5 years.

Section 6.8 of the *Local Government Act 1995* (Expenditure from municipal fund not included in annual budget) states:

- (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**

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

### **FINANCIAL IMPLICATIONS**

A fully integrated system, dependant on components chosen, will be a maximum of \$75,000.

### **BUDGET IMPLICATIONS**

There is currently no 2024/2025 budget provision for the purchase of Council Chambers audio-visual equipment upgrade. Whilst the budget can be amended to allow for the purchase during the mid-year budget review, it is also worth noting that the *Computer Software/Hardware Management reserve account* has a balance of \$61,000.

### **LEGAL IMPLICATIONS**

There are no legal implications for this report.

### **ASSET MANAGEMENT IMPLICATIONS**

The purchase of Council Chambers audio-visual equipment upgrade will be added to the asset register and its replacement and upgrade over time will need to be funded. This type of audio/visual equipment would be expected to have a 5–15 year serviceable life.

### **STRATEGIC IMPLICATIONS**

This item is the first step in establishing a new, albeit minor revision of the existing, strategic direction. The existing Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 4 Performance & Leadership* the following Strategies:

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

### **REGIONAL IMPLICATIONS**

There are no regional implications for this report.

**OFFICER COMMENT**

The quotation covers the following major components/features:

- Utilise the existing CCS1000D Discussion system and enhance the operation with a simple to use interface via a Touch Screen;
- Utilise the existing Clock watch timer system;
- Update the audio system for a fully integrated digital signal processor and control systems - with touch screen controller that will control the room, control the existing discussion system and recording;
- Add integrated video conferencing & live streaming with a two-camera system (front and rear);
- 3 input visual systems with systems-controlled switching to vision outputs and live streaming;
- 2 x 75" large screens on the wall (front of the chamber) for display; and
- 15 x 15" screens on the desk for all participants.

As a result of the legislation changes requiring Council meetings to be either video live streamed (band 1 & 2) or audio recorded (band 3 & 4) commencing 1 January 2025, suppliers and installers of audio-visual equipment are very busy and installation timeframes are starting to being delayed by months. As such, it is recommended that this purchase be considered now rather than waiting for the adoption of the mid-year budget review.

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER RECOMMENDATION**

**That Council approve the Chief Executive Officer to purchase a fully integrated audio-visual system for the Council Chambers, valued at \$75,000, as unbudgeted expenditure in accordance with s6.18 (1)(b) of the Local Government Act 1995.**

**10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING****12 CONFIDENTIAL****12.1.1 TENDER CO1-2425 SUPPLY AND DELIVERY OF A GRADER**

**File Ref:** N65101  
**Responsible Officer:** Kevin Hemmings  
Executive Manager Infrastructure and Assets  
**Author:** Amy Chadbourne  
Senior Administration Infrastructure and Assets  
**Proposed Meeting Date:** 17 December 2024

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**PURPOSE**

The purpose of this report is to consider submissions received for Tender CO1-2425 Supply and Delivery of a Grader.

**OFFICER RECOMMENDATION**

That in accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

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

**13 CLOSURE OF MEETING**